

Approved 11/18/21



OCEAN Strategic Planning Meeting Minutes

DAY 1: OCTOBER 4th, 2021

PRESENT: Jason Faucera, Kelly Dawes, Cathy McQueeney, Cynthia Warnock, Clint Nichols, Janet Greenup, Jeremy Baker, Samantha Bourque (contractor), Alexandria Scott (contractor)

ABSENT: Herb Winters, Victoria Fischella

1) LEARNING STYLES ICEBREAKER – Everyone took a learning style test to get a better sense of each other’s learning styles. The options were kinesthetic, visual or auditory.

- Kinesthetic Learners: Cathy, Kelly & Jason
- Visual Learners: Janet, Jeremy, Samantha, Clint & Alexandria

2) ROBERTS RULES DISCUSSION – The group reviewed Robert’s Rules & how OCEAN uses them.

- Quorum number for OCEAN = 6
- The board decided to flex between hand raising and conversation in board meetings.
- Time allowed for debate - The board decided each person should have time to make their point, but then move on. No one idea will be stated twice.
- According to RR’s majority vote, silence gives consent and the majority is over half. Board decided you can abstain only if it is a conflict of interest. Board already uses the majority rule.
- According to RR's, once the group decides on a question, that question cannot come back before the assembly in the same form. The board decided if it is captured in the minutes and continuity is maintained with action items this should not be an issue.
- Motions - A motion is any member's formal proposal that the assembly take a certain action. A “Second” is when another member approves the motion, before there is a vote. Once a Motion is approved to go forward, the group then votes, and it is approved (or not), according to the previously decided upon Method of Voting. The OCEAN board already does their motions this way.
- Method of voting - OCEAN board decided to leave the method (voice, show of hands, rising, voting cards & roll call) of voting at the discretion of the chair.
- Minutes - Meeting minutes will provide context for decisions and highlight pros and cons. They will be reviewed at the start of each meeting, corrected and approved by unanimous consent.

3) REVIEW NEW OCEAN LOGO DESIGNS – Group discussed 4 logo options from Hoopla Creative. The majority liked the book logo but liked the font style from the leaf logo. Kelly is going to send the feedback to Hoopla Creative and they are going to take another stab at the logo.

4) REVIEW ASSIGNED TASKS FROM 2020 MEETING –

2020 OCEAN Strategic Planning Meeting Assigned Tasks

1. Cathy (with Clint helping): A fact sheet describing the vision, to be used as insert at CONNECT, deadline is Feb. 28, finalize at March 19 Board mtg. **The flyer was produced but CONNECT**

Approved 11/18/21



OCEAN Strategic Planning Meeting Minutes

- didn't happen that year. Re-engage with Tualatin SWCD for help on this message, it needs to be shaped up more.
2. Cathy: After CONNECT, put a survey together. **Going in a different direction, keep in mind for the future.**
 3. Clint: Analyze Survey data once it is in. **N/A survey didn't happen.**
 4. Clint: will write bullet points for the CONNECT speakers to cover each time. **Bullets never got used because CONNECT got cancelled that year. Keep bullet points on file.**
 5. Jason (with Scott helping): revisit membership, amount, what you get, along with credits for CONNECT and how that might work. **Jason made recommendations to the board for membership. Discuss increasing membership to \$20 in the new year to add to an agenda.**
 6. Jeremy: navigating soliciting bids for Website polishing. **In contract now with Hoopla Creative.**
 7. Jeremy: will email the Board when Partnership meetings come up to see if someone can call in or go. **Still in process, Cynthia is attending.**
 8. Jeremy (with help from Kelly): will add to the CONNECT evaluation to ask about training and website content. **Virtual CONNECT made this wonky.**
 9. Kelly: will write up the Admin description for the March Board meeting. **Happened and the contractor was hired.**
 10. May: Discuss potential partnerships [for CONNECT], assignments below (new people starting to attend CONNECT in plus years and normal). Integrating training that their organizations give them for SWCDs.
 - a. Clint- ODF – **Talked with one of their staff members, he liked the networking at CONNECT, but they get the training they need through their organization.**
 - b. Kyle-CTUIR – **Janet volunteered to talk to Kyle. Jeremy has a connection with the Umatilla Tribe that he could talk to.**
 - c. Janet-DEQ
 - d. Jason-ODFW
 - e. Herb-local tribe
 - f. Jeremy-NRCS

Needs to be added to a future meeting agenda to figure out what we are going to be asking them for, who is asking and what timeline. Hoping to implement it at CONNECT 2023.
 11. December Mtg: Decision on in or out of the OrCP, the grant, and the partnership. **Decided to stay in. Still having meetings for the grant.**

5) REVISIT OCEAN 3-YEAR PLAN

- The board decided to change the years from 2020 – 2022 to 2021 – 2023.

2021	2022	2023
Day to Day operations	Day to Day operations	Day to Day operations
Website Working on it with Hoopla Creative	Website (launching early in the year)	Website

Approved 11/18/21



OCEAN Strategic Planning Meeting Minutes

<p>CONNECT</p> <p>Contractor Partnerships Item 10 on the assigned meeting tasks. Item for CONNECT 2023 CEC (staging)</p>	<p>CONNECT</p> <p>Contractor Partnerships CEC (implementation)</p>	<p>CONNECT</p> <p>Contractor Partnerships (implementation) CEC (implementation)</p>
<p>Vision</p> <p>Membership Context: Has membership increased? Working to do this. Perceptions Working on new logo with Hoopla Creative</p> <p>Salmon license plate auction – OCEAN raised \$5,000</p> <p>Regional trainings and NRCS grant – wanted to get people excited about it.</p> <p>Subcommittee was working on a flyer but COVID happened and it lost steam. Jason, Tualatin SWCD & Annie from Kelly’s staff refine outreach and messaging</p>	<p>Regional Trainings Grant (staging)</p> <p>The group needs to be brought up to speed, because this is not the NRCS grant Samantha is working on</p>	<p>Regional Trainings Grant (implementation)</p>
<p>Admin (staging/implementation)</p> <p>Alexandria hired for admin support and Samantha hired for deliverables tracking for NRCS grant.</p>	<p>Admin (Implementation)</p>	<p>Admin (Implementation)</p>
<p>Length of Service</p> <p>People like that OCEAN honors their members in this way</p>	<p>Continuation of Service</p>	<p>Continuation of Service</p>
<p>NRCS Grant (staging)</p> <p>EC hiring Done</p>	<p>NRCS Grant</p>	<p>NRCS Grant</p>
<p>Website Refresh</p> <p>Hoopla working on website refresh & logo refresh</p>	<p>Website Revamping</p> <p>Educational (staging) Try to add educational materials for districts to website once up and running</p>	<p>Poster Contest revamp</p> <p>Website Revamping</p> <p>Educational (implementation)</p>

6) ANNUAL WHEEL OF DELIVERABLES DISCUSSION – Discussed the importance of updating the existing OCEAN calendar. For CONNECT Daphne can provide a list of the decisions items she will be looking to the board for and when.

Approved 11/18/21



OCEAN Strategic Planning Meeting Minutes

DAY 2: OCTOBER 5th, 2021

PRESENT: Jason Faucera, Kelly Dawes, Cathy McQueeney, Cynthia Warnock, Clint Nichols, Janet Greenup, Jeremy Baker, Victoria Fischella, Samantha Bourque (contractor), Alexandria Scott (contractor)

ABSENT: Herb Winters

1) COMMUNICATION STYLES – The group went over different communication styles and each attendee identified their style.

The choices were:

Lions: Fast, quick decisions, less concerned on impact to people

Otters: Keep it fun, helps keep a team bonded and conversive

Beaver: The keeper of information, no such thing as too much data

Golden Retriever: Making sure everyone is ok, prevents group fall outs

Kelly is a lion, Clint is a beaver/otter, Cathy is a beaver/retriever, Jeremy is an otter, Jason is a beaver/lion, Janet's mic wasn't working.

2) NRCS CONTRACTED GRANT – Reviewed the objectives, deliverables, contacts and the approach to completing the deliverables of the NRCS grant. Contractors will be meeting once a month to discuss workflow and will provide updates at the board meetings.

3) OrCP PARTNERSHIP UPDATE – Partnership was interested in how scholarships have been awarded for CONNECT in the past, the selection criteria that OCEAN uses were shared with the board. The OCEAN president will continue to inform the board about anything pertinent to the partnership.

4) INCREASING CONNECT ATTENDANCE & PARTNERING WITH NEW AGENCIES – Carried over from the review of 2020 strategic planning action items. Board is interested in potentially partnering with new organizations for CONNECT 2023. Want to create training opportunities that benefit them and OCEAN partners. This will need to be discussed further at a board meeting so everyone can get on the same page about what we are offering.

2021 Strategic Planning Meeting Action Items -

Action Item: Jason, Tualatin SWCD & Annie from Kelly's staff refine outreach and messaging for the membership flyer.

Action Item: Cynthia reviews 3-Year Plan and adds or takes away items from it.

Action Item: Subcommittee (TBE) and Administrative Support Contractor meet to update OCEAN calendar. If they can't meet, then set a timeline for to update the calendar for the contractor.

Action Item: Get contract to Daphne for CONNECT so that she is under contract before the next board meeting. Jeremy sent the 2019 contract to the group as an example. Cynthia is the lead on this.

Approved 11/18/21

OCEAN Strategic Planning Meeting Minutes



Action Item: Update Victoria's email in the OCEAN communications email list to victoria@uwsxcd.org.

Future Agenda Item: Increasing membership to \$20 in the New Year. Needs to happen at the November meeting or December 2021.

Future Agenda Item: Further refinement of what we are offering and what we are looking for with potential CONNECT partners for 2023. Jeremy offered to be the lead on this and Clint offered to help.

November OCEAN Board Meeting: Kick off meeting with Daphne, CONNECT (get feedback from Daphne about it being in the fall, president typically tells partners but group will discuss this with Cynthia, talk about spring/fall conference in same fiscal year repercussions, need to start telling people once a date is set).

Meeting Notes Submitted By: Alexandria Scott, OCEAN Administrative Support Contractor