

Meeting

**Please attend either in person at
331 E Cottage Park Drive, Cave
Junction or via the ZOOM link
below.**

Illinois valley SWCD is inviting you to a scheduled Zoom meeting.

Topic: Illinois Valley Soil & Water Conservation District Meeting

Time: 6:00 PM Thursday, June 24, 2021

Join Zoom Meeting

<https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09>

Meeting ID: 954 3509 9861

Passcode: Conserve

One tap mobile

+13462487799,,95435099861#,,,,*21861768# US (Houston)

+16699006833,,95435099861#,,,,*21861768# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

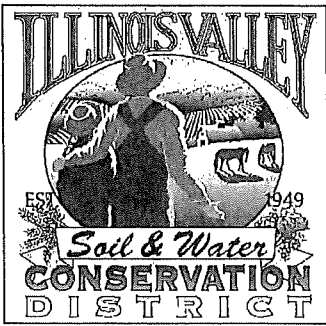
+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 954 3509 9861

Passcode: 21861768

Find your local number: <https://zoom.us/u/ab7y7ctjWv>



Illinois Valley Soil and Water Conservation District

331 E Cottage Park Dr Suite 1B - P.O. Box 352

Cave Junction, OR 97523

Phone: 541-592-3731

Bi-Monthly Board Meeting Agenda
June 24, 2021- SWCD Conference Room/ZOOM

- I. 6:00 PM: Call to Order
- II. 6:05: Acceptance of Minutes
- III. 6:30 PM: Acceptance of Financial Reports
- IV. 6:35 PM: Old Business
 - a. White Ditch Contract meeting results
 - b. Water Quality Subcommittee
 - c. Farmer's Market
- V. 6:55 PM: New Business
 - a. Commissioner Fowler
 - b. Community Organizer discussion
 - c. Capacity Budget 21-22
- VI. 7:00 PM: Staff and Partnering Agency Reports
 - a. Tracey's report
 - b. Arlyse's Report
- VII. 7:10 PM: Public Comments
- VIII. 7:15 PM: Adjourn

Meeting Minutes

Meeting Called to Order Thursday April 22, 2021 by Bill Reid, Chairman at 6:01 pm

LIVE ATTENDEES	ZOOM ATTENDEES	ABSENTEES
Bill Reid	Marcy Sowa	Janice Denney (WC)
Rhett Nelsen	Jim Gurley	Joy McEwen (WC)
Katrina Poydack	Gene Merrill (WC)	Carol Crawford (WC)
Bob Webb	Tracey Reed (Staff)	Arlyse DeLoyola (office mgr)
Janice Denney (WC)	Kevin O'Brien (Staff)	
Don Young (WC)	Joy McEwen (WC)	
Bob Schmidt	Patty Downing (WC)	
	Marganne Allen, ODA	
	Alex Ponder, Applicant	

SCRIBE

Notes were taken by Tracey Reed

- **Minutes:** The minutes from the February meeting were presented to the Board for review.
 - **Bob Schmidt made a motion to approve the minutes for February.**
 - **Rhett Nelsen seconded that motion.**
 - **The motion carried without dissent.**

- **Financials:** The Financial Reports from July 1, 2020– March 31, 2021 were presented to the Board for review.
 - **Bob Schmidt made a motion to accept the financial reports.**
 - **Rhett Nelsen seconded that motion.**
 - **Discussion was held.**
 - **The motion carried without dissent.**

OLD BUSINESS

- **Report on hiring of Contract Employee**
 - Tracey reported that Angie's work is going well.

NEW BUSINESS

- **Associate Director Application**
 - Alex Ponder was introduced as an applicant to the open Associate Director position. Discussion was held and questions fielded.
 - **A motion was made by Bob Webb, seconded by Marcy Sowa to appoint Alex Ponder as an Associate Director.**
 - **The motion passed without dissent.**
- **White Ditch Contracts**
 - Tracey explained that there was missing data on the ditch that was expected from the Water Rights Examiner. Bill gave background on the project. Next steps are to speak with the engineer regarding what is needed and determine a resolution.

