

# Oregon Invasive Species Council

## Business Meeting Minutes

### January 28, 2020 | Salem, OR

#### Summary of Actions

- October 2019 and December 2019 meeting minutes were approved.
  - Awards will be awarded at the September 9, 2020 OISC Meeting.
  - Update Vice Chair responsibilities language to say "Liaison to invasions network and other such committees".
  - Update language in draft Admin Rule to say "1 year experience preferred, but not required" in regard to requirements for becoming Vice Chair.
  - See action items coming out of Committee (starting page 13) and Working Group (starting page 15) breakout sessions.
  - Jalene to schedule a phone call with Jeannine (Tracktown USA). Council members to email questions to Jalene that you would like her to ask during a phone call.
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#### Welcome & Introductions

##### *Catherine de Rivera, 2020 OISC Interim Chair*

- Catherine de Rivera (Portland State University): 2020 OISC Interim Chair
- Jalene Littlejohn (Samara Group): OISC Lead Coordinator
- Marie Hepner (Samara Group): OISC Coordinating Team
- Nicole Brooks (Customs and Border Protection): I have been a Council member for three years. My invasive species priority, as an Agriculture Specialist with Customs and Border Protection, is to prevent new invasive species from arriving into the U.S. via the international movement of people and cargo.
- Sam Chan (Oregon Sea Grant): Joined Council in 2005
- Peter Kenagy (Kenagy Family Farm Inc): New Council member. Run a farm along the Willamette River in Albany. On several boards in Oregon, including the Oregon Farm Bureau, Specialty Seed Growers of Western Oregon, Willamette Mainstem Cooperative, and Oregon Agricultural Trust.
- Glenn Dolphin (Oregon State Marine Board): On Council for 12 years. Priorities include managing recreational boating in Oregon, working with law enforcement to enforce boating laws, and state emergency planning for zebra/quagga mussels.
- Troy Abercrombie (Western Invasives Network): New Council member. WIN includes 9 CWMA's west of Cascades. My job is to help share information and try to increase capacity and efficiency.
- Edward "Chuck" Fisk (F5 Wildlife Control): I work on-the-ground to control invasive species.
- Shawna Bautista (US Forest Service): I was previously on the Council for 4 years. Karen Ripley is our primary representative on the Council and I am the alternate. Primary job is to manage invasive species.
- Brendan White (US Fish & Wildlife Service): New ex officio non-voting Council member. Main job is to coordinate. Education is also a priority. Trying to not be part of the problem is the third priority.

- Noel Bacheller (Oregon Parks and Recreation Department): New Council member. My title is Botanist, but I also work on other natural resource projects. Main priorities are focused on staff, building awareness around invasive species, and building partnerships.
- Kathy Pendergrass (USDA-NRCS): New Council member. I'm the NRCS Plant Materials Specialist for the entire state. Priority is to raise awareness about invasive species, especially about new invaders. I rely on SWCDs to do education. Try not to be part of the problem and trying to keep things off the landscape that the agency thought was a good idea in the past.
- Jas. Adams (member of the public): New Council member. Not affiliated with an organization. Taught at Willamette University. I was really impressed with the Council and what they were able to achieve on a shoestring budget. In former role with Department of Justice, I advised the Council and retired in 2014. Was on the Council for a 2-year term, and focus was the Statewide Strategic Plan. This will be my 2nd term on Council. Going forward, my focus will be to bridge the gap between strategies and actions for the state.
- Tim Newton (Malheur SWCD): New Council member. Current Chair of Malheur SWCD. I primarily work in agriculture and rangeland. Invasive weeds are a big problem and priority and not interfering with sage grouse is also a priority.
- Rick Boatner (Oregon Dept. of Fish & Wildlife): Been with Council since 2008. Priorities include overseeing the Watercraft Inspection Program, nonnative species in pet trade, and feral swine.
- Cheryl Shippentower (Confederated Tribes of the Umatilla Indian Reservation): New Council member. Title is Plant Ecologist. Priorities include internal coordination, education and outreach to the community, and monitoring and evaluating data collection.
- Heidi McMaster (US Bureau of Reclamation): New Council member. I'm the Regional Integrated Pest Management and Invasive Species Coordinator. I cover the Columbia River Basin as a whole. Priorities are policy, coordination, and filling in gaps.
- Rian Hooff (Oregon Dept. of Environmental Quality): Ex officio representative from Dept. of Environmental Quality since 2009. Priorities are continuation of ballast water program and further developing communications and outreach tools. Also want to focus on further bolstering emergency control account so we can respond quickly to new threats.
- Alex Staunch (Mosaic Ecology): My role is to manage projects and run the day-to-day operations of the company.
- Olivia Duren (The Freshwater Trust): I'm a restoration ecologist. This is the beginning of my 2nd year on the Council. Priorities include the design of large-scale restoration projects, mainly riparian and wetlands, and implementation that is robust enough to be effective. Our organization was originally a salmon conservation organization. Learned a lot from flowering rush and northern Pike.
- Wyatt Williams (Oregon Department of Forestry): ODF has been on the Council since 2009, and I've been the representative since 2012. Priorities are tree killing insects and diseases. My unit is small, only about 4 of us. We do aerial surveys to map tree mortality and also do landowner and land manager outreach and training on tree killing insects and diseases. Gypsy Moth eradication, EAB detection, and Oregon ash conservation.
- Dave Pranger (Morrow County): I'm the County Weed Control Coordinator, 31st year at that position. I'm starting my 2nd two-year stint on the Council. In Morrow County, there are several

mega dairies, Nature Conservancy, Amazon data center, new people coming in, new wind farm going up right now, that brings in a lot of equipment that may have invasive species.

