

# Oregon Invasive Species Council Business Meeting Minutes July 23, 2020 | Virtual (1:00 - 4:00 pm)

## Summary of Outcomes & Next Steps:

- June 2020 meeting minutes were approved pending non-substantive edits submitted by Brendan White.
- Updated budget was approved with the option to make amendments.
- Schedule update re: WGA's Western Invasive Species Council at next meeting
- Coordinator to send out draft annual report for review
- Retire the 'ex-officio' council listserv.
- Cat to move forward with individuals to identify gaps in Council function and explore options for fiscal agent
- Coordinator to develop a full gypsy moth story including prevention, early detection, connection to Portland eradication success story, and continued importance for our economy
- Direct comments about draft administrative rule to Helmuth
- 2021 Member Nominations will be open until 9/14 for two seats
- The proposed election of officer timeline was approved
- All Council members asked to submit a reporting of actions to strategic plan working group

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## Welcome & Introductions

*Catherine de Rivera, 2020 OISC Chair (Portland State University)*

(see participants list at the end of the minutes)

## Approval of Meeting Minutes: June 2020

*Catherine de Rivera, 2020 OISC Chair (Portland State University)*

Minor edits were provided by Brendan White via email.

**Christine Moffitt moves to accept June 2020 meeting minutes as distributed.**

**2nd: Dave Pranger**

**All voting members approved.**

*Q (Karen): Am I allowed to vote to approve minutes?*

*A (Jalene): There are voting and non-voting members. Federal members are non-voting, however discussion or comments has always been open to all members.*

Outcome: June 2020 meeting minutes were approved pending non-substantive edits submitted by Brendan White.

## Proposed Updates to OISC Projected Expenditures

*Catherine de Rivera, 2020 OISC Chair (Portland State University)*

We've had more than 70% of our budget cut due to COVID related cut backs. We haven't finalized the budget for the money we know we have. I'd like to go through the budget proposal (first tab labeled "Budget - Cuts"). All together we have \$135,515.00. Not yet reflected are the donations from BLM and USFWS (thank you to Erin and Brendan for helping secure that funding!). Would like to note the places where I've suggested cuts. I suggested reallocations from the travel budget & council meeting costs to the Coordinator budget line. Come January or March 2021, we might have a better read on whether there will be another in-person meeting this biennium. Maintained \$10,000 for the hotline as it's something we value and want to support.

*Q (Jas.): On the May 8th tab project balances under lottery funds (\$50,000). Looks like \$50,000 was taken out of our lottery funds on May 8th. Would like to clarify the status of the lottery funds and understand. Think it was taken out of our budget. I believe Helmuth said money was "real" and would go towards programs. Was that transfer of \$50,000 in lottery funds required by budget cuts or a discretionary move by ODA to replenish ODA's programs?*

*A (Cat): With lottery funds, there is a projection that we would get and it is distributed quarterly. With changes to lottery income, the money isn't there to allocate to us. General fund is money that is given to us. Ways and Means has to pull that back.*

Additional comments via chat in web conference platform:

*From JAS ADAMS to Everyone: (1:48 PM)*

*I'm sorry -- I find it incredible that ODA with over 200 paid employees felt it necessary to take the only component of the Council's funding that can be used for Council operations including the one staff person the Council has. This is an extremely poor policy decision and in my view ODA should restore the lottery funds to the Council to fund our Coordinator.*

*From JAS ADAMS to Everyone: (1:56 PM)*

*All I want is \$50 K so we can fully utilize our sole Coordinator*

*From Christine to Everyone: (2:04 PM)*

*The reserve fund depletion is a sad story too. We had all agreed how important this was at our last meeting*

*From JAS ADAMS to Everyone: (2:08 PM)*

*I don't think we can implement our strategic plan without honoring our contract with the Coordinator. Can we use the \$20K in general funds left to us we could use for our coordinator?*

Discussion about budget cuts:

- Tim: Our (ODA noxious weed program) funds were frozen and we had to propose ~80% cut from lottery funds. Noxious weed program staff are working in other programs, including the hemp program. I don't know the answer, but talking to Lisa or Helmuth would be the best course of action. Keep in mind that the programs that are implementing boots on the ground are the piece that is critical to protecting natural resources from invasive species.
- Amira: I want to back up what's been said by Cat and Tim. The state is really dealing with huge

budget cuts across the board. The legislature only has direct control over general funds right now.

- Tim: I want to add that the OSWB grant was also cut by OWEB. Directly affects stakeholders and cooperators that are doing very good work across the state.
- Jas.: From my point of view, what I see is that the lottery funds were earmarked for the work of the OISC Coordinator. When we have one staff person per contract, that amount of money taken away will impair us to complete the work without the Coordinator. I realize it hits everybody, but the way that it's hitting the Council seems disproportionate.
- Tim: Agree, but we have all been cut. I was around when the Council was created and we have come a long way since then. ODA had a staff person that coordinated the meetings, etc. and we were able to do a lot on a shoestring budget. Not an ideal situation that will continue into the next biennium.
- Cat: I really appreciate Jas.'s comments and work on this and all the work that the state, federal, and local groups are doing. Need to focus on how the remaining funds will be allocated.

*Q (Shawna): With lottery funds and the way the state's budget works, are lottery funds based on projected revenue, or are lottery funds collected first (like in previous biennium)?*

*A (Cat): I think the first scenario, it's based on a projection.*

*A (Amira): That sounds right to me.*

*A (Rian): Lottery funds are distributed quarterly. We expect the quarterly funds to be cut immediately.*

Discussion about admin fees related to education & outreach grants:

- Christine: I want to have a discussion on the payroll issue. We shouldn't be charged admin fees for a grant program that we weren't able to complete.
- Cat: Yes, we have been charged for that. I didn't know ahead of time that Tristen was going to be jumping in, but I understand why. I hear where you're coming from. We can bring this up with Lisa and Helmuth.
- Jalene: Tristen did spend a lot of time on building this program, even if it wasn't implemented.
- Tim: Grants wouldn't have been at the place that they were if Tristen didn't put that work in.
- Sam: Didn't have discussion about Tristen's time, but we knew that the funds had to be dispersed through ODA. That was just something that happened and wasn't negotiated.
- Cat: I echo what Jalene and Tim said. Tristen came in with a lot of ideas and did a lot of work. The intention was that we were going to pay those grants out.
- Christine: I understand that someone was effective, but it feels like salt in the wound and inappropriate.

*Q (Sam): Under the statewide government service charge, where do those revenues go?*

*A (Jalene): Based on the information that we get from ODA, it's a flat charge.*

*A (Cat): This has been asked before, but never got an answer.*

*A (Tim): I don't know a lot, but we all get hit with that in our budget.*

Discussion about OISC's fiscal agent and value of the Council:

- Wyatt: We've been talking about the issue of fiscal agent for a long time - I remember talking about this in 2012. It's time that the OISC gets its own fiscal agent.
- Sam: ODA is one member of the 20 entities that make up the OISC.
- Tim: I totally agree, I can't speak for ODA, but it seems like ODA would like to back away. No hard feelings if you were able to find another way to do this. One of the things we have to be

careful is that we aren't all competing for the same funds.

- Cat: I agree. There is some disagreement among members of the range of value that OISC brings. I want to bring this topic back up "What is the value of OISC to you". That will help inform our strategy.
- Jas.: I want to point out that the Council doesn't have the authority to do on the ground work. The only way we can contribute to it is by funding it with the emergency control account. We can't compete for those funds, that's not what we do.
- Tim: It is competing. Only ~2% goes to natural resource agencies. It's a small piece of money that is difficult to compete for. I've dealt with budget shortfalls my whole career.
- Wyatt: That's true. But the OISC has to exist. The goal of the Council is to coordinate. We should be able to find money for that. We know how much money we need, bare minimum \$150,000 each biennium. I don't think that's competing.
- Tim: I agree, but how much money do you need to coordinate and for education and outreach?
- Sam: Only a small percentage of funds goes towards education and outreach. It's part of our prevention and early detection process.
- Wyatt: We are stronger together. The OISC has actually empowered ODA over the years. Don't be quick to throw OISC under the bus.
- Tim: I agree that the OISC is a valuable asset. We're all on the same team.

Discussion about additional funding:

- Karen: This total at the bottom (\$74,000), a lot of that is federal grant money. Forest service grant requires a 50:50 match, so we're close to not having the ability to use those funds. Exercise care.
- Brendan and Erin: Not the case for USFWS or BLM funds.
- Cat: I don't know how Forest Service money has been spent out, but I think most is remaining.
- Jalene: There is \$0 left to spend in the most recent grant summary from ODA . We'd have to follow up with Roberta on additional details about the newest grant funds.
- Shawna: Would have to go back and look at grant paperwork. I can clarify and double check - will let Jalene or Cat know.
- Brendan: Just an update on funding from USFWS - we're in the process of finalizing funds. Don't see any problems there at all.
- Sam: Based on the current budget, how far does that carry Coordinator services?
- Cat: Samara Group was already less than full time, so their time will be cut even further. I'm applying for funds to run our state plan for aquatic invasive species. Applied to have \$2000 of that put into Council. Stephen Phillips (Pacific States Marine Fisheries Commission) might be able to support some different funds. I asked Jalene to identify specific outcomes of additional funding. We don't have a mechanism right now for what we do once we get this money.
- Jalene: Note that the DAS overhead fee is a flat fee. 15% admin fee would not be charged to federal funds.
- Cat: How do we determine where any funding goes? I suggest that the Budget Committee makes recommendations to the Council for how any funding that comes in is spent. Would need to be sent before the next meeting.
- Christine: It would be valuable to get a report from the Budget Committee before we go into a meeting, recommendations sent from the Budget committee to everyone with reasonable time for everyone to go through it.

*Q (Sam): With the current budget, might have 400 hours of Coordinator service?*

*A (Jalene): Roughly. \$100/hr, but not always billing on 1:1 basis based on the situation- seeking*

to advance a goal. Would be helpful to identify those chunks of work that we should prioritize to help advance priorities and support goals of the Council. The benefit of working with us is that we bring a team with different skill sets to get the project done.

A (Cat): We could use Samara Group services 40 hours per week. 40 hours/month is below functional.

A (Jas.): ODA asked the DOJ to use our control account to fund the Coordinator.

A (Cat): The use of the control account is not considered in these budget allocations.

**Sam Chan moves to accept the budget proposal with the option to make amendments later**

**2nd: Peter Kenagy**

**All voting members approved.**

## Chair Update

*Catherine de Rivera, 2020 OISC Chair (Portland State University)*

- **Education & Outreach Grants:** We don't have funding for the education and outreach grants. Hoping to find a way to fund even just one of the applicant's projects. Let me know if anyone has any suggestions or ideas to leverage tight budgets.
- **Bioinvasions Class:** This year, I'm thinking of having just one big class project of creating story maps for the OISC website, telling stories of invasives, how they affect people, outreach around that, etc. I'd like to get from you all story examples ("I work with gorse..."). Looking for input to see if the Council thinks this would be helpful.
  - Shawna: I'm all in. I'd like to do a story map about invasive plant impacts to wildlife. I could work with several students.
- **Council Communication:** We have various listservs for internal communication. We have the Council listserv ([invasive-council@oda.state.or.us](mailto:invasive-council@oda.state.or.us)) that includes all Council members, ex officio, and alternate members. The invasive network listserv ([invasive-network@oda.state.or.us](mailto:invasive-network@oda.state.or.us)) includes all Council, Committee members, agency directors, and others that have opted in. I have suggested to ODA that we retire the ex-officio council listserv.
- **I am the OISC representative for the PNW Regional Invasive Species and Climate Change Group** that includes people on WISC and others, it may expand. Goal is to come up with what network activities there should be. As you have suggestions, forward those to me. If you are interested in this meeting, let me know and I will bring your name up with the group.
- **Next steps structure planning:** It's clear in my conversations with many of you, we need to identify gaps in function and what should happen with our fiscal agent going forward. We have plenty of Committees and Working Groups. I'd like to ask 1-3 individuals to write a proposal for how to address various gaps and then we can discuss at following meetings.
  - Sam: Sounds good to me.

Discussion regarding communication networks:

Christine: In response to communications networks, our Governor is now chair of the Western Governors Association. This would be a good time for us to engage more with this group. They have a sub-group on invasive species. Seems to me we are not well networked with them. Maybe we can think about how to leverage more information transfer and elevate those things, particularly with the climate scenario.

- Amira: I can figure out what their objectives are for the rest of the year and follow-up with this

group. I think WGA is focusing on broadband, but let me check on that.

- Jalene: Helmuth is designated as our representative on the Western Invasive Species Council. Need to follow-up and work with him.
- Cat: We can add this to our next agenda.

## Why are the OISC's collaborative efforts important to you or have supported your mission?

- Wyatt: First, the 2016 AGM eradication in Forest Park and St. Johns in Portland. Samara Group supported the effort. Many local, state, and federal agencies involved. Success story, AGM was eradicated and there are no populations in all of North America. Second, Oregon Forest Pest Detectors trained professionals on how to find invasives. Students can get continuing education credits. OFPD had a detection last year of a new exotic pest from OFPD graduates that they reported through the invasive species hotline. Wouldn't have been possible without the OISC.
- Shawna: Our involvement in OISC started on day 1. Three things that came about due to our involvement in the Council:
  1. Weed free forage regulation, implemented weed free forage in 2005 to try and reduce introduction of invasives. Through conversations with Wyatt, got a similar regulation enacted for state forests. Snowballed into efforts by BLM. Getting consistency across land ownership is important.
  2. Being on the council, our involvement in providing the Forest Service's voice, thoughts, and perspectives in the Statewide Strategic Plan was super important. We control 19 million acres in the state! Aligning our priorities with larger OISC effort is important.
  3. Involvement with invasive species class through Cat. Cat's students have done a couple of projects that have been valuable to the Forest Service. Learning about other Council members' involvement, opportunities, and engagement led to products that we actually use. Hasn't been fully distributed yet, but we have the weed free forage brochure. Wyatt cooperated with that and we got approval to have the ODF logo on the brochure as well so people know those requirements are for both land ownerships. Super valuable.
  4. A while back, the agriculture research service started looking at plants that accumulate heavy metals. Turned into a scheme to grow non-native plants that take up nickel on serpentine soils. There was immediate concern about that proposal, including from ODA, Forest Service, and BLM. A mining company got permission to grow some plots and then they split town and left a big mess. ODA was right on top of getting it listed as a noxious weed with support from Forest Service and BLM funding. The Forest Service alone collectively spent over \$1 million in public funds to clean up that mess in an effort to save endemic local plant communities in a rural area of Oregon with serpentine soils. It was an amazing partnership.
    - Dave: The Alyssum problem was a learning opportunity for us when we worked with the Arundo issue over here. Held PGE accountable to clean up their mess. Still involved.

Karen: 2019 annual report isn't finished yet, these kinds of examples are good for the report. It would be good to aggregate more ideas via email.

Jalene: We are working on a draft for the OISC Legislative Committee meeting on Aug 7th and will send this draft out to full Council for review.