CONTINUING

- **Staff and partnering agency reports were presented to the board:**

Tracey reviewed her report.

Arlyse was not present at the meeting but submitted a written report.

- Jim Gurley mentioned an email from SDAO regarding the US Treasury release of funds for water infrastructure under a newly passed bill. He asked if IVSWCD (and IVWC) might be able to offer a clear path for whom to talk to regarding water complaints. He mentioned that he had trouble getting any agency to look into issues on Clear Creek.
- Marganne Allen of ODA was introduced. She explained that Beth Pietrzak will field all local inquiries, and that investigations are complaint driven and cannot be anonymous but can come from an agency. The ODA will check to see if the problems are of agricultural origin, and if not, will pass the issue off to the correct agency for resolution. More discussion was held and Marganne gave attendees a link to page 12 of the area Water Quality Plan regarding complaints and information. Patty asked about doing Outreach on how to make a complaint or ask questions, making it easier for the community to act. She would like to see data regarding the impact of hemp rather than just anecdotal evidence. Marganne informed the group that one of the requirements for growing hemp is reporting where the water is coming from. Marcy mentioned the IVSWCD/IVWC Resource List and suggested forming a stream work group. The list needs to be updated and was tasked to Tracey and Arlyse to complete.
- Katrina suggested doing Farmer's Market again and starting a Task Force on Water Quality. Also mentioned was having the watermaster come out again for an educational event.
- Discussion was held regarding illegal users not being shut down, which is affecting legal water users. Bob mentioned advocacy to the State Legislature by OACD
- Marganne Allen gave her contact information and explained that she had replaced John Byers as Water Quality programs Manager. She noted that the AG water Quality plan was due for a full update in Quarter One of 2022. She also said she is available to speak about the hemp program.

NEXT MEETING

The next meeting is to be held on June 24 at 6:00 PM at the Illinois Valley SWCD Office and via ZOOM.

ADJOURNMENT

Adjournment: The meeting was adjourned at 7:10 pm

APPROVED MINUTES: _____

DATE: _____

9:19 AM

06/17/21

Cash Basis

Illinois Valley Soil & Water Conservation District

Profit & Loss

July 2020 through May 2021

	<u>Jul '20 - May 21</u>
Ordinary Income/Expense	
Income	
Donations	530.00
Employee HB Cont.	148.39
Grants Received	105,585.55
Watershed Council Loan Repay	80.33
Total Income	<u>106,344.27</u>
Gross Profit	106,344.27
Expense	
Accounting Fees	1,750.00
Contracted Services	7,777.45
Equipment & Software	5,687.85
Insurance	2,260.00
Internet Services	301.91
Mileage	190.38
Other	
Advertising	96.00
Dues & Subscriptions	505.00
Postage/Mailing fees	91.80
Power and Electric	137.53
Printing & Copying	776.97
Rent Expense	3,833.48
Taxes	369.32
Telephone	904.97
Website/Internet fees	4,596.18
Total Other	11,311.25
Reconciliation Discrepancies	-1,889.17
Supplies & Materials	659.20
Training and associated travel	160.65
Wages and Salaries	
Medical Insurance	527.89
Wages and Salaries - Other	21,721.36
Total Wages and Salaries	<u>22,249.25</u>
Total Expense	<u>50,458.77</u>
Net Ordinary Income	55,885.50
Other Income/Expense	
Other Income	1,019.06
Other Expense	
Fire protection	959.73
Total Other Expense	<u>959.73</u>
Net Other Income	<u>59.33</u>
Net Income	<u><u>55,944.83</u></u>

Illinois Valley Soil & Water Conservation District

06/17/21

Balance Sheet

Cash Basis

As of May 31, 2021

	<u>May 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	86,357.87
Savings Account - Thompson Crk	<u>231.55</u>
Total Checking/Savings	<u>86,589.42</u>
Total Current Assets	<u>86,589.42</u>
TOTAL ASSETS	<u><u>86,589.42</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>-170.18</u>
Total Accounts Payable	-170.18
Credit Cards	
Umpqua Credit Card	<u>-2,046.65</u>
Total Credit Cards	<u>-2,046.65</u>
Total Current Liabilities	<u>-2,216.83</u>
Total Liabilities	-2,216.83
Equity	
Opening Balance Equity	8,402.66
Unrestricted Net Assets	24,458.76
Net Income	<u>55,944.83</u>
Total Equity	<u>88,806.25</u>
TOTAL LIABILITIES & EQUITY	<u><u>86,589.42</u></u>