- Tim Butler (Oregon Department of Agriculture): I manage Oregon's noxious weed control program. Here today representing ODA. Helmuth is in Chicago so he couldn't be here.
- Tristen Berg (Oregon Department of Agriculture): I've been involved with the Council for 13 years and I'm the OISC Education & Outreach Grant Coordinator.
- Michelle Delepine (West Multnomah SWCD): This is my first meeting that I'm attending as a non-Council member. On several Council committees.
- Bill Reynolds (Confederated Tribes of Warm Springs): I'm a former member of the Council and current Rangeland Management Specialist at the Confederated Tribes of Warm Springs. We have Japanese knotweed in Lake Billy Chinook, which was detected in the fall, and also have ribbon grass.
- Jenn Poirer (US Fish & Wildlife Service): I'm the alternate for USFWS.
- Roy Marler (US Customs & Border Protection): I'm the alternate representative for CBP.
- Elaine Rybak: On the evolving OISC Advisory Committee.
- Denny Lassuy: Involved with National Invasive Species Act. Priorities are prevention of invasive species and reduction of the impact on native species.
- Josh Emerson (Oregon Dept. of Environmental Quality): Interim Ballast Water Program Coordinator at DEQ.
- Robert Downs (City of Portland, Parks): As a technician, I spray a lot of weeds and do a lot of EDRR work.
- Ryan Hughes (Willamette Valley Forestry): Work on noxious weed control along the south coast, part of the Gorse Action Group.
- Brittny Hughes (Willamette Valley Forestry): Came to the meeting to learn more.
- Amira Streeter (Office of Governor Kate Brown): As the Natural Resources Policy Advisor, I work in areas of agriculture, geology. Background is in environmental science. Excited to learn more.

Joining via Phone:

- Christine Moffitt (Friends of South Slough): Joined the Council 2 years ago. Lots of experience in invasive species research and outreach. Member of Idaho Invasive Species Council, and Columbia River Basin Team. Priorities include green crab, biofouling, and zebra/quagga mussels. Looking forward to the rebirth of this organization.

## Introduction to the Oregon Invasive Species Council

*Rian vanden Hooff, Oregon Department of Environmental Quality*

Appreciate Cat and Jalene asking for an agenda item to talk about the Council's history. The Council is approaching its 20th anniversary since inception. My intention is to provide a brief run through, how it came to be, changes, and then where we are at now.

In 1999, there was an executive order from President Clinton that established the National Invasive Species Council and suggested the importance of state and regional councils. OISC established in 2001.

Included 4 state agencies (permanent seats) and 7 appointed members that serve a 2-year term. No established funding for Council, no funding for Coordinator support. Developed 100 Worst List, which has been put on the back burner for the past few years. Developed awards to recognize invasive species work. Key activities of the early years included coordination, building awareness, and identifying gaps. Deemed to be a quasi-governmental group.

Around 2007/2008 OISC partnered with OPB and others to launch the Silent Invasion campaign which created awareness among a much broader sector of the state. Between 2008 and 2018, the Council established funding (\$50 thousand per biennium) which allowed us to hire a Coordinator and provided funding for campaigns, etc. We also expanded both permanent and appointed membership. The emergency control account was established in 2009 with \$350 thousand. Council evaluation, strategic planning, and DOJ review in 2012. At that time still trying to figure out who the Council was. Creating the Strategic Plan required a lot of stakeholder involvement and we heard concerns about the way the Council was structured.

In 2019, Senator Roblan picked up SB445. It provided better specificity about membership, regional emphasis, and a dedicated non-voting role for federal agency partners. It also strengthens the Council's relationship with the Governor's office and Legislators and deemphasizes state agencies' roles in leading the Council. Oregon Department of Agriculture also had a Policy Option Package (POP) that tripled the Council's basic operating budget. Given the Council's struggles to maintain funding for a Coordinator, this was a huge help. At the end of the session, there was also the "Christmas tree bill" (House Bill 5050), which was a big surprise and it provided additional funding for the Council at the last minute.

In 2020, there is excitement about a new path forward, looking forward to greater development of the network, and stronger connection with key decision makers.

#### Group Discussion:

- Jas.: Excellent overview of Council. Evolution of Council has resulted in a state agency that brings local governments, NGOs, etc. into an effective network.
- Denny: I worked with Paul Heimowitz and Mark Sytsma. Having come back to Oregon, I'm very proud of the state and the OISC. Very happy with inclusiveness, good job.
- Sam: In 2008, OISC needed to elevate the issue and why it's important for Oregon to be a leader of invasive species prevention. Oregon was the first state to launch a statewide invasive species campaign and it prompted 14 pieces of legislation dealing with invasive species prevention.
- Michelle: From a local perspective, in 2008, there were a lot of community groups and state groups focused on invasive species, but not a lot of local focus. 10 years later, it is interesting to see local involvement in invasive species issues. The community has really expanded, and we've been able to build great partnerships. The new structure of the Council allows really strong local voices at the table. Another important piece is Oregon is in crosshairs of new invasive species coming in.
- Wyatt: I want to call to attention that we have a mission statement that includes coordination and communication across Oregon's vast diversity of agencies. Over the past 6-7 years, there

have been amazing projects that have occurred due to these meetings and joint forces between agencies.

- Tim Butler: I was around when Mark Sytsma and Dan Hillburn talked about forming a council. Have come a long way. A lot of positives. One thing early on was there was a lot of confusion around the Council and its role. Perception was OISC was doing it all so there was a duplication of efforts. Since then, it's been clarified that it's a coordinating body. Don't forget the agencies that are boots-on-the-ground. Continue to struggle for funding to do our work. Anything that we can do to support boots on the ground, local, counties, SWCDs, private entities, that's where it all starts.

## OISC Budget & Balances Update

*Catherine de Rivera, 2020 OISC Interim Chair*

This balance report comes from ODA, which is the fiscal administrator of the Council. Shows income and expenses. The budget was outlined during the October 2019 meeting. See notes in there.

### Group Discussion

- Shawna: want to point out that funding from Forest Service is reimbursable. You have to spend it first. Budget says "approved but haven't received", but that's not how it works.
  - Jalene: I will talk to Helmuth and Roberta at ODA. Actively working on that.