## Limited Round Table Updates

- **Nikki, Customs and Border Protection:** Our AGM season has kicked off with a bang. We found a second ship with an infestation this week. Not sure where this ship picked up egg masses (China or Korea). 2020 has been a high risk season - 14 interceptions nationwide with 8 made by my team here in Portland. This is a big year already with that number (14), the population in their native range is cyclical. We haven't had outbreaks as large as 2019-2020 since 2013-2015. We are doing our best to detect gypsy moths entry so hopefully we can prevent an eradication effort like what happened a few years ago in the Forest Park area.
  - Sam: I feel that this is why this is why the OISC is important. We rely on shipping for our economy, but it comes with risk. Being able to evolve that story, a story that the Council can share. We should start working on a full gypsy moth story including prevention, early detection, connection to Portland eradication success story, and continued importance for our economy.
  - Jalene: we lean on Council members to let us know what we can communicate more broadly. I can start working on that for a news channel (OISC blog) post.
  - Nikki: I can help you with that.
  - Sam: Is it possible that due to COVID-19, ships could have sat idle for a while?
  - Nikki: in most cases they have not seen any extra time sitting around. Most are busy going from port to port. There were a couple that had some down time.
  - Sam: Is shipping traffic picking up?
  - Nikki: yes, but there is a labor shortage issue now, so vessels are hanging around longer.
  - (via chat) Karen: it's too bad Helmuth or Tim aren't here - to learn how ODA's accomplishing it's GM detection trapping activities in 2020.
  - (via chat) Jalene: Good point, Karen - I will ask as part of working on this story.
- **Sam, Oregon State University / Oregon Sea Grant:** there is a parasite that has impacted nearly 100% aquaculture oysters in netarts bay. Blister mud worm drills into shells and creates puss pocket. When the shell is opened, a pocket ruptures that spreads to the rest of oysters. Also found in Puget Sound in certain areas, new to Oregon and Puget Sound. We have a Graduate Student looking into its spread and biology working with ODFW's Marine Resources Program. Netarts Bay made up of several creeks, impacting salinity?
- **Amira, Governor's Natural Resources Office:** Will follow-up on WGA. Have to step away.
  - Sam: let us know about water resources.
  - Cat: we will bring this up on a future meeting agenda.
- **Noel, Oregon Parks and Recreation:** the agency has suffered a massive budget hit and reduced staff dramatically. We didn't hire any seasonals in most parks. Capacity to do natural resource work has declined dramatically and we no longer have enough staff to manage invasives in house. We had offered to help ODA with the trapping program, but we're unfortunately not able to help out now with staffing shortage.
  - Cat: maybe we could leverage people in our outreach network that might live near State Parks to get people to put out traps and monitor them, if that might be welcome?
  - Noel: AGM traps should have already been out, so the window might have been missed.
  - Sam: how much of the State Parks natural resources staff have been impacted?
  - Noel: 11 out of 18

Sam: for Peter, and others not associated with agency, is there anything we should know about impacts?

- Cat: Can highlight in our round table at next meeting

## Committees & Working Group Updates

- **Education Committee, Sam Chan**
  - Positive news that over the next several months, the Education & Outreach Committee will be working with the Communications Committee on some joint projects and topics - more efficient. From an education perspective, one main goal coming out of the grant process was to use as an understanding of the education & outreach needs. I hope we can use what was learned. Want to send an article and video about how students create glass out of Z/Q mussel shells. Thanks to Karen and Jalene and Cat for working with me.
- **Communication Committee, Karen Ripley**
  - The Communications Committee will be working with the Education and Outreach Committee as Sam mentioned. The Communications Committee is concerned with how we communicate within the Council and with our 'network' across the state, OISC communication products such as ensuring the OISC Legislative Committee has what it needs for the fall and into the new session. We want to be up to date on reports and have the website in good shape. A major focus is to continue to figure out ways to build and recruit engagement across our Oregon network.
- **Governance Committee, Jalene relaying update for Wyatt Williams**
  - **Bylaws:** Version v3.2 with comments and tracked changes is on the member page - open for review at any time however not ready for approval at this time until additional details are worked through (OAR, etc).
  - **Administrative Rule:** Helmuth sent out a draft version to the council via email; Rick commented re: oversight of budget ("see version July 2020"). Posted both versions that were drafted by council with input at the January 2020 meeting (incl. "WW version") and the version that was distributed by Helmuth. Any additional notes need to be directed to Helmuth.
  - **Nomination and Election timeline** proposed in the meeting material "OISC 2020 planning calendar" was distributed for this meeting. This year's process and calendar can exemplify how future years are organized:
    - **NOMINATIONS - 2021 Membership**
      - July - following this meeting, JL to post nomination information, deadline for submitting nomination materials is September 14.
      - Two seats open in 2021: S/S.Coast and Environmental Advocacy - both eligible for a second term and will need to submit nomination materials again for a second term.
      - Proposed that Ex-officio voting members meet the week of 9/21 to appoint 2021 members.
        - *Q (Jalene): Is a week enough time to review nomination materials for 2 seats?*
        - *A (Cat & Noel): Yes*
        - *Q (Karen): Will there be a notification that says "please nominate.."*
        - *A (Jalene): Yes, will get those prepared and update the website too.*
      - *Cat: Turnover will be really uneven for awhile. Will have more open seats the following year.*
      - *Sam: Would be good to have master gardener on our list of Council*



