



Oregon Invasive Species Council

Business Meeting Agenda

May 23, 2023 | 12:30 PM – 4:30 PM

Meeting Location: Virtual

Video Conference Information:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 240 873 214 564

Passcode: uJ5pGv

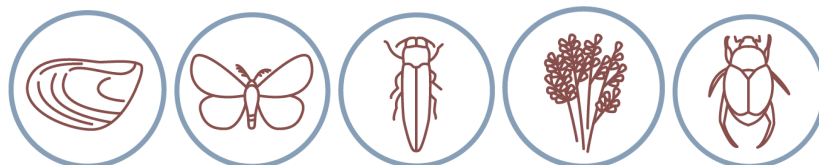
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Or call in (audio only)

+1 469-998-2286,,563393932# United States, Dallas

Phone Conference ID: 563 393 932#

12:30 PM	Welcome & Introductions: Glenn Dolphin, 2023 Chair
12:40 PM	Meeting Minutes: Glenn Dolphin, 2023 Chair <ul style="list-style-type: none"> Review and Approve December 2022 Prior Meeting Minutes
12:45 PM	Chair Updates & Budget Report: Glenn Dolphin, 2023 Chair <ul style="list-style-type: none"> Income & Expenses report from Oregon Department of Agriculture 23/25 Budget – Pending at State Legislature (SB 899 + ODA budget) New Coordinator Contract w/Samara Group OISC Executive Committee Unfilled council seat (Northern Oregon coastal counties)
1:15 PM	Emerald Ash Borer Task Force Update: Wyatt Williams ODF & Chris Benemann ODA May 2023 Oregon EAB Bulletin



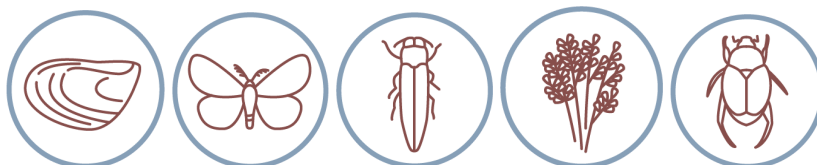
1:45 PM	<p>Committee/Work Group Updates, Priorities, and Needs: Chair of each committee</p> <ul style="list-style-type: none"> -- Governance Committee -- Legislative Committee -- Communications Committee -- Education Committee -- Invasive Species Hub Working Group -- Eastern Oregon Working Group – help with summer meeting planning? <p><i>*Reminder: Confirm continuing committee membership(s) and sign up for committees</i></p>
2:45 PM	Break (15 Minutes)
3:00 PM	<p>OISC Coordinator Update: Robyn Draheim, Samara Group, LLC</p> <ul style="list-style-type: none"> ● Status on updating OISC materials (website, listservs, social media, etc.) ● Threats & Opportunities Update – Legislative Primer ● OISC in-person summer meeting planning in Prineville, OR, August 15&16,
3:30 PM	<p>State ANS Management Plan Update: Cat de Rivera PSU & Robyn Draheim</p> <p>Draft OR ANS Plan Review Copy</p>
4:00 PM	Announcements & Public Comment
4:15 PM	Next Meeting & Close

Please Note: The Oregon Invasive Species Council now uses Microsoft Teams as our virtual meeting platform. Only Oregon Invasive Species Council members and invited guests will have microphone and video access during the meeting. Members of the public who wish to give public comment will be granted video/microphone access at the appropriate time. Members of the public are encouraged to submit written comments and/or sign up for public comment in advance of meetings to ensure that the Council is able to consider them before making decisions and so that the Council can reserve adequate time. Please send an email to coordinator@oregoninvasivespeciescouncil.org to do so in advance of the meeting. During the meeting, attendees may also submit questions via the chat/questions box or request to participate during the public comment section of the agenda.

