



Approved May 17, 2022

**Clackamas SWCD Special Board Meeting Minutes for April 26, 2022**

<b>PRESENT</b>	<b>Directors:</b>	Jeff Becker (Chair), Roger Fantz (Treasurer), Don Guttridge (Secretary) Jim Johnson, Jesse Nelson (Vice Chair), Jan Lee, Joan Zuber
	<b>Associate Directors:</b>	PK Melethil
	<b>Directors Emeritus:</b>	
	<b>Staff:</b>	Jason Faucera, Tami Guttridge, Lisa Kilders, Chris Lapp, Sam Leininger, Nathan Tucker
	<b>Partners:</b>	
	<b>Guest:</b>	
<b>NOT PRESENT:</b>		

**1 – CALL TO ORDER and AGENDA**

- A. Call to order** – Chair Becker called the meeting to order with a quorum present at 2:50 p.m., April 26, 2022, via “Zoom” originating from the office of the Clackamas SWCD located at 22055 S Beaver Creek Rd, Beaver Creek, Oregon.

Chair Becker stated that the purpose of the meeting was to approve the selection of a strategic planning facilitator and give District Manager Lapp authority to enter a contract above his approved spending authority. Becker turned the meeting over to DM Lapp.

- B. Discussion** – Lapp reported to the Board that the Strategic Planning Facilitator Selection committee had met on Monday, April 25, 2022, to give a last review to the documents in response to our Request for Proposal (RFP’s) that the District received. After reviewing each RFP, the committee recommended that the District accept the proposal from Amy Stork Consulting.

Lapp reported that the committee felt Amy Stork Consulting had a well-structured proposal and a good recommendation from the Benton SWCD, who hired Stork to assist them with their planning. All the proposals received quoted dollar amounts over the District Managers spending authority.

Board members asked about the tasks proposed in the proposal. DM Lapp noted that facilitator would be interviewing the Board, staff, and stakeholders in the District. There would be community outreach, meetings and retreats as needed. DM Lapp noted that the facilitator would not be writing the strategic plan but was there to make sure that we capture everyone's input. The facilitators job is to encourage everyone to be involved.

Board members would like to see a list of set benchmarks for the process and to be kept up to date on the budget and progress on the plan.

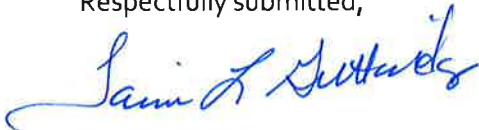
Directors Guttridge/Fantz moved/seconded to authorize District Manger Lapp to enter into a contract with a Not-To-Exceed amount of \$28,000 for Strategic Planning Facilitation with Amy Stork Consulting. The vote was as follows: In Favor: Becker, Fantz, Guttridge, Johnson, Lee, Nelson, and Zuber. Motion carried unanimously.

Board members asked if the office would be reopening soon for in person meetings. DM Lapp reported that staff is working on the acoustical issue in the main conference room and there were on-going discussions about how the District would conduct hybrid meetings. This will be a topic at the May 17, 2022, board meeting.

#### **ADJOURN AND NEXT MEETING**

- The next regular board meeting will be on May 17, 2022, at 4:00 p.m.
- There being no further business, Chair Becker adjourned the meeting at 3:12 p.m.

Respectfully submitted,



Tami L. Guttridge  
Office Administrator