*members.*

- OFFICER ELECTIONS
  - Following announcement of the 2021 membership, officer election period opens through October 19 (prior to the 10/21 OISC meeting).
  - Any voting member can be nominated, suggesting that the chair has previous officer experience but not required. Nominations confirmed/accepted/announced at the October 21 meeting.
  - Following meeting - accepted nominees submit a statement & qualifications (similar to member nominations packet) due 11/16 - and packaged/distributed to the full council for electronic voting open until December OISC meeting.
  - 12/9 meeting - final opportunity to vote on officers, announce new chair at the meeting to “pass gavel”.
- Cat: I don’t think we need to vote on this to move it forward, so Jalene please do move these things forward.
- **Legislative Committee, Jalene relaying information for Rian vanden Hooff**
  - The OISC Legislative Committee will be convening a call on Friday August 7<sup>th</sup>. Primary topics of discussion will be focused on developing communication and outreach tools in preparation for the 2021 Legislative Session. We may also discuss strategies for reaching out to Legislators and developing new Legislative Champions for ISM related issues.
- **Oregon’s Worst List Working Group, Nikki Brooks**
  - Unfortunately not a lot to report since last meeting. Was scheduled to already have a meeting, but had to reschedule to next week. Hopefully we will make good progress at that meeting.
    - *Cat: let me know if there is anything that I can bring back to the climate change group that is related to the worst list, including some species that might become a problem in the future.*
    - *Noel: jubata grass and pampas grass are invasive in curry and coos, but not huge invasives greater north.*
    - *Sam: And they are sold in nurseries still.*
- **Statewide Strategic Plan Update, Jalene relaying information for Jas. Adams**
  - Jalene: Jas and I have been working on next steps. We are plugging away at developing an efficient way to update the action plan. We have developed a schedule of working meetings that would focus on specific agencies/topics to break off smaller chunks of action plan reporting and organization. It has been identified that the plan can’t be updated until we have a clear picture of what has been done, gaps, etc. This will also support communication efforts - important that we tell the story of what is happening and the importance of invasive species programs.

## Public Comment

No public comment.

## Action Items & Next Meeting

*See summary list of actions/outcomes at the top of minutes.*

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## Meeting Participants

### **Council Members**

Sean McMillen, USDA APHIS PPQ  
Nikki Brooks , US Customs and Border Protection  
Sam Chan, Oregon State University & Oregon Sea Grant  
Catherine de Rivera, Portland State University  
Rian vanden Hooff, Oregon Department of Environmental Quality  
Noel Bacheller, Oregon Parks & Recreation Department  
Peter Kenagy, Kenagy Family Farm Inc, Oregon Farm Bureau, Willamette Mainstem Cooperative,  
Oregon Agricultural Trust & Specialty Seed Growers of Western Oregon  
Erin McConnell, Bureau of Land Management  
Kathy Pendergrass, USDA Natural Resources Conservation Service  
E. Chuck Fisk, F5 Wildlife Control  
Christine Moffitt, Friends of South Slough Reserve  
Karen Ripley, USDA Forest Service  
Oregon State Senator Arnie Roblan  
Amira Streeter, Office of Governor Kate Brown  
Brendan White, US Fish & Wildlife Service  
Wyatt Williams, Oregon Department of Forestry  
Jas. Adams, Public Member  
Dave Pranger - Morrow County

*Council Members Excused: Troy Abercrombie (Western Invasives Network), Rick Boatner (Oregon Department of Fish & Wildlife), Glenn Dolphin (Oregon State Marine Board), Olivia Duren (Freshwater Trust), Heidi McMaster (US Bureau of Reclamation), Tim Newton (Malheur County SWCD), Helmuth Rogg (Oregon Department of Agriculture), Cheryl Shippentower (Confederated Tribes of Umatilla Indian Reservation), Alex Staunch (Mosaic Ecology), Oregon House Representative David Brock Smith*

### **Other Meeting Participants**

Jalene Littlejohn, Samara Group (OISC Coordinator)  
Shawna Bautista - USDA Forest Service (OISC member alternate)  
Josh Emerson, Oregon Department of Environmental Quality (OISC member alternate)  
Tim Butler, Oregon Department of Agriculture