Illinois Valley Soil & Water Conservation District
Profit & Loss Budget vs. Actual ODA Capacity
July 2019 through May 2021

	Jul '19 - May 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Employee HB Cont.	1,369.91	1,632.78	-262.87	83.9%
Grants Received	166,629.50	166,629.50	0.00	100.0%
Landowner contributions	0.00	0.00	0.00	0.0%
Total Income	167,999.41	168,262.28	-262.87	99.8%
Gross Profit	167,999.41	168,262.28	-262.87	99.8%
Expense				
Accounting Fees	1,850.00	1,850.00	0.00	100.0%
Bank Fees	1.69	24.00	-22.31	7.0%
Contracted Services				
RARE Program	1,750.00	7,000.00	-5,250.00	25.0%
Contracted Services - Other	1,825.00	5,450.00	-3,625.00	33.5%
Total Contracted Services	3,575.00	12,450.00	-8,875.00	28.7%
Equipment & Software	22.50			
Insurance				
General Liability Insurance	4,310.00	3,883.00	427.00	111.0%
Vehicle Insurance	0.00	267.00	-267.00	0.0%
Total Insurance	4,310.00	4,150.00	160.00	103.9%
Internet Services	323.74	0.00	323.74	100.0%
Mileage	1,610.24	3,326.66	-1,716.42	48.4%
Other				
Advertising	218.00	1,464.29	-1,246.29	14.9%
Dues & Subscriptions	2,348.32	4,878.32	-2,530.00	48.1%
Food and water	104.75	819.28	-714.53	12.8%
Postage/Mailing fees	212.30	680.00	-467.70	31.2%
Power and Electric	628.70	1,449.77	-821.07	43.4%
Printing & Copying	1,245.67	1,610.20	-364.53	77.4%
Rent Expense	6,148.48	6,300.00	-151.52	97.6%
Taxes	369.32			
Telephone	1,784.56	2,099.64	-315.08	85.0%
Website/Internet fees	1,427.35	2,083.50	-656.15	68.5%
Total Other	14,487.45	21,385.00	-6,897.55	67.7%
Supplies & Materials	1,099.11	3,717.34	-2,618.23	29.6%
Training and associated travel	281.40	2,700.00	-2,418.60	10.4%
Vehicle gas	21.72	14.00	7.72	155.1%
Vehicle Maintenance	171.99	67.00	104.99	256.7%
Wages and Salaries				
Medical Insurance	5,858.04	13,483.90	-7,625.86	43.4%
Wages and Salaries - Other	58,983.22	95,776.10	-36,792.88	61.6%
Total Wages and Salaries	64,841.26	109,260.00	-44,418.74	59.3%
Total Expense	92,596.10	158,944.00	-66,347.90	58.3%
Net Ordinary Income	75,403.31	9,318.28	66,085.03	809.2%
Other Income/Expense				
Other Income				
Refunds	519.00			
Reimbursement	216.35			
Total Other Income	735.35			
Other Expense				
Fire protection	856.75	1,856.75	-1,000.00	46.1%
Total Other Expense	856.75	1,856.75	-1,000.00	46.1%
Net Other Income	-121.40	-1,856.75	1,735.35	6.5%

9:43 AM
06/17/21
Cash Basis

Illinois Valley Soil & Water Conservation District
Profit & Loss Budget vs. Actual ODA Capacity
July 2019 through May 2021

	Jul '19 - May 21	Budget	\$ Over Budget	% of Budget
Net Income	<u>75,281.91</u>	<u>7,461.53</u>	<u>67,820.38</u>	<u>1,008.9%</u>