*Q (Peter): \$155 thousand from lottery funds. How much of \$475 thousand is the emergency fund?*

*A (Rian): \$81 thousand currently in control account. This is a proposal to transfer an additional \$150 thousand. Several projects over the years that those funds have gone to (JB, Marine tunicate issues, SOD, etc). Have been very careful with expenditures.*

- Wyatt: Being frugal vs. spending it to show that \$150 thousand can be spent quickly on invasive species issues.
- Glenn: Priorities have been new species that have been detected.
- Rian: It can take some time to get to the Emergency Board to make a request. Idea of the account was that the Council would have funds that they could more quickly put out. Not enough money to address issues. Initial discussions were around establishing a bond.
- Sam: New infusion from legislature is a onetime thing. We don't expect a new infusion next biennium
- Wyatt: At ODF and USFS, incident management can cost \$25 million. Arrived at \$5 million benchmark, that's what we'd like.
- Glenn: ODA went to the Emergency Board for Japanese beetle funding.
- Tristen: ODA received \$3 million after request to the Emergency Board for Japanese Beetle. Expanding this year.
- Cat: Great example of why we need this.

*Q (Glenn): Is this a proposal?*

*A (Jalene): Discussed and voted on during the October 2019 meeting. We voted to remove \$25 thousand from the control account. Next meeting I'll follow up with ODA to ensure expenses to date are reflected in the report.*

*Q (Edward): What are Statewide government service charges?*

*A (Tim): Just base funding for infrastructure. Charges that are incurred within the agency (building, rent, etc.).*

*Q (Amira): Funding goes through ODA?*

*A (Rian): We have two accounts: an emergency account, which has rules on how we can spend, and an operational account, which is more discretionary (meeting costs, Coordinator costs, education & outreach grants, etc.). That's the extent of Council funding. All other boots on the ground work goes through the agencies.*

*Q (Amira): Will FY 21-23 budget be done through Council or state agencies?*

*A (Rian): ODA is our fiscal agent. With POP that was adopted during the last session, \$150 thousand going into the next budget cycle. Tricky to have a multi-agency group have its funds managed by one agency. ODA has a long list of its own priorities.*

- Jas.: Traditional agencies have regulations that control the “new breed” of natural resource agencies. Council was a “new breed” state agency, where it had a combination of functions, not all of which were covered by other agencies. One word to describe council: catalyst. One of the most cost-effective state agencies in the state.
- Cat: Next meeting we will have a more meaningful budget report.

## Approval of Meeting Minutes: October 2019 & December 2019

*Catherine de Rivera, 2020 OISC Interim Chair*

### **Glenn Dolphin moves to accept October 2019 and December 2019 meeting minutes**

**2nd: Dave Pranger**

**Aye: 8** (Catherine, Rick, Sam, Rian, Wyatt, Olivia, Cheryl, Christine)

**Abstain: 6** (Noel, Peter, Troy, Tim N., Alex, Jas.)

**Nay: 0**

Outcome: October 2019 and December 2019 meeting minutes were approved.

## Chair Updates

*Catherine de Rivera, 2020 OISC Interim Chair*

### **City of Portland's new Invasive Species Strategy**

OISC wrote a letter of support for City of Portland's new Invasive Species Strategy that Dominic Maze brought to our attention. It has now passed. Dominic thanked the Council for our support.

### **Honoring Jim Seeley**

Jim Seeley passed away recently, looking for how we can best honor him. A card is going around for those of you who knew him to express condolences, and recognition for his contributions. Brought a lot of integrity and compassion.

- Sam: Jim Seeley was a graduate of the U.S. Naval Academy and served in Vietnam. He was a strong advocate of bringing groups together and was a great historian. Gorse has a long history and he would share that. Suggestion to consider dedicating the grants or award.
- Jas.: Like the suggestion. Jim Seeley was indirectly responsible for the Oregon Statewide Strategic Plan by asking for a more clearly stated mission statement.
- Rian: Suggest creating an invasive species award in Jim's name.
- Glenn: Like Rian's suggestion. Put it on the next meeting agenda. Awards banquet has been on hiatus for a while. I support a new award in Jim's honor. We can discuss it with the planning team.
- Wyatt: I worked with Jim on the Council, Sudden Oak Death Task Force, and the Gorse Action Group. He would say "less talk, more action". Let's get the awards back, then decide.

### **2020 OISC Calendar**

June 2-3 for Central Oregon meeting and September 9 for Portland meeting. At which meeting should we do the Awards?

- Sam: Summer meeting in Central Oregon. Good time to honor Jim Seeley.
- Cat: It's a short timeline for the June meeting. Maybe we can do it at the September meeting?
- Rian: Out-of-town meetings tend to be very field oriented. Wondering if mixing those things might be too much. Fall feels like it might be better.
- Nicole: September might be a better time.
- Cat: I'm hearing more for September 9th.

### **2020 OISC Events & Milestones**

- We have a tracking spreadsheet with OISC and network/partner meetings and events. Useful tool for planning.
- There is a 2020 Meeting Planning Group sign-up sheet going around the room. Please sign up and write suggestions down too.
  - Glenn: Rick and I have been put in the loop with aquatic invasive species coordinating group. Planning a mussel rapid response workshop in May. Perfect group to support planning.

### **SB445 & Updated Council Directory**

Not everyone has selected alternates. Please designate and provide contact information for alternates. All seats have been filled except for a few of the ex-officio seats. Haven't confirmed all federal prospects either. Just found out Sen. Arnie Roblan will be filling the Oregon Senate ex officio seat on the Council.

*Q (Cat): Rian, do you know if he could continue in that role since he isn't going for reelection?*

*A (Rian): No he couldn't. It has to be a member of the legislature.*

Outcome: Awards will be done at the September 9, 2020 OISC Meeting.

## 2020 OISC Chair & Vice Chair Election Timeline, Process, Admin Rule Update

*Catherine de Rivera, 2020 OISC Interim Chair*

### **Draft Admin Rule: 603-052-xxxx**

*Drafted by Helmuth Rogg, edited by Catherine de Rivera*

“The Invasive Species Council members shall collectively select a voting member of the council as the Chairperson and another member as the Vice Chairperson of the Oregon Invasive Species Council. The term of office of each appointed officer is one year. Before the expiration of a term, the voting members shall appoint successors to the Chairperson and the Vice Chairperson whose term begin on January 1 the following year. An appointed Chairperson and Vice Chairperson may not serve more than two successive terms. Council Officers shall have at least one-year council experience. If there is a vacancy in an appointed officer position for any cause, the voting members of the Council shall make an appointment to become immediately effective for the unexpired term. The duties of the Chairperson are to select committee chairs; develop Council meeting agendas and facilitate council meetings; oversee, collaborate and approve work of the OISC Coordinator; guide council decision making; serve as the liaison to the Governor’s Natural Resource Office; represent the views and interests of the Council, and report to the legislative assembly. The duties of the Vice Chairperson are to assist the Chairperson and fill in for the Chairperson if needed, lead the Governance Committee, serve as the liaison to the OISC Advisory Committee, and oversee and track committee action items.”

