

# PFA October MAC Meeting

October 4, 2023

12:00 pm

Virtual

**Meeting called by:** Andy Spyrka (Oregon Dept. of Fish & Wildlife) **Type of meeting:** General PFA Mitigation Advisory Committee Meeting

**Facilitator:** Chad Washington (Vice Chair) **Note taker:** Tiffany Caldwell

**Attendees:** Chad Washington, Chrysten Rivard, Andrew Purkey, Mark Stern, Fran Cafferata, Heath Curtiss, Chris Allen, Kate Wells, Sara Gregory, Jennifer Weikel

**Acronyms:** PFA Mitigation Advisory Committee ("Committee" or "Advisory Committee")

## Minutes

**Agenda item:** 1. Call to Order, Roll Call, & Approval of Agenda **Presenter:** Chad Washington / Andy Spyrka

**Discussion:**

- General call to order, roll call, and approval of agenda.
- Andy requests to move item 6. Land Acquisition Update to after item 3. Public Comment
- Chad modified the agenda to move Land Acquisition Update to after Public Comment

**Conclusions:**

No objections to the agenda, unanimous consent, and adopted as modified without objections.

**Agenda item:** 2. Consent Agenda **Presenter:** Chad Washington

**Discussion:**

September 2023 meeting minutes.

**Conclusions:**

No objections, consent agenda approved. September meeting minutes approved.

**Agenda item:** 3. Public Comment **Presenter:** Andy Spyrka

**Discussion:**

- Kelley Beamer (Coalition of Oregon Land Trusts) provided comment.
- Kaola Swanson (Conservation Fund of the Columbia Gorge) provided comment.
- Kristin Cavolik (Oregon Trust for Public Land) provided comment.

**Agenda item:** 4. Staff Report

**Presenter:** Andy Spyrka

**Discussion:**

- Andy introduces a new addition to the team, Tiffany Caldwell, in the role of Administrative Assistant.
  - Andy announces that due to holidays and leave that there will not be a December meeting for the committee.
  - Andy explains that meetings will be moved to the second Tuesday of every month starting January 2024.
  - Andy discusses that the new grant manager system is in the works with a contractor with a November go live date.
  - Andy explains that there is a Public Informational Webinar in the works for not only instruction how to work through the grant application process but how to submit it electronically.
  - Heather Weikel states that she anticipates the administrative HCP draft will be completed toward the end of 2024 when conversations with ODFW and NOAA will begin. This draft will not be released to the public.
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**Agenda item:** 5. Land Acquisition Update

**Presenter:** Sarah Reif

**Discussion:**

- Sarah Reif (ODFW Habitat Division Administrator) presents where ODFW stands on the acquisitions and easements discussion and that they will not be eligible the first solicitation.
- Committee Discussion follows in regard to authority and order of how to make unliteral decisions with or without Committee approval.

**Conclusions:**

- Motion by Heath Curtiss for this solicitation to not solicit proposals for land acquisition conservationism.
    - Seconded by Fran Cafferata
    - Chad asks Andy to take roll call vote.
    - Andy conducts roll call and motion passes.
    - Chad motion carried and adopted.
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**Agenda item:** 6. PFA Mitigation Advisory Committee Appointments

**Presenter:** Andy Spyrka

**Discussion:**

- Andy explains process to appoint The Committees new Chair and Vice Chair
- Chad asks if there are any nominations. Discussion follows.
- Discussion in regard to open seat in The Committee and how it is filled.

**Conclusions:**

- Fran Cafferata nominates Chad Washington for Chair, Chad Accepts the nomination.
- Chad Washington nominates Chrysten Rivard, Chrysten accepts the nomination however does not plan to renew her term next year.
- Andrew Purkey moves for Chad Washington to be Chair of the Committee; Heath Curtiss seconds the motion. Roll Call Vote follows, motion passed unanimously.
- Heath Curtiss moves for Chrysten Rivard to be Vice Chair of the Committee; Chad Washington seconds the motion. Roll Call Vote follows, motion passed unanimously.

Action items	Person responsible	Deadline
• None.		

**Agenda item:** 7. Grant Guidelines & Attachments

**Presenter:** Andy Spyrka

**Discussion:**

- Andy discusses the grant guidelines set in place and asks that final edits be sent by October 12<sup>th</sup>. Before they are uploaded to the Grant Management Portal. Chad opens discussion for comment or concerns. Discussion follows.

**Conclusions:**

Chad Washington moves to remove the 25% match requirement for the urgent grants.

Chrysten Rivard seconds the motion. With no objections the stipulation has been removed from the grant guidelines.

Mark Stern gives suggestions for structure and verbiage.

Chrysten Rivard discusses and makes suggestions on reporting requirements.

Chris Allen comments on the mandatory requirements.

Discussion follows.

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**Agenda item:** 8. Committee Closing Comments & Meeting Wrap up      **Presenter:** Chad Washington

**Discussion:** None.

**Conclusions:**

Reminder that there will not be a meeting in December

**Wrap Up:**

- Voted as a Committee to not solicit applications for conservation easements and acquisitions in the first round. With intent to continue that discussion and hope to include those in the next round.
- The election of Chad Washington as Chair
- The election of Chrysten Rivard as Vice Chair

**Proposed Agenda Items:**

- Adoption of grant guidelines as discussed
- Discussion of grant review criteria in ore depth
- Discussion of the proposed layout of the regional review criteria

Meeting Adjourns 1:25pm

Action items	Person responsible	Deadline
• None		

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***Other Information***

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This meeting was recorded, transcribed, and posted on the ODFW webpage <https://www.dfw.state.or.us/habitat/PFA/meetings/index.html>.