Illinois Valley Soil & Water Conservation District

6/17/2021 9:36 AM

Register: Checking Account

From 04/01/2021 through 05/31/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/05/2021	20714	Boudro Enterprises, ...	Accounts Payable	Angie March w...	600.00	X		80,105.63
04/08/2021	20715	Cardinal Business Se...	Accounts Payable	784581	916.89	X		79,188.74
04/08/2021	20716	Wells Fargo	Accounts Payable	97345735	67.32	X		79,121.42
04/12/2021	20717	Adkins Engineering ...	Accounts Payable	Engineering- ...	1,726.25	X		77,395.17
04/13/2021	20718	Kelley Connect	Accounts Payable	Mailboxes	120.00	X		77,275.17
04/15/2021	20719	Staples	Accounts Payable	LA 1041286	71.52	X		77,203.65
04/28/2021	20720	Cardinal Business Se...	Accounts Payable	784581	1,138.53	X		76,065.12
04/28/2021	20721	IV DATA CENTER	Accounts Payable	50% May inter...	21.25	X		76,043.87
04/28/2021	20722	Rogue Basin Partners...	Accounts Payable	membership du...	250.00			75,793.87
04/28/2021	20723	US Cellular	Accounts Payable	951128871	101.44	X		75,692.43
04/28/2021	20724	Wells Fargo	Accounts Payable	97345735	67.31	X		75,625.12
04/28/2021	20725	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	50.97	X		75,574.15
04/28/2021	20726	Pacific Source Healt...	Accounts Payable	May- Kevin	26.95	X		75,547.20
04/29/2021	20727	Cardinal Business Se...	Accounts Payable	784581	293.64	X		75,253.56
05/03/2021	20728	Boudro Enterprises, ...	Accounts Payable		232.50	X		75,021.06
05/04/2021	20729	Staples	Accounts Payable	LA 1041286	41.69			74,979.37
05/06/2021			Grants Received	Deposit		X	14,580.00	89,559.37
05/06/2021	20730	Kevin O'Brien	Accounts Payable	TA visits Jan 1...	79.25	X		89,480.12
05/10/2021	20731	Cardinal Business Se...	Accounts Payable	784581	2,398.06	X		87,082.06
05/24/2021	20732	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	211.62			86,870.44
05/24/2021	20733	Cardinal Business Se...	Accounts Payable	784581	1,989.35			84,881.09
05/24/2021	20734	IV DATA CENTER	Accounts Payable	50% June inter...	21.25	X		84,859.84
05/26/2021			Watershed Council Lo...	Deposit		X	80.33	84,940.17
05/26/2021	20735	US Cellular	Accounts Payable	951128871	82.30			84,857.87
05/28/2021			-split-	Deposit		X	1,500.00	86,357.87

Illinois Valley Soil & Water Conservation District
Profit & Loss Budget Overview ODA Capacity
 July 2021 through June 2022

	ODA-DO 2021-2023	ODA SOW 2021-2023	TOTAL
	Jul '21 - Jun 22	Jul '21 - Jun 22	Jul '21 - Jun 22
Ordinary Income/Expense			
Income			
Employee HB Cont.		1,703.52	1,703.52
Grants Received	26,372.00	61,534.96	87,906.96
Total Income	26,372.00	63,238.48	89,610.48
Gross Profit	26,372.00	63,238.48	89,610.48
Expense			
Accounting Fees	4,000.00		4,000.00
Insurance			
General Liability Insurance	2,300.00		2,300.00
Total Insurance	2,300.00		2,300.00
Internet Services		0.00	0.00
Mileage	300.00		300.00
Other			
Advertising	119.00		119.00
Copier lease	936.00		936.00
Dues & Subscriptions	1,085.00		1,085.00
Food and water	310.00		310.00
PO Box Rent	100.00		100.00
Postage/Mailing fees	300.00	0.00	300.00
Printing & Copying	100.00		100.00
Rent Expense	3,600.00	0.00	3,600.00
Taxes	759.75		759.75
Telephone	1,064.00	0.00	1,064.00
Website/Internet fees	676.00	0.00	676.00
Total Other	9,049.75	0.00	9,049.75
Supplies & Materials	2,622.25		2,622.25
Training and associated travel	1,100.00		1,100.00
Vehicle gas		0.00	0.00
Wages and Salaries			
Medical Insurance		7,375.48	7,375.48
Wages and Salaries - Other	6,000.00	55,863.00	61,863.00
Total Wages and Salaries	6,000.00	63,238.48	69,238.48
Total Expense	25,372.00	63,238.48	88,610.48
Net Ordinary Income	1,000.00	0.00	1,000.00
Other Income/Expense			
Other Expense			
Fire protection	1,000.00		1,000.00
Total Other Expense	1,000.00		1,000.00
Net Other Income	-1,000.00		-1,000.00
Net Income	0.00	0.00	0.00

