GOVERNING BOARD MEETING
OREGON DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES

October 1, 2018
8:30 a.m.

Portland, OR

Public Meeting Agenda

The Board makes every attempt to hold strictly to the sequence of the distributed agenda. Times and topics may change up to the last minute, but the times for public comment will be available as indicated below. This agenda is available on the DOGAMI website: www.oregongeology.org.

8:30 a.m.  Item 1:  Call to Order – Chair Laura Maffei

8:35 a.m.  Item 2:  Introductions – Chair Laura Maffei and staff

8:40 a.m.  Item 3:  Review Minutes of July 17, 2018 and July 23, 2018

Board Action: The Board will be asked to take an action on this item

8:50 a.m.  Item 4:  Confirm 2019 DOGAMI Board Meeting Dates

Board Action: The Board will be asked to take an action on this item

9:05 a.m.  Item 5:  Tsunami Line Subcommittee Recommendations – Board Members Scott Ashford and Linda Kozlowski

Briefing: The board will be asked to take an action on this item

9:35 a.m.  Item 6:  Legislative Concepts (LCs) Update – Bob Houston, Interim Legislative Coordinator

Briefing: The board will not be asked to take an action on this item

9:45 a.m.  Item 7:  Key Performance Measures (KPM) 2017 Data Report – Bob Houston, Interim Legislative Coordinator

Board Action: The board will be asked to take an action on this item

10:15 a.m.  Item 8:  Public Comment

Three minutes limit per person unless otherwise specified at the meeting by the Chair

10:25 a.m.  Break


Board Action: The board will be asked to take an action on this item

10:50 a.m.  Item 10:  Calico Update – Sarah Lewis, MLRR Program Manager

Briefing: The board will not be asked to take an action on this item
11:00 a.m.  Item 11:  MLRR Update – Sarah Lewis, MLRR Program Manager
Briefing: The board will not be asked to take an action on this item

11:20 a.m.  Item 12:  GS&S Update – Jed Roberts, GS&S Manager
Briefing: The board will not be asked to take an action on this item

11:30 a.m.  Item 13:  Director’s Report – Brad Avy, Director
Briefing: The board will not be asked to take an action on this item

11:50 a.m.  Item 14:  Public Comment
Three minutes limit per person unless otherwise specified at the meeting by the Chair

12:00 p.m.  Item 15:  Board Adjourn
(Noon)

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PLEASE NOTE

AGENDA
The Board meeting will begin at 8:30 a.m. and proceed chronologically through the agenda.

PUBLIC TESTIMONY
If you wish to give testimony on any item scheduled on this agenda, please sign up on the sheets provided on the day of the meeting and you will be called to testify by the Board Chair. The Board places great value on information received from the public. Persons desiring to testify or otherwise present information to the Board are encouraged to:

1. Provide written summaries of information to the Board (7 sets);
2. Limit testimony to 3 minutes, recognizing that substance, not length, determines the value of testimony or written information;
3. Endorse rather than repeat testimony of other witnesses; and
4. Designate one spokesperson whenever possible when groups or organizations wish to testify.

THANK YOU FOR TAKING TIME TO PRESENT YOUR VIEWS
If you bring written materials to the meeting, please provide seven (7) copies. If you have questions regarding this agenda, please contact Lori Calarruda at (971) 673-1537 or you may email her at lori.calarruda@oregon.gov

REASONABLE ACCOMMODATION OF DISABILITIES
Reasonable accommodation, such as assisted hearing devices, sign language interpreters, and materials in large print or audiotape, will be provided as requested. In order to ensure availability, please contact the Director’s Office at (971) 673-1555 at least 72 hours prior to the meeting to make your request.
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board

From: Lori Calarruda, Executive Assistant

Date: September 21, 2018

Regarding: Agenda Item 3 – Review Minutes of July 17, 2018 and July 23, 2018

Attached are draft Board Minutes from July 17, 2018 and July 23, 2018.

Proposed Board Action: The Board Minutes of July 17, 2018 and July 23, 2018 be Approved/Approved as amended/Not Approved.
GOVERNING BOARD MEETING MINUTES
OREGON DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES

Tuesday, July 17, 2018
7:30 a.m.
Newport, Oregon

1) **Call to Order:** (Laura Maffei, Board Chair)
   Chair Laura Maffei called the meeting to order at 7:45 a.m.

2) **Tour with Discussion of Multiple Sites Around Newport:**
   The group went on tour of multiple sites around Newport. (Field trip guide attached.)

3) **Break to Disembark Vehicles at Hatfield Marine Science Center**

4) **Call Back to Order:** (Chair Laura Maffei)
   Chair Maffei called the meeting back to order at 10:05 a.m.

5) **Executive Session** – Annual Director Review
   Chair Maffei announced the start of the Executive Session for the Director’s Annual Review.

6) **Return to Public Session**
   Chair Maffei reconvened the regular public session at 11:05 a.m. following the Director’s Evaluation.

7) **Introductions:** (Laura Maffei, Board Chair and staff)
   Chair Laura Maffei, Vice-Chair Katie Jeremiah, and Board Members Scott Ashford, Diane Teeman, and new Board member Linda Kozlowski were in attendance.

Department of Geology and Mineral Industries (DOGAMI) staff in attendance:
Brad Avy, Director/State Geologist
Lori Calarruda, Recording Secretary/Executive Assistant
Kim Riddell, Chief Financial Officer (CFO)
Bob Houston, Interim Legislative Coordinator
Randy Jones, Chemical Process Mining Coordinator
Jed Roberts, Acting GS&S Program Manager
Alyssa Pratt, Acting Earth Science Supervisor
Nicholas Tatalovich, Aggregate Permitting Reclamationist
Laura Gabel, Geologist, Newport Field Office
Holly Mercer, Interim MLRR Program Manager (via call-in)

Others in attendance:
Sherry Carter, DAS Human Resources (HR)
Diane Lloyd, Department of Justice (DOJ)
8) Annual Director Review – Chair Laura Maffei

Chair Maffei said the Board conducted the Annual Director Review and are satisfied with the Director’s performance. Maffei entertained a motion to adopt the Board’s discussion as held in Executive Session.

Board Action: Jeremiah moved to accept the Annual Director Review. Kozlowski seconded. Motion carried.

9) Review Minutes of April 6, 2018:

Chair Maffei asked if there were any changes to the minutes as presented. No changes. Linda Kozlowski abstained because she was not a member of the Board at the previous meeting.

Board Action: Ashford moved to approve the minutes of December April 6, 2018 as submitted. Jeremiah seconded. Motion carried.

