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Board Briefing Book

September 2023

Prepared by:

E. Elaine Placido, DPA, Executive Director

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Meeting Agenda:

Board of Directors Meeting Agenda

September 21, 2023, **9:30 a.m. – 12:00 p.m.**

Teams meeting link:  [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGU4NDcwYTEtOWJhZi00NmUwLTgyYjEtMmY0YzA2YTNjNmI4%40thread.v2/0?context=%7b%22Tid%22%3a%229aff84ff-9e53-4d8d-a7ab-a31c8ec2f150%22%2c%22Oid%22%3a%225a804c55-d79c-4dc7-a90d-85d29e98e1e0%22%7d)

|  |  |
| --- | --- |
| 9:30 | Review of Agenda  Introductions |
| 9:45 | Executive Director Report   * Written Report/Board Book follow up * Grants Update, Pending and Received * Contracts Update * ANEP Tech Transfer in November * Personnel Update |
| 10:00  10:20  10:35 | Project Presentation: Sandy River Delta –  Marci Krass, Community Program’s Principal Restoration Ecologist  Report from the Executive Committee – Chair Jones   * The Committee approved revisions to the Employee Handbook * The Committee approved revisions to the Finance Policies * The Committee received a Finance Report – including Grants, Contracts, and Year to Year comparison of actuals (FY22 & FY23), as well as an update on some changes that will be taking place in banking and anticipated Finance Policy revisions to support. * Approved a recommendation to change the date of the November Board Meeting to November 30th at 9:30am.   Report from the Board Development Committee – Chair Lagomarsino   * Consider the Recruitment Strategy for next year’s Board Prospects – Committee Chair Lagomarsino * Report on the new Board member on-boarding process * Request for a new Board Development Committee member |
| 10:50  11:30 | Board Action Items:   * Approve the nominations of and approve Board membership for new members – Chad Brown and Amy Boyd. * Review and approve the revisions to the Board Development Plan – Director Placido and Committee Chair Lagomarsino * Recommendation to include DEI as a required component of Board service, including options for expanding DEI as a topic for learning and discussion at Board meetings – Committee Chair Lagomarsino and Director Placido * Review and approve the CCMP Update Methodology – Director Placido * Board Forms – Reminder to complete.   Board Discussion Item:   * *“Why Give?”* Honing the message about why it’s still so important to support the Estuary Partnership’s fundraising efforts. – Director Placido, Communications & Development Manager Goodell, and Public & Legislative Affairs Specialist Zimmer- Stucky |
| 11:45  12:00 | Board Member General Check Ins    Adjourn |
|  |  |

Upcoming Meetings & Events

Annual Celebration: September 28th, 2023

Board Development Committee: October 23rd, 2023

Executive Committee: November 2, 2023

Board of Directors: November 30, 2023

## Prior Meeting Record:

## Lower Columbia Estuary Partnership

Board Meeting Record

Thursday, May 18, 2023, 9:30 a.m. – 12:00 noon Estuary Partnership Offices

Members Present: Irma Lagomarsino, Rian Sallee, Rosemary Furfey, Yvonne Vallette, Rich Doenges, John Netto, Susan Holveck

Presiding Officer: Rian Sallee

Staff Present: Elaine Placido, Valerie Pufahl, Jana Magnuson

Others present: Vince Bacalan, Season Long

Executive Director Update

General Updates. Elaine Placido announced that LCEP will be sharing hosting duties with the Tillamook Estuaries Partnership for the ANEP meeting in fall. She also gave an update on our QuickBooks Online transition, which will increase transparency in our administrative processes. In addition, she reminded the Board that our Annual Event will be held on September 28 at Easton Broad.

Contracts and Grants. Elaine gave an overview of our current pending grants, which total $18 million.

*Action: None Required.*

Committee Reports

Executive Committee. Elaine Placido updated the Board on recent policy changes approved by the Executive Committee. The Executive Committee has approved a new procurement policy ([linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/Procurement%20Policy%20Update%202023_Exec%20Comm.pdf)), which will provide greater clarity in our procurement process. It has also approved amendments to our holiday policy ([linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/Holiday%20Pay%20Proposal_5.4.2023.pdf)) to add Juneteenth as a recognized holiday and allow staff who are not regularly scheduled to work on a holiday to take the holiday on the workday immediately before or after.

Board Development Committee. Irma Lagomarsino gave updates on behalf of the Board Development Committee. The Committee reviewed the Board Profile Grid and survey to determine what was missing (local government and finance expertise, and BIPOC, youth, and LGBTQ+ representation); interviewed current Board members; and reached out to potential members. The Committee is reevaluating the schedule for the future, as the timing in the first quarter was tight. Irma also encouraged Board members to join the committee if they are interested.

*Action: None Required.*

Board Action Items

Board Nomination Slate. The Board reviewed our current slate of new Board members, comprising Barbara Bergquist and Season Long. The Board also heard the Board Development Committee’s proposal to consider a second slate of new members to be reviewed in September. The Board terms are [linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/Proposed%20Board%20Terms_2324.pdf).

*Action: Approved.*

Board Calendar. The Board reviewed the proposed meeting schedule for the year 2023-2024, [linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/Proposed%20Board%20Schedule%2023.24.pdf).

*Action: Approved.*

EPA Workplan. Elaine Placido presented the EPA workplan for FY24 and FY25. It is [linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/FINAL%20DRAFT%20EPA%20Workplan_23.25_for%20review_0.pdf).

*Action: Approved.*

BIL Workplan. Elaine presented the BIL workplan and budget for FY24. It is [linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/FY24%20BIL%20Workplan%20and%20Budget_LCEP_REV%205.2.23.pdf).

