

**OSB ENVIRONMENTAL AND NATURAL RESOURCES SECTION
EXECUTIVE COMMITTEE MEETING**

Tuesday, April 19, 2022 – 12:00 pm

Present: Caylin Barter, Chris Thomas, Sadie Normoyle, Maura Fahey, Megan Beshai, Dominic Carollo, Marika Sitz, Avalyn Taylor, John Mellgren, Olivier Jamin, Laura Kerr, Cassie Roberts, Stacy Owen (Bar liaison), JB Kim (OSB Director of Diversity & Inclusion)

Quorum (minimum of 9 of 17) – Quorum reached

Excused: Ryan Shannon, Mike Eliason, Lindsay Thane

Unexcused: Sara Ghafouri, Jules Dellinger

Section Members & General Public (non-EC): none

Meeting commenced at 12:04 with quorum.

MINUTES

1. Approval of Minutes (Chris Thomas)

Megan moved to approve the minutes and Marika seconded. Olivier abstained. All others present voted in favor. The motion to approve the minutes passed.

2. OSB Diversity Action Plan Presentation (JB Kim, OSB Director of Diversity & Inclusion)

JB Kim, the OSB Director of Diversity & Inclusion, first introduced herself and her role with the OSB. She then transitioned to introducing the [Diversity Action Plan](#) (DAP), the third iteration of this plan. JB explained that the DAP is organized hierarchically. At the highest level the DAP is organized into three themes:

- (i) Regulate the Legal Profession and Improve the Quality of Legal Services;
- (ii) Support the Judiciary and Improve the Administration of Justice; and
- (iii) Advance a Fair, Inclusive, and Accessible Justice System.

Each of these themes contains distinct goals, each goal has specific strategies to achieve those goals, and every strategy is comprised of discrete actions to advance the strategy. In total the DAP is comprised of the 3 themes, 7 goals, 30 strategies, and 120 action items. JB then discussed how the aim is to achieve some actions this year, while others are longer-term efforts. Although there are many facets to the DAP, it generally defines the current organizational direction.

JB then discussed the DAP development process. Specifically, in creating the DAP they were cognizant that the process had to be inclusive and they needed to check-in with stakeholders at various stages of Plan development. Following each of the multiple stakeholder check-ins, an effort was made to incorporate as much of the input received into the DAP as was feasible. The final Diversity Action Plan (2021-2023) is the result of this iterative process.

JB next encouraged the Section to independently review the DAP. Caylin questioned whether there are specific takeaways or actions that Sections are encouraged to take to help achieve the goals. JB replied that there are a series of actions that have been assigned to Member Services, including looking at increasing diversity within leadership (including on Executive Committees), collecting demographic information from Member Services, identifying any underrepresentation in the Section and/or EC, and consider means to improve diversity. For individual Sections this may include actively trying to recruit people that improve diversity and bring different voices into the mix.

Caylin also asked whether any guidance or recommendations exist for CLE programming that could help improve diversity. JB responded that this is something the OSB is working to evaluate. However, as they operate within the constraints of the *Keller* decision, the OSB has limits on its discretion. Regardless, the Sections are encouraged to strive to get diverse speakers and perspectives for CLEs.

JB also thanked the ENR Section for the donation to help support stipend for diversity internship placement. She then inquired about upcoming CLEs and events. Marika and Megan provided a brief overview of the annual CLE and other anticipated events. Caylin thanked JB for coming, the OSB for making her available, and the ENR Section's Diversity Subcommittee for arranging the discussion. As a closing thought, JB encouraged anyone with questions to contact her.

3. Chair's Report (Caylin Barter)

Caylin informed the EC that she received email about a Professionalism award that is currently accepting nominations, she will forward the message to EC in case anyone has a potential nomination.

Caylin then announced that Diversity ENR Internship has been awarded. Sadie explained that Jenna Ayers will be working for the Western Environmental Law Center, specifically helping with wildlands litigation as well as designing a fellowship.