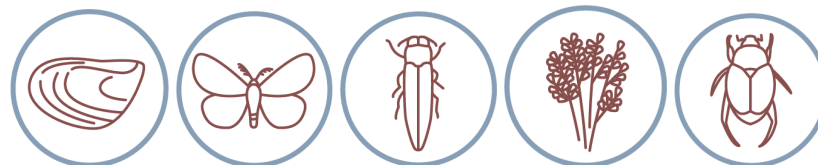
Meeting Materials attached below:

Prior meeting minutes (12/14/22)
OISC Budget documents

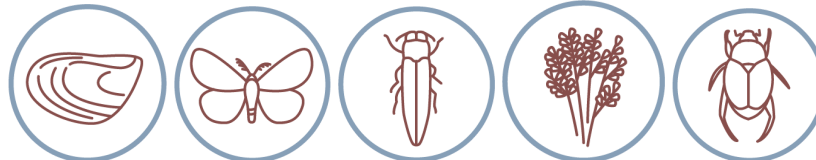
Additional meeting materials were not bundled with the agenda because of their large size and can be found on the OISC website at: <https://www.oregoninvasivespeciescouncil.org/meetings>



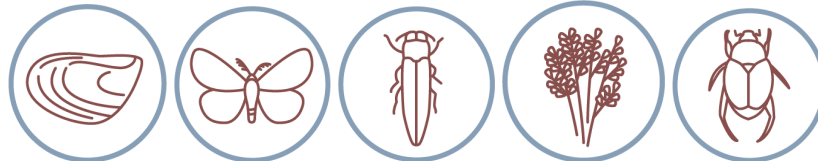
	Emergency	Emergency		OISC	OISC		Aquatic	Aquatic			
	Fund	Fund		Operations	Operations		Invasives	Invasives			
	through	through	Change	through	through	Change	through	through	Change	Total	
	02/28/23	05/15/23		02/28/23	05/15/23		06/19/15	02/06/15			
AY21 Carryover Balance	53,083.44			22,859.83							
Revenue:											
Interest Income	1,014.66	1,508.37	493.71	56.41	83.17	26.76	0.00	0.00	0.00	1,071.07	
Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Federal Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
U.S.F.S	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
BLM	0.00	0.00	0.00	10,000.00	10,000.00	0.00	57,700.00	57,700.00	0.00	67,700.00	
USDA- Aphis	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
USFWS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Incidental Income	0.00	0.00	0.00	52.21	52.21	0.00	0.00	0.00	0.00	52.21	
Charges for Services	0.00	0.00	0.00	29,230.00	29,230.00	0.00	0.00	0.00	0.00	29,230.00	1/
AY23 GF Appropriation	0.00	0.00	0.00	0.00	0.00	0.00					
Lottery Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AY23 Lottery Revenue	0.00	0.00	0.00	159,777.00	159,777.00	0.00				159,777.00	
Total Revenue	1,014.66	1,508.37	493.71	199,115.62	199,142.38	26.76	57,700.00	57,700.00	0.00	257,830.28	
Expenditures:											
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Office Supplies	0.00	0.00	0.00	2,522.00	3,296.14	(774.14)	3.68	3.68	0.00	2,525.68	
Meeting Costs - \$1,326.25 of the \$3,296.14											



Statewide Government Service Charges	0.00	0.00	0.00	13,041.83	13,327.95	(286.12)	0.00	0.00	0.00	13,041.83
Professional Services	0.00	0.00	0.00	112,125.00	112,125.00	0.00	0.00	0.00	0.00	112,125.00
Attorney General	0.00	0.00	0.00	508.20	508.20	0.00	0.00	0.00	0.00	508.20
Advertising - Marketing/Campaigns	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising - Public Meeting Notices, etc.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Merchant Fees	219.00	252.00	(33.00)	219.00	252.00	(33.00)	0.00	0.00	0.00	438.00
Rent - Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payroll	0.00	0.00	0.00	0.00	0.00	0.00	65,654.00	47,654.00	18,000.00	65,654.00
Contractual	0.00	0.00	0.00	10,868.75	18,813.76	(7,945.01)	0.00	0.00	0.00	10,868.75
Administrative Fee	36.00	42.00	(6.00)	0.00	0.00	0.00	1,232.00	1,232.00	0.00	1,268.00
Total Expenditures	255.00	294.00	(39.00)	139,284.78	148,323.05	(9,038.27)	66,889.68	48,889.68	18,000.00	206,429.46
Remaining Balance	53,843.10		54,297.81	82,690.67		73,679.16	(9,189.68)	8,810.32	(18,000.00)	127,344.09
Committed Expenditures:										
					0.00					
Available Balance	53,843.10	0.00	54,297.81	82,690.67		73,679.16	(9,189.68)	8,810.32	(18,000.00)	
<p>1/Subaward from the University of California awarded in May 2022. 2/Payment to Samara Group, Environmental Science Associates and Confederated Tribes of Umatilla Indian Reservation for work on the subaward from University of California</p>										



Grant Number	Grantor	Grant Award Period	Award Number	PCA	Award Amount	Total Spent *	Direct Exp. Left to Spend
271204	BLM	6/19/20-12/31/22	14OL4318A0015	24019	20,000.00	20,000.00	0.00
271201	U.S. Forest Service	9/1/20-12/31/24	20-DG-11062765-713	24020	50,000.00	16,362.50	33,637.50
109906	University of California	3/1/22-2/28/23	SA18-4060-42	43055	29,230.00	11,647.75	17,582.25
			Totals		99,230.00	48,010.25	51,219.75
*Updated with expenditures through 03/17/23.							



OISC Minutes 12/14/22

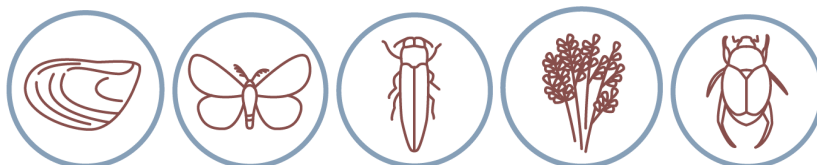
8:30-noon

Participants:

Troy Abercrombie (ODA), Noel Bacheller (OPRD), Chris Benemann (ODA), Rick Boatner (ODFW), Nicole Brooks (USCB), Sam Chan (OSG), Brian Clapp (UCWC), Mariah Davis (APHIS PPQ), Glenn Dolphin (OMB), Josh Emerson (DEQ), Chuck Fisk (F5WC), Courtney Gattuso (WIN), Cody Holthouse (ODA), Stacy Johnson (BLM), Peter Kenagy (Kenagy Farms), Ann Lefler (WC), Christine Moffit (SSNERR), Katie Murray (OFS), Kathy Pendegrass (NRCS), Karen Ripley (USFS), Cheryl Shippentower (CTUIR), Patrick Sieng (coordinator), Alex Staunch (Mosaic Ecol), Brendan White (USFWS), Eugene Wier (FWT).

Agenda (with a few changes in order)

- 8:30 AM CALL TO ORDER, Rick Boatner, Chair
- 8:35 AM ROLL CALL Introduction of New 2023 Appointed Members
- 8:45 AM Motion to amend the posted agenda
- 8:50 AM READING & APPROVAL OF MINUTES OF JUNE & OCTOBER 2022 MEETINGS
Rick Boatner, Chair
- 9:00 AM REPORTS OF COMMITTEES
Governance Committee, Christine Moffitt, PhD, Chair Bylaws Revisions – page 42
- 9:20 AM REPORTS OF OFFICERS
Coordinator Update, Rick Boatner, Chair
Review and Edit RFP for Coordinator, Rick Boatner, Chair
Financial Report & Budget Planning – page 18, Rick Boatner, Chair
- 10:20 AM Break
- 10:30 AM REPORTS OF COMMITTEES (continued)
Legislative Committee, Peter Kenagy, Chair
- Legislative & Governor’s Office Update/2023 Session Preview
– Senator Lew Frederick; Representative David Brock Smith; Morgan Gratz-Weiser,
Office of Governor Kate Brown
 - Legislative Primer
 - Biennial Report to Legislature



Digital Information Hub Working Group, Alex Stauch
Emerald Ash Borer Task Force, Chris Benemann; Wyatt Williams, PhD
Communications Committee, Karen Ripley, Chair

Awards Subcommittee: Nominations – page 47

11:40 AM NEW BUSINESS
2023 Meeting Planning, Glenn Dolphin and Sam Chan (incoming chair and vice-chair)
11:55 AM ANNOUNCEMENTS & PUBLIC COMMENT, Rick Boatner, Chair
12:00 PM ADJOURNMENT & PASSING OF THE GAVEL, Rick Boatner, Chair
Glenn Dolphin, Incoming Chair

Minutes

Note: All votes verbal (chat not working)

1. Update on New 2023 Appointed Members (Rick)

Received nominations.

Environmental Stewardship: Eugene rotating off. Nathan Gehres, Applegate Partnership and Watershed Council will fill this seat.

Southwest Oregon - Christine Moffit is rotating off. Shon Schooler (South Slough NERR/DSL) will fill this seat.

North coast/Columbia seat is still open and accepting applications. Will be a 2-year term.

2. Approval of Past minutes (Rick)

June minutes Motion to accept: Chuck; Second: Christine. Unanimously Approved.

Oct 2022 minutes. Christine moved to approve Oct minutes; Sam second. Unanimously Approved

3. **Update on coordinator's position.** Patrick Sieng has left PAC to form his own business. PAC then has written to terminate their contract. So the OISC is without a coordinator. (Patrick is volunteering his time to provide continuity).

4. Reports on committees (~9--9:25 am)

A. Governance Committee (Christine) Bylaws Christine suggesting amendments to bylaws. These include:

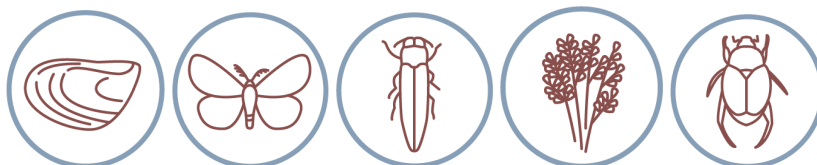
- wording changes due to the issue of people rotating off making it difficult to provide continuity needed by chairs.
- New proposed changes include new rotation of chairs voted on in Oct 2022 meeting. Needs to include vice chair also having the ability/responsibility to delegate responsibilities if chair will be absent, including delegating work to the Council Coordinator.

Suggestion to change language about vice-chair standing in for chair to 'Proxy' (see ~9:07 am)

Suggestion to include language of flexibility/deviating from the schedule of chairs/VCs

To DO: .Look at prior bylaws language for when we used to have the rotation and flexibility around it.

What if chair boycotts a meeting? (Sam) - again, needs language for others serving as a proxy for chair *in*



absentia.

-
- Discussed this in Oct but not reflected in Oct minutes.
- Governance committee should revise the bylaws to include flexibility about the rotation of officers and about the ability for the vice chair to serve as a proxy for the chair, and bring their suggested edits to the next meeting.

Move to make these changes (Cat; Chuck second). Approved anonymously.

Action item: Governance Committee - Christine+ revise the bylaws (look at prior bylaws for language).

Bylaws need to flesh out how to select the co-vice chair and specify that the co-vice chair is also part of the executive committee.

5. Contract for Council Coordinator. (~9:25-)

1. **RFP** (Using 2019 numbering: 3.5.2.2 - add (note - some written as question, some isn't. So change to 'What is your experience coordinating and communicating...'). **Consider Christine's edits** (emailed).

Add to 3.5.2.4 "The Coordinator provides budget updates from expenses, and invoiced activities for the Chair and Budget Committee monthly at the time of submission to the Dept of Agriculture. These updates should provide adequate detail about each invoiced item." or 'seeking funding opportunities' Importantly - include diverse groups, including tribes

- **Include language of knowledge about invasive species into the rfp.**
- **More explicitly include criteria about the admin support role**
- **All: think about what desirable qualifications do we want the coordinator to have that need verbiage in the rfp.**

Action item: Chris, Christine, Sam, Glenn, Rick will go over the 2021 rfp for the coordinator and incorporate Christine's edits. Then Chris B will distribute a word version of the PDF to the greater council by email for additional comments from all of OISC.

2. Statement of work

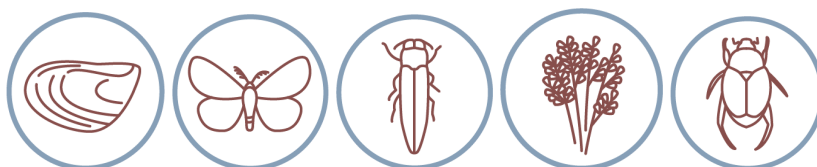
Consider Christine's edits.