*Action: Approved.*

Organizational Budgets. Elaine presented the organizational budgets for FY24 and FY25. They are linked [here (FY24)](https://www.estuarypartnership.org/sites/default/files/2023-05/ORG%20Budget%20Workbook%2024.pdf) and [here (FY25)](https://www.estuarypartnership.org/sites/default/files/2023-05/ORG%20Budget%20Workbook%2025.pdf).

*Action: Approved.*

Equity Plan. Elaine presented the Estuary Partnership’s proposed Equity Plan, which is [linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/Final%20Draft%20Equity%20Plan_REVISED_5.11.2023.pdf).

*Action: Approved.*

Other Business

Board forms. Elaine Placido reminded the Board to turn in their forms, [linked here](https://www.estuarypartnership.org/sites/default/files/2023-05/Federal%20Form%20990%20Board%20Member%20Questionnaire%202023.pdf), if they have not done so already. Forms can be emailed to Elaine.

*Action: None Required.*

With no further business, the meeting was adjourned at 12:00 noon.

Submitted by: Elaine Placido, Executive Director; Madeline Marucha, Operations Coordinator

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive Director's Report:

The summer has been extremely busy across the entire organization. Below are some of the highlights of what I’ve been working on:

* EPA Workplan – we are still awaiting approval on the Workplan for our next EPA Base Award. There have been some edits in response to requests from EPA, but they are relatively minor and nothing that alters our work for the coming year. We continue to work from EPA Base 7, the prior award, but hope to shift to Base 8 on October 1.
* Equity Plan – I’ve been told our Plan has been approved, but we are awaiting the official notice. There were two edits; one to add the list of Board members, and one to reorganize the section on our methodology on defining Disadvantaged Communities. The methodology section was reorganized to lead with our definition, in response to comments from EPA HQ.
* Employee Handbook Edits – with a lot of input from staff we proposed, and the Executive Committee approved, a set of revisions to the Employee Handbook. Substantive changes were:
  + Updated the DEI section to include specific staff expectations for DEI training.
  + Added language to the Work Schedule section to reflect proposals from the Wellness Team, specifically implementing changes to how employees mark their office and work from home time in the Outlook calendars.
  + Updated language in several sections including the Inclement Weather policy, Performance Management, and Exempt/Non-Exempt Employee sections to reflect current hybrid work practices.
  + Revisions to the Vehicle Use section – following the Executive Committee meeting we received feedback from our insurance broker and risk manager to institute best practices with staff. We will be collecting insurance information from all employees and requiring they read and acknowledge the new Handbook revisions.
  + And finally, the Communications Team worked with me to revise our Media Policy.
* Finance Policy Edits – the Finance Team and I worked on revising the Finance Policies. There were many edits that brought current job titles and responsibilities into alignment throughout the policy. Additionally, the substantive revisions include:
  + Adding a second signer to the staff. Chris Hathaway will be added as a second check signer for checks over $20,000 and in my absence. The Executive Committee will continue to be notified of checks signed over $20,000.
  + Approval was given to move the presentation of the organizational budget to April, rather than January.
  + And several processes were updated to reflect the changes linked to our movement to QuickBooks Online.
* Implementation of QuickBooks Time – With the new year we implemented the new digital timekeeping system, QuickBooks Time, that connects directly to our accounting system. The process has not been without its hiccups, but for the most part has seemed to introduce some much-needed efficiency into our system.
* Implementation of QuickBooks Online – the movement to QuickBooks Online from the old desktop version that is no longer supported is complete. We are still learning how to use it to the fullest but are beginning to invite managers to access with read only access, which allows for timelier and more useful program and project management.
* HR/Ops Team – this is a relatively new team and approach for us. It consists of our finance team, Operations Coordinator, and me. We work through a variety of challenges including the QuickBooks transition and training for staff, recruitments, onboarding and onboarding tools, the benefits renewal process, and other HR/Ops focused items. It’s been a good way to spread this substantial amount of work around and share leadership.
* CCMP Update – We formed a small working group on staff to prepare a methodology for the CCMP Update and calendar. The Board will be considering it during their meeting in September.

Since our last meeting I’ve participated in:

* PE Process for sister NEP at MassBays – this was an extremely informative trip, and I learned a lot about the NEP world, how to prep for the PE process with EPA, and how MassBays incorporates partners into their decision-making processes.
* Several lunch chats, coffee discussions, and budget workshops with staff – the topics have been primarily focused on the shift to the new de minimis indirect rate, match, project management and match management.
* Columbia River Basin Restoration Program Working Group- May 31st
* PMEP virtual meeting - June 1st
* PMEP annual in person meeting – September 17-19th
* Served as a facilitator at the Toxics Summit – June 6th
* Participated in ANEP Director’s meetings- July 11th,
* Participated in three ANEP External Affairs meetings
* Facilitated three CCMP Update meetings with working group
* Participated in three meetings with ANEP Internal Affairs and Tillamook Bays NEP to plan for the upcoming ANEP Tech Transfer meeting to be held in Portland and jointly hosted by LCEP and Tillamook, November 14th-16th.
* Met with the Rose Foundation
* Participated in regular Bay to Bay Workshop planning calls.
* Participated in an onboarding process for new signers to the Pacific Lamprey Conservation Agreement.
* Participated in three DEI Steering Team meetings and one small group discussion on White Fragility.
* Attended the Yakima Nation’s Lamprey Celebration at Clackamette Park – July 13th
* Facilitated on new Board Member on-boarding call – July 12th
* Participated in three Safety Committee meetings and two inspections
* Met with the Port of Vancouver and Clark County to discuss work at Vancouver Lake – August 1st
* Met with First Interstate Bank
* Met with Rudy Salakory from the Friends of the Columbia River Gorge
* Participated in calls with funders on new agreements – NOAA and EPA.
* Met with two Board members
* Met with the Director of CREST, Denise Lofman
* Served as the HR Coach on the CP Program Assistant Recruitment
* Attended one meeting about the Columbia River Basin Treaty