### Group Discussion:

- Jas.: If you have at least a year of experience on the Council, then you can serve.
- Amira: What would happen if there was 100% turnover? Maybe you should have something in your bylaws in case that happens.
- Wyatt: Good point. Should be a clarification that for voting ex-officio, the agencies are the members. ODF has been a member since 2009.
- Cat: Second excellent point.
- Rian: To Amira’s point, this may not be an ideal way to draft the admin rule. Since this isn’t being dedicated in statute, could we amend it to say “Preference shall be given to members who have served for at least 1 year”.
- Peter: Ideally Council members should have at least 1 year of experience.
- Wyatt: Chair and Vice Chair used to rotate by agency. It’s the agencies that have the membership.
- Rian: I think by calling it “member”, it’s flexible enough. We have amended the schedule in the past when a new agency representative came in.
- Troy: If you put in for Vice chair during your second year, the intent is going to be that you will go for a 2nd term.
- Cat: It sets up an expectation, not a command.
- Christine: Why is the term “appoint” in the language? Maybe it should be “elect”.



- Michelle: Interested to hear how new Council members view this. Want to move the rule forward in a way that is attractive to new members.
- Noel: Seems daunting. Vice Chair → Chair progression seems logical.
- Wyatt: People can turn down a nomination if they aren't ready. Chair and Vice Chair are going to share the workload. I don't think you need to be Vice Chair before Chair.

**Chair & Vice Chair Responsibilities**

*Updated outline based on conversation from the October 2019 meeting and further clarification with Interim Chair (Catherine de Rivera, PSU) and Interim Vice Chair (Wyatt Williams, ODF).*

<p><b>Responsibilities of Chair:</b></p> <ul style="list-style-type: none"> <li>● Oversee selection of Committee Chairs and Legislative Committee</li> <li>● Develop Council meeting agendas</li> <li>● Facilitate Council meetings</li> <li>● Oversee / collaborate with Coordinator and approve Coordinator work</li> <li>● Guide Council decision making</li> <li>● Liaison to GNRO</li> <li>● Represent the views and interests of OISC <ul style="list-style-type: none"> <li>○ Clear message between OISC &amp; organizations</li> <li>○ Clear agreement that Chair will serve the OISC's collective views</li> </ul> </li> </ul>	<p><b>Responsibilities of Vice Chair:</b></p> <ul style="list-style-type: none"> <li>● Governance Committee Chair (formerly bylaws committee)</li> <li>● Assist / fill in for Chair when needed <ul style="list-style-type: none"> <li>○ As the coordinator and chair develop the agenda for the quarterly meetings, the vice-chair will be made aware of the final, or nearly final agenda and relevant meeting details prior to the meeting, so that they can be prepared in case of an unexpected absence by the Chair.</li> </ul> </li> <li>● Advisory Committee Liaison</li> <li>● Oversee and track committee action items. <ul style="list-style-type: none"> <li>○ Work with the coordinator and committee chairs to follow up on committee action item progress. Committee chairs to report committee progress, action items, and topics to the chair and vice chair to inform meeting agenda development.</li> </ul> </li> </ul>
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**Group Discussion:**

- Elaine: Would like to see some placeholder language about the network and where they plug in. Diverse group, changing.
- Cat: Can reword to say “Liaison to invasions network and other such committees”
- Glenn: Also talked about regional stakeholder groups to focus on regional issues.
- Jalene: Need for liaison to support non-council members that are stepping into advisory roles.
- Michelle: Making sure we bridge the gap between Council and network. Moving forward with having specific regions on the Council. Who will be coordinating that? Don't know if we want to add that as a separate item under the Vice Chair.

*Q (Jas.): Cat, are you a candidate for Chair or were you intending to step down?*

*A (Cat): I will continue if no one steps up, but I'm hoping someone will step up.*

*Q (Troy): How many people here are eligible to be Chair?*

*A (Cat): All returning Council members.*

- Alex: I think we should see who here could be Vice Chair/Chair and could handle the workload.
- Cat: Coordinator team, Jalene and Marie, make the workload a lot lighter for the Chair.
- Rian: Second that. Regarding Alex's comment - for some people it isn't feasible. Not an expectation. SB 445 aimed to open up the opportunity to be Chair and Vice Chair outside of the ex-officio agencies. Trying to provide more opportunities for that sort of engagement.
- Tim Butler: Could ask for a volunteer to be Chair.

*Q (Jas.): Are any federal agencies eligible?*

*A (Cat): Has to be a voting member.*

*Q (Michelle): To be Vice Chair, still need to have 1 year experience?*

*A (Cat): We will revise to say "preferred, but not required". This year, going to have elections off time since this is new. Most years, we will have them in October.*

#### **Process for Determining Officers:**

1. Self-nominated or otherwise nominated interested council members will submit a letter of interest and qualifications to the Council Coordinator, similar to the OISC member-nomination process.
2. The Coordinator will compile the list and share that with the full Council.
3. The whole Council will vote at a council meeting using a closed ballot (can be a remote meeting, voting remotely); proxies can vote for absent members. Nominees can also vote.
4. The Council Coordinator tallies the votes and reports to the whole Council at the same meeting.
5. The winning nominee needs to receive a majority of all voting Council member votes. If nobody receives a majority, there will be a second vote, perhaps delayed to increase participation or to allow for more information.

#### **Group Discussion:**

*Q (Troy): What is meant by "increase participation"?*

*A (Cat): Increase participation from voters.*

*Q (Jas.): The earliest this election could happen is at the June meeting?*

*A (Cat): Yes, but we could do a conference call between now and then.*

*Q (Jas.): If someone becomes Chair for the second half of this year, would they be eligible to be Chair for next year?*

*A (Cat): Yes.*

*Q (Noel): Only Chair and Vice Chair of OISC, but what about Committee Chairs?*

*A (Cat): In the past, have not been elected. Usually appointed by the Chair and come up by interest.*

- Christine: Think there should be more clarity around what electronic voting might look like.
- Glenn: Chair should be looked at as a positive opportunity for professional growth. Shouldn't be looked at as a negative.