10) Employee Engagement Survey Results – Sherry Carter, DAS Human Resources

Sherry Carter, DAS Human Resources, reviewed the results of the Employee Engagement Survey that DOGAMI staff took in May. The Agency had a relatively high response rate of 84 percent, with 68 percent as the State average. The satisfaction rate increased to 68 percent from 57 percent in 2014. Carter stated DOGAMI’s satisfaction rates are higher than the average for the State in all categories, except for recommending the Agency to their relatives as a place to work. The increase has been drastic, but she does not think it will be that dramatic in the future due to low hanging fruit being taken care of first, which reflects the new leadership, job rotation opportunities, and staff development. Staff comments mention the focus has been much more collaborative with the atmosphere being more communication driven. Ashford asked if the surveys would continue, Carter replied yes and said they might skip a year to avoid survey fatigue. Carter said this year’s survey was to support the All Staff meeting and include the staff in the overall process.

Briefing: No Board Action Required.

11) Public Comment:

Chair Maffei asked for public comment.

Comment of John McKesson: McKesson stated he worked on the Senate Bill 850 committee with Board Member Kozlowski. He said he wants reassurance the dam will survive a flood/earthquake since he lives below sea level. McKesson emphasized the need for focus on Oregon’s South Coast because the map shows it has had the most events in the past few years. He expressed concern regarding mitigation costs for those not located in the center of damage, and smoke related deaths from the 100-year old oil terminal and finding a way to track it on a map. McKesson also highlighted the value of mitigation and suggested door-to-door hazard education.
Bob Cowen, Director of the Hatfield Marine Science Center (HMSC) gave a brief overview of the campus. The Center is the marine lab part of Oregon State University (OSU) which has a collaborative relationship with different federal and state agencies. There are five (5) different agencies located on site and with the OSU component there are about four hundred (400) people. There are fifteen (15) federal scientists with courtesy staff appointments. The students have access to the natural habitats and get to interact and work with the federal agencies on fisheries, volcanology, and acoustics to name a few. The Center has over one hundred fifty thousand (150,000) visitors a year come through the Visitor Center. Through the Oregon Sea Grant and their education team the campus provides course work and courses for up to forty thousand (40,000) K-12 students every year.

Cowen stated the expansion of the new building will bring in more faculty, students and opportunities. Maffei asked what kind of labs will be in the new facility. Cowen answered the first floor will be classrooms with innovation labs on the second floor and they may have the opportunity to market their designs. The new building will not have seawater, but one of HMSC’s main features is over a million gallons/day of seawater pumped through the facility, which allows the Center to blend different disciplines together.

Cowen explained the summer session has about one hundred (100) undergraduate students and interns working on projects. He spoke about the tsunami evacuation plans, which includes Safe Haven Hill and the community college. He explained they have been working with a lot of different federal and local communities to be prepared. They have a community size water purification system on the airport property that can purify water for up to forty thousand (40,000) people daily. There is a plan to move the dorms to another site near the community college that is not located in the inundation zone. They will also be working to upgrade the current buildings for seismic. HMSC works with the community by contributing with cash, fundraising and writing proposals for federal funding. Cowen also stated HMSC works on climate change studies.

Chair Maffei had asked Director Ayy to come up with a timeline of what has been happening on the tsunami line in preparation for this meeting. Ayy walked the Board through the timeline starting in 1995 when SB 379 was passed to the present.

Chair Maffei stated the tsunami line discussion has been going on since she started on the Board. She feels a strategic framework needs to be setup to move forward. Maffei said the first option is to move forward with the tsunami inundation zone rulemaking as determined by previous science in 2013. The Board determined back then they wanted to adopt the “L” line by consensus, but it has not been put into place pending additional stakeholder input. Other options discussed include: move forward with the rulemaking; do not initiate rulemaking; pause on Department rulemaking until the ASCE-7 standards moves forward through Building Codes rulemaking; direct the Department to take a lead role with other interested agencies to pursue a legislative solution to SB 379; or obtain additional input from other stakeholder groups before moving forward; which Maffei felt the Agency has been doing for the last two years.

Jeremiah said one thing that seems to be missing is local government and having them engaged in the process. Chair Maffei agreed local government needs to be involved. The big question is, what is the statutory requirement. Lloyd provided the wording for the two statutes in the Building Codes Section 455.446 & 447. She explained that a line had been determined previously, but new science
has provided more information, so the question is should it be updated based on new information. Division 5 says it needs to be updated as science requires, but there is no statutory requirement to update at this time. Ashford asked when the process would need to be started if they want to propose legislation for the 20-21 Legislative long session and Maffei said now.

Ashford said the ASCE-7 are nationally vetted guidelines and does not believe it is the best time to adopt the “L” line right now and thinks DOGAMI should take a pause and wait to see what happens. Chair Maffei and Ashford discussed the differences between the two. Ashford said with ASCE-7 it could actually help the Agency reach its goals. Ashford explained how ASCE-7 and building codes are developed and stated local entities can adopt whatever they like. Maffei asked if each coastal community adopted different codes creating a patchwork, would the Board adopting a statewide code cause an issue. Avy stated Building Codes could create a statewide code. Lloyd said her sense is Building Codes cannot adopt the tsunami portion of ASCE-7, without the potential for at least some conflict with the Tsunami Inundation Zone. Ashford suggested one option is to adopt the line in ACSE 7-16 to keep it consistent. Maffei said moving forward the goal should be to get consensus between DOGAMI and Building Codes to determine the line. Ashford said it needs to be consistent and he would prefer to go with the nationally vetted line. Kozlowski said she would like to see the differences between the two. Maffei said the Board cannot just adopt a line from ASCE-7 because the statute says it needs to be from staff.

Jeremiah asked if there is any correlation with how floodplain locations are established, the relationship with Building Codes versus what DOGAMI has been tasked with in establishing the tsunami inundation zone. Chair Maffei answered FEMA establishes the floodplain and it is a federal mandate. Avy suggested addressing DOGAMI’s role in statute and changing it as an option, by defining what the core mission of the Department is versus Building Codes instead of having to pick one or the other. He thinks it will provide the most clarity. Maffei said at the end of the day there seems to be some coordination that needs to be done with Building Codes to move forward. Jeremiah said Option A (pursue tsunami inundation zone rulemaking) may work out the differences. Ashford said his preference is to decide as a Board where the Agency wants to end up and not leave it to the rulemaking process, but he was not ready to make a decision today and is willing to be part of a subcommittee to bring back options. Maffei asked if there is a deadline to adopt this line now, Avy responded it depends on the perspective of stakeholders involved. Kozlowski said she would like to be part of the subcommittee but thinks it needs to come back at the next meeting for a recommendation. Maffei said the frustration is determining which direction the Board needs to take and what is best for the Agency and the State.

Board Action: Jeremiah moved to create a subcommittee with Board members Ashford and Kozlowski to explore options and determine two recommendations to make to the Board at the next Board meeting. Teeman seconded. Motion carried.

