



Board of Directors Meeting
Thursday, April 18, 2024
9:00 a.m.

Northwest Wine Studies Center
215 Doaks Ferry Rd NW, Salem

Agenda

- I. Call to Order – Dan Newton, Newton Forestry, LLC
- II. Welcome and Introductions

<p style="text-align: center;">Public Hearing on Proposed Fiscal Year 2024-25 Budget and Public Hearing on Proposed Administrative Rule Change (OAR 628-010-0010)</p>
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- III. Approval of Minutes*
- IV. Staff and Board Reports
 - Executive Director's Report
 - Chair's Report
 - Items from Board Members
 - Staff Reports
- V. Public Comment
- VI. Guest Speaker: Rick Zenn, Oregon Small Woodlands Association
- VII. Financial Reports – Kathy Storm, OFRI
- VIII. Action Items
 - Fiscal Year 2023-24 New Opportunities Proposal: Research Field Tour*
Julie Woodward, OFRI

- Revise Oregon Administrative Rule 628-001-0000 Administrative Rule Notification*
Jim Paul
- Adjustment to OFRI Tax Ceiling*
Jim Paul
- Adopt FY 2024-25 Budget*
Jim Paul

IX. Reports

- Board Workday Accounts
Jim Paul, OFRI
- Strategic Planning Update
Jim Paul
- Reforestation Videos
Jordan Benner, OFRI
- October Board Tour
Julie Woodward
- 2025 Board Meeting Schedule
Kathy Storm

X. Adjourn

*requires a motion

This meeting will be held in a facility that is accessible for persons with disabilities. If you need assistance to participate in this meeting due to a disability, please notify Kathy Storm at storm@ofri.org at least two working days prior to the meeting.



OREGON FOREST RESOURCES INSTITUTE
BOARD OF DIRECTORS MEETING

NW Wine Studies Center (Eola)
215 Doaks Ferry Rd NW, Salem

January 18, 2024

Meeting Minutes

Members Present:

Paul Betts, Miami Alternatives, LLC
Jennifer Beathe, Starker Forests, Inc.
Tom DeLuca, Oregon State University
Mike Hicks, IAM-AW District W24
Garren Hitner, Century Forest Management
Dan Newton, Newton Forestry LLC
Kristin Rasmussen, Hampton Lumber & Family Forests
Madeleine Thompson Rudolph, Thompson Tree Farm

Staff:

Inka Bajandas
Jordan Benner
Norie Dimeo-Ediger
Rikki Heath
Margaret Miller
Joni Nebril
Jim Paul
Kathy Storm
Julie Woodward

9755 SW Barnes Rd., Suite 210
Portland, OR 97225
971-673-2944
971-673-2946 facsimile

OregonForests.org

Guests:

Cal Mukumoto, Oregon Department of Forestry
Courtney Griesel, Sierra Pacific Industries

CALL TO ORDER

The meeting was called to order by Chair Paul Betts at 10:05 a.m. Chair Betts welcomed new OFRI employees Margaret Miller and Joni Nebriil. Betts noted that he will be moving agenda items to ensure a quorum for action items.

STAFF AND BOARD REPORTS**Executive Director (Jim Paul)**

- Executive Director Paul welcomed State Forester Cal Mukumoto and new OFRI employees Margaret Miller and Joni Nebriil
- Recent and upcoming presentations and meetings:
 - November — Salem Chamber of Commerce meeting (Julie did a fantastic job of presenting)
 - December — Oregon Business Plan Leadership Summit
 - January — Oregon Board of Forestry meeting
 - January — 54th Annual Associated Oregon Loggers Convention
 - Meeting with Oregon Department of Fish and Wildlife director regarding the Private Forest Accord and associated rules
 - Keynote speaker at Oregon Forests Today & Forever meeting
 - Guest speaker at Yamhill Small Woodlands Association

K-12 Education (Norie Dimeo-Ediger and Rikki Heath)

- **Career Technical Education (CTE) Conference and Envirothon Teacher Training:** In December, OFRI's K-12 education program hosted a conference for high school teachers at The Oregon Garden in Silverton. The conference covered an array of current issues related to forestry, natural resources and environmental education, and was followed by a training session for teachers with students participating in the 2024 Oregon Envirothon this spring.

More than 100 teachers attended the Natural Resource Career and Technical Education High School Conference held on December 11. Topics covered at the conference included creating connections through climate science, opportunities in the green workforce, fire mitigation and noninvasive wildlife monitoring.

The following day, OFRI provided a training session for 45 high school teachers whose students plan to participate in the 2024 Oregon Envirothon, an annual statewide natural resources knowledge and skills competition. The teachers who attended the training learned about "Renewable Energy for a Sustainable Future," the current issue category for the 2024 competition. The training agenda included presentations on clean energy by experts from the Oregon Department of Energy, Bonneville Environmental Foundation and Portland State University's Institute for Economics and the Environment.

Landowner Education (Julie Woodward and Margaret Miller)

- **Forest Health Conference: State of the State 2024:** In partnership with Oregon State University, Oregon Department of Forestry, U.S. Forest Service and Oregon Department of Agriculture, OFRI is taking the lead on a two-day online conference, February 27-28, 2024. Registration for the free conference will be available through OFRI.
- **Upcoming landowner/public outreach events with OFRI display:**
 - Associated Oregon Logging Convention, January 19-20
 - Oregon Logging Conference, February 21-24
 - Oregon Wildlife Society, February 14-16
 - SFI Implementation Committee Educational Webinar, February 5
 - Tree School, March 23
- **Wildlife in Managed Forests:** The *Wildlife in Managed Forests: Native Bees* publication is complete and available in supplemental packets. The well-attended Native Bees online seminar is available online. The *Wildlife in Managed Forests: Oregon Forests as Habitat* publication has been revised and reprinted. Staff is currently revising the *Wildlife in Managed Forests: Beaver* publication in partnership with Oregon Department of Fish and Wildlife.
- **Oregon Forest Practices Act: An Illustrated Manual:** All chapters of the manual have been written and designed. Woodward noted that the project is in the final stage of edits and review, and should be released for public review by April. Printing is planned for mid-2024, based on rule updates and public/sector feedback. The riparian booklets were printed for distribution at events.

Public Education (Jordan Benner and Inka Bajandas)

- **Fall advertising program:** Since the last board meeting, the fall ad campaign ended. Highlights:
 - 8-week, digital-only run
 - Run statewide campaign with a skew toward 18-34 year-old adults
 - More than 15 million impressions
 - “Always Replanting” (planted signs) outperformed “Planting for the Future” (wood products). Staff was able to make some good A/B comparisons that will allow us to make adjustments heading into the spring run.
 - **Eastside riparian diagrams:** We finalized the eastside riparian diagram booklet and continue to refine both east and west as necessary. In addition to being available on OFRI’s websites, we are planning a limited run of the diagrams to get them into the hands of operators and interested parties.
 - **LearnForests.org:** A new LearnForests.org website was launched. Though there’s very little to see, the site went through a complete rebuild to modernize it and make it more secure.
 - **Reforestation videos:** Reforestation videos are underway with a series of four reforestation vignettes to accompany our spring ad campaign, including:
 - The Oregon Seed Orchard
 - The Weyerhaeuser Company’s tree nursery in Turner
 - Planting crew on Starker Forests land
 - Tree planting tips with Oregon State University
- Multiple visits are planned in the next few months for the purpose of gathering interviews and additional B-roll material.
- **Sustainable forestry and wood products special report:** As we kick off a new year, contractor Mike Cloughesy and Inka Bajandas have been busy researching, drafting and editing content for OFRI’s next special report on the connection between sustainable forestry and sustainable

architecture. In the past week, Bajandas talked to Freres Lumber, Sustainable Northwest, Collins, Roseburg Forest Products, Starker Forests and ZGF Architects for case studies and profiles that will be included in the report.

With the help of our project steering committee and feedback from experts in the fields of forestry and architecture, we finalized an outline for the report to guide us while we're in the writing phase of the project. Board members will have a chance to review the draft report and offer feedback before publication, which is targeted for this spring.

- **Public education steering committee:** Forming a public education steering committee similar to the steering committees that have assisted with some of our other programs is one idea that's come out of staff discussions about implementing our new strategic plan. Benner and Bajandas have met to discuss who they'd like to serve on the committee, which they have agreed will provide a good opportunity to involve voices and public education expertise outside of the forest sector, such as outdoor recreation organizations and other state agencies that do public outreach, i.e., Oregon Lottery and Oregon State Parks. In the coming months, they'll work to recruit a diverse group of representatives from different organizations to serve on the committee. Ideally, this group will help staff develop future public education initiatives that reach an even broader set of Oregonians.

APPROVAL OF MINUTES

Motion: Madeline Thompson Rudolph moved to approve the October 19-20, 2023 board meeting minutes. The motion was seconded by Mike Hicks. Voting for the motion: Paul Betts, Mike Hicks, Garren Hitner, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

Chair Betts reported two open board positions: Class 2 and 3. Eric Kranzush of Giustina Land and Timber Co., LLC applied for the Class 2 position, and Courtney Griesel of Sierra Pacific Industries applied for the Class 3 position. There were no objections from the nominations working group on the two appointments.

Motion: Dan Newton moved to recommend the following candidates to the state forester for reappointment. The motion was seconded by Madeline Thompson-Rudolph. Voting for the motion: Paul Betts, Mike Hicks, Garren Hitner, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

- **Class 2 appointment: Eric Kranzush, Giustina Land and Timber Co., LLC**
- **Class 3 appointment: Courtney Griesel, Sierra Pacific Industries**

STAFF AND BOARD REPORTS (CONTINUED)

Chair's Report (Paul Betts)

- Chair Betts has nothing to report.

Items From Board Members

- Dan Newton inquired about the *Wildlife in Managed Forests: Native Bees* publication. Director Woodward responded that bees are a popular forestry topic since they're pollinators. Hampton

Lumber and Oregon State University are conducting a research study on bees and forest habitats, especially in downed forests.

FINANCIAL REPORTS

Senior Manager of Business Operations Kathy Storm reviewed the year-end June financial report, which reflects \$4.53 million in forest products harvest tax revenue, over \$116,000 in bank interest with an ending balance of \$3.35 million.

STRATEGIC PLAN

Executive Director Paul reported that staff had a strategy-to-action planning meeting with Coraggio Group. Staff are working on final action plans around the four priorities and will begin tracking actions associated with each priority. Paul will provide updates at future board meetings.

PUBLIC COMMENT

None.

REPORTS

Executive Director Paul walked board members through the proposed Fiscal Year 2024-25 draft budget, including proposed pie-chart program percentages, the program budget and multiple scenarios. Paul noted a \$200,000 reduction in public education advertising. There was consensus among board members.

Executive Director Paul reviewed proposed 2024 working group assignments and asked board members for feedback.

Senior Manager of Public Education Jordan Benner reported that the spring 2024 campaign begins the second week in March and runs through June. Benner also played OFRI's timelapse video showing a reprod stand's growth of seedlings over seven years.

Director of Forestry Julie Woodard asked board members to suggest topics and locations for the October board tour; several were provided. Woodward will update the board at the April meeting.

ADJOURNMENT

The meeting adjourned at 1:42 p.m.

Respectfully submitted,



Joni Nebril
Executive Assistant



OREGON FOREST RESOURCES INSTITUTE
BOARD OF DIRECTORS MEETING
Video Conference Call

March 14, 2024

Meeting Minutes

Members Present:

Jennifer Beathe, Starker Forests, Inc.
Paul Betts, Miami Alternatives, LLC
Gordon Culbertson, Whitewater Forests, LLC
Tom DeLuca, Oregon State University
Courtney Griesel, Sierra Pacific Industries
Mike Hicks, IAM-AW District W24
Garren Hitner, Century Forest Management
Eric Kranzush, Giustina Land & Timber Co. LLC
Dan Newton, Newton Forestry LLC
Kristin Rasmussen, Hampton Lumber & Family Forests
Madeleine Thompson Rudolph, Thompson Tree Farm

Staff:

Inka Bajandas
Jordan Benner
Norie Dimeo-Ediger
Joni Nebril
Jim Paul
Kathy Storm
Julie Woodward

Guests:

Cal Mukumoto, Oregon Department of Forestry

Mike Shaw, Oregon Department of Forestry

CALL TO ORDER

The meeting was called to order by Chair Paul Betts at 9:02 a.m.

EXECUTIