

Approved 10/17/24

Oregon Conservation Education & Assistance Network Board Meeting Minutes September 19, 2024



Oregon Conservation Education
& Assistance Network

PRESENT: Cynthia Warnock (Wallowa SWCD), Morgan Neil (Polk SWCD), Cathy McQueeney (Clackamas SWCD), Cassi newton (Wheeler SWCD), Jodi Johnson (Malheur SWCD), Jeremy Baker (Multnomah SWCD), Jill Smedstad (Jackson SWCD), Jason Faucera (Clackamas SWCD, OCEAN Contractor), Alexandria Scott (OCEAN Contractor)

1) CALL TO ORDER & REVIEW AGENDA - Cynthia Warnock, called the meeting to order at 1:05 p.m. No additions were made to the agenda.

2) MEETING MINUTE APPROVAL - *Jill Smedstad moved to approve the August 2024 meeting minutes with a correction to the sentence on page 2 that stated the steering committee last year met with the conference planner it should say planning committee, Jeremy Baker seconded. All approved unanimously.*

3) TREASURER REPORT - There was no Treasurer's report for this month.

4) OCEAN CONTRACT EXTENSIONS - Jason Faucera's contract expired on September 1st and Alexandria Scott's contract expires on September 30th. Cynthia Warnock has prepared contract extensions for another year for the two of them to continue their services, but needs approval from the board to move forward with them. *Jill Smedstad made a motion to extend the contracts for Jason Faucera and Alexandria Scott for another year, Cathy McQueeney seconded. All approved unanimously*

5) CONTRACTOR UPDATES - Jason Faucera gave an update on the NRCS communications contractor work so far. Eric Steen has already been able to get the Facebook and Instagram accounts up and running. There are 12-14 conservation stories in the hopper and the audience is producers and the public for these stories. Jason Faucera has been working with Amy Hendershot who is state planning lead for NRCS she wanted to wait for messaging to districts until the partnership liaison role Claire Tachella was hired because she will be the one to answer questions about conservation planning certification. He is very excited about us making progress on that front with NRCS now that they have more capacity. Jason Faucera is willing to also speak to Claire Tachella about the NRCS CONNECT grant check with Kelly about performance report that is due October 2nd for that grant.

Alexandria Scott will send out an email to the board asking if we want to change the monthly meeting time, but the board members that attended this meeting said the current day/time works for them. A new zoom link needs to be created and calendar invite since the current ones were set to expire after September 2024 so Alexandria Scott will work on that as well. A strategic planning meeting needs to be set up if the board wants to have one this year so Alexandria Scott will put together a doodle poll to get the dates nailed down to start.

5) SURETY BOND - Cathy McQueeney got an invoice from Wheatland Insurance for a surety bond. OCEAN hasn't paid for this since 2018, the surety bond is good for 3 years and would cost \$475.95. *Jeremy Baker motioned to approve the surety bond payment of \$475.95 to cover the OCEAN board for the next 3 years, Jill Smedstad seconded. All approved unanimously.*

6) CONNECT 2025 CONFERENCE - Daphne Plump still waiting to hear from some of the motels for room blocks and government rates. There is not shuttle service to and from the hotels and the event center

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does not have one either. The hotels seem to be walking distance looking at the city layout according to Cynthia Warnock. We can pay for the event center upfront and pay for catering later. There are 5 breakout rooms but there is not a large room for dining. There is the option and budget to get a tent if we need to plan to eat outside if they are setting up the breakout rooms for sessions. Kelly Dawes has put together a draft budget for the steering committee for consideration. Cynthia Warnock reached out to Siuslaw SWCD about potential field tours and she is waiting to hear back in mid-October.

7) OCEAN WEBSITE - Hoopla Creative reached out about price increases for plugins on the OCEAN website and wanted to bring up that there is a new accessibility plugin available as well. The Beaver Builder Plugin + Beaver Theme will cost [\\$89/yr](#) and the PowerPack for Beaver Builder will cost [\\$59/yr](#). The [Accessible](#) plugin, which enables complete ADA compliance for the website would cost \$490 per year. Jason Faucera had some questions for Julie Beals with Hoopla Creative about the necessity of the plugins and accessibility of the current site. Alexandria Scott will work to set up a meeting with Hoopla Creative to answer those questions before the next board meeting.

8) ADJOURN - *Cathy McQueeney moved to adjourn the meeting, Jodi Johnson seconded. All approved unanimously.* The meeting was adjourned at 2:04 p.m.

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