- Her edits in section H are about budgeting not grants so should be in their own subsection, Budget Reporting Duties.
- Section H does need language such as 'will actively assist the Council...'
- Motion to table this discussion to first update the SOW (And RFP) in a small group and then distribute to an editable version to the whole Council. Then, after a couple of weeks, once all edits are suggested and incorporated, distribute again and call a meeting for a vote on the revised RFP and SOW.

(Chris moved, Sam amended. Cat second) - unanimously approved.

-Glenn suggests to create a Clean statement of work to reflect changes with PAC.

Sam suggests Box [cloud storage company] for group editing (can live edit MS Word docs).



Will go with Teams and if that doesn't work, then Box.

3. **Additional conversation** - about coordinator instead serving in a state agency position

- **Katie Murray** notes that other Councils that have a full time staff within agencies. Would require legislators to advance. How much more funding would be needed? Probably not much. There are other models for this.
- There has been past discussion about this including: funding, which agency would host despite our diverse council, legislative POP, If in ODA then ODA would have ability to reassign the responsibilities from the OISC to other priorities (employee would be ultimately accountable to the agency not the OISC).
- **Action item:** Legislative committee has been tasked to look into alternate models such as creating OISC as a semi- independent agency to create more autonomy and to allow continued accountability of a staff to the OISC.
- **Action item** - Katie to gather and share past legislative concepts that have been used and could discuss with Rep. David Brock Smith and Sen. Lew Frederick, And to ballpark funding needed for ODA staff person. But already have many positions unfilled and requests in for these that will likely remain unfilled.
- Council used to operate as a quasi-independent agency then decided it wasn't.
- Workload is too large for coordination given the funding. So we need to
- In other councils, the job description is to serve those councils and they are not getting reassigned. If the POP includes description of the position serving the Council, would be helpful.

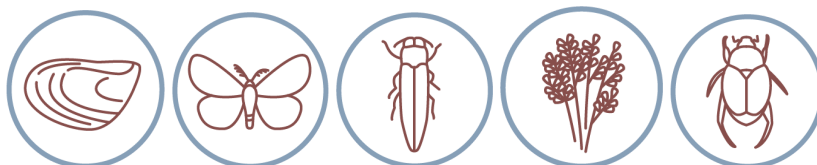
6. Budget.

1. Emergency account - no asks so budget has not changed. .
2. General Account: \$95k-96k but missing 2 PAC invoices. 1. ODA will pay the invoice for the food expenses for the Oct meeting. 2. ODA to cover travel expenses once invoiced to ODA, with proper documentation.
3. USDA-FS grant \$20 k - expires end of Dec. Had \$14k Applied to normal council funds. Will be zeroed out by 12/31/22.
4. Hub grant - \$29,000. Spent \$4500. Have until Feb 28, 2023.

7. Committee Reports (see governance committee report above)

B. Legislative Committee

- Peter Kenagy: Attended listening session for natural resources funding requests with Gov. Elect Kotek (put in a plug for replenishment of the OISC emergency fund; Katie Murray from OFS called out the importance of the OISC mission). Is developing something to leave with legislators. E.g., make Ash coasters with something about EAB?
- Senator Frederick: Rep Brock-Smith has a proposal on invasive species – on sudden oak death and small mouth bass on the coast. Mentioned IS at PNWER conference, such as discussion on green crabs. Discussion on Goal to deal with on regional basis as well as state by state. (the main part of the capital will be closed until 2025 for earthquake retrofitting, though legislative offices are still open). (1/3 house is new and another 1/3 just there for 1 session).
- Options to meet with groups of legislators? Have other receptions (such as farm bureau doing).



What activities for Council and legislators should we plan for?