2021-2023 SWCD Capacity Grants

Distribution based on a total of \$7,56000.00

Fund Distribution:

All activities and expenses paid for with Capacity Grant funds must meet Measure 76 funding requirements

Proposed Funds To Be Disbursed - 2021-2023 Biennium			
	1 & 2 SWCDs/County (40)	4 SWCDs/County (5)	Total All SWCDs
District Operations funds (30%)	\$52,744.00	\$26,372.00	\$2,267,992.00
SOW funds (70%)	\$123,069.90	\$61,534.95	\$5,292,005.70
Total Contract	\$175,813.90	\$87,906.95	\$7,559,997.70

Disbursement Method

	1 & 2 SWCDs/County	4 SWCDs/County	
District Operations/Admin Funds	\$26,372.00	\$13,186.00	ne-time payment at beg
SOW funds	\$ 15,383.74	\$ 7,691.87	Advance quarte

Items required:- Proposed Deadline - June 30, 2021

- 1) Board approved Annual Work Plan and Annual Audit submitted each fiscal year (statutory requirement)
- 2) Scope of Work (SOW) including a Focus Area Action Plan
- 3) Current Long Range Plan on File with ODA

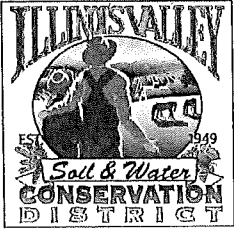
2021-2023 Fund Allocation for SWCDs

Total # of SWCDs	Total Funds
45	\$7,560

Where 4 SWCDs per county are counted as 2 SWCDs.

Where 2 SWCDs per county are counted as 2 SWCDs.

OWEB assigned OGMS #	SWCD	1, 2 or 4	Amount/SWCD
222-900-	Baker Valley	4	87,906.95
222-900-	Benton	1	175,813.90
222-900-	Burnt River	4	87,906.95
222-900-	Clackamas Co.	1	175,813.90
222-900-	Clatsop	1	175,813.90
222-900-	Columbia	1	175,813.90
222-900-	Coos	1	175,813.90
222-900-	Crook Co.	1	175,813.90
222-900-	Curry Co.	1	175,813.90
222-900-	Deschutes	1	175,813.90
222-900-	Douglas	2	175,813.90
222-900-	Eagle Valley	4	87,906.95
222-900-	East Multnomah	2	175,813.90
222-900-	Ft Rock/Silver Lake	2	175,813.90
222-900-	Gilliam Co.	1	175,813.90
222-900-	Grant	2	175,813.90
222-900-	Harney	1	175,813.90
222-900-	Hood River	1	175,813.90
222-900-	Illinois Valley	2	175,813.90
222-900-	Jackson	1	175,813.90
222-900-	Jefferson Co.	1	175,813.90
222-900-	Josephine	2	175,813.90
222-900-	Keating	4	87,906.95
222-900-	Klamath	1	175,813.90
222-900-	Lakeview	2	175,813.90
222-900-	Lincoln	1	175,813.90
222-900-	Linn	1	175,813.90
222-900-	Malheur Co.	1	175,813.90
222-900-	Marion	1	175,813.90
222-900-	Monument	2	175,813.90
222-900-	Morrow	1	175,813.90
222-900-	Polk	1	175,813.90
222-900-	Sherman Co.	1	175,813.90
222-900-	Siuslaw	2	175,813.90
222-900-	Tillamook Co.	1	175,813.90
222-900-	Tualatin	1	175,813.90
222-900-	Umatilla Co.	1	175,813.90
222-900-	Umpqua	2	175,813.90
222-900-	Union	1	175,813.90
222-900-	Upper Willamette	2	175,813.90
222-900-	Wallowa	1	175,813.90
222-900-	Wasco Co.	1	175,813.90
222-900-	West Multnomah	2	175,813.90
222-900-	Wheeler	1	175,813.90
222-900-	Yamhill	1	175,813.90
	Biennium Totals		7,559,997.70



IVSWCD Staff Report

Tracey Reed

June 17, 2021

Current Project Updates

White Ditch.

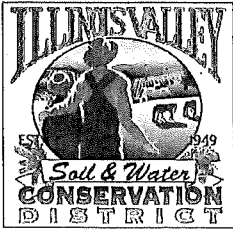
- Submitted progress report to OWEB
- Negotiating with contractors – There is some misalignment of opinions regarding the specifics of what the scope of work includes for survey and engineering work. I facilitated meetings with contractors and SWCD staff, Angie, and Bill to negotiate deliverables to keep the project moving forward. Right now, engineering is on hold. Angie and I will consult with funders to see if it may be possible to alter the scope of work to give more assistance to landowners in forming into a legal entity of a ditch association.
- Coordinating with Angie Boudro – she drafted a letter to landowners that I mailed out ahead of site visits.
- I completed site visits with 8 water rights holders on White Ditch with NRCS to discuss 1) project updates, 2) the need to form a “ditch association”, and 3) funding opportunities available from NRCS.

Goff small grant - livestock fencing and irrigation improvement on Dwight Creek, very near the California border. Landowner cooperative agreement is fully executed and he is authorized to begin working. The landowner will be buying the supplies and doing the work for the majority of this grant. He will submit receipts for reimbursement, and I'll go out to see the project when he's done.

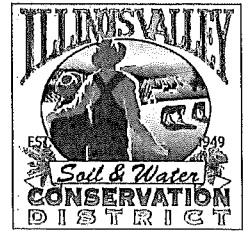
Stakeholder Engagement OWEB resubmittal - This grant was revised and re-submitted by the April 16th deadline. We are hoping this program will be funded and we can bring another person into the office as Engagement Coordinator to work with landowners on fire prevention and stream health.

Community Organizer Position – We have some room in the budget to hire a 6 month, full time community organizer. I coordinated with Arlyse, Kevin, and Bill to in the early planning of the position, and I drafted a position description and timeline for hiring. I'm working with NRCS to get a new license for ArcGIS on the laptop we got with 4-way funds for the Community Organizer to use. I have been putting together the agendas for the water subcommittee that would work closely with the Community Organizer.

Other reports - ODA quarterly report submitted; OWRI report completed for Knopf small grant, staff report.



Arlyse DeLoyola
Office Manager | Staff Report
June 2021~ IVSWCD



GENERAL ADMIN

- Payroll submitted.
- Payroll accrual tracked.
- Grant specific expense tracking in QuickBooks and Excel.
- Preparations for board meeting (pre-meeting packet assembly, QB reporting, coordinating agenda, minutes).
- Kept up with partnering agencies newsletters and memos.
- Reconciled QB accounts for month of April and May. Filed all receipts and checks from both after Katrina checked them.
- Voicemails, email and phone calls.
- Arranged meeting for White Ditch and took notes.

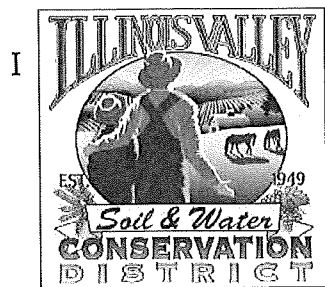
This would be the last month in the Biennium for our ODA Capacity Funding grant, however, they have extended the grant end date through December 31, which gives us six more months to use the remaining funds. This is a huge relief, as we had budgeted the grant for Tracey to be working 32 hours per week and as you know, the pandemic curtailed her hours, leaving us with funds remaining.

