

## Kitsap County Noxious Weed Control Board | Q4 Regular Meeting

**Date/Time:** Thursday, November 21<sup>st</sup>, 2024, 6:30-8:30pm

**Location:** Central Kitsap Fire Station #41, 7600 Old Military Rd NE, Bremerton, WA 98311

### Members/Staff present:

- Dylan Mendenhall (Bremerton, Chair)
- Wendy Westerlund (Bainbridge Island, Vice Chair)
- Jess Sappington (WSU Extension)
- Terese Walters (North Kitsap)
- Shannon Rose via Zoom (Central Kitsap)
- Courtney Brooks via Zoom (South Kitsap)
- Jade Jarvis (Program Coordinator, Staff)
- Scott Diener (Program Manager, Staff)
- Daria Etchings (Outreach Technician, Staff)

**Guests:** 1 member of the public via Zoom.

1. Call to Order
  - a. The meeting was called to order at 6:35pm with quorum.
  - b. Review and adopt agenda
    - i. M: Dylan moves to adopt the proposed agenda. Wendy seconds; Motion passes unanimously.
  - c. Conflict of interest disclosure
    - i. No known conflict of interests by Board members.
2. Public Comment
  - a. Elizabeth Court expresses interest in one of the upcoming vacant Board positions.
3. Program Updates:
  - a. On-call contractors for county departments – Jade Jarvis
    - i. Overview goal and plan to establish a resource of on-call contractors for county departments to use
    - ii. Board and Staff discussion
      1. Q: The contract is with the companies but there's no money involved, do the companies get paid upfront? Answer: The on-call contract does not necessarily involve payment, but prices would be negotiated and agreed upon between each department and their selected contractor when creating a

work order under the established on-call contract. Contract is still in review, so nothing is final yet.

2. Q: Is this one company or multiple? Answer: Multiple, where there are different “prices” among the contractors.
  3. Q: Who vets the contractors? Answer: Kirvie and contract staff.
  4. Q: When you say advertising, you mean for contractors? Answer: Yes, we are putting out ads for the contractors.
  5. Q: Are there ways to implement these contractors in specific cities? Answer: Cities would have to pay for it themselves. In theory yes, but the “hiring process” would be up to the individual cities. Cities also struggling with budget constraints which this would not solve.
  6. Q: Are there procurement processes? Can we review the criteria? Is there a way to have contractors of different specialized set of skills?
- iii. A: Develop SOW and RFP and meet with Purchasing Office on November 25; Advertise from mid-December 2024 to mid-January 2025; Projected on-call contract by February 2025
- b. Private landowner assistance proposal – Jade Jarvis
- i. Overview and plan to establish a resource of on-call contractors for private landowner assistance program
  - ii. Board will need to develop budget and criteria for who qualifies for landowner assistance
  - iii. Board and Staff discussion
    1. Q: Could potentially those who qualify for senior and disability could qualify for landowner assistance?
    2. Small landowners could require less red tape so the type of contractors could be different between landowners and county departments.
    3. Q: How good is our surveying to know what species the landowners have in terms of vetting/qualifying for the program? Answer: We are relying heavily on self-reporting.
    4. Q: Is the board comfortable for the work on on-call contractors to continue? Unanimously yes (not a motion)
- c. Aquatic invasive found at Lake William-Symington – Jade Jarvis
- i. Aquatic Invasive Species Australian Water Clover (*Marsilea mutica*) infestation has been reported in Lake William-Symington

1. This does meet the criteria for Class A listing but hasn't been officially listed by the state
  - ii. Board and Staff discussion
    1. Do we as a board want to take on managing this early infestation?
      - a. There is funding available through ECY early infestation grant and there isn't a need to have funding from the county
      - b. Board members raise concerns that it can be tricky to determine who is responsible
      - c. Q: Can the HOAs apply for the grant? Answer: Potentially, but we do not know the definitive answer
      - d. Q: Is there a conflict of interest for using funds for "not a state listed invasive"?
    - d. Noxious weed list 2025 – Dylan Mendenhall
      - i. The state board approved the noxious weed list for 2025
      - ii. Shiny geranium:
        - a. Designated B in Kitsap County and has been un-designated in most of Pierce County, but we should keep an eye on county adjacent areas for spreading.
      - iii. Holly
        - a. Holly isn't on the 2025 list, but potentially is – still in deliberation.
4. General Business
    - a. Approve minutes – October 24, 2024
      - i. M: Dylan moves to approve meeting minutes. Wendy seconds; motion passes unanimously.
    - b. IPM – Review draft – Jade Jarvis
      - i. Overview of the goals and actual outcome of the IPM policy draft; Overview of what the IPM policy is and is not.
        1. It was unrealistic to give species a certain geographic area; Overall kept it simple to leave room for differing years' priorities
      - ii. Enforcement policy out of IPM and in a separate document
      - iii. Board and Staff discussion
        1. Q: Could the criteria for prioritizing species could go into the IPM policy? Or if there is going to be separate information not in the IPM, could we just refer to a separate document?

Answer: IPM will not be all encompassing, it will be a framework and other resource documents can live outside.

- c. Monitoring plan for 2025 –
    - i. Presented considerations between hiring in-house vs. contractor to do monitoring
    - ii. Board and Staff discussion
      - 1. Q: Do we have an idea of what the applicant pool is? If it is quicker to have a contractor, then that may be advantageous
      - 2. M: Wendy moves to approve moving forward the procuring of a contractor to do a noxious weed survey in 2025; Motion passes unanimously.
    - iii. A: Complete scope of work/RFP
  - d. Disposal program – review data on past use, and plan for 2025
    - i. Data presented of species and location from 2024
    - ii. A: Establish clear start/end dates for program
      - 1. Projected increase in program next year due to more outreach and establishment
    - iii. Board and Staff discussion
    - iv. Q: Do we want to make limitations on landowner/property?
  - e. Open board positions in 2025 – Bainbridge Island, North Kitsap districts
    - i. Thank you to Wendy and Terese!
  - f. Proposed budget for 2025
    - i. Overview of proposed budget
    - ii. Board and Staff discussion
      - 1. M: Dylan moves to approve the proposed budget with the changes: Decrease to Field Supplies by \$2,000 and increase to the Disposal Program by \$2,000. The surplus from the \$119,000 for the Monitoring Specialist will go more broadly to the rest of the program; Motion passes unanimously.
5. Adjournment
- a. Meeting adjourned at 8:28pm.