

**GOVERNING BOARD SPECIAL MEETING MINUTES
OREGON DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES**

Monday, August 1, 2016

9:00 a.m.

Portland, Oregon

1) Call to Order: (Lisa Phipps, Board Chair)

Chair Lisa Phipps called the meeting to order at 9:02 a.m.

2) Introductions: (Lisa Phipps, Board Chair and staff)

Chair Lisa Phipps, Vice Chair Laura Maffei, and Board Members Larry Givens and Scott Ashford were all in attendance via phone. Dennis Luke was not in attendance.

Department of Geology and Mineral Industries (DOGAMI) Staff in attendance:

Brad Avy, Director/State Geologist

Lori Calarruda, Recording Secretary/Executive Assistant

Holly Mercer, Assistant Director of Geological Survey and Services (GS&S)

Kim Riddell, Chief Financial Officer (CFO)

Ali Ryan Hansen, Communications Director

Ian Madin, Chief Scientist (via phone)

1 3) Overview of Agency's Request Budget:

2 This meeting has been called to provide an overview of Agency's Request Budget (ARB).

3
4 Chair Phipps opened the Board meeting stating that the focus of this meeting is to review and
5 approve the basic narrative, because the numbers are not subject to change at this time. Chair
6 Phipps requested that the Agency have future ARB's brought to board meetings for review with a full
7 Board meeting for approval of the entire ARB package.

8
9 Director Brad Avy asked Chief Financial Officer Kim Riddell to walk the Board through the
10 information. Riddell stated that DOGAMI wants to build capacity within the Agency in governance
11 and operations, education and outreach, IT infrastructure. This is shown through a graph in the first
12 page of the packet. This framework will strengthen the Agency core so program focus can stay on
13 earth, natural hazards, and resource management which all together support the Key Performance
14 Measures (KPM) and mission for DOGAMI to provide earth science information and regulation to
15 make Oregon safe and prosperous.

16
17 Board member Givens asked if the ARB takes into account the new KPMs and Phipps said yes; the
18 KPM's are referenced heavily through the narrative portion of the document. Givens asked if
19 stability has been built-in so staff does not have to be laid off and Riddell said yes. She said this
20 builds the Agency so the core leadership is funded for at least the next biennium and each biennium
21 going forward. Avy said there is still the element of unknown in terms of grants that may become
22 available and may be awarded. Givens asked what the General Fund increase request is compared to
23 the 15-17 biennium. Riddell said DOGAMI is asking about \$3.2 million increase in General Fund,

24 which is about two-thirds more than the Agency has received in previous biennia, so it is a substantial
25 increase request.

26
27 **Package 080 - May 2016 E-Board:** This package is the 2017-19 continuation of the May 2016 E-Board
28 approved IT funding for the Information Systems Specialist-5, Services and Supplies, and Capital
29 Outlay costs. Revenue source is 100% GF: \$1,209,618. Riddell said this is the continuation of what
30 we received in May for Agency remediation plan, basically a roll forward of those costs into the 17-19
31 biennium. The narrative comes directly from the Department of Administrative Services Chief
32 Financial Office (ARB page 81).

33
34 **Package 101 – Limited Duration (LD) Positions for Hazards/Lidar:** The purpose of this package is to
35 continue Oregon natural hazard and risk studies and the collection of lidar data by retaining staff
36 capacity to complete existing and future contracted work. The agency is asking for five LDs. The LD
37 positions automatically end at the end of each biennium so we need to request new limited duration
38 positions for each biennium. Board Member Ashford asked if these are current employees and
39 Riddell said yes.

40
41 **Package 102 - IT Remediation Plan:** The purpose of this package is to change the May E-board
42 approved Information System Specialist 8 (ISS8) position from an LD to a permanent position and
43 asks for \$80,000 to upgrade the Agency website. Riddell discussed the 90% GS&S portion (ARB page
44 83) and the 10% MLRR portion (ARB page 125) of Package 102. Board Member Maffei asked if the
45 MLRR portion is from fees and Riddell said yes.

46
47 **Package 103 - Building Leadership Capacity:** The purpose of this package is to increase the Agency's
48 operational efficiency, oversight of operations, and leadership capacity through organizational
49 changes. DOGAMI currently has four Information System Specialists (ISS) positions that should be
50 Natural Resource Specialists (NRS). This request also re-classifies Chief Scientist Ian Madin's position
51 to supervisory management. This is to help build the core of the Agency leadership. Ashford asked if
52 these were promotions or lateral positions and Assistant Director Mercer said most of them are
53 laterals for ISS3 to the NRS2 but Madin's position is actually a differential for a supervisory position.
54 Avy said the difference for the ISS3 to NRS2 is less than \$50 a year. The package also includes
55 procurement and contract specialist which is needed due to the amount of grants and contracts the
56 Agency utilizes. Riddell said the capacity within the finance area is at its maximum and this will allow
57 her to focus on the budget area. Givens asked how many positions were being added. Riddell said
58 only one new position is being added. Ashford asked if the \$200,000 covers the new position and
59 why the cost seems high. Riddell clarified that this is a two-year budget. Maffei asked if we have a
60 grant writer right now and if this is a specialized position. Riddell said this is a brand new specialized
61 position but is not just to write grants but more to write and maintain the contracts associated with
62 the grants (ARB page 84).

63
64 **Package 104 - Natural Hazards Mapping Program:** The purpose of this package is to increase
65 Oregon's understanding of and resilience to natural hazards by developing detailed and accurate
66 hazard and risk studies, collecting essential lidar data, and expanding access to Agency information.
67 Riddell turned the discussion over to Chief Scientist Ian Madin. Madin said the natural hazards
68 program request goes hand in hand with the new KPM to wrap all the scattered projects for writing
69 natural hazards assessments into one goal. The goal is to provide complete, high resolution, high
70 accuracy, state of the art hazards assessments for all of the major hazards the Agency works on for all
71 of Oregon communities because they all have a natural hazards planning requirement through land

72 use process. This request is for three new NRS 2 staff. The funding combination will provide stability
73 and help focus on completing the KPM within three biennia instead of ten. Ashford asked if the
74 Agency will downsize after the mapping work is done. Madin said yes. Ashford asked if these are all
75 new positions and Madin said yes. Riddell said another portion of this request is \$1million in General
76 Fund for lidar. The three limited duration NRSs are split 50/50 in General Fund and Federal Fund.
77 There is also one permanent NRS 4 is for the interactive online database and is a data coordinator
78 (ARB page 85).

79
80 **Package 105 - Eastern Oregon Structure from Motion:** The purpose of this package is to launch a
81 pilot project to determine new technology's potential to quickly and affordably collect improved
82 topographic data for underserved areas of eastern Oregon. Madin said this entails using old
83 topographic photographs to make something that is almost as good as lidar. This is for non-tree
84 areas. Madin said it would be useful for managing sage grouse habitat along with other applications
85 for lidar and high resolution topography (ARB page 87).

86
87 **Package 106 - Mineral Study Continuation:** The purpose of this package is to expand access to
88 mineral resource information by digitizing paper maps, reports and documents and published them
89 in modern, easy-to-navigate formats. Riddell said this will continue the work of the HB 3089 that was
90 passed last biennium. Madin said the most cost effective method is take all the various existing old
91 document and current data and wrap it up into one modern data base and have it all in one place
92 that covers everything. Avy said there is a public comment concerning mining but for context this
93 POP in part fulfills HB 3089's request to do the study. Maffei asked if it makes sense to reference HB
94 3089 in our narrative since this part is required of the Agency. Givens said HB 3089 should be
95 referenced in the package (ARB page 88).

96
97 Holly Mercer announced that a member of the public, Adam Meyer from the Oregon Conservation
98 Network, joined the meeting.

99
100 **Package 107 - Strong Motion Instrument Fund:** The purpose of this package is to provide spending
101 authority within the non-limited fund account for Strong Motion Instrument Funds. These funds are
102 dedicated to installation of seismic instruments and can be used to install new instruments in
103 Oregon. Riddell said it is to correct a budget issue. The Strong Motion Instrument Funding was
104 placed into an account a couple of biennia ago called a non-limited other fund. Unfortunately, when
105 the structure rolled forward that account did not roll with it. The Agency currently has about
106 \$190,000 in the account but the Agency does not have authority to do anything with the account.
107 Current structure brings Strong Motion Instrument Funds into the GS&S other fund account that is
108 just called other funds. Ashford asked if the \$500,000 was different from the \$190,000. Riddell said
109 it is different; it is so the agency can bring in up to \$500,000 within the biennium in Strong Motion
110 Instrument Funds as it is unknown how much revenue will come in as construction ebbs and flows
111 throughout the biennium. Phipps asked if this is so we do not have to go back to the legislature to
112 ask for possible increases. Riddell said yes. Phipps asked that they make changes in the paragraph to
113 clarify it a bit more (ARB page 89).

114
115 Riddell said that ends the POPs and moves into the budget narrative graphics (ARB page 34). The
116 first graph shows the 15-17 budget and what we are asking for in the 17-19 request. Givens asked
117 the Agency to give him the percentage of chance that these POPs would be approved by the
118 legislature. Avy said they might not make it to the legislature because they need to be approved in
119 the Governor's budget first. He said that some legislators had more of a willingness to increase

120 funding to DOGAMI. Mercer said the incredible change made in KPMs and combining these packages
121 with the new KPMs is forward looking. She feels the legislature has been receptive to the Agency
122 needs. Ashford asked if we have engaged Mike Harryman, the State Resilience Officer. Avy stated he
123 is co-located in the office but the Agency has not reached out to him regarding the budget. Ashford
124 thinks he would be a good advocate as it goes to legislature. Maffei asked if the other fund and
125 federal fund budgets are close to what we are using. Riddell explained we have to have permission
126 to bring in revenue.

127

128 The summary 17-19 biennium budget starts on budget page 44. This takes the 15-17 biennium
129 budget and starts the 17-19 base budget. Budget changes are made from there. A lot of those
130 changes are out of Agency control with only a few that can be adjusted.

131
132 Phipps asked how the Board is feeling about this. Ashford said he feels comfortable with not being
133 able to make any changes and is looking forward to the next ARB to have more input. Maffei said she
134 did not have a problem with the narrative.

135

136 Board Action: **Givens moved to approve Chair Phipps to sign and certify the proposed DOGAMI**
137 **2017-2019 Agency Request Budget on behalf of the Governing Board. Maffei seconded. Motion**
138 **carried.**

139

140 Director Avy said one thing they did not cover but it was in the packets is the Strategic Framework
141 Outcomes chart. He would like to include it as part of the budget to communicate where the Agency
142 is headed. Phipps asked if the Board is okay with it. All Board members approved.

143

144 Givens offered his appreciation to the Agency for completing the budget.

145

146 **4) Public Comment:**

147 Phipps asked for public comment.

148

149 Adam Meyer, with the Oregon Conservation Network, commented that his organization is excited
150 about the lidar mapping. They have been very supportive of the General Funds and are excited to
151 see the Agency pushing more towards public benefits with public resources. They are very happy
152 with the direction the Agency is going, but are not supportive of Package 106. Phipps asked him if it
153 was the mineral study continuation. He said yes; there is a lot of work in other agencies happening
154 around water resources and other natural resources and this feels contrary to some of the needs for
155 water resources around the state particularly central and eastern Oregon.

156

157 Mercer said DOGAMI received an email from Peggy Lynch, League of Women Voters of Oregon, on
158 Saturday, July 30th. Ms. Mercer read the email into the record and it will be attached to the minutes
159 as part of the record. Mercer said the Agency will follow up. Phipps asked if the Agency would
160 forward their responses to the Board members. Phipps said it should be noted that POP 106 is in
161 direct response to a legislative request. Ashford asked to have the public comment before voting in
162 the future. Phipps said there are a lot of different thought processes on that and they definitely do
163 that in a hearing situation and can certainly take that into consideration in the future for these types
164 of items. Mercer stated to try to have two public comment periods, one before the vote and one
165 after the vote going forward. Phipps thanked everyone for their efforts.

166

167 5) **Board Adjourn:**

168 Chair Phipps adjourned the meeting at 10:00 a.m. with the conclusion of the public comment period.

169

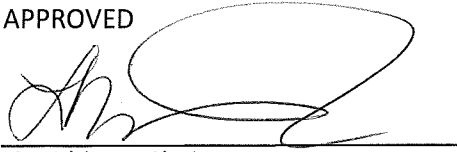
170

171 APPROVED

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174

A handwritten signature in black ink, appearing to be 'Lisa Phipps', written over a horizontal line. The signature is stylized and cursive.

175 Lisa Phipps, Chair

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