- Budgets? Have surplus but also have kicker and no longer super majorities so need some republicans to join democrats to get funding decisions made. (legislative (and Oregon's) demographics have changed - have gone from 2 total to 20% Legislators are legislators of color, including 2 indigenous!).
- We haven't as a Council brought in the role of diversity/broad perspectives in addressing invasive species. Options for outreach: Outdoor schools?
- **Action item** - work on curriculum for or contacting outdoor school about IS. Sam to spearhead given OS is at OSU. Catto look into options to have OS partner for Invasion class projects creating curriculum.
- Legislative days presentation for 12/8 ? Didn't do (because lacking coordinator and timing isn't great with huge turnover).
- Primer - current primer move to archives (after amending names of spongy moth and giant hornet). Karen and Christine and others provided edits. Patrick will work to finalize it based on the edits and upload to the website. (spacing issues just due to In Design transfers - Patrick will fix). Karen - suggests updating the emerald ash borer warning section. Wyatt and Karen to update to indicate that we are now in a reactionary phase to asset protection.
Action item - all to continue edit then to Patrick who will compile. Then should send out again to whole Council to review in advance of next meeting (at which we will also go over the RFP and associated SOW).
- Sam - common names in primer: Can we include scientific names (e.g., for 'Japanese beetle' *Popillia japonica*)

C. Communication Committee - Biennial report to legislature? Rick not sure what's happening with this report. This is a required report and it's time to do this. We have a template but need input on activities and issues. Options to use some of other materials for outreach to the legislature. Need to solicit 2021 & 2022 activities. Engage Exec Cmte too.

Action item: Karen to write an email to Council soliciting our input about accomplishments for this report. EVERYONE RESPOND!!

All should Check 2020 report on website.

To reach all:

Council@oregoninvasivespeciescouncil.org

Network@oregoninvasivespeciescouncil.org

- (note add Brian to these lists).

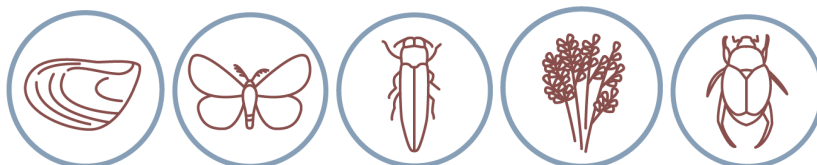
D. HUB - Alex Stauch - Hub WG meeting next Wednesday.

Species getting added: Propagate info for all 130 draft species. Have published 17 of these species (for total of 41). Have 20 more lined up that are complete from taxa team members and will soon be published. Have 40 more that need to be fleshed out so they can get published. Then in next phase will continue to get the next 70 published too. (Kudos esp. To Jen Poirier leading the vertebrate group).

New workflow for when/how/which species to add or remove from hub (thanks to Invasions class students [Reagan Thomas](#), Rodé Krige, and Emma Scott).

- Generated 10 new species and populated overviews

Alerts - new alert for elongate Hemlock scale: Was intercepted in wreaths and table arrangements (not yet found in the wild in Oregon). Observed in WA state too (after Chris told them) and immediately pulled from



shelves Also updating current EAB alert - will keep active but needs updating so is still relevant.

IPM grant - IS & CC & FF - getting 10 species populated for each based on the prioritization indicated in the survey. Students in invasions class populated Climate Change & First Foods info for 16 of the Hub species. [Cheryl Shippentower](#) is reviewing these and adding more species profile pieces regarding first foods; [Rachel Gregg](#) is reviewing these and adding more regarding CC

IMAP Invasives - meeting with Lindsey Wise with the goal of linking the imap invasives maps to be linked in the Hub.

8. Emerald Ash Borer - Chris Benemann (ODA), Wyatt Williams (ODF), Cody Holthouse (ODA) Karen (USFS)

Chris ODA:

Quarantine - have been creating a unified communications plan.

12/20 - announcements rolled out.

Living list of where to take material on ODA website.

Single quarantine in phase 1 around all of Washington County. Restriction of movement outside of quarantine zone with no current options to get exceptions to move wood out (unless treated wood products or chipped). Limited time quarantine (until May). Will eventually have things like certifications and treatments to allow movement of ash, olive, and white fringe tree (all can be infested by EAB).

Have been doing concentrated surveys in around Forest Grove. But don't know if it's wider spread, which is why the quarantine is for the whole county.

Wyatt ODF:

EAB 2018 plan (thanks OISC), updated in 2021. Domain is no longer active, needed to be changed to Robust state plan, which has been followed since 6/30/22.

Response is Coordinated through OISC and led by ODA, plus collaboration among 7 subcommittees representing 40 groups.

