

yearly with SOLV, which provides approximately 30 volunteers for Council project workdays.

- **Tualatin Basin outreach.** The Council is a member of the Tualatin Basin Public Awareness Committee (TBPAC) a collaboration that funds watershed education outreach with schools and basin-wide Naturescaping programs; focuses on developing public awareness (through basin-wide signage, media messages, and development of new pet owner kits) to reduce stream bacteria traced to pet and wildlife excrement; and works collaboratively on other basin watershed issues. Members include municipalities, counties, park districts, sewage treatment and storm-water management agencies, and basin “Friends” groups.
- **Landowner involvement.** The Council participates in Gales Creek Neighborhood Night Out to foster and continue relationships that will lead to future restoration projects in the Gales Creek watershed. The Coordinator updates landowners on topics such as identification and treatment of aggressive plant species such as garlic mustard and Japanese knotweed and discusses observations of native fish populations with riparian landowners.

16. How often does the council meet?     monthly     quarterly     other \_\_\_\_\_

### Organization Improvement Efforts

17. a) When was the last self-evaluation for the council conducted? b) List the process used (OWEB or other self-evaluation). The Council’s last self-evaluation was conducted in October 2008, using the OWEB self-evaluation form.

18. How is the self-evaluation used, if at all, to make improvements in the organization? Provide up to three specific examples. For each example include the action(s) developed to address the concern, the outcome expected, and the timeline for implementation.

**The Council participated in a self-evaluation at its October 2008 meeting and will address the three priority concerns before June 2011. The following items will be addressed.**

**#7: Members are aware of and involved in projects and/or activities.**

**Action:** The Coordinator will meet with members that are not actively participating on committees that were established to implement the 2008 Strategic Plan. Together they will decide how their interests and abilities match with the different committees and encourage them to participate. The Coordinator will also work with the committees to assure the interest and enthusiasm is maintained.

**Outcome:** Maintain Council member participation on the Council committees developed to implement the Council strategic plan.

**Timeline:** October 2008 to June 2011. Reports will be made to the Council on an annual basis in October 2009 and October 2010.

**#34: Projects implemented by the Council are monitored for their effectiveness.**

**Action:** The Restoration and Enhancement Committee will develop monitoring programs that can be used to monitor the effectiveness of the restoration projects initiated and implemented by the Council. They will also develop a frequency of monitoring that is sufficient to assure problems are identified in a timely manner for efficient corrective action. When necessary, plans for corrective action will be developed and implemented.

**Outcome:** The restoration projects that are undertaken by the Council will be sustainable into the

future. Monitoring reports will be stored in the project files. Whenever possible, pictures will also be included.

**Timeline:** The monitoring programs will be developed by October 2009 and implemented as soon as they are developed. Once programs are implemented, the programs will be ongoing according to the schedule developed for each project.

**#39: Our Council works to increase citizen understanding of watershed conditions and concerns.**

**Action:** The Council will participate with partners to provide citizens a better understanding of watershed conditions. The Council will do this by hosting watershed project tours, increasing media coverage of watershed conditions and ways to improve conditions, working with students to monitor water quality conditions, developing workshops on solutions to watershed problems, providing opportunities for the public to participate in environmentally beneficial projects such as removing invasive plants and replanting and maintaining areas with native plants, and providing spawning survey training and a method for volunteers to report their results.

**Outcome:** Citizens will become more aware of the environmental needs of the Tualatin Basin and what they can do to improve or maintain conditions.

**Timeline:** At least eight (8) activities that meet these objectives will be completed by June 2009.

### Management of the Organization

19. How is the day-to-day supervision or direction provided to the coordinator? What tools or processes does the council use to hold the coordinator accountable for his or her work?

Direction to the Coordinator is provided by the steering committee (officers and executive committee) based on the adopted Council's yearly or biennial work plan. At each monthly steering committee meeting, the Coordinator provides an update on Council projects and seeks input on work plan priorities and Coordinator priorities. The Coordinator also regularly seeks steering committee/Council member input and assistance through email, discussions and meetings outside regularly scheduled meetings.

The Coordinator provides both a verbal update and a lengthier written monthly report on project status and other matters to the Council. The project update is posted on the Council website as part of Council meeting materials. Greater in-depth review of projects, work plans and Council priorities are a quarterly focus of Council meetings.

The Chair of the Council directly supervises the Coordinator. The Chair and other Council officers meet with the Coordinator on an "as needed" basis and communicate through email and telephone discussions on the Coordinator's activities and planning for the needs of the Council.

The Council officers conduct a Coordinator performance review on an annual basis. The Coordinator is provided with a copy of the evaluation and meets with the Chair to discuss it and plan for the future. The evaluation is the basis of any salary increase.

20. How are decisions related to overall goals and priorities made for the council? What tools does the council use to plan the overall work of the organization, establish priorities, and measure progress?

The Council's decision making process includes first, analyzing the need for Council involvement; second, examining key factors (including involvement by non-Council entities); and third, the benefits and consequences to the Council based on several alternative responses. The Council relies on information