- Wyatt: Agree. You'll adapt to the workload. Great Coordinator staff. Opportunity to use your creativity.

Outcomes:

- Update vice chair responsibilities language to say "Liaison to invasions network and other such committees".
- Update language in draft Admin Rule to say "1 year experience preferred, but not required" in regards to requirements for becoming Vice Chair.

## Overview of Committees

### Education & Outreach Committee (Chair: Sam Chan)

Education & outreach is one of the 3 primary functions of the Council. Education within our realm includes K-12 and also adults. Recent projects include the Don't Let it Loose campaign (which was a statewide media contest) and Don't Pack a Pest (which deals with the international traveling public to make them aware about food products they can't bring back). This year, the legislature provided us with funding, and now we have an Education & Outreach grant. These projects resonate in different geographic areas. Immediate priorities are focused on reviewing grant proposals and the rest of the Council will provide feedback.

### Communications Committee (Chair: Karen Ripley, Michelle Delepine filling in)

Current Communication Plan is focused on growing the group. One of the key messages was "not just one agency...". Others are carrying out the work, coordinating through the Council. Good job of communicating the threats. Those are the 2 main key messages.

### Governance Committee (Chair: Wyatt Williams)

Relatively quiet committee until there needs to be changes to ORS, OAR, or bylaws. Bylaws are how we operate. Revising the bylaws to incorporate new language around Chair and Vice Chair selection, and also revising OAR. Usually not much, can also serve on other committees.

### Legislative Committee (Chair: Rian Hooff)

Legislative and policy committee of Council. Activities ebb and flow year to year, depending on the Council's interest. Also takes on general bill tracking during short and long sessions for bills that have implications for invasive species. We don't take a position on bills unless we are explicitly directed by the Governor's office. We also can support coordination of testimony.

## Committee Report out from Breakout Groups

Communications Committee (Chair: Karen)

Breakout Participants: Shawna, Troy, Michelle, Olivia, Brendan, Jalene

<p><b>Priorities &amp; Discussion:</b></p> <ul style="list-style-type: none"><li>● Build on story map - place-based collaboration</li><li>● Image library</li><li>● Parking Lot</li><li>● “1000 years of experience in the room”</li><li>● Communications plan: new structure, role &amp; value of OISC (finalize), articulate “so what” or ask</li><li>● Update OISC brochure(s) and slide deck</li><li>● Legislative outreach (role/value of OISC) - legislative toolkit drafted, needs to be updated &amp; finalized</li><li>● Audiences: go to Association of Oregon Counties’ annual November meeting to reach County Commissioners (responsible for funding), Oregon Association of Conservation Districts</li><li>● Communications: Member → Networks, Council → Networks (e.g. figure out how to use Advisors / update listserv)</li><li>● Develop communications protocol for regional networks</li></ul> <hr/>	<p><b>Tasks:</b></p> <ul style="list-style-type: none"><li>● Annual Reports: brochure, slide deck, outreach packet</li><li>● Form Awards Subcommittee<ul style="list-style-type: none"><li>○ Awards: define each and consider Jim Seely Award (as well as possible timing and venue — Noelle suggests a winery she knows of that allows outside catering).</li></ul></li><li>● Update Communications Committee to add Brendan White, Shawna and Noelle</li><li>● Send Doodle Poll for February Meeting</li></ul> <hr/> <p><b>Timeline:</b> February meeting → Priorities, tasks, timelines. Outline content of the following:</p> <ul style="list-style-type: none"><li>● Annual report of accomplishments (2019)</li><li>● Update OISC brochure</li><li>● One pager of key messages (possibly consolidate with brochure)</li></ul> <hr/>
<p><b>What is our “SO WHAT?” Discussion?</b></p> <ul style="list-style-type: none"><li>● Leverage our resources (ex: education outreach grant leveraged ____,000s of dollars and ___ acres and reached ____ people)</li><li>● Examples of OISC as a catalyst</li><li>● Outcome-driven deliverables</li></ul>	<p><b>Additional Notes:</b></p> <ul style="list-style-type: none"><li>● Don’t re-create: identify &amp; fill gaps</li><li>● Regular updates to Network during Session</li><li>● What are communication lines?</li><li>● Communication mechanisms</li><li>● Update &amp; refine Network</li><li>● How will we amplify the results &amp; impact from grant awardees?</li></ul>

<ul style="list-style-type: none"> <li>● How do each of the OISC council members communicate back up?</li> <li>● How does this coordinating body (OISC) achieve overarching objectives that are goals of state agencies, etc.?</li> </ul>	<ul style="list-style-type: none"> <li>● Update core tools</li> <li>● PPT slides = examples</li> <li>● Story map: storyboard - sketch out (see examples: Cascade Pacific, FS hover over map)</li> <li>● What is the difference between Ed &amp; Outreach and Communications Committees? — campaigns (i.e. Don't Pack a Pest) vs. outward face of OISC on key messages (PR)</li> </ul>
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<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>● NEED to develop a one pager of our key messages (part of OISC brochure?)</li> <li>● VISION slide needs to include these key messages</li> <li>● PowerPoint that can be used not just for legislators but also higher ups of Council members (examples include all across the state — possibly utilizing story map format/template of Cascade RC&amp;D) — relay impacts across state, including funds &amp; resources leveraged. *HAVE mechanism for anyone to visit website and contribute their story to the map, publish their reports, blogs, etc. *BUILD/update template we have and populate with examples from around state</li> <li>● Awards: list each of them out and define their niche categories</li> <li>● Network — reviving it and developing regional communications protocol (ad hoc regional committee made up of regional OISC appointed members and Vice Chair?)</li> <li>● Reorganize website to make it easier to find resources</li> <li>● SIMPLE Communications Packet for legislators (from Amira) <ul style="list-style-type: none"> <li>○ How OISC is a catalyst?</li> <li>○ What the council is, what it does?</li> <li>○ Examples from around state</li> </ul> </li> </ul>
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*Includes additional notes compiled by Michelle Delepine.*

**Group Discussion:**

- Michelle: If anyone has a key example project they want included in the Annual Report for 2019, send to Karen, Olivia, and Jalene.
- Elaine: Communication with the community - could play a real role in getting that listserv up to date, up to speed, and functioning.

