

KING CONSERVATION DISTRICT

Board of Supervisors  
Meeting Minutes

April 11th, 2022

1 **Supervisors Present:** Kirstin Haugen – Chair, Chris Porter – Vice Chair, Bill Knutsen –  
2 Supervisor.

3 **Supervisors Not Present:** Brittney Bush Bollay – Supervisor, Burr Mosby – Supervisor

4 **Guests Present:** Jean Fike – WSCC, Alan Chapman – WACD, Carmela Ennis –  
5 King County Council, Kelly Steffen – Environmental Science Center, Erin Reed –  
6 YPTC

7 **Staff Present:** Lorna Miss, Kathryn Lewis, Rosa Méndez-Perez, Carrie King, Jessica  
8 Saavedra, Nikki Wolf, Ellen Arnstein, Elizabeth Clark, Brett Anderson, Laura Redmond

9 **Preliminary Matters:**

10 Chair Haugen called the meeting to order at 5:00 PM. All attendees introduced themselves.

11 Chair Haugen asked for any additions or corrections to the agenda.

12 **Knutsen moved; Porter seconded, passed unanimously a motion to approve the**  
13 **amended agenda (3 ayes, 0 nays).**

14 Jessica Saavedra requested to include the years for AI 22-018: Environmental Science  
15 Center – Environmental Heroes 2022-23: Improving Watershed Health Through Education  
16 and Outreach.

17 **Knutsen moved; Haugen seconded, passed unanimously a motion to approve the**  
18 **consent agenda (3 ayes, 0 nays).**

19 **Public Comment:** There was no public comment.

20 **Reports:**

21

22 Executive Director Méndez-Perez provided a monthly report to the Board. A detailed letter  
23 was provided in the Board packet.

24 **Board Reports:**

25 Knutsen informed the Board that Scott Wallace, longtime farmer in King County, passed away  
26 this last weekend.

27 Porter updated the Board about the WACD 2022 legislative priorities.

28 **WFSE Update:**

29 Nikki Wolf and Jessica Saavedra updated the Board about WFSE, including an upcoming  
30 meeting, and resolved issues with management.

31 **Finance:**

32 Erin Reed presented the February 2022 financials and check register, as amended in the  
33 agenda.

34 **Knutsen moved; Porter seconded, passed unanimously a motion to approve the**  
35 **February 2022 Financials (3 ayes, 0 nays).**

36 **Knutsen moved; Porter seconded, passed unanimously a motion to approve the check**  
37 **register for February 2022 (3 ayes, 0 nays).**

38 Kathryn Lewis presented AI 22-021: Contract with Athena Group for Diversity, Equity &  
39 Inclusion and Strategic Planning for consideration.

40 **Porter moved; Knutsen seconded, passed unanimously a motion to approve AI 22-021:**  
41 **Contract with Athena Group for Diversity, Equity & Inclusion and Strategic Planning**  
42 **(3 ayes, 0 nays).**

43 Lewis presented AI 22-022: Contract Extension with Your Part-Time Controller (YPTC). The  
44 correct supporting materials will be added to the Board packet.

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46 **Knutsen moved; Porter seconded, passed unanimously a motion to approve AI 22-022:**  
47 **Contract Extension with YPTC (3 ayes, 0 nays).**

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49 **Presentations:**

50 Saavedra introduced Kelly Steffen, the Grants and Programs manager for the Environmental  
51 Science Center. Steffen presented the 2020-21 Program Report on Improving Watershed  
52 Health Salmon Habitat Through Education and Outreach.

53 **New Business:**

54 Lewis presented AI 22-024: Revisions to KCD Salary Manual for first reading. Second reading will  
55 be at the next Board meeting on April 25<sup>th</sup>.

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57 **Unfinished Business:**

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59 Laura Redmond presented AI 22-012: LIP Cost-share Rate Inflation Adjustment for consideration.  
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61 **Porter moved; Knutsen seconded, passed unanimously a motion to approve AI 22-012:**  
62 **LIP Cost-share Rate Inflation Adjustment (3 ayes, 0 nays).**

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63 Brett Anderson presented AI 22-023: Vashon Park District Thinning Addition to the Natural  
64 Resource Investments (NRI) Grant.

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66 **Knutsen moved; Haugen seconded, passed unanimously a motion to approve AI 22-023:**  
67 **Vashon Park District Thinning Addition to the NRI Grant (3 ayes, 0 nays).**

68 **Executive Session.**

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70 Haugen indicated that the Board would be moving into an Executive Session for the purpose  
71 of reviewing the performance of a public employee pursuant to RCW 42.30.110 (1)(g). Haugen  
72 stated that the topics would last approximately 20 minutes, unless extended. The Board  
73 moved into an Executive Session at 6:33 PM using a breakout room on Zoom. The Board  
74 meeting was reconvened by Haugen at 6:55 PM. No decisions, actions, or motions were  
75 made following the session.

76  
77 There was no more business before the Board.

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79 **Porter moved; Knutsen seconded, passed unanimously a motion to adjourn the**  
80 **meeting at 6:56 PM (3 ayes, 0 nays).**

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84 Authorized Signature

Date

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**Summary of Motions**

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