Ash - across lots of Oregon, esp. Willamette Valley and beyond.

In winter, EAB retreats to sapwood.

(Treat: Chip, bury, heat treat, incinerate.)

Oregon ash seed project in seed banks. ODF just collected 1 mil seeds from 300 mother trees across 26 populations. Going into Fort Collins, Durina Oregon, & 3rd seed bank. For genetic conservation.

In east - moved very quickly.

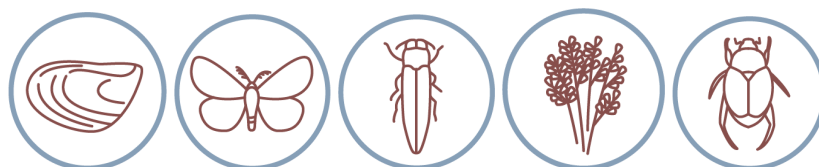
Action item - OISC Website - needs to be updated so it links to the new info/url. (for new coordinator?)

Cody ODA: has been surveying w/ survey 1-2-3. Distributed around, including fernhill wetlands south of town. Surveys getting more systematic, 15 mile zone around Forest Grove with ¼ mi x ¼ mi grid.

Identifying and mapping trees and where there's EAB.

Biocontrol efforts - will release parasitoid of EAB in Fernhill Wetlands and Gales forest grove.

SLAM - slowing ash mortality so neighbors of ground zero can prepare themselves for impending invasion.



E.g., will have Trap tree w/ volatiles. Trying to create a barrier between infected areas and surrounding areas.

There are look alike. ODA has a look alike sheet. Remember to report suspicious species!

Brian Clapp found something that could be a look alike. May have a specimen. (editorial note: extension person thought it was EAB. Might be that we should reach out to extension about reporting to the hotline as well).

The **coordination** from the council has been important for the plan and for bringing in lots of perspectives!

Sam - education & outreach strategy could include messaging about reporting (invader line...) and quarantines.

Karen (USFS) - Biennial report to legislature (see above)

- Awards recognizing IS prevention excellence. Have 2 awards nominated. NEED nominations for other awards. Patrick had emailed about this - nominations due by 12/31 and go to a link.
- Everyone remember to nominate folks. **Karen** to remind all about the deadline.
- Who is monitoring the coordinator's email/ site of nominations.
- Access info to the
- **Action item:** Rick & others provide Chris Benemann with list of what should be getting from coordinator.
- Email calling for nominations. was sent out to the whole invasions network. A **Press release** would be helpful to broaden the array of nominators and nominees.
-

9. Other IS updates:

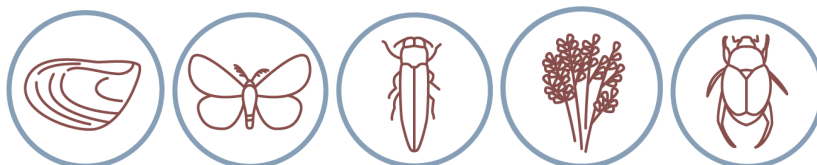
Zebra/quagga monitoring info is all in - PNW is still free of Dreissind mussels!

10. Looking forward. Glenn (chair elect)

Action item: meeting for a Vote on rfp following week **12/28**.

- Awards ceremony - was going to be in February but needs to be shifted until after we have a new coordinator. Maybe awards, with dinner at summer meeting.
- Plan for 2 in person (summer, fall) and 2 virtual meetings (winter, spring) . Quarterly meetings.
- Poll council with some dates each quarter.
- Maybe March full council meeting, with some meeting planning over email.
- Executive committee members to meet monthly (Chair, vice chair, prior chair, committee chairs, ODA, co-vice chair)

Post rfp for 30 days or, if possible, just 3 weeks.



11. Announcements

Josh - after doing lit review will be inviting those involved in shipping/aquatic themed to Rule making -
Noel - Ludwigia treatment on Willamette. Stacy - Rouge also has an infestation. Could this be expanded beyond Willamette? Noel to let W Riverkeeper to know that there's interest from other waterways as well.
Brandon - UERC (Urban Ecology Research Consortium) annual symposium Apr 4. Encouraging Abstracts about EAB findings

