






**Marion Soil and Water Conservation District (MSWCD) Administrative Committee Meeting**  
**Friday, May 17, 2024, 9:00 am to 11:00 am**

HB2560 requires that all Oregon public meetings held by a governing body of a public body, excluding executive sessions, must provide to members of the public an opportunity to access and attend the meeting by telephone, video or other electronic or virtual means. This meeting will be held by video conference and by telephone.

 **Link to Video Conference:** [\(Zoom\) Meeting Link](#)  
 **Meeting Call in Number:** 1 (253) 215 - 8782  
**Meeting ID:** 861 6125 6285 | **Passcode:** 720019  
 **Staff Contact:** Linda Lovett, [linda.lovett@marionswcd.net](mailto:linda.lovett@marionswcd.net)

**Agenda**

**Chair:** Call Meeting to Order, Agenda Changes & Approval

Item #	Topic	Presenter	Purpose	Time
1	Public Comment	Chair	Feedback	5 min.
2	Review of March 8, 2024 Minutes	Chair	Procedure	5 min.
3	Partner Grants -Year 2 adjustments	Ortiz	Discussion/ Recommend	20 min.
4	Policy Review Update	Sanchez	Discussion	10 min.
5	Amended Grant Limitation Policy	Sanchez	Review/ Recommend	20 min.
6	Amended Public Contracting Policy	Sanchez	Review/ Recommend	20 min.
7	Admin Committee Charter	Sanchez	Discussion	40 min.
	Meeting Adjournment	Chair		

**Agenda Brief**

Item #	Brief	Action
3	Partner Grants -Year 2 adjustments – Discuss potential changes to process, requirements, etc., based on first year experience.	Recommend changes for Board approval
4	Policy Review Update – Apprise on status of policy work since review of Policy Binder.	Discuss progress to date
5	Amended Grant Limitation Policy – Policy revised to include the Partner Grant Program.	Recommend revised policy for Board approval
6	Amended Public Contracting Policy – Incorporates changes in State law related to equity in public procurements.	Recommend revised policy for Board approval

<b>7</b>	<b>Admin Committee Charter</b>	<b>Discuss and begin developing charter</b>
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Marion Soil and Water Conservation District complies with the American with Disabilities Act (ADA) and does not discriminate based on race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. If special physical, language, or other accommodations are needed for this meeting, please advise the District Manager at 503-391-9927 as soon as possible, and at least 48 hours in advance of the meeting.

### Meeting Minutes

#### Attendance

<b>Committee Members</b>	<b>Present/Absent</b>	<b>Staff</b>	<b>Guests</b>
Darin Olson Peggy Hart Angela Plowhead Brenda Sanchez Linda Lovett		Susan Ortiz	

<b>Item #</b>	<b>Minutes and Action/ Vote Count</b>
<b>1</b>	<b>Public Comment</b>
<b>2</b>	<b>Review of March Minutes</b>
<b>3</b>	<b>Partner Grants -Year 2 adjustments</b>
<b>4</b>	<b>Policy Review Update</b>
<b>5</b>	<b>Amended Grant Limitation Policy</b>
<b>6</b>	<b>Amended Public Contracting Policy</b>
<b>7</b>	<b>Admin Committee Charter</b>

Meeting adjourned