

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

Tuesday, February 20, 2024 – 12:00 p.m.

Members: Jessica Bernardini, Ryan Shannon, Sara Ghafouri, Dominic Carollo, Chris Thomas, Sage Ertman, Mike Eliason, Laura Kerr, Hannah Goldblatt, David Hori, Lynne Dzubow, Maureen Bayer, Lindsay Thane, Marika Sitz, Cassie Roberts, Rebeka Dawit, and Olivier Jamin.

Present: Jessica Bernardini, Sara Ghafouri, Dominic Carollo, Chris Thomas, Sage Ertman, Mike Eliason, Laura Kerr, Hannah Goldblatt, David Hori, Lynne Dzubow, Maureen Bayer, Lindsay Thane, Marika Sitz, Cassie Roberts, Rebeka Dawit, and Olivier Jamin.

Quorum (minimum of 9 of 16) – Quorum reached.

Excused: Ryan Shannon

Unexcused: Mike Eliason

Section Members & General Public (non-EC): Stacy Owen (OSB)

Meeting commenced at 12:09 with quorum.

**LOCATION**

By Zoom Video Conferencing:

<https://us02web.zoom.us/j/81531042012?pwd=bFQwUmhqRTlrWk5XdMZFVfdrVitXdz09>

Meeting ID: 815 3104 2012

Passcode: 587516

By Phone: 1-253-205-0468

Meeting ID: 81531042012#,,,,\*587516# US

**MINUTES<sup>1</sup>**

**1. Approval of Minutes (Sara Ghafouri)**

Several corrections to members names and participation on subcommittees. Chris Thomas moved to approve the minutes as amended, and Hannah Goldblatt seconded. Cassie Roberts, Marika Sitz, Lindsay Thane, and Maureen Bayer abstained. The motion to approve the minutes passed.

**2. Chair's Report (Dominic Carollo)**

Dominic Carollo reported that his updates will be made during the subcommittee updates.

**3. Bar Liaison Report (Stacy Owen)**

Stacy Owen reported that the Oregon State Bar has a soft launch for Oregon Law Help, a joint project with the Bar and judicial department and legal aid to try to help people navigate information

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<sup>1</sup> A quorum of the ENR EC requires the attendance of at least 9 of the 17 members.

on legal topics and legal representation, with a focus on family law and housing issues. It can be found on the Bar's website, or directly through this link: <https://oregonlawhelp.org/>

#### **4. Treasurer's Report (Hannah Goldblatt)**

**Link to Financials:** <https://www.osbar.org/sections/financials.html>

Hannah Goldblatt reported on the financials. Operating revenues is \$6,465 just below budget, which is \$6,500. There has been a \$3,000 increase in net assets due to next year's membership dues. No changes in section member headcount, with 490 out of the 576 members being paid members. ENR Section is a little over budget for conferences and seminars.

#### **5. Publications**

##### **a. ENR Deskbook (Dominic Carollo, Sara Ghafouri, Sage Ertman, and Lynne Dzubow)**

Dominic Carollo reported that the subcommittee held its first meeting. There was discussion on the need to work on small chapters and to finalize the Section's plan for the four to five chapters that we want to update. We will need to confer with Linda Kruschke, the Legal Publications Manager for OSB. Linda has offered to talk to us as section and will join us next month.

Dominic and Sara committed to serving on the ENR Deskbook even after service on the EC ends.

##### **b. Case Notes (Hannah Goldblatt and Jessica Bernardini)**

Hannah Goldblatt reported that 2023 Q4 case notes will be circulated this Friday or next week. The subcommittee discussed having trouble recruiting volunteers but emailing the entire ENR listerv was fruitful. The subcommittee will turn to 2024 Q1 shortly thereafter.

Chris Thomas noted that editors have historical received repayment. Chris declined during his tenure. Stacy Owen followed up via email with the following:

Prohibition on EC Members Accepting Payment – Please see Article V, Section 6 of the Standard Section Bylaws, which reads: “No salary or compensation for services shall be paid to any member of the Section Executive Committee. Reimbursement may be allowed for travel and other out-of-pocket expenses for members of the Section Executive Committee and members of all Section standing and special committees if permitted by Section 7.5 of the OSB Bylaws and Board Policies.”

Here is a link to the Bylaws: [https://www.osbar.org/\\_docs/rulesregs/stsebylaws.pdf](https://www.osbar.org/_docs/rulesregs/stsebylaws.pdf).

##### **c. E-Outlooks (Dominic Carollo, Chris Thomas, Jessica Bernardini and David Hori)**

Chris Thomas reported that the subcommittee hopes to get the first edition out in the next month or so.

#### **6. Education/CLE**

##### **a. Brownbags (Sage Ertman, Olivier Jamin and Marika Sitz)**

Sage Ertman reported that the date for the PFAS Brownbag will be the week of April 8-12. Expert consultant has confirmed, but the subcommittee is still seeking a panelist from the government or public sector. Will plan a Legislative Brownbag for later in the year.

Olivier wanted to confirm that EC members can present for the Brownbag, if they are unable secure an additional panelist. EC Section confirmed that is no prohibition against EC members presenting.

##### **b. Field Trips (Maureen Bayer)**

Maureen Bayer reported. Will revisit the committee in the summer. Lynne Dzubow volunteered to join.

**c. Annual CLE (Laura Kerr, Mike Eliason, Sara Ghafouri, Hannah Goldblatt, Cassie Roberts and Mauren Bayer)**

Laura Kerr reported. Scheduled the Annual CLE, please save the date for October 16 at the McMenamins Edgefield. Subcommittee met last Friday to discuss the CLE content. Need one or two more committee members to join to assist.

Requested that the EC send potential topics. The committee is heavily made up of members who focus on public lands, forestry, cleanup and federal environmental law. The subcommittee identified that we are missing climate and air quality, tribal, public health and environmental justice perspectives.

**7. Committees**

**a. Pro Bono (Dominic Carollo and Olivier Jamin)**

Dominic is coming off pro bono. Olivier reported about the pro bono subcommittee.

**b. Diversity (Sage Ertman, Sara Ghafouri, Rebeka Dawit and Laura Kerr)**

Sage Ertman reported. Stipend recipients have been selected but no one for environmental stipend. The subcommittee intends to follow up with the OSB.

**c. Executive Committee Membership (Sara Ghafouri, Chris Thomas, Laura Kerr and non-EC member)**

Sara Ghafouri reported. The subcommittee will meet in July or August for its initial meeting.

**d. Annual Award/Meeting (Lindsay Thane, Chris Thomas, and non-EC member)**

Dominic Carollo expressed thanks to all that helped with the Annual Award/Meeting. EC members reported that it was a good event and nice to have an in-person meeting.

**e. Legislation (Mike Eliason)**

Dominic Carollo agreed to forward an email about Environmental and Natural Resources new legislation from the OSB.

**8. Technology (Hannah Goldblatt and Maureen Bayer)**

Nothing to report.

**9. Other/New Business (Dominic Carollo)**

Discussion regarding payment for people to assist with Deskbook editing. Stacy Owen followed up with the following information:

Dani Huck, OSB General Counsel, reviews all contracts and can likely provide templates. This may be helpful if you hire someone to assist with updating Desk Book sections. The new general email address for submitting contracts for review is [contracts@osbar.org](mailto:contracts@osbar.org).

Meeting concluded at 12:58.

## Oregon State Bar Statement of Activities - Actual vs Budget

	Month Ending January 31, 2024 <small>Actual</small>	Year To Date January 31, 2024 <small>Actual</small>	Year Ending December 31, 2024 <small>Budget</small>	December 31, 2024 <small>% of Budget</small>	Month Ending January 31, 2023 <small>Current Month-PY</small>	Year To Date January 31, 2023 <small>Prior Year</small>
<b>Operating Revenue</b>						
Membership Fees	7,725	7,725	0	0.0 %	11,350	11,350
Total Operating Revenue	\$ 7,725	\$ 7,725	\$ 0	0.0 %	\$ 11,350	\$ 11,350
<b>Expenditures</b>						
OSB Support Service Assessment	0	0	0	0.0 %	4,788	4,788
MCLE Sponsorship Applications Fee	0	0	0	0.0 %	40	40
Annual Event	1,465	1,465	0	0.0 %	3,157	3,157
Telephone - Conference Calls	20	20	0	0.0 %	20	20
Total Expenditures	\$ 1,485	\$ 1,485	\$ 0	0.0 %	\$ 8,005	\$ 8,005
<b>Change In Net Assets</b>	<b>\$ 6,240</b>	<b>\$ 6,240</b>	<b>\$ 0</b>	<b>0.0 %</b>	<b>\$ 3,345</b>	<b>\$ 3,345</b>
<b>+ Net Assets - Beginning</b>	<b>\$ 19,946</b>	<b>\$ 19,946</b>	<b>\$ 0</b>	<b>0.0 %</b>	<b>\$ 16,755</b>	<b>\$ 16,755</b>
<b>Net Assets - Ending</b>	<b>\$ 26,186</b>	<b>\$ 26,186</b>	<b>\$ 0</b>	<b>0.0 %</b>	<b>\$ 20,100</b>	<b>\$ 20,100</b>
<b>Paid Headcount</b>	<b>490</b>	<b>490</b>	<b>0</b>	<b>0.0 %</b>	<b>454</b>	<b>454</b>
<b>Comp Headcount</b>	<b>86</b>	<b>86</b>	<b>0</b>	<b>0.0 %</b>	<b>50</b>	<b>50</b>
<b>Section Member Count</b>	<b>576</b>	<b>576</b>	<b>0</b>	<b>0.0 %</b>	<b>504</b>	<b>504</b>

**Oregon State Bar**  
**Section Detail Report**  
 For Current Month (01/01/2024 to 01/31/2024)

Posted dt.	Doc dt.	Doc	Memo/Description	Department	Project	Project name	Location	JNL	Debit	Credit	Balance
<b>4405 - Membership Fees (Balance forward As of 01/01/2024)</b>											<b>0.00</b>
01/04/2024	01/04/2024		1527 Aptify Orders Batch - 20240104		813	Section	Section	100 APTJ		1,175.00	(1,175.00)
01/12/2024	01/12/2024		1540 Aptify Orders Batch - 20240112		813	Section	Section	100 APTJ		1,850.00	(3,025.00)
01/23/2024	01/23/2024		1543 Aptify Orders Batch - 20240123		813	Section	Section	100 APTJ		1,025.00	(4,050.00)
01/30/2024	01/30/2024		1550 Aptify Orders Batch - 20240130		813	Section	Section	100 APTJ		2,875.00	(6,925.00)
01/31/2024	01/31/2024		1552 Aptify Orders Batch - 20240131		813	Section	Section	100 APTJ		500.00	(7,425.00)
01/31/2024	01/31/2024		1553 Aptify Orders Batch - 20240131		813	Section	Section	100 APTJ		300.00	(7,725.00)
<b>Totals for 4405 - Membership Fees</b>									<b>0.00</b>	<b>7,725.00</b>	<b>(7,725.00)</b>
<b>Net change for - Membership Fees</b>											<b>(7,725.00)</b>
<b>7040 - Annual Event (Balance forward As of 01/01/2024)</b>											<b>0.00</b>
01/25/2024	01/25/2024		Jan24 EventBill - Elephants Catering & Events: catering svcs Jan24 Event catering svcs		813	100000	No Project	100 APJ	1,464.58		1,464.58
<b>Totals for 7040 - Annual Event</b>									<b>1,464.58</b>	<b>0.00</b>	<b>1,464.58</b>
<b>Net change for - Annual Event</b>											<b>1,464.58</b>
<b>7885 - Telephone - Conference Calls (Balance forward As of 01/01/2024)</b>											<b>0.00</b>
01/31/2024	01/31/2024		Jan24 ZoomJan24 Zoom Subsc Svcs Subsc Svcs		813	100000	No Project	100 GJ	20.00		20.00
<b>Totals for 7885 - Telephone - Conference Calls</b>									<b>20.00</b>	<b>0.00</b>	<b>20.00</b>
<b>Net change for - Telephone - Conference Calls</b>											<b>20.00</b>
<b>Grand total</b>									<b>1,484.58</b>	<b>7,725.00</b>	<b>(6,240.42)</b>