This extension will also relieve some of the normal financial stress that comes with a change of biennium. We generally do not get the "advance" for Quarter One (July-September) until the beginning of Quarter Two. This year, we will be able to use the previous grant funds to carry us over and we will be in a far better financial position going forward.

In your packet are the ODA Budget numbers for SWCD Capacity Grants for 21-23. From these numbers, I created the Annual Budget for 2021-2022. This will need to be approved at this meeting, and all the other application requirements met by June 30 in order to secure this grant.

I have been in contact with Brewster Accounting and should have an engagement letter from them soon for Bill's signature. I anticipate the review will go much more smoothly this year. It appears we will still only need to submit a Report in Lieu of Audit, based on our income and expenditures for the fiscal year.

Arlyse



Illinois Valley Soil and Water Conservation District
331 E Cottage Park Dr, Suite 1B - P.O. Box 352
Cave Junction, OR 97523
Phone: 541-592-3731 - Fax: 541-592-3425

Position Title: Community Organizer

Temporary, up to full-time position (flexible), July-December 2021

Salary Range: \$25,000-\$35,000 for the 6 month term, DOE

Opening Date: June 25th

Closing Date: July 5th at 3pm

Interviews will be conducted during business hours on July 6th.

Submit resume and cover letter at 331 E Cottage Park Dr, Suite 1B in Cave Junction to apply. Please call ahead at 541-592-3731 to ensure someone is in the office to receive.

Introduction

The Community Organizer is a temporary full-time position from July 2021 – December 2021. The Community Organizer will engage with the community around their interests and concerns with local water quality and quantity as it relates to agricultural use. The Illinois Valley Soil and Water Conservation District (IVSWCD) has seen an increase in calls from the community voicing their concerns about the legality of some agricultural water use within the valley. The Community Organizer's goal is to fully understand the nature of the concern and to initiate and carry-forth creative, community driven solutions that will have material impact on local water quality and quantity. The Community Organizer is an employee of the Illinois Valley Soil and Water Conservation District, and is responsible to the Illinois Valley SWCD Chair and Board of Directors and Associate Directors. The Community Organizer will work closely with IVSWCD staff and partners.

The Community Organizer should be strategic and organized with existing connections within the community. They should have a working knowledge of local agricultural practices and Oregon water law, and a firm grasp on how to translate community concerns into an actionable response to improve and protect local water quality and quantity.

Duties

The Community Organizer will primarily be working in the areas of: 1) community and landowner engagement, 2) technical assistance, and 3) partnerships. At least 50% of their work shall be serving the community within the Deer Creek Focus Area. There may be some opportunity for training and other related tasks.

The Community Organizer will be first tasked with creating a detailed strategic plan to carry out their goals and objectives within the timeline of the position. Applicants should be prepared to discuss their approach during the interview period.

Community and Landowner Engagement:

- Facilitate community conversations; engage individuals one on one; create outreach materials as necessary; maintain organized data for improved relationships; network with existing community groups.

Technical Assistance:

- This position may require the identification of landowners that may need technical assistance (including referrals) in their use of water as it applies to the Inland Rogue Agricultural Water Quality Management Area Plan.

Partnerships:

- Engage with Oregon Water Resources Department, Oregon Department of Agriculture, Josephine County staff, elected representatives, and other entities as appropriate to reach goals and objectives.

Working Conditions

To perform the duties of this position, the Community Organizer must serve as incidental motor vehicle operator during daylight and after dark. Applicants must have a valid Oregon driver's license, a good driving record and a reliable vehicle. Mileage will be reimbursed at the state rate. This position involves periodic travel to meetings and training and may require overnight stays of one day or more. It also requires some attendance at meetings in early mornings, evenings, and weekends. This position requires working indoors. Inside work involves regular use of computers and prolonged sitting or standing at meetings.

The Illinois Valley Soil and Water Conservation District is an Equal Opportunity Employer, providing services to the public without regard to race, color, national origin, religious preference, sex, age, or disability.