**Legislative Committee (Chair: Rian)**

Breakout Participants: Rian, Amira, Elaine, Dave, Robert, Heidi, Tim N., Peter, Jas.

<p><b>Priorities &amp; Discussion:</b></p> <ul style="list-style-type: none"> <li>● ID new champions</li> <li>● Educate / resource to key natural resource committees</li> </ul>	<p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>● Fact sheet or legislative toolkit for new legislators (w/ Communications Committee assistance?)</li> </ul>
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<ul style="list-style-type: none"> <li>● Connecting invasive species management to 100 Year Water Vision</li> <li>● Providing information to invasive network that may be useful for communicating / lobbying invasive species priorities</li> <li>● Changes in CLR resources / expertise (ODA implications)</li> </ul>	<ul style="list-style-type: none"> <li>● Bill tracker</li> <li>● Determine appropriate communication channels or listserv for legislative &amp; bill tracker information</li> </ul> <hr/> <p><b>Timeline:</b></p> <ul style="list-style-type: none"> <li>● 2020 short session</li> <li>● 2021 concepts / prep? <ul style="list-style-type: none"> <li>○ Resource / budget requests</li> <li>○ Emergency control account \$</li> <li>○ State program support</li> <li>○ Weed control district \$ (need county action)</li> </ul> </li> </ul>
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Group Discussion:

- Sam: Legislative toolkit drafted a few years ago for the state. Should pull from that.
- Amira: Important to communicate the work that the OISC is doing. I remember meeting with Helmuth about OISC and there was a lot of good information. Keep the information you have and create a simple communications packet. Legislators have a short amount of time.
- Rian: I think we have what we need, just need to enhance.
- Elaine: We should post some of this on the website.

Education & Outreach Committee (Chair: Sam)

Breakout Participants: Sam, Edward, and others (names not written on flip chart)

<p><b>Priorities &amp; Discussion:</b></p> <ul style="list-style-type: none"> <li>● O &amp; E Grant implementation</li> <li>● Weed control matrix/matrices</li> <li>● Communications regarding worst invasives</li> <li>● EDR for species identification</li> <li>● Educators: I.D. kits and classroom lessons / projects</li> <li>● Professional guidance for controlling the spread of invasives</li> <li>● Integration between statewide and local concerns</li> <li>● PDX “Don’t Pack a Pest” &amp; “Don’t Move a Pest”</li> </ul>	<p><b>Tasks: O &amp; E Grant Review Panel</b></p> <hr/> <p><b>Timeline:</b></p> <ul style="list-style-type: none"> <li>● Review 2/14/2020 - 3/6/2020 → OISC (mid-March)</li> <li>● Reports available for April</li> <li>● June 30, 2021 (grant expended)</li> </ul>
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Governance Committee (Chair: Wyatt)

Breakout Participants: Wyatt, Tim N., Rick, Glenn, Noelle, Ryan, Brittany

<p><b>Priorities &amp; Discussion:</b></p> <ul style="list-style-type: none"> <li>● Selecting a date for electing Chair &amp; Vice Chair ex. October (bylaw)</li> <li>● Nominations for Chair &amp; Vice Chair a month before election (bylaw) Article III Section 2</li> <li>● Nominees will be asked if they want to serve before elections (bylaw)</li> <li>● *OAR ASAP ODA</li> <li>● List of eligible nominees</li> <li>● Article III Section 2 New #/letter for Chair &amp; Vice Chair responsibilities</li> <li>● Article V Section 4 - Delete</li> <li>● Nominations September 2020, voting October 2020, effective January 2020</li> <li>● Article VI Section 3 Committees report to Chair or Vice Chair</li> <li>● Accept Article VIII as is, strike quote</li> </ul>	<p><b>Tasks &amp; Timeline:</b></p> <ul style="list-style-type: none"> <li>● Send suggested changes/nominees - June 2020</li> <li>● Send ODA draft admin rule - February 10(ish) 2020 / ask for temporary rule</li> <li>● New laws take effect - January 2020</li> <li>● Nominations</li> <li>● Add to Article III Section 5 regular communications with Chair</li> </ul>
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Group Discussion:

- Wyatt: Suggest we keep the current Chair and Vice Chair for 2020 because we have some changes coming up. A nomination (self or otherwise) period to start September 1st and will have until September 30th, vote by proxy (closed ballot). November 1st will have Chair and Vice Chair voted on. Didn't talk about letters of interest. Contact them individually to see if they are interested. Also putting in bylaws Chair and Vice Chair duties, so expectations are known. Will present bylaws (with tracked changes) at the OISC meeting in June for review and vote. Gather list of eligible people that can serve as Chair and Vice Chair. Everyone would be eligible except for people in their final year.
- Sam: What about appointed members who seek a second term? They won't know if they were appointed until after.
- Rian: Officer elections need to occur just after member voting.
- Wyatt: Further discussion needed to figure out the timeline.

Working Group Report out from Breakout Groups

Strategic Plan Update Working Group (Chair: Jas.)

