
Training and Operational Assistance from ODA

Oregon Department of Agriculture
Soil and Water Conservation District Program

<https://oda.direct/SWCD>

Overview

The Oregon Department of Agriculture Soil and Water Conservation District Program offers a number of trainings to help support district operations, directors, and staff. Our staff is also available to provide operational technical assistance by phone, email, or in person.

Training Opportunities

New Public Official Orientation for Directors and Employees

Eric Nusbaum has developed a two-hour new public official orientation presentation that can be presented one-on-one to new directors in person or virtually. This training is especially recommended for districts with limited staff where availability of on the job training from fellow employees or board members is limited. Topics include state laws that govern public officials (ethics, public meeting and record laws, etc.), the relationship between districts and the various government agencies, and other important topics to those new to both government and the SWCD world.

New Director/Employee Packets

ODA will send to new directors, as elected or appointed, a welcome packet which includes almost a dozen fact sheets on various topics of importance to board members (many of these align with the Board Micro Trainings). Also enclosed is a copy of the Government Ethics Guide and Oregon Revised Statute (ORS) 568, which governs soil and water conservation districts and the agricultural water quality program. These packets can be mailed to new employees as requested.

SDAO Board Practices Assessment

Special Districts Association of Oregon offers a Board Practices Assessment that, once completed, offers not only a tool to improve your operations, but also a 2% credit on your SDAO provided insurance. Eric Nusbaum has now been certified to conduct these Board Assessments. They take about 1½ hours and are usually conducted in a special work session, either separate from a regular board meeting or before a regular board meeting.

SWCD Program Contacts

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Grant Administrator

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Micro Trainings

Micro Trainings are 20-30-minute trainings that can be offered to your board and staff during your regular board meetings. They are meant to stimulate conversation and questions particular to your district's operations. Some districts opt to have several of them done back to back in a work session before the regular board meeting. Topics available are listed in the right column, but new topics based on your needs can be developed.

Micro Training Topics

- Director Powers
- Ethics
- Public Record Law
- Public Meeting Law
- Executive Sessions
- Effective Board Meetings
- Political Campaign and Lobbying
- District as Employer
- Financial Management
- Time Management
- Employee Coaching