Team Updates:

Community Programs/Ed Team:

*Totals for Education Programs the 22-23 school year:*

* 118 classes within 35 schools
* 2,965 students
* 250 class lessons
* 74 student field trips

*Totals for Big Canoe Programs as of August 15, 2023:*

* 31 Big Canoe trips
* 494 participants
* 5 paddle locations
* 14 additional paddles scheduled from Aug 16-Sept 30, 2023, to complete the season

## New Awards and Projects of Note:

* Oregon State Marine Board Waterway Access Grant program approved full funding for our proposed Big Canoe project from July 1, 2023 – June 30, 2025 ($39,632). This will fund 20 Big Canoe trips for community groups for the 2023 and 2024 summer seasons. 50% of the programs will take place in communities from Scappoose to the Coast to prioritize engaging lower Columbia River community groups.
* WA Ecology Salmon Creek Clean Water Enhancement and Education ($249,369). Project is fully funded and will continue the Estuary Partnership ongoing riparian restoration work at Salmon Creek and associated water quality focused education from 2023-2026.
* Washington RCO No Child Left Inside grant program is fully funding our Cowlitz Education Outdoors ($74,775). This project will fund classroom education for two school years (2023-24 & 2024-25) for 450 elementary students in the Kelso School District and provide field trips in coordination with Seaquest State Park and Silver Lake in Castle Rock, WA. This project meaningfully expands our educational offerings to more students in our study area beyond the Portland/Vancouver Metro area and builds partnerships with the Kelso District STEAM team of teachers.
* Gray Family Foundation approved our proposal for two-years of funding for our education programs ($18,000 annually) to expand our classroom and field-based education for 185 students from Title I eligible schools in Columbia and Clatsop counties in Oregon for the 23-24 and 24-25 school years.
* Our Experience Vancouver Lake project has been extended through the end of the 2023 calendar year through an additional $25,000 of funding from the Port of Vancouver. This will continue funding for 6 or more classes of elementary students to have three classroom lessons and a Vancouver Lake field trip, as well as provide up to two additional community Big Canoe programs this fall.
* The Gorge Refuge Stewards and the USFWS Urban Refuges team invited the Estuary Partnership to submit a proposal for educational and community programming and stewardship events at Steigerwald National Wildlife Refuge for the 2023-2024 school year. This was an invitation only proposal that came about because of our long history working at Steigerwald, with the USFWS, and with the Gorge Refuge Stewards. The Estuary Partnership’s $50,000 proposal and supplementary materials was approved by the Gorge Refuge Stewards Board in mid-August. The next step is contract development.
* 2023-2025 applications have been submitted or are in process and conversations with project managers have occurred for WA Base funds through the Department of Ecology and OR Base funds through OWEB. These biennial awards offer non-competitive critical funding for our community restoration projects, volunteer engagement, and student field experiences. These funds enable us to leverage these awards as match to secure additional funding for our programs on an annual basis.

## Stormwater

Baker Bay: Staff and contractors have completed 90% of Construction Documents and are in the process of developing a Bid Document. That package will then be submitted to Ecology for a 45-day review process after which the Estuary Partnership will make any required changes. We expect the project to go out to bid this fall and construction to begin as soon as possible thereafter.

Rainier SEP: Construction has started on a stormwater treatment facility at the Rainier Boat Ramp. Excavation and initial concrete flat work have been completed. Rainier has reconnected irrigation lines. We expect the project to be finalized in September.

Grattix Box: We have built 21 Grattix boxes.  Eleven boxes have been earmarked and we are working on logistics for shipping and installing them.  Outreach will continue until the remaining boxes are earmarked and then they will be delivered and installed.

Mittleman Jewish Community Center: Final Construction Documents are finished, and we are initiating the permit process with the City of Portland. We anticipate project construction to take place in fall 2023.

Washougal High School and Surrounding Streets: WA Dept of Ecology awarded the Stormwater Financial Assistance Program for the project to the City of Washougal. We are working with the City to establish the MOU that outlines the flow of funds and the Estuary Partnership’s project management responsibilities. The Ecology grant provides $390,502 to develop stormwater retrofit designs at the Washougal High School and three surrounding streets.

Tualatin SWCD TREE: As a part of the Washington County Stormwater Assessment project, we identified three locations to complete stormwater retrofit concept designs, that could hopefully lead to applying for funding for new projects on the ground. Our design consultant, Juncus Studio, is working on the concept designs.

EPA Columbia River Basin Restoration Program Fund the Funder: We have finished negotiations with EPA and the project is being reviewed by EPA management. We expect a contract to be signed in September. Some initial project planning work is taking place with Portland Public Schools, the City of Vancouver and the Evergreen and Vancouver School districts. The project is focused on building stormwater retrofit projects at schools.

Clackamas County Water Environment Services (WES) RiverHealth Grant at Sunnyside Elementary School (North Clackamas School District NCSD). We received a $36,996 RiverHealth grant to build a stormwater retrofit project at Sunnyside School. This funding will provide match for the EPA grant. We have conducted an initial site visit with the Sunnyside Elementary Principal and NCSD staff. Soon we will engage a Landscape Architect and begin initial project designs.

## Science Team:

* Catherine Corbett is chairing a half-day technical session on integrating climate adaptation into restoration projects and resource management programming at the Coastal and Estuarine Research Federation (CERF) biennial conference held in Portland in Nov 2023.
* Catherine, Doug Kreuzer, Keith Marcoe, and Chris Collins presented at the 2023 CREC conference in May 2023.
* The Tracking Toxics in the Lower Columbia (TLC) has gotten started! USGS completed the QAPP and received approval from USEPA. They completed the first cycle of sampling and have deployed samplers for the next cycle. The Columbia River Inter-Tribal Fish Commission (CRITFC) deployed samplers at a 10th site and is paying for lab analysis of samples collected at that site.
* We’ve held two community workshops in Baker Bay and one community workshop in Grays Bay for the Bay to Bay: Community Resiliency project with Washington Sea Grant and Pacific Conservation District. We’re hosting a second workshop in Grays Bay in mid-September. So far, the workshops have garnered over 30 participants each with the audience applauding at the end of the last one. We are initiating concept designs for solutions identified at the 2nd Baker Bay workshop and will be doing similar work for the results of the 2nd Grays Bay workshop (upcoming).
* All presentations from the Columbia River Estuary Conference (CREC) are now available online: <https://www.estuarypartnership.org/columbia-river-estuary-conference-2023>.

### Restoration Efforts:

*Steigerwald:* The project team has closed out three of five funding sources and completed all regulatory reporting, except FEMA remapping of the floodplain, which should be completed this calendar year. The team continues to give tours to select parties and control invasive species to promote our native plantings. The team also will do some additional interplanting this winter.

*East Fork Lewis River Floodplain Reconnection Project (Ridgefield Pits):* After nearly a decade of planning and collaboration with over 25 stakeholder organizations and individuals, the East Fork Lewis River Floodplain Reconnection Project is moving towards construction. The Estuary Partnership and design team recently completed the draft 60% plan set and hired Consor to provide construction management services. Construction is fully funded with awards from Washington Recreation and Conservation Office Salmon Recovery Funding Grant ($7.06m), Ecology’s Floodplain by Design program ($5.5m), and NOAA’s Transformational Habitat Restoration and Coastal Resiliency Program ($7.5m). In the long run, these funds will restore three river miles of the East Fork Lewis River – protect homes, county property, businesses, and create excellent habitat for salmon and steelhead. But in the short term, these funds equate to local jobs for construction crews and hands-on opportunities for students and community members to help restore an important local river. Next steps for this important project include submitting permit applications (fall 2023), finalizing project design (early 2024), and construction procurement (2024).

### Other Active Restoration Projects:

In addition to the Steigerwald Reconnection Project and the East Fork Lewis River Floodplain Reconnection Project, active restoration work continues on eleven additional projects:

* Horsetail Creek Phase 2 –Plant establishment maintenance continues at the Horsetail Creek floodplain in the USFS Columbia River Gorge National Scenic Area where 85,000 native plants were planted during 2020-2022. The Estuary Partnership hopes to install beaver dam analogs at the site in 2024. All of this adds to restoration and fish passage work completed at the site in 2013.
* Horsetail Creek Thermal Refuge Enhancement – We recently completed phase 3 of a multi-year feasibility study assessing the potential for constructing a cold-water refuge at the confluence of the Columbia River with Horsetail and Oneonta creeks. Currently, we are evaluating the next steps, including funding options and long-term maintenance.
* Mason Creek –We are working with Clark County (primary landowner) and local stakeholders to progress the project and have contracted with a local engineering firm to develop final designs. We anticipate completing final designs and permitting in 2024 with construction beginning in 2025 or 2026.
* Dyer Creek- We are working in coordination with Clark County and area stakeholders to develop final designs for Dyer Creek, which is located immediately downstream of the EFLR Floodplain Reconnection Project. We anticipate completing final designs and permitting in 2024 with construction beginning in 2025 or 2026.
* Woodard Creek- We received funding from the State of Washington’s Recreation and Conservation Office in 2022 to develop final designs for a 1-mile section of the stream just downstream of restoration completed in 2021. The project will reconnect the channel to the entire valley bottom in an area of stream that has been severely impacted by anthropogenic factors. The project will take place on U.S. Forest Service land, and they are our primary partner on this project. Design and permitting will occur during 2023/24. We did not receive RCO funding this year for construction, but plan to reapply in 2024, with an eye toward construction in 2025 or 2026.
* Multnomah Channel Marsh Natural Area (MCMNA) - We continue to work with Metro to specify restoration actions and phased approaches at the site and will complete the 60% design for the project in September. We also are assessing the feasibility of replacing the culvert (which poses a partial barrier to fish and amphibian passage) under Highway 30.
* Campen Creek Floodplain Reconnection – We worked with the City of Washougal and our engineering and cultural resources consultants over the past six months to select the preferred design alternative, assess impacts to cultural resources, and move the project to the 60% level of design. We anticipate completing the design and permitting in February 2024. We will be seeking funding for construction this fall/winter and hope to construct the project during summer 2024.
* East Fork Thermal Assessment- in 2022, we completed the lower East Fork River Thermal Assessment. The study assessed summer stream temperatures, identified potential thermal refuge enhancement sites, and ranked the sites based on ecological attributes and social constraints. Conceptual designs were developed for the top three priority thermal refuge enhancement sites. The assessment was funded by LCFRB/SRFB and completed in partnership with Clark County, WDFW, and other stakeholders. In 2023 we applied for additional SRFB funds to develop 30% designs for the top-ranking projects. A funding decision is expected in late Fall 2023.
* Franz Lake National Wildlife Refuge – We are assessing available data and conducting a feasibility study and alternatives analysis at this site, in partnership with the USFWS, BPA, and USFS. The feasibility study and alternatives analysis will be completed in Sept, and we will move to 30% design in 2024. This site is also one of our long-term monitoring sites under the Ecosystem Monitoring Program.
* Mirror Lake Upstream Reconnection Project (Rooster Rock State Park) - We currently are reaching out to ODOT, OPRD, and the UPRR to assess support for this project and evaluate its feasibility. That study will be completed in Sept, at which point we will assess next steps, including funding.
* Lower Columbia River Barrier Assessment - We are currently working on a fish passage barrier inventory and decision support tool for selecting barriers for passage improvement, for the lower Columbia sub-basin in Washington. The project was funded by LCFRB/SRFB. This assessment will include a GIS-based comprehensive inventory of barriers for the region and a prioritization model that will determine where maximum salmon recovery benefits may be realized. Work commenced in spring of 2023. We are currently compiling fish barrier inventories, conducting field visits to assess passage quality, and developing the decision support model. The project is scheduled to be completed in Fall 2024.