Breakout Participants: Glenn, Sam, Rian, Colleen, Kathy, Michelle

<p><b>Agenda:</b></p> <ul style="list-style-type: none"> <li>● Whole concept of update</li> </ul>	<p><b>Discussion Notes:</b></p> <ul style="list-style-type: none"> <li>● Name of 2-year plan - short term</li> </ul>
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<ul style="list-style-type: none"> <li>● Extent of update</li> <li>● Relationship between strategies &amp; actions</li> </ul> <hr/> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>● Consider possible name change of 2 year document (“2020-2022 Short Term Strategies &amp; Progress Report”).</li> <li>● Consider name change to reflect three-year planning document as both a progress report of where we are at in meeting 10 year goals (and 3 year goals from 2017-19) as well as framing name to be considerate of not overstepping our “recommendations” and suggesting that they override existing agency plans</li> <li>● Develop way to plug examples into how strategies are being met</li> <li>● How to illustrate progress in meeting 10-year goals</li> <li>● Improve accessibility: For local NGOs and others outside IS world the plan is inaccessible and requires adding a glossary of terms, appendices etc.</li> <li>● Consider developing a matrix or chart that will easily allow anyone to plug their examples into of how they assist in fulfilling aspects of the plan. This will also be useful for feeding into possible storymap, annual accomplishments and other ways of sharing our stories of how and who carries out the work <ul style="list-style-type: none"> <li>○ Also allows others to see what others have done which will help inform their own actions</li> </ul> </li> </ul>	<p>strategies vs. action plan vs. progress report</p> <ul style="list-style-type: none"> <li>● How to capture examples of actions that were completed <ul style="list-style-type: none"> <li>○ Provide venue for periodically adding examples of how actions/short term strategies are met</li> <li>○ Distinguish what has been done already from 2017-19 plan from what still needs to be done AND what additional parts of the 10-year plan we want to start biting off</li> </ul> </li> <li>● How to make more accessible? <ul style="list-style-type: none"> <li>○ Where are we in meeting 10-year goals?</li> <li>○ glossary, appendix</li> </ul> </li> <li>● Matrix of examples to further inspire &amp; guide additional partners to implement</li> <li>● Consider that this is the statewide plan, not just OISC “work plan” which is given in detail through Annual committee and coordinator work plans etc.</li> <li>● Need mechanism to show where organizations fit into the plan</li> <li>● Need for describing statewide priorities and identifying where resources go/how they are allocated etc (state agencies, federal partners, NGOs, SWCDs, OWEB dollars, etc.)</li> </ul>
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*Includes additional notes compiled by Michelle Delepine.*

Oregon’s Worst List Working Group (Chair: Nicole Brooks)

Breakout Participants: Roy, Catherine, Rick, Cheryl, Edward, Noel

<p><b>Agenda &amp; Discussion:</b></p> <ul style="list-style-type: none"> <li>● Two lists <ul style="list-style-type: none"> <li>○ 1st: Invasives that are not present in Oregon</li> <li>○ 2nd (core list): Invasives that are</li> </ul> </li> </ul>	<p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>● What species on current list have (on website) risk assessment</li> <li>● Quality of risk assessment available</li> <li>● Reach out to Washington Invasive Species</li> </ul>
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<p>present and need to be controlled</p> <ul style="list-style-type: none"> <li>● Way to sort list by key words/region/type/type of impacts</li> <li>● Add hyperlink to each species to provide more info: how to ID, region, control</li> <li>● Add pictures</li> <li>● Risk Assessment</li> <li>● How to apply criteria consistently across different taxa</li> <li>● Long term project</li> </ul>	<p>Council about risk assessment template &amp; graphic display</p> <ul style="list-style-type: none"> <li>● Look at how other councils convey this info (also Australia / New Zealand) <ul style="list-style-type: none"> <li>○ Timeline: 1-2 months (Samara)</li> </ul> </li> <li>● Quick project: divide into “here now” and “not here”</li> </ul>
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Field Days Working Group (Chair: Troy Abercrombie)

Breakout Participants: Shawna, Elaine, Denny, Jalene, Alex, Dave

<p><b>Agenda:</b></p> <ul style="list-style-type: none"> <li>● Intent/purpose</li> <li>● Vision</li> <li>● Next step tasks</li> <li>● Working group role</li> </ul> <hr/> <p><b>Tasks &amp; Timeline:</b></p> <ul style="list-style-type: none"> <li>● Work with regional seats to identify issues, events, people to get started <ul style="list-style-type: none"> <li>○ March 2020</li> </ul> </li> <li>● Outline successful field day structure → research, lessons, champions + food <ul style="list-style-type: none"> <li>○ March 2020 - Aug 2020</li> </ul> </li> <li>● Initial survey of regional seats: opportunity + interest <ul style="list-style-type: none"> <li>○ March 2020 - Aug 2020</li> </ul> </li> <li>● Pick one for the OISC working group to focus on → Central Oregon meeting in June 2020 <ul style="list-style-type: none"> <li>○ Options? Like Metolius River, ribbon grass</li> </ul> </li> <li>● Lessons learned from Boardman meeting, Central Oregon meeting, others.</li> </ul>	<p><b>Discussion Notes:</b></p> <ul style="list-style-type: none"> <li>● Activate/organize state &amp; regional networks</li> <li>● Highlight organizations, problems, issues</li> <li>● Focus on highlighting a couple key topics that are [focused] &amp; [short] <ul style="list-style-type: none"> <li>○ Not all the global issues</li> <li>○ Touch on industry impacts</li> </ul> </li> <li>● Invite local decision makers, stakeholder groups, user groups, and interest groups</li> <li>● How many? <ul style="list-style-type: none"> <li>○ Work with reach regional seat [6]</li> <li>○ Identify an existing opportunity/event</li> <li>○ Identify list of key groups/outreach or partner list</li> <li>○ Vocal/influential/impactful leads to additional reach</li> </ul> </li> <li>● Opportunity to disseminate updated communication tools</li> <li>● Role of this OISC working group = support</li> </ul>
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Group Discussion:

*Q (Sam): Do you see this including business owners, real estate, etc..?.*

*A (Dave): Sure - Anyone affected by invasive species is more than welcome.*

*Q (Peter): Is this separate from the OISC meetings?*

*A (Dave): Can be separate or in conjunction with.*

## Round Table Updates

### **Glenn Dolphin**

Working on invasive mussel rapid response exercise that will take place in May. New law in effect: if you don't stop at an inspection station, law enforcement can send you back. There is also more law enforcement at check stations.

### **Nicole Brooks**

Ramping up inspections for pork products coming out of China and others in that area due to swine fever. 2 finds of AGM in 2020.

### **Shawna Bautista**

Karen is also on the Washington Invasive Species Council. Washington State Department of Agriculture is planning 2 gypsy moth eradications in 2020 in Woodway and Everett. 2020 is the Food and Agriculture Organization's (FAO) International Year of Plant Health. Working towards a large conference in August. USDA APHIS is publishing a website soon. The [U.N. FAO website](#) has downloadable materials about this effort. The OISC could incorporate those materials in any events this year.