13) Financial Report:

Kim Riddell, Chief Financial Officer, presented the budget status report as of May 31, 2018.

The Board packet contained the 17-19 Budget Report as of May 31, 2018. Riddell handed out the Current and Projected Projects list as of May 2018 close.
Riddell stated the Agency is 46 percent through the biennium but there is always about a two (2) month delay getting the final numbers updated in the financials. The GS&S Programs is projecting around $1.4 million remaining in Other Funds at the end of this biennium with General Fund and Federal Funds balancing to zero. Riddell said the Strong Instrument Funds are included on the GS&S page. The Federal Funds are in the negative as they must be spent first and then reimbursed. The Other Funds look negative due to invoicing not being up-to-date; assistance is being brought in to get it caught up.

Riddell stated she has no concerns with the GS&S budget at this time and the Agency will not need to go back to the Legislature for Limitation Increases or more money. Ashford asked if the Projected Revenue and Expenditures are through the end of the biennium, Riddell replied yes. Jeremiah asked about the large Telecom Expense, Riddell replied it includes office phones, cell phones, and internet for Portland, Newport, Baker City and Springfield. There was a recent new phone system migration for all State agencies, so this expense includes equipment and is not just paying for service, but she will have more detailed information at the next meeting.

Riddell stated even though the Agency is 46 percent through the biennium, MLRR’s projected budget total is over 100 percent and will need to go back to the Legislature for a Limitation Increase. Maffei asked if the projected revenue is $700,000 more than expected and why, Riddell explained it has to do with what permits come in, production levels with the fee increase and the Program getting aligned on better projections this biennium. Riddell stated the Reclamation Guarantee Fund (Bond Fund) has fifty-one (51) bonds up from forty-seven (47). Ashford asked if the increased revenue is due to more activity, Riddell answered she was not certain but stated the budget is based on what the Agency projects it is going to be based on actuals.

Riddell discussed the list of all current active grants. There are currently sixty-two (62) including GIS, lidar, landslides and other geo hazards. Maffei asked how old the grants are, Riddell responded that several are over a year old and there are quite a few new ones. The list also includes ones she estimates to happen and said “BLM bill” is one that has been applied for but not yet awarded.

Ashford asked about the grants that are over budget and if they are covered by General Fund, Riddell explained they are active but were prior to this biennium and the staff did not seem to understand tracking the budget well. She does remove these once they are balanced and inactive. Maffei enquired if the staff will be able to charge to them or have they been told to stop charging, Riddell answered some will continue to go over budget to finish the project. Riddell stated the 50/50 General Fund Match is the StateMap program and has been budgeted for the biennium. Ashford asked if there are any that are not currently over budget but may go over budget to finish the project, Riddell replied there are some that might happen with. She explained that some may actually leave money in them because the time period has expired, but work continues with the vendors on some of the projects. Ashford asked where it shows up on the budget in expenditures, Riddell said it was either in Intra Agency Charges or Other S&S. She explained the reclassification process and how she tracks the over budget on grants.

Maffei questioned Lidar FEMA011 on the grant sheet, saying it has an award of $250,000, expenditure of $203,000 with a remaining balance of $250,000 and asked if it was a typo. Riddell answered yes, that it actually came in under budget, so the Agency talked to FEMA and they would like to do another acquisition. Maffei asked how good the Agency is at getting grants, Riddell said it has a really good track record.
Ashford asked questions on charges for staff time. Riddell replied it is called Indirects. She explained the Agency has an Indirect Cost Rate that has an annual proposal done through the Department of Interior, who gives the Agency the most federal funding. This is a federal rate, but she uses it for all of them whether they are federal or state. The proposed rate for GS&S is 26.86%, MLRR is 15.51%. The current rate for GS&S is 24.05% and MLRR is 14.64%. Kozlowski asked who writes the grants, Riddell explained the Principal Investigators (PIs) write them and they are training other staff to learn how to write grants and proposals, which is very impressive. Ashford said he would like to see this information in the future. Riddell stated her whiteboard is called the “board of shame” because it lists every grant that is active, and it also includes the ones that are over budget and by how much.

Board Action: Ashford moved to accept the Budget Status Report as presented. Teeman seconded. Motion carried.

14) Legislative Concepts Update:

Bob Houston, Interim Legislative Coordinator, provided an update on the current Legislative Concepts (LCs) being developed to address several emerging issues specific to the MLRR program.

Houston said the issues include staffing at reduced operations; current revenue does not support essential program services to provide timely correction of regulatory issues; a need to improve the site inspection program to proactively address current and potential regulatory issues by employing education awareness methods and techniques; and ensure the Agency is providing fair, consistent, effective and efficient day-to-day operations that are supported by a modern database.

By 2023, the current fee schedule that is in place will not support even the current reduced operations and will require further reductions. The goals of the proposed LCs are to ensure adequate delivery of service of the Agency’s ability to meet its regulatory responsibilities, ensure costs are fully covered by the applicant and/or permittee, and build parity between the fee structures where the aggregate metal exploration, oil and gas geothermal programs, where the permitting processes demands similar levels of staff resources.

The first LC is to increase MLRR program fees to ensure adequate delivery. The group discussed the fee structure chart in detail, which contained the current fee structure, proposed fee structure, and overall fee increase broken down for application fees, annual renewal fees, and other fees. The fee parameters include current staffing level, cost of living adjustments, step increases going forward, historical production rates, and trend of active permits.

Houston discussed the process of how permits are completed. He stated the last updates of exploration permit fees for both application and annual renewal were done in 1991. The oil and gas well and geothermal application permits were done in 2007 with the second-year renewal permit fees being updated in 1991. Ashford asked what the target fee increase is, Houston answered the overall goal is 10% but some are higher.

The second LC aims to change the exclusion certificate requirements and construction site permit requirements to clearly apply to only those sites that excavate and sell materials. The current certificate includes pick and shovel hobby miners and those picking up rocks off the beach to make and sell jewelry, which is not the intent of the rule. The construction project sites would be classified
as an aggregate mine based on an annual yardage threshold and if material is removed from the property. The Agency’s role is to look at excavating and reclaiming that area per reclamation plan by applying the operating permit requirements to the sites that truly need it. The overall intent is to clarify the exclusion certificate and to clearly define the parameters of when an operating permit is required for constructions sites.

It was proposed to move forward with the LCs as presented to the Board.

Board Action: **Jeremiah moved to accept approve the Legislative Concepts as presented. Ashford seconded. Motion carried.**

Houston also provided an update on Rules stating the Agency had updated the Administrative Rule [OAR 632-001-0005] approved by the Board last year.

15) **Agency Request Budget, Legislative Concepts and Policy Option Packages:**

Kim Riddell, Chief Financial Officer and Bob Houston, Interim Legislative Coordinator discussed the Agency Request Budget (ARB) and Policy Option Packages (POPs) in detail.

Riddell said the Agency Request Budget is the first round of the budget request for 2019-21. The ARB for 2017-19 was 238 pages so she only brought the narrative to discuss. She stated the Board Chair needs to sign the Certification of the ARB before it is submitted. Riddell went through the narrative package in detail. She said the Agency needs to include a mandatory reduction option of 10 percent along with 5 percent and 15 percent decrease scenarios. There are several reports she still needs to update.

Riddell said the ARB is due August 1, 2018 but the financial reports still need to pass audit, which causes the delay in completing the package. Riddell stated this is a snapshot in time for the beginning budget. Riddell mentioned that except for a six (6) month period of time, the Agency is always running two biennia of budget at the same time.

Riddell went through the Policy Option Packages in detail. The GS&S program has POP 102 for acquiring more lidar data and POP 103 for digitizing completed mineral studies. The MLRR program has POP 101 for the online permitting and to add staff for three (3) NRS-2 site inspectors and a half (½) time ISS-5 systems administrator, to be covered by the proposed fee increase.

Riddell stated the GS&S program funding request is asking for $1.3 million more this biennium. She said the budget ask is higher this biennium due to cost of living and step increases and asking for extra staff for the mineral study. MLRR program is now proposing fee increases and asking for an $800,000 limitation increase for next biennium.

Maffei asked what the next steps are for the ARB. Riddell said she is asking for a special call-in meeting to obtain approval to submit the ARB. Avy explained the call-in meeting to be scheduled later in the meeting is to allow the Board members time to review this packet, prepare any questions they have, and discuss on the call so there is enough time to make changes before the August 1, 2018 deadline.

Board Action: **The Board may be asked to take an action on this item.** No action taken.
16) **Calico Update:**

Randy Jones, Chemical Process Mining Coordinator, provided the Calico Update.

Jones went through the background of the application for the last 6.5 years and said it is a patented claim that extends out onto public lands. He discussed the stakeholders involved in the permitting process and went through the changes since the last board meeting. Jones said review is at 77 percent complete but still waiting for some additional information. Jones provided the Board with a Consolidated Application Issues handout.

Last week Calico released a Pre-Feasibility Study. The payback is expected to be 2.5 years. Next steps were discussed. The Company expects to submit an application by end of the year. Jones mentioned he will be presenting in September to the Environmental Quality Commission (EQC) and Environmental Justice Task Force (EJTF). He is encouraging the Company to start working with agencies now and they have sent out letters regarding permit requirements and land use expectations.

Chair Maffei asked if the amount of gold they found are consistent with what has been expected, Jones replied they are consistent and somewhat higher in terms of total volume.

Briefing: **No Board Action Required.**

**Break**

17) **MLRR Update:**

Holly Mercer, Interim MLRR Program Manager provided an MLRR update via call-in.

**Management Transition:**

Mercer said she previously worked with DOGAMI and was asked to come back for the transition of the new MLRR Program Manager.

**New Permanent Employees:**

Mercer introduced Nick Tatloovich, the new Aggregate Permitting Reclamationist and Sarah Lewis, who will be the Program Manager starting August 1, 2018.

Lewis provided a brief summary of her background. She is an Oregon Registered Geologist with a Bachelor of Science in Geological Sciences & Environmental Studies from Tufts University and a Master of Science in Geology from University of Vermont. She is currently a Senior Faculty Research Assistant at OSU working as a research program manager. Koźlowski asked her what draws her to be a leader and she explained that she has strong skills in implementing things and is looking for a change in career that gives her an organization to belong to. [As a geologist, DOGAMI feels like a professional “home”.]

- Mercer said there are two additional staff changes. The Agency recently hired Cari Buchner into a new role as the Mining Enforcement Specialist [working title since updated to Mining Compliance Specialist] which is a permanent position, she was originally hired as the Office
Manager in a limited duration (LD) position. Becky Johnson is the Office Operations Specialist, she has two degrees from OSU in forestry and natural resources, and environmental science.

Permit Status Summary:
The MLRR Program snapshot was handed out to Board members and Mercer walked them through the numbers. The staff has focused on taking care of the backlog and from their perspective, they do not believe there is a backlog of permits as all are in process.

Chair Maffei asked if the next report could have more detail and include the actual numbers so they can see if any are in backlog status. She said the bar graph does not give a good representation. Mercer asked the Board members to send suggestions to Lori in the interim until Sarah Lewis starts.

E-Permitting:
Mercer said the Agency is getting an IT project up and running through the State which is a lot of work. Connor Anderson, DOGAMI’s CIO, submitted a business case that will go to the State CIO for prioritization. This will help the program document their files electronically, so it goes into the database real time.

Ashford thanked Mercer for her help.

Briefing: No Board Action Required.

18) GS&S Update:
Jed Roberts, Acting GS&S Manager provided an update on the GS&S program and provided a Program Overview handout for the new members. He said the program is comprised of three sections: Earth Science Section, Natural Hazards Section and GIS & Remote Sensing Section. The handout included details on the following information.

Exciting Proposals:
Roberts said there has not been a lot new activity since the last meeting, but the grant applications are moving through the process.

1. Coastal Hospital Preparedness
2. Technical Assistance

Major Publications:

1. Interpretive map series 57: Landslide Hazard and Risk Study of Central and Western Multnomah County - It has a complete lidar-based landslide inventory mapping.

Kozlowski asked if the OHA proposal is in process, Riddell said it was executed last week and it is a reimbursement grant.

Briefing: No Board Action Required.
Director's Report:

Director Avy presented his Director's Report on the following:

Board Status

DOGAMI has a full board and reminded Chair Maffei the end of her term is coming up and the renewal paperwork needs to be submitted. Lori will help her with the required paperwork.

Organizational Chart

Avy went through two organizational charts. The current one, July, shows Holly Mercer as the Interim MLRR Program Manager and August shows Sarah Lewis taking over the position with Mercer assisting with the transition. Avy reviewed the positions that were recently hired and changed. The vacant Communication Director's position is being evaluated to determine what the position will look like going forward and the GS&S Program Manager rotation will probably only be for one (1) year. Avy discussed the rotation positions and noted that they will be open for all DOGAMI employees to apply for. Kozlowski asked when the permanent positions will take place, Avy answered at least a year out.

Avy stated he had concerns from the beginning about the Chief Scientist position having a “final say” feel and wanted it to be more of a mentorship role position as Senior Scientist. Madin will continue to provide high level technical assistance. Avy noted Ian was able to pull of a substantial hands-on field trip in a short amount of time and heard quite a few positive feedback comments on how well it was done.

Succession Planning

Avy said the Secretary of State did an audit recently of agencies' succession preparation for the future. He spoke recently with the Governor's Natural Resource Office about DOGAMI's leadership planning efforts and there was support for DOGAMI's work to help ensure a smooth transition into the future.

Online Learning Training

Avy stated the Discrimination and Harassment Free Workplace is an online training that is a requirement to be completed by the end of the year. Maffei asked if 100% percent participation is expected, Avy replied yes. Lori can assist those that need help with accessing it and will send out an electronic reminder to Board members.

Strategic Planning

Avy handed out the Strategic Planning “At-A-Glance” flowchart presented by Ali Hansen at the April 2018 Board meeting. With Ali’s recently accepting a position at another agency, he’ll bring back to the Board for discussion at the next meeting.

Staff Acknowledgements

Kim Riddell, CFO, and Connor Anderson, CIO, completed and graduated from the Ascent Manager’s Leadership Training Program.
Yumei Wang received the Le Val Lund Award for Practicing Lifeline Risk Reduction “for outstanding contributions to the field of lifeline engineering and promoting seismic lifeline resilience and fuel resilience in Oregon, including the development of a state-wide resilience plan.” This is a record of her career accomplishments.

Briefing: **No Board Action Required.**

20) **Public Comment:**

Maffei asked for public comment.

Comment of Dr. Alan Niem: He thanked the Board and staff for their professionalism and Brad Ayv for getting DOGAMI in order financially. He presented DOGAMI with a 1964 tsunami earthquake debris core that was investigated 30 years ago.

21) **Confirm Time and Date for October Meeting and for Special Call-in Meeting to Finalize Agency Request Budget and Legislative Concepts by July 30, 2018:**

The October 1, 2018 meeting was confirmed.

The Board scheduled the Special Call-in Meeting for Monday, July 23, 2018 at 12 p.m. (noon).

Riddell will send an email with any major changes to the Agency Request Budget through Lori.

Board Action: The board will be asked to take an action on this item. Board confirmed October meeting date and determined Special Call-in meeting date and time.

Maffei thanked the Board members for their humor and ability to work together after spending so many hours together between the retreat and Board meeting.

22) **Board Adjourn:**

Chair Maffei adjourned the meeting at 3:23 p.m.

APPROVED

Laura Maffei, Chair
GOVERNING BOARD SPECIAL MEETING MINUTES
OREGON DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES

Monday, July 23, 2018
12:00 p.m. (noon)
Portland, Oregon

1) **Call to Order:** (Laura Maffei, Board Chair)
   Chair Laura Maffei called the meeting to order at 12:03 p.m.

2) **Introductions:** (Laura Maffei, Board Chair and staff)
   Chair Maffei, Vice-Chair Katie Jeremiah, and Board Members Scott Ashford, Diane Teeman and Linda Kozlowski were all in attendance via phone.

   Department of Geology and Mineral Industries (DOGAMI) staff in attendance:
   Brad Avy, Director/State Geologist
   Lori Calarruda, Recording Secretary/Executive Assistant
   Kim Riddell, Chief Financial Officer (CFO)
   Alyssa Pratt, Earth Science Supervisor

   Others in attendance:
   None

3) **Overview of Agency’s Request Budget:**
   Chair Maffei stated this meeting is just to answer questions the Board has on the draft narrative that was handed out at the Board meeting last week in Newport. Chair Maffei said she had no questions and appreciated the opportunity to have time to review it and understand budgeting wise what the Agency is doing.

   Jeremiah asked for clarification about moving Cari Bucher to a different position, which was mentioned at the last Board meeting, and she had not heard of before. She wanted to know if it was a new position, what does it entail, and how is it different from the role Buchner served before. She said her question related to the budget is if there is going to be an emphasis on the enforcement piece and issuing citations then is there expected to be a corresponding increase in the need for legal services for those fighting the enforcement? She just wants to ensure the Agency is prepared for the possibility. Avy explained Buchner’s previous role was a mix of Office Manager and permitting. Buchner assumed more permitting duties after Kelly Wood left the Department. A special enforcement emphasis is not planned or anticipated, although it might be an option if education and guidance is not effective.

   Ashford asked if there was an increase in salary with Buchner’s change in title and Riddell explained there is a salary change because her title and classification went from an Office Manager to a Natural Resource Specialist, which was already budgeted for as Wood’s position. Maffei asked if that left room in the budget for an office manager. Riddell said the Agency recently hired an Office Operations Assistant that was already in the budget.
Kozlowski said she was impressed with the details in the narrative and thinks it was well done.

Riddell said she still has some standard reporting to do, and the financial reports came in last Thursday totaling about 180 pages. She thanked Jeremiah and Ashford for calling in while on vacation.

Board Action: Jeremiah moved to approve the DOGAMI Governing Board authorizes Chair Maffei to sign and certify the DOGAMI 2019-2021 Agency Request Budget on behalf of the Governing Board. Ashford seconded. Motion carried.

4) Public Comment:

Chair Maffei asked for public comment. No public comments.

5) Board Adjourn:

At the conclusion of the public comment period, Chair Maffei adjourned the meeting at 12:13 p.m.

APPROVED

Laura Maffei, Chair
Introduction
The Oregon coast is one of the most dynamic coastal landscapes in North America, evident by its sandy beaches, coastal cliffs, and the Pacific Ocean that serves to erode and change the coast. It is these qualities along with its various natural resources that have drawn people to live along its narrow shores. The local geology and geomorphology of the region have limited development to low-lying areas, chiefly on dunes, barrier spits, or along coastal bluffs present along the open coast, and to low-lying areas adjacent to the numerous estuaries that make up the coast. Increasingly, coastal communities are under threat from a variety of natural hazards, including coastal erosion (short and long-term), landslides, earthquakes, and potentially catastrophic tsunamis generated by the Cascadia subduction zone (CSZ). Over time, these hazards are gradually being compounded, in part due to the degree of development that has evolved on the coast and enhanced to some extent by planning and land-use development practices that have not fully considered geologic hazards (Fig. 1). A major focus of the DOGAMI Newport coastal field office is to provide the technical information that can bridge science with community solutions.

Stop #1: Coastal Erosion Hazards and the ‘Jump-Off-Joe’ Fiasco
The Oregon coast is made up of a series of littoral cells bounded in the north and south by intrusive basalt outcrops such as Yaquina Head (Tertiary age) and Cape Foulweather (Miocene) 8 miles to the north. Interspersed between the basalt are coastal bluffs formed in Tertiary sediments, including Nye siltstone-mudstone and Astoria sandstone units. These sediments are overlaid with latest Holocene beach sand, which drape over the bluffs, and form the broad, gently sloping beaches characteristic of the central Oregon coast. The headlands extend sufficiently far into the ocean that they form natural barriers to alongshore sediment transport from beaches to the north and south. Further, because there is no significant riverine sand source to many of Oregon’s littoral cells, the contemporary beach sand budgets are limited to what you can see on the beach, in the nearshore to depths of ~15 m (45 ft) and from erosion of dunes and bluffs.

Oregon’s beaches began actively forming around 5,000-7,000 years ago, as sea level approached the present level; 18,000 years ago, sea level was ~400 ft lower than what it is today. Between ~12,000 and 7,000 years, sand from as far south as the Klamath Mountains in northern California was being transported along our coastline, and as sea level approached present day levels was driven landward to form the beaches today. Currently, the central coastal is experiencing ongoing sea level
rise (~ 1.3 mm/yr) as well as effects from extreme storms (waves > 40 ft) that are contributing to the development of chronic erosion hazards.

Over the past two decades, DOGAMI coastal staff have initiated numerous studies that have address a suite of geological hazard issues. The results of these efforts are summarized in 50 articles published in international scientific journals, along with another 60 DOGAMI technical reports. These studies include the development of first generation coastal hazard maps that depict future erosion on both dunes and bluffs (used by cities and county planning departments), change analyses of the coastal strip, coastal observation programs to document seasonal, interannual, to decadal changes taking place on beaches and bluffs (used by geotechnical consultants, state and local agencies), new coastal hydraulic analyses of wave runup, overtopping and inundation of coastal shorelands (used by FEMA and local government for flood insurance rate maps), landslide studies (partnerships with ODOT and the USGS), soft forms of coastal engineering (OPRD, ODOT, USACE), tsunami inundation mapping and modeling (used by the public, local, and state agencies), first and second generation tsunami evacuation modeling (used by local and state agencies and the public), tsunami maritime guidance (port authorities, USCG, recreational and commercial fishers), and tsunami wayfinding signage (the public).

Jump-Off-Joe
Jump-Off-Joe was a 100 ft tall sea stack (Fig. 2, top) composed of middle Miocene sandstone (Astoria Formation). Legend has it that Joe, an Indian, jumped to his death while being pursued for a crime he did not commit. Joe’s lover Mishi also jumped but survived and placed a curse on the site. The curse lives on...

Fig 2. Top] late 1800s era photo of Jump-Off-Joe; Middle) 1868-1967 coastal changes; Bottom) oblique view of the 1942 Coast St landslide that occurred to the south of Jump-Off-Joe (the latter is identified on the left side of the photo).
In 1942, a large landslide in the bluff immediately south of Jump-Off-Joe slumped destroying a dozen homes (Fig. 2 middle & bottom). In spite of ongoing movement in the area, a certified geologist determined that the site was stable, which led to the construction of a condominium at the site in 1982; despite the obvious landslide failure to the south of Jump-Off-Joe and some of the highest erosion rates on the central coast. The local Newport government approved the development. Within 3 years before construction was even completed, slope retreat caused the foundation to fail and the city eventually ordered the destruction of the condos. The developers, contractor and lumber company and insurance company were bankrupted, while the geologist lost their license.

One of the earliest projects DOGAMI coastal staff were involved in was the development of new coastal erosion hazard zones for the central to northern Oregon coast. The maps were at the request of local Government (e.g. Tillamook and Lincoln County), the Department of Land Conservation and Development (DLCD) agency, and local cities. The new hazard maps reflected a two-pronged approach to address both dune and bluff-backed beaches. Dune erosion modeling used a geometric model that required knowledge of the combined effects of extreme storm wave runup and tides, along with knowledge of the local beach slope. These data were used to project the storm induced erosion for a range of forecasted return periods (e.g. 60-year High hazard zones). Similar efforts were directed at mapping coastal bluff retreat and landslide block failures (Fig. 3). This latter effort incorporated information of the local geology, calculated bluff erosion rates, and historical and existing landslide information.

Fig 3. Example coastal erosion hazard maps developed for Lincoln County in 2004. These maps have been adopted by Newport as report triggers for more detailed site-specific investigations.
Stop #2: Yaquina Head State Park – Tsunami Hazards: Towards Building a Culture of Awareness

It's not a question of if Oregon will experience the next great earthquake and accompanying tsunami, but a question of when. The Oregon vision is for coastal residents and visitors fully prepared for and resilient to Cascadia tsunamis, which will reach the coast within 15-20 minutes after a CSZ earthquake. Only when a great earthquake triggers instinctive evacuation by coastal residents and visitors will this vision be fully realized (Fig. 4). To address the hazard, and with support from NOAA’s National Tsunami Hazard Mitigation Program (NTHMP) our efforts over the past decade have focused on three key areas: mapping and modeling of the expected inundation, building a culture of awareness through outreach, and most recently new evacuation route and maritime modeling efforts.

Fig 4. Oregon’s tsunami program

Previous mapping of tsunami hazard zones carried out in the late 1990s and early 2000 was implemented on a community-by-community basis and would have taken ~18 years to complete. In 2009, DOGAMI was successful in obtaining a multi-million-dollar grant from NOAA’S National Tsunami Mitigation Program (NTHMP) to accelerate tsunami inundation mapping for the Oregon coast, using the best available science on subduction zone geophysics, high resolution digital terrain models including lidar, and sophisticated numerical modeling. These second generation tsunami evacuation maps were completed in 2013 and can be found in an online portal1, while evacuation brochures for every

1 [http://nvs.nanoos.org/TsunamiEvac](http://nvs.nanoos.org/TsunamiEvac)
community are available through the Oregon tsunami clearinghouse\(^2\). Statistics indicate that the online maps are used almost daily by visitors to the coast. Furthermore, the maps are helping state and local Government to guide the installation of tsunami wayfinding signage (e.g. Entering and Leaving tsunami hazard zone signs) along key evacuation routes and on Oregon’s coast highway system, (e.g. Highway 101). Most recently, DOGAMI has partnered with NANOOS to integrate additional GIS layers (e.g. evacuation routes and elevation markers) into the online portal, complete development of a build-your-own brochure tool, and update smartphone apps that include the evacuation zones, address searching, and the ability to locate oneself.

**Stop #3: Safehaven Hill - Tsunami Evacuation Modeling**

With the completion of tsunami inundation modelling and mapping for the Oregon coast, and with funds from the NTHMP and DLCD (NOAA Special merit and NOAA Coastal Resilience), DOGAMI staff are now evaluating the most effective evacuation routes for coastal communities, and importantly how long it takes to evacuate residents. This approach is termed “Beat-the-wave” (BTW) tsunami evacuation modeling. The approach uses our detailed tsunami model data and information on the terrain (slope, distance, and whether it is sand or paved roads) to evaluate how long it will take people to evacuate *(Fig. 5)*. A key part of this this work is the ability to evaluate situations that could make evacuation more difficult, including failure of non-retrofitted bridges, landslides, liquefaction, or allow for improvements in evacuation (e.g. the building of vertical evacuation structures). These data can be used by coastal planners to solicit funding support needed to allow for improving and hardening existing evacuation routes, retrofitting bridges to withstand strong shaking, and potentially the building of vertical evacuation structures.

To date, we have completed tsunami evacuation modeling in *Seaside, Warrenton, Rockaway Beach,* and *Cannon Beach*. Modeling has also been completed for *Pacific City, Reedsport/Winchester Bay,* and *Florence*. Modeling is currently underway for several new communities including *Waldport/Bayshore, Neskowin, Netarts/Oceanside, Cape Meares,* and *Newport*.

The effects of a local CSZ earthquake could severely cripple ship operations on the Columbia River. Economic losses from port and harbor closure following the Japan tsunami was estimated at \$3.4 Billion/day, while 26 large ships were lost. To better understand the effects of both a maximum considered distant and local tsunami on the Columbia River, DOGAMI in partnership with Dr. Joseph Zhang at Virginia Institute of Marine Science have recently completed new tsunami modeling simulations that account for tidal fluctuations, riverine flows, landscape friction, as well as tsunami dispersion up the estuary and river. These new model results *(Figs. 6 & 7)* are being used to develop new tsunami inundation maps for southwest Washington, and to assist mariners operating along the Columbia River by developing guidance for how to respond to either a distant or local tsunami.

\(^2\) [http://www.oregongeology.org/tsuclearinghouse/default.htm](http://www.oregongeology.org/tsuclearinghouse/default.htm)
Fig 5. Beat the wave evacuation map for Seaside, Oregon.
Fig 6. Ensemble results for 7 simulations (variable tides and river flows) showing the maximum current velocities generated for an XXL1 scenario. Grey circles depict the locations where time series of the tsunamis have been generated.
Fig 7. Maximum tsunami elevations along the Columbia River navigation channel; wave arrival times are included in parentheses.
To: Chair, Vice-Chair, and members of the DOGAMI Governing Board
From: Lori Calarruda, Executive Assistant
Date: September 21, 2018

Regarding: Agenda Item 4 – Proposed 2019 Board Meeting Dates

Below are the Proposed 2019 Board Meeting Dates.

Proposed dates:

March 18, 2019 (Monday) – alternate date is March 19, 2019 (Tuesday)

June 24, 2019 (Monday) – alternate date is June 28, 2019 (Friday)
[Board Workshop/Retreat – Summer]

September 20, 2019 (Friday) – alternate date is September 23, 2018 (Monday)

December 13, 2019 (Friday) – alternate date is December 9, 2019 (Monday)

Proposed Board Action: The Proposed Board Meeting Dates be Approved/Approved as amended/Not Approved.
To: Chair, Vice-Chair, and members of the DOGAMI Governing Board
From: Board Members Scott Ashford and Linda Kozlowski
Date: September 21, 2018

Regarding: Agenda Item 5 – Tsunami Line Subcommittee Recommendations

Board Members Scott Ashford and Linda Kozlowski will present the tsunami line subcommittee recommendations.

Proposed Board Action: The Board will be asked to take an action on this item.
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board

From: Bob Houston, Interim Legislative Coordinator

Date: September 21, 2018

Regarding: Agenda Item 6 – Legislative Concepts (LCs) Update

Bob Houston, Interim Legislative Coordinator, will provide an update on the Legislative Concepts (LCs) submitted by DOGAMI.

*Proposed Board Action: The Board will not be asked to take an action on this item.*
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board

From: Bob Houston, Interim Legislative Coordinator

Date: September 21, 2018

Regarding: Agenda Item 7 – Key Performance Measures (KPM) FY 2017-2018 Data Report

Attached is the draft Annual Performance Progress Report (APPR) for your review.

In addition, for KPM #6, Governance, on an annual basis the Board reviews and responds affirmatively or negatively to the following best practice criteria:

1) Executive Director’s performance expectations are current;
2) Executive Director receives annual performance feedback;
3) The agency’s mission and high-level goals are current and applicable;
4) The Board reviews the Annual Performance Progress Report;
5) The Board is appropriately involved in review of the agency’s key communications;
6) The Board is appropriately involved in policy-making activities;
7) The agency’s policy option packages are aligned with their mission and goals;
8) The Board reviews all proposed budgets;
9) The Board periodically reviews key financial information and audit findings;
10) The Board is appropriately accounting for resources;
11) The agency adheres to accounting rules and other relevant financial controls;
12) The Board members act in accordance with their roles as public representatives;
13) The Board coordinates with others where responsibilities and interests overlap;
14) The Board members identify and attend appropriate training sessions;
15) The Board reviews its management practices to ensure best practices are utilized.

Proposed Board Action: The Board approves the revisions to the 2018 Annual Progress Performance Report as presented/revised.
### Approved Key Performance Measures (KPMs)

<table>
<thead>
<tr>
<th>KPM #</th>
<th>Key Performance Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HAZARD AND RISK ASSESSMENT COMPLETION - Percent of population residing in Oregon Urban Growth Boundary Areas (UGBs) that have completed geologic hazard and risk assessments that are suitable to initiate Department of Land Conservation and Development goal 7 planning for earthquake, landslide, tsunami, coastal erosion, volcanic and flooding hazards.</td>
</tr>
<tr>
<td>2</td>
<td>DETAILED GEOLOGIC MAP COMPLETION - Percent of Oregon where geologic data in the form of high resolution maps have been completed to be used for local problem solving.</td>
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<tr>
<td>3</td>
<td>LDAR DATA COMPLETION - Percent of Oregon (sq. miles) with lidar data at USGS quality level 2 or better.</td>
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<td>4</td>
<td>PERCENT OF MINE SITES INSPECTED BIENNALLY - Percent of permitted mine sites inspected biennially.</td>
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<tr>
<td>5</td>
<td>CUSTOMER SERVICE - Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.</td>
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<tr>
<td>6</td>
<td>GOVERNANCE - Percent of yes responses by Governing Board members to the set of best practices.</td>
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### Performance Summary

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HAZARD AND RISK ASSESSMENT COMPLETION - Percent of population residing in Oregon Urban Growth Boundary Areas (UGBs) that have completed geologic hazard and risk assessments that are suitable to initiate Department of Land Conservation and Development goal 7 planning for earthquake, landslide, tsunami, coastal erosion, volcanic and flooding hazards.

Data Collection Period: Jul 01 - Jul 01

* Upward Trend = positive result

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How Are We Doing
In recent years, DOGAMI has developed state of the art techniques for mapping areas at risk from various natural hazards and completing detailed risk assessments for those hazards. This type of information is needed for Oregon communities to plan for future disasters and improve their resilience. This KPM will measure progress towards a new goal of providing this data for all Oregon cities over the course of the next few biennia.