## Monitoring Team:

### Conference Presentations:

* Sarah Kidd, Ian Edgar, and Sneha Rao will be leading a Tableau for Environmental Science Workshop at the CERF conference in Nov 2023.
* Sarah Kidd, Ian Edgar, and Derek Marquis presented EMP and AEMR research at the 2023 CREC conference in May 2023.

### Ecosystem Monitoring Program (EMP) and Action Effectiveness Monitoring and Research Program (AEMR)

* Summer monitoring is ongoing - this year habitat surveys commenced with a new site in Svenson, Astoria, OR. These habitat surveys will continue until September 15, spanning 235 miles from Astoria to Bonneville Dam.
* We have now procured the Carrier H6 HE+ Hexacopter UAV, a Department of Defense (DOD)-approved drone. This new tool comes with advanced sensors for capturing high-quality images and videos and offers sophisticated mapping capabilities. We also participated in a comprehensive UAV training program, held by the drone manufacturer in July 2023 at Steigerwald Lake National Refuge. See the flier outlining the new drone [here](https://estuarypartnership.sharepoint.com/:b:/s/Monitoring/Eexf402kIjpPnVHRVWn_V1UB8XvygIxc-Mtr8w9djCZzZg?e=a24uWS). This equipment will be used to monitor Steigerwald and other BPA restoration sites.
* We are working with all researchers to transition our traditional 300+ page reports to a hybrid Tableau report. We expect both the EMP and the AEMR reports to be published by September 2023.

## Columbia County Water Quality Monitoring Program

* We will be receiving a donation of $13,500 from the Columbia County Board of Commissioners in support of the e-DNA pilot study in August 2023. The pilot study will focus on collecting and analyzing e-DNA samples from sampling sites in the Milton Creek watershed. This funding was listed as an unsecured match source in our most recent 3-year OWEB WQ monitoring grant application in May 2023.
* In July 2023, our Program funder Columbia County Soil and Water Conservation District was awarded the ODA Agricultural Water Quality Support Grant. This ODA grant specifically focuses on the e-DNA study proposed in Milton Creek. This is a huge development in securing further funding from our partners in support of the Monitoring Program.
* Monthly water quality monitoring fieldwork is ongoing. We began bi-monthly monitoring of all 22 sites in June 2023.
* We are gearing up to begin the e-DNA sampling at sites in the Milton Creek watershed from August 2023. We will be collecting samples for e-DNA analysis for 3 consecutive months this year. Based on the results of this pilot study, we will collect more samples from 2024.
* The OWEB grant report summarizing WQ data from 2017-2022 was finalized ([link to public dashboard](https://public.tableau.com/app/profile/sarah.ann.kidd/viz/ColumbiaCountyWaterQualityMonitoringProgramDashboard/CCSWCDWaterQualityReportSummary)). Data from this program is regularly shared with the ODEQ and is publicly available.

## BIL – Methane Carbon Flux Study (CH4C)

* The first Eddy Flux Tower was successfully constructed in the week of May 8th and is now online at Tongue Point, Astoria, Oregon. We are working with OHSU, the Cowlitz Tribe, Columbia River Inter-Tribal Fish Commission, PSU and other Partners to deploy our Eddy Flux tours in Astoria, Oregon, for testing. Construction of the second tower at the Cowlitz Tribe location (Wallooskee – Youngs restoration site) started in July.
* All the necessary research permits have been acquired and we’re excited to work with PSU to incorporate soil chamber work into our data collection plan.
* We meet with all the researchers regularly to continue to develop our research design plans and coordinate our efforts accordingly.

## Communications & Outreach:

* Annual Celebration coming up very soon, on Thursday September 28. Hopefully you have your tickets. You can buy those [here](https://cbo.io/tickets/purchase_tickets.php?slug=lcep&form_name=tix) and you can see some of the things up for raffle [here](https://cbo.io/bidapp/index.php?slug=lcep).
  + Our sponsors are Consor Engineers, Inter-Fluve, Confederated Tribes of Grand Ronde, Port of Portland, Wolf Water Resources, and Juncus Studios.
  + The event fundraising features are a wall of wine, art raffle at $10/ticket, two higher tier travel packages at $25 or $50 per ticket, and appeal.
  + Our Steward of the Year is Corlee Frederick, a retired educator from Rainier

### Social media stats:

* Top Facebook posts:
  + Promoting Safe Boating Week on May 26: [Link](https://www.facebook.com/estuarypartnership/posts/pfbid0LUYt2q6xMAWrJ6hzqayrPf1fyMKxMiYALXE2cNWyiPFvrSj3dsWtamPP5Se1zvzQl) with a reach of 1,770 and 19 engagements (reactions, comments, shares), and
  + a post about the Grattix Box project [LINK](https://www.facebook.com/estuarypartnership/posts/pfbid0SGNWA2uw5wiF5THy1oWdRHmXgdUG8BFHzy9knLDNFXWRjznJR8sPp9axr6LzanWhl) on May 4 with a reach of 1751 and 70 engagements
* Top Instagram post: Featured our new drone on August 4, with a reach of 892 and 73 engagements. <https://www.instagram.com/p/CvivfWEvX1R/>
* We have cut back significantly on Twitter (now known as X) due to lack of engagement and volatility of the platform, but still use it occasionally, primarily for announcements. Top Tweet: Call for Steward of the Year nominations, with 287 impressions and 6 engagements, June 28 <https://twitter.com/ColumbiaEstuary/status/1674196343018131456>
* Top LinkedIn post: was congratulating Senior Scientist on her new peer reviewed journal article on reed canarygrass, July 11. <https://www.linkedin.com/feed/update/urn:li:activity:7084663022241132544> with 379 impressions and 35 engagements

### Media Coverage:

[Downriver Dispatches. The Wahkiakum County Eagle, May 25, 2023](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=106637&targetUrl=https://www.waheagle.com/story/2023/05/25/wahkiakum-people/downriver-dispatches/22359.html)

[Woodland's elementary students studied macroinvertebrates and explored the Columbia River at the Ridgefield Wildlife Refuge. Woodland Public Schools, May 31, 2023](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=106626&targetUrl=https://www.woodlandschools.org/page/7605?cat=wsd)

[Westend residents participate in workshop to address Grays Bay issues. The Wahkiakum County Eagle, June 1, 2023](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=106628&targetUrl=https://www.waheagle.com/story/2023/06/01/news/westend-residents-participate-in-workshop-to-address-grays-bay-issues/22384.html)

[Columbia River lamprey 'critically imperiled'. The Columbian, June 9, 2023.](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=112934&targetUrl=https://www.columbian.com/news/2023/jun/09/columbia-river-lamprey-critically-imperiled/)

[Port Assists Estuary Partnership with Grattix project. Port of Vancouver. June 21, 2023](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=112931&targetUrl=https://www.portvanusa.com/environment/port-assists-estuary-partnership-with-grattix-project/).

[Washougal educator wins teacher of the year, embraces job-readiness lessons. Lacamas Magazine, June 23, 2023.](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=112917&targetUrl=https://lacamasmagazine.com/2023/06/washougal-educator-wins-teacher-of-the-year-embraces-job-readiness-lessons.html)

[Little lampreys are a big part of East Fork recovery efforts. The Reflector, July 17, 2023.](https://estuarypartnership.app.neoncrm.com/track//servlet/DisplayLink?orgId=estuarypartnership&%7b%7bemailTrackingId%7d%7d&%7b%7bsecureId%7d%7d&linkId=120241&targetUrl=https://www.thereflector.com/stories/little-lampreys-a-big-part-of-east-fork-recovery-efforts,322335)

## DEI Steering Team:

The DEI Steering Team will meet next on October 10, 2023. All Board members and staff are welcome to attend. Current projects include:

* In our August meeting, the Steering Team heard a presentation from Chelsea White-Brainard of the East Multnomah Soil and Water Conservation District on the District’s DEI work and strategies.
* The team is refining our new practice of holding monthly staff small group discussions on DEI topics and Core Competencies.
* We are also re-evaluating our meeting procedures to improve planning and reduce the time commitment of the facilitators.

## Safety Committee:

The Safety Committee met on August 1 and members of the Committee performed the quarterly office inspection on August 9. Current projects include:

* Researching de-escalation training for staff who may encounter agitated bystanders in the field.
* Finding options for roadside assistance services for our company vehicles.
* Planning for a free consultation from an OSHA representative, who may be able to advise us on company policies or safety hazards.
* Creating a site evaluation tool to increase awareness of hazards at field sites.

Funding Report:

Grant Report 7/1/2022 through 9/1/2023:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Count of Account Name** | **Sum of Grant Funded Amount** | **Sum of Grant Ask Amount** |
| **Education** | **14** | **$632,933.96** | **$1,114,619.96** |
| Closed - Declined | 5 |  | $179,754.00 |
| Closed - Funded | 8 | $632,933.96 | $635,104.96 |
| Pending | 1 |  | $299,761.00 |
| **Monitoring** | **6** | **$1,544,857.36** | **$1,814,857.03** |
| Closed - Funded | 5 | $1,544,857.36 | $1,544,857.03 |
| Pending | 1 |  | $270,000.00 |
| **Other Grants** | **3** | **$2,568,000.00** | **$2,523,000.00** |
| Closed - Funded | 2 | $2,568,000.00 | $2,518,000.00 |
| Pending | 1 |  | $5,000.00 |
| **Paddling & On-water** | **4** | **$116,963.27** | **$116,963.27** |
| Closed - Funded | 4 | $116,963.27 | $116,963.27 |
| **Restoration** | **12** | **$21,266,952.00** | **$21,925,965.67** |
| Closed - Declined | 2 |  | $1,027,638.00 |
| Closed - Funded | 9 | $21,266,952.00 | $20,638,327.67 |
| Pending | 1 |  | $260,000.00 |
| **Stormwater** | **3** | **$4,854,692.52** | **$5,207,089.13** |
| Closed - Funded | 2 | $4,854,692.52 | $4,857,692.13 |
| Pending | 1 |  | $349,397.00 |
| **Unrestricted** | **1** |  | **$5,000.00** |
| Pending | 1 |  | $5,000.00 |
| **Volunteering** | **1** | **$5,000.00** | **$7,500.00** |
| Closed - Funded | 1 | $5,000.00 | $7,500.00 |
| **Total** |  | **$30,989,399.11** | **$32,714,995.06** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Account Name** | **Grant Name** | **Grant Ask Amount** | **Grant Funded Amount** | **Grant Status** |
| Clif Bar Family Foundation | Students Outdoor Science classes | $ 5,000.00 |  | Pending |
| Union Pacific Foundation | DEI Capacity Building | $ 5,000.00 |  | Pending |
| Washington Department of Ecology | Campen Creek Stormwater Improvement Project | $ 349,397.00 |  | Pending |
| Washington Recreation and Conservation Office | East Fork Lewis Thermal Preliminary Design | $ 260,000.00 |  | Pending |
| Oregon Watershed Enhancement Board | Columbia Co. WQ Monitoring | $ 270,000.00 |  | Pending |
| Washington Recreation and Conservation Office | Outdoor Learning Grant 23-25 | $ 299,761.00 |  | Pending |
|  |  | $ 1,189,158.00 |  |  |
| Environmental Protection Agency | Columbia River Basin Restoration Funding Asst. Program - Toxic Reduction Lead | $ 4,827,696.00 | $ 4,827,696.00 | Closed - Funded |
| NOAA | Lower East Fork Floodplain Reclamation | $ 7,000,000.00 | $ 7,561,480.00 | Closed - Funded |
| Washington Department of Ecology | Lower East Fork Floodplain Reclamation | $ 5,500,000.00 | $ 5,500,000.00 | Closed - Funded |
| Washington Recreation and Conservation Office | Cowlitz Education Outdoors | $ 74,775.00 | $ 74,775.00 | Closed - Funded |
| Washington Department of Ecology | Salmon Creek Clean Water Enhancement and Education | $ 249,368.96 | $ 249,368.96 | Closed - Funded |
| Camas-Washougal Community Chest | Student Outdoor Science 2023 | $ 10,000.00 | $ 9,000.00 | Closed - Funded |
| City of Portland Bureau of Environmental Services | Portland Harbor Big Canoe Paddles | $ 33,524.13 | $ 33,524.13 | Closed - Funded |
| Washington Recreation and Conservation Office | Fish Passage Barrier Assessment | $ 299,731.00 | $ 299,731.00 | Closed - Funded |
| Washington Recreation and Conservation Office | Ridgefield Pits | $ 7,000,000.00 | $ 7,053,969.00 | Closed - Funded |
| Washington Recreation and Conservation Office | Dyer Creek Final Design | $ 175,548.99 | $ 182,109.00 | Closed - Funded |
| Washington Recreation and Conservation Office | Mason Creek Final Design | $ 192,681.68 | $ 199,297.00 | Closed - Funded |
| Washington Recreation and Conservation Office | Lower Woodard Creek | $ 162,859.00 | $ 162,859.00 | Closed - Funded |
| Oregon Watershed Enhancement Board | Monitoring | $ 33,323.67 | $ 33,324.00 | Closed - Funded |
| U.S. Environmental Protection Agency National Headquarters | BIL - Bipartisan Infrastructure Law Projects | $ 1,818,000.00 | $ 1,818,000.00 | Closed - Funded |
| Washington Department of Ecology | Burnt Bridge Creek Water Quality, Education, and Restoration Project | $ 103,591.00 | $ 103,591.00 | Closed - Funded |
| Metro | Lower Willamette River Recreation Project | $ 24,158.34 | $ 24,158.34 | Closed - Funded |
| U.S. Environmental Protection Agency National Headquarters | EPA Base | $ 700,000.00 | $ 750,000.00 | Closed - Funded |
| U.S. Environmental Protection Agency National Headquarters | Tracking Toxics | $ 344,020.36 | $ 344,020.36 | Closed - Funded |
| Bonneville Power Administration | Eco Monitoring | $ 1,114,013.00 | $ 1,114,013.00 | Closed - Funded |
| Tualatin Soil and Water Conservation District | Tualatin Watershed Explorer | $ 19,648.00 | $ 19,648.00 | Closed - Funded |
| Washington Recreation and Conservation Office | Explore Local | $ 138,360.00 | $ 138,360.00 | Closed - Funded |
| City of Portland Bureau of Environmental Services | Connecting Students with Science - Forest Park | $ 9,889.00 | $ 9,889.00 | Closed - Funded |
| Gray Family Foundation | GFF Environmental Education | $ 37,171.00 | $ 36,000.00 | Closed - Funded |
| Oregon State Marine Board | Waterway Access Grant - Education | $ 39,632.80 | $ 39,632.80 | Closed - Funded |
| City of Portland Bureau of Environmental Services | Community Watershed Stewardship Program | $ 11,950.00 | $ 11,950.00 | Closed - Funded |
| Portland General Electric | Volunteer Program | $ 7,500.00 | $ 5,000.00 | Closed - Funded |
| Columbia Soil and Water Conservation District | Columbia SWCD Water Quality Monitoring Program | $ 35,000.00 | $ 35,000.00 | Closed - Funded |
| U.S. Forest Service | US Forest Service Challenge Cost Share Agreement | $ 57,507.00 | $ 57,507.00 | Closed - Funded |
| Lower Columbia Fish Recovery Board | Storedahl Small Grant - East Fork Lewis Designs | $ 250,000.00 | $ 250,000.00 | Closed - Funded |
| Clackamas County Water Environment Services | Sunnyside School Parking Lot Stormwater Retrofit Project | $ 29,996.13 | $ 26,996.52 | Closed - Funded |
| Columbia Soil and Water Conservation District | Columbia SWCD Water Quality Monitoring Program | $ 18,500.00 | $ 18,500.00 | Closed - Funded |
|  |  | $ 30,318,445.06 | $ 30,989,399.11 |  |
| Jackson Foundation | Students Outdoor Science classes Oregon | $ 5,000.00 |  | Closed - Declined |
| Autzen Foundation | Backyard Watershed Connection Project | $ 5,000.00 |  | Closed - Declined |
| The Standard | Connecting Students with Science | $ 5,000.00 |  | Closed - Declined |
| U.S. Fish and Wildlife Service | Crabapple Creek Crossing Replacement Project | $ 298,500.00 |  | Closed - Declined |
| NOAA | NOAA PNW B-WET | $ 134,754.00 |  | Closed - Declined |
| Oregon Community Foundation | Community Impact Fund | $ 30,000.00 |  | Closed - Declined |
| Washington Recreation and Conservation Office | Woodard Creek Construction Phase 2 | $ 729,138.00 |  | Closed - Declined |
|  |  | $ 1,207,392.00 |  |  |

Contracts Report:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Contracts Report: (5/19/2023 through 9/1/2023)** |  |  |  |  |  |
| **Party** | **Contract #** | **Dollar Value** | **Purpose** | **Date Signed** | **End Date** |
| *Fee for Service:* |  |  |  |  |  |
| Coalition of Communities of Color |  | TBD | Single day paddle with Coalition of Communities of Color | n/a |  |
|  |  |  |  |  |  |
| Contracts Awarded to Estuary Partnership: |  |  |  |  |  |
| Port of Vancouver | PSC11730 | $50,000 | Activities at Vancouver Lake | 8/16/2023 | 12/31/2023 |
| BPA | 93002 | $76,274.00 | Habitat Coordination | 7/27/2023 | 9/30/2025 |
| LCFRB | Storedahl | $250,000.00 | Expand the Ridgefield Pits Project | 8/23/2023 | 7/1/2025 |
| Columbia Soil and Water Conservation District |  | $18,500 | Columbia County Water Quality Monitoring Program Services | 6/28/2023 | 6/30/2024 |
| Oregon State Marine Board | Agreement 1719 | $39,632.50 | Waterway Access Grant (paddling/on water programming) | 8/4/2023 | 6/30/2025 |
| Clackamas Watershed Stewardship |  | $26,996.52 | Stormwater and Env. Ed. | 6/22/2023 | 6/30/2024 |
| BPA | 93202 | $1,114,013 | Eco Monitoring | 8/28/2023 | 9/30/2024 |
| BPA | 88858 | $841,783 | Habitat Restoration - Amendment changed indirect rate | 8/23/2023 | 9/30/2023 |
| NOAA | NA23NMF4630072 | $7,561,480.00 | Lower East Fork Lewis Floodplain Reclamation | 9/1/2023 | 5/31/2026 |
|  | **Total:** | **$9,978,679.00** |  |  |  |
| Contracts Let by Estuary Partnership |  |  |  |  |  |
| Historical Research Associates | 23-2023 Amendment #1 | None | Provide a new date of termination | 8/24/2023 | 3/22/2024 |
| Historical Research Associates | 19-2022 Amendment #3 | $76,661 | Provide a new date of termination and amend the total contract value by adding $16,000. Cultural resources work, Day Break/EFLR. | 8/24/2023 | 3/22/2024 |
| Rotschy, Inc. | No. 05-2024 | $17,500 | De-compacting and seeding the well field. | 8/10/2023 | 9/8/2023 |
| Wolf Water Resources | No. 04-2024 | $18,402 | FEMA Letter of Map Revision for Steigerwald | 7/26/2023 | 9/30/2023 |
| Parametrix, Inc. | No. 03-2024 | $14,999 | Mirror Lake Upstream Reconnection - Feasibility | 7/19/2023 | 9/30/2023 |
| Wolf Water Resources | No. 02-2024 | $12,125.00 | Woodard Creek Valley Bottom Reconnection Engineering Review | 7/19/2023 | 10/27/2023 |
| Consor North America, Inc. | No. 01-2024 | $106,917 | EFLR Constructability and Biddability Reviews and Procurement Assistance | 7/12/2023 | 12/31/2023 |
| Pacific Conservation District | no. 22-2023 | $72,422 | Bay to Bay Project (was with WA Sea Grant) | 7/6/2023 | 6/28/2024 |
| Wolf Water Resources | No. 26-2023 | $108,070 | Campen Creek Floodplain Reconnection Final Design | 6/26/2023 | 2/28/2024 |
| Interfluve | No. 17-2022 Amendment 1 | $676,080 | Provide new date of termination and increase contract by $255,204 | 6/22/2023 | 2/16/2024 |
| Wolf Water Resources | 20-2023 Amendment 1 | $79,300 | Amend contract to add $59,300 to contract total | 6/21/2023 |  |
| Wolf Water Resources | 20-2023 | $20,000 | Franz Lake Enhancement Project | 6/2/2023 | 9/30/2023 |
| Washington Sea Grant | 03-2023 Amendment 1 | $96,925 | Bay to Bay Project (Reduced budget by $72,422, to move PM to Pacific see contract 22-2023) | 5/26/2023 | 6/28/2024 |
| Historical Research Associates | 19-2022 Amendment #2 | $60,661 | Provide $40,000 additional funding and new date of termination | 5/23/2023 | 8/25/2023 |
|  | **Total:** | **$1,360,062** |  |  |  |
| Other: |  |  |  |  |  |
| Portland Community College | C000291 | none | Internship Agreement - GIS | 8/5/2023 | 6/30/2025 |
| Scholls Valley Nursery |  | $32,000 | Informal Procurement Selection - Bareroot plants for Steigerwald 23/24 planting season. | 7/27/2023 |  |
| Champoeg Nursery |  | $17,000 | Informal Procurement Selection - Bareroot plants for Steigerwald 23/24 planting season. | 7/27/2023 |  |
| RFQ On-Call Selection - Consor |  | $800,000 | Construction Management 2023-28 | 6/30/2023 |  |
| RFQ On-Call Selection - Wolf Water Resources |  | $80,000 | Franz Lake Floodplain Enhancement (current phase) | 6/5/2023 |  |
| Informal Procurement Selection - HRA (Historical Research Associates) |  | $40,000 | Cultural Resources Assessment Ridgefield Pits/East Fork Floodplain | 5/23/2023 |  |

Committee Reports

Committee Reports will be presented at the meeting and will be available for the Board after they are approved by the Committees.