### **Rian Hooff**

Josh Emerson is the interim Ballast Water Program Coordinator; position is currently under recruitment at OR Department of Environmental Quality. Also looking for someone to fill the inspector position.

### **Rick Boatner**

2019 inspection numbers: 26,882 inspections, 16 with zebra/quagga mussels, 383 with other types of invasive species. 2 stations currently open in Ontario and Ashland. 600 inspections, intercepted 3 vessels. Other check stations open the first week of May.

*Q (Denny): Live or dead?*

*A (Rick): Yes alive or dead, have to find a body (shell).*

Also discovered a small group of feral swine near Central Point after the landowner contacted us. Looks like we got them all.

### **Dave Pranger**

State Weed Board meeting in February around the 21st. Listing of arundo at that time. Tim Butler said he anticipates the discussion being rather short.

*Q (Rian): Was there a new proposal that has this discussion reinvigorated?*

*A (Dave): Want to get ahead of the issue before anyone else proposes it.*

### **Sam Chan**

Learning more and more that teachers are telling their students ahead of time to report to Customs that they haven't been to a farm and that is problematic. I have one graduate student that is working on

Asian jumping worm. There is a rather isolated population in Oregon. Need to increase outreach about this worm. She's working on the effects of the worm on Willamette Valley agriculture. Last week, I was informed that a mud worm is impacting several estuaries in Oregon. It is a parasite on oysters.

## 2021 World Athletics Championship

*Sam Chan & Noelle Moen, Oregon Sea Grant*

The World Athletics Championships are taking place next year in Eugene, OR. Almost every single major event that brings in people from out of state is followed by a pest problem. Helmuth wants us to be progressive and preventative in coordinating with the organizers of these events. Jalene is working with sponsors of the group. Noelle's future father-in-law is one of the leaders of the track events. Two biggest upcoming events are the 2020 Olympic Trials in June, which will be attended by 177 thousand people, and the World Athletics Championships in 2021, which will be attended by people from an estimated 190 countries. This is the first time the US has hosted this event. Will be broadcast worldwide. What questions should we ask when we meet with them? Can say those now or email those to Jalene.

### Group Discussion:

*Q (Denny): Do we have off-the-shelf general prevention materials that can be provided? What is Customs and Border Protection doing in coordination with this event?*

*A (Nicole): Just beginning discussions about this. Talking to supervisors. They will be having these conversations soon and we will get guidance then. Will be working with Helmuth, Jalene, and Sam. I suspect that they won't all clear at PDX. Many may clear in New York and then fly over domestically.*

- Troy: With the audience that those events will have, it seems like a pretty good opportunity to use "play, clean, go" messaging.
  - Jalene: Want to make sure they are doing the cleaning before playing here.
  - Sam: And we have things here that shouldn't go back with them.
- Jalene: Hoping to get a call on the calendar with Jeannine, who is the stakeholder relations manager for Tracktown USA. We want some simple concise opportunities. Should balance first call with how many people are on the call and then figure out what we can do next.
- Shawna: Karen said University of Oregon hosts international track meets every year. Outcomes of this effort could be fruitful for many years. Willamette National Forest right next to Eugene. Keep Karen and me informed about opportunities to share information.
- Sam: Hoping also for buy-in from Travel Oregon.

*Q (Shawna): For either of these events, is there an opportunity to work with organizers to get information on their website so people who register for event get the information?*

*A (Sam): that's what we're hoping for.*

*Q (Josh): What capability do we have with language barriers?*

*A (Sam): Have to focus on English first since it's 190 countries.*

### Outcomes:

- Jalene to schedule a phone call with Jeannine (Tracktown USA).
- Council members to email questions to Jalene that you would like her to ask.

## Public Comment

No comment.

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## Attendees

### **Council Members in Attendance**

Troy Abercrombie, Western Invasives Network  
Jas. Adams, Member of the Public  
Noel Bacheller, Oregon Parks and Recreation Department  
Shawna Bautista, US Forest Service (Alternate Council Member)  
Rick Boatner, Oregon Department of Fish & Wildlife  
Nicole Brooks, US Customs & Border Protection  
Sam Chan, Oregon Sea Grant  
Glenn Dolphin, Oregon State Marine Board  
Olivia Duren, The Freshwater Trust  
Rian Hooff, Oregon Department of Environmental Quality  
Peter Kenagy, Kenagy Family Farm Inc  
Heidi McMaster, US Bureau of Reclamation  
Christine Moffitt, Friends of South Slough (on the phone)  
Tim Newton, Malheur Soil & Water Conservation District  
Kathy Pendergrass, USDA-NRCS  
Dave Pranger, Morrow County  
Catherine de Rivera, Portland State University  
Cheryl Shippentower, Confederated Tribes of the Umatilla Indian Reservation  
Alex Staunch, Mosaic Ecology  
Amira Streeter, Office of Governor Kate Brown  
Brendan White, US Fish & Wildlife Service  
Wyatt Williams, Oregon Department of Forestry

*Council Members Excused: Helmuth Rogg, Rep. Sherrie Sprenger, Sen. Arnie Roblan, Erin McConnell, Meg Raabe, Karen Ripley*

### **Committee Members, Coordinating Team, and Members of the Public in Attendance**

Tristen Berg, Oregon Department of Agriculture  
Annie Blietz, Oregon Department of Agriculture  
Tim Butler, Oregon Department of Agriculture  
Colleen Carroll, GeerCrest Farm & Historical Society  
Michelle Delepine, West Multnomah Soil & Water Conservation District

Robert Downs, City of Portland, Parks  
Josh Emerson, Oregon Department of Environmental Quality  
Edward "Chuck" Fisk, F5 Wildlife Control  
Marie Hepner, Samara Group  
Ryan Hughes, Willamette Valley Forestry  
Brittney Hughes, Willamette Valley Forestry  
Denny Lassuy  
Jalene Littlejohn, Samara Group  
Roy Marler, US Customs & Border Protection (Alternate Council Member)  
Noelle Moen, Oregon Sea Grant  
Jenn Poirer, US Fish & Wildlife Service (Alternate Council Member)  
Bill Reynolds, Confederated Tribes of Warm Springs  
Elaine Rybak, OISC Committee Member