Factors Affecting Results
The completion of hazards risk assessments is dependent on funding from local, state, and federal resources.
KPM #2 DETAILED GEOLOGIC MAP COMPLETION - Percent of Oregon where geologic data in the form of high resolution maps have been completed to be used for local problem solving.

Data Collection Period: Jul 01 - Jul 01

* Upward Trend = positive result

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**How Are We Doing**

The KPM was legislatively approved following the 2017 Legislative Session. This KPM tracks the completion of high resolution geologic maps in Oregon’s nominal inhabited area. The agency gathered data from July 1, 2017 through June 30, 2018 and determined the percent coverage of existing high resolution geologic maps to obtain an initial baseline percentage of Oregon’s nominal inhabited areas with high resolution geologic maps.

**Factors Affecting Results**

Compiling high resolution geologic maps data in nominal inhabited area is dependent on funding from local, state, and federal resources.
KPM #3  LIDAR DATA COMPLETION - Percent of Oregon (sq. miles) with lidar data at USGS quality level 2 or better.
Data Collection Period: Jul 01 - Jul 01

* Upward Trend = positive result

<table>
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<th>Report Year</th>
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**How Are We Doing**
The KPM was legislatively approved during the 2017 Legislative Session. This KPM tracks the percentage Oregon with lidar data at USGS quality level 2 or better. The agency gathered this data from July 1, 2017 through June 30, 2018 and determined the percentage of Oregon with existing lidar data at USGS quality level 2 or better to obtain an initial baseline percent of Oregon with lidar data at USGS quality level 2 or better.

**Factors Affecting Results**
Obtaining lidar data is dependent on funding through local, state, and federal resources.
KPM #4  PERCENT OF MINE SITES INSPECTED BIENNALLY - Percent of permitted mine sites inspected biennially. Data Collection Period: Jul 01 - Jul 01

* Upward Trend = positive result

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How Are We Doing
The KPM was legislatively approved during the 2017 Legislative Session. This KPM tracks the percentage mine sites inspection biennially of the total number of mine sites. This data represents the percentage of the total number of mine sites inspected during the first half (July to June, 2017-18) of the 2017-19 biennium.

Factors Affecting Results
Completing sites inspections is dependent on funding and staffing resources.
CUSTOMER SERVICE - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.

Data Collection Period: Jul 01 - Jul 01

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How Are We Doing
The agency’s customer service performance has improved in all areas except “Overall Service” where the percentage dropped 85% in 2017 to 81% in 2018. Survey responses in 2018 were limited in number (13 responses) and targeted very limited venues.

Factors Affecting Results
Customer surveys responses were gathered following meetings and in response to an online survey program from geoscience stakeholders. Multiple factors can influence response rates. To reach stakeholders, surveys are distributed following meeting and emailed web-links to the online survey program. Opportunities to improve customer survey engagement will become a focus moving forward.
KPM #6  GOVERNANCE - Percent of yes responses by Governing Board members to the set of best practices.

Data Collection Period: Jul 01 - Jul 01

* Upward Trend = positive result

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<td>Target</td>
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**How Are We Doing**

Best Practice Criteria: 1) Executive Director’s performance expectations are current; 2) Executive Director receives annual performance feedback; 3) The agency’s mission and high-level goals are current and applicable; 4) The Board reviews the Annual Performance Progress Report; 5) The Board is appropriately involved in review of the agency’s key communications; 6) The Board is appropriately involved in policy-making activities; 7) The agency’s policy option packages are aligned with their mission and goals; 8) The Board reviews all proposed budgets; 9) The Board periodically reviews key financial information and audit findings; 10) The Board is appropriately accounting for resources; 11) The agency adheres to accounting rules and other relevant financial controls; 12) The Board members act in accordance with their roles as public representatives; 13) The Board coordinates with others where responsibilities and interests overlap; 14) The Board members identify and attend appropriate training sessions; 15) The Board reviews its management practices to ensure best practices are utilized.

**Factors Affecting Results**

The board and agency have worked diligently to formalize standard operating policies and procedures in administration, finance, human resources and information technology. In addition, the board completed the Director’s Performance Evaluation in 2018.
Staff Report and Memorandum

To:        Chair, Vice-Chair, and members of the DOGAMI Governing Board
From:      Kim Riddell, Chief Financial Officer
Date:      September 21, 2018

Regarding: Agenda Item 9 – Financial Report

Attached is the DOGAMI Budget Status Report, as of August 31, 2018 for the Geological Survey and Services (GS&S) Program and the Mineral Land Regulation & Reclamation (MLRR) Program.

Proposed Board Action: The Budget Status Report be Approved/Not Approved as presented.
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<td>Other Funds</td>
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### Mineral Land Regulation & Reclamation (MLRR) Program

#### 2017-19 Budget by Funding Source

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<th>Other Funds</th>
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<td>2017-19 Revenue</td>
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<td><strong>Expenditures:</strong></td>
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<tr>
<td>Services &amp; Supplies</td>
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<td>Roads &amp; Drainage Maintenance</td>
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#### Reclamation Guarantee Fund

- 47 Cash Security's: 448,123
- 2 Security release: (28,860)
- 8new Security: 180,662

Total - 529,322
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board

From: Sarah Lewis, MLRR Program Manager

Date: September 21, 2018

Regarding: Agenda Item 10 – Calico Update

Sarah Lewis, MLRR Program Manager will provide an update on Calico/Grassy Mountain.

*Proposed Board Action: The Board will not be asked to take an action on this item.*
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board
From: Sarah Lewis, MLRR Program Manager
Date: September 19, 2018

Regarding: Agenda Item 11 – MLRR Update

Sarah Lewis, MLRR Program Manager, will provide an update on MLRR and report on the following topics:

1) Management Transition
2) Permit Status Summary

Proposed Board Action: The Board will not be asked to take an action on this item.
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board

From: Jed Roberts, GS&S Manager

Date: September 21, 2018

Regarding: Agenda Item 12 – GS&S Update

GS&S Manager Jed Roberts will provide an update on GS&S.

*Proposed Board Action: The Board will not be asked to take an action on this item.*
Staff Report and Memorandum

To: Chair, Vice-Chair, and members of the DOGAMI Governing Board

From: Brad Avy, Director & State Geologist

Date: September 24, 2018

Regarding: Agenda Item 13 – Director’s Report

Director Avy will deliver his report on the following topics:

1) Board Appointments
2) Rotational Supervisor/Manager Interviews
3) Strategic Planning
4) Affirmative Action Plan

Proposed Board Action: The Board will not be asked to take an action on this item.