Caylin next informed the EC that the Sustainable Future Section emailed the ENR Section about a CLE for Earth Day. Caylin also recently received email about ABA's Student Writing Competition, Caylin offered to forward the email if anyone knows students that would be interested.

The OSB sent revised guidance for in-person meetings in advance of the EC meeting—starting on May 1st in-person meetings will be allowed and a physical location will be required for all meetings. Caylin replied to the OSB asking about how that will work when meetings aren't going to be in physical location. Stacy does not have any insight about that at this time but will help to facilitate communications with Danielle at the OSB. John asked about the notice requirements for subcommittee meetings. Stacy responded that substantive conversations often constitute meetings that should be noticed.

4. Bar Liaison Report (Stacy Owen)

Stacy does not have anything else to add at this time.

5. Treasurer's Report (Dominic Carollo)

Dominic discussed March financial report and reported that there have not been any significant changes. The current balance is \$17,763.

Dominic reported that he did receive a spreadsheet from OSB that identifies non-renewing section members. Caylin explained that in past years the list was shared with the EC so that individual EC members could contact people within their networks about their membership status. Dominic will do some additional outreach to specific individual and will report back at next meeting. A final note from Stacy that we cannot mass email Section about membership status.

6. Publications

a. ENR Deskbook (Megan Beshai/Mark Strandberg (non-EC member)/Kirk Maag (non-EC member))

Megan explained that she has been in communication with OSB but the contact has been out sick so their meeting has been postponed. She has no other updates at this time.

b. Case Notes (Megan Beshai)

Megan informed the EC that first Case Notes is ready for publication. Is working on getting posted to website before sending out to the Section very soon.

c. E-Outlooks (Chris Thomas/Jules Dellinger)

Chris reported that he has been in communication with John and expects to finalize the next edition of the E-Outlook in the next week or so. This edition will provide an overview of the aspects of the recent legislative session relevant to the Section members. Chris also expressed a desire to get back to a more routine schedule and encouraged the EC to reach out if they had potential subjects or materials for future E-Outlook editions.

7. Education/CLE

a. Brownbags (John Mellgren/Olivier Jamin/Marika Sitz)

Marika explained that they are aiming for May 4th at noon to host the Timber Accords brownbag. She explained that they have secured some panelists and are currently waiting to hear from Governor's office about getting a panelist from the state. There has been some discussion about the potential for additional panelist(s). Marika is working on drafting description and expects to send notice to the Section in the next few days.

b. Field Trips (Avalyn Taylor/Megan Beshai/Caylin Barter)

Avalyn informed the EC that the Field Trip Subcommittee recently met and decided to work on field trip to Linton Plywood site that is being used to generate NRDA credits. She has not heard back from her contact but will reach out again soon.

Megan reported that she is working on developing a field trip in Central Oregon and has been in communication with Deschutes Land Trust. Megan is also looking into pairing this with a tour of the Deschutes Brewery given the Brewery's sustainability efforts. Megan is further meeting with a colleague about touring a restoration site in the region and hopes to have more information soon.

Megan asked for feedback about a field trip in August or September in order to avoid scheduling conflicts. Caylin responded that conflicts are unlikely but something to keep in mind.

c. Annual CLE (Ryan Shanno/Sara Ghafouri/Cassie Roberts/Lindsay Thane/Mike Eliason/Olivier Jamin/Laura Kerr/Avalyn Taylor)

Avalyn communicated that the Annual CLE Subcommittee is having their first meeting on April 28th. She is not sure if notice has been provided to the OSB, Caylin asked Avalyn to check with Ryan to make sure that timely notice is provided.

d. Legislation (Laura Kerr/Mike Eliason)

Laura reported that she and Mike are going to touch base soon. She does not have anything to report at this time but will likely have updates at next meeting.

7. Committees

a. Pro Bono (Olivier Jamin/Dominic Carollo)

No update at this time.

b. Diversity (Maura Fahey/Sara Ghafouri/Sadie Normoyle)

Maura explained that she doesn't have much to report, just need to do some follow-up about stipend. Maura did express the hope that next year we would want to get notice about the stipend out in order to generate more interest. Caylin responded that we may want to get some guidance about the outreach in order to be sensitive to various privacy and equity considerations

c. Executive Committee Membership (Sara Ghafouri/Maura Fahey/Non-EC Member)

No updates to report at this time.

d. Annual Award/Meeting (Dominic Carollo/Sara Ghafouri/non-EC member)

No updates to report at this time.

10. Other/New Business (Caylin Barter)

No other matters or new business to discuss.

Meeting adjourned at 1:05 pm.

Oregon State Bar Statement of Activities - Actual vs Budget

	Month Ending March 31, 2022 <small>Actual</small>	Year To Date March 31, 2022 <small>Actual</small>	Year Ending December 31, 2022 <small>Budget</small>	December 31, 2022 <small>% of Budget</small>	Month Ending March 31, 2021 <small>Current Month-PY</small>	Year To Date March 31, 2021 <small>Prior Year</small>
Operating Revenue						
Registrations	0	0	4,360	0.0 %	0	0
Membership Fees	100	11,725	12,375	94.7 %	100	11,600
Total Operating Revenue	\$ 100	\$ 11,725	\$ 16,735	70.1 %	\$ 100	\$ 11,600
Expenditures						
Conferences / Seminars	0	0	5,900	0.0 %	0	0
Education	0	0	3,000	0.0 %	0	0
Gifts & Awards	0	3,205	3,600	89.0 %	0	278
OSB Support Service Assessment	67	4,873	5,273	92.4 %	48	4,912
MCLE Sponsorship Applications Fee	0	0	300	0.0 %	0	0
Miscellaneous Expense	0	0	500	0.0 %	0	0
Annual Event	0	0	2,500	0.0 %	0	0
Telephone - Conference Calls	20	60	200	30.0 %	20	40
Total Expenditures	\$ 87	\$ 8,138	\$ 21,273	38.3 %	\$ 68	\$ 5,230
Change In Net Assets	\$ 14	\$ 3,587	\$ (4,538)	(79.0) %	\$ 33	\$ 6,370
+ Net Assets - Beginning	\$ 17,749	\$ 14,176	\$ 0	0.0 %	\$ 20,089	\$ 13,751
Net Assets - Ending	\$ 17,763	\$ 17,763	\$ (4,538)	(391.5) %	\$ 20,122	\$ 20,122
Paid Headcount	469	469	0	0.0 %	464	464
Comp Headcount	44	44	0	0.0 %	53	53
Section Member Count	513	513	0	0.0 %	517	517

**Oregon State Bar
Section Detail Report
For Current Month (03/01/2022 to 03/31/2022)**

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Project	Project Name	Location	JNL	Debit	Credit	Balance
4405 - Membership Fees (Balance Forward As of 03/01/2022)											
03/31/2022	03/31/2022	1133	Orders	813	Section	Section	100	APTJ		100.00	0.00 (100.00)
Totals for 4405 - Membership Fees									0.00	100.00	(100.00)
Net Change for 4405 - Membership Fees											(100.00)
7745 - OSB Support Service Assessment (Balance Forward As of 03/01/2022)											
03/31/2022	03/31/2022	Sec Admn Fee	Mar Sec Admn Fee	813	100000	No Project	100	GJ	66.50		0.00 66.50
Totals for 7745 - OSB Support Service Assessment									66.50	0.00	66.50
Net Change for 7745 - OSB Support Service Assessment											66.50
7885 - Telephone - Conference Calls (Balance Forward As of 03/01/2022)											
03/31/2022	03/31/2022	Mar 2022 Zoom	Mar 2022 Zoom Subsc Svcs	813	100000	No Project	100	GJ	20.00		0.00 20.00
Totals for 7885 - Telephone - Conference Calls									20.00	0.00	20.00
Net Change for 7885 - Telephone - Conference Calls											20.00
Grand Total									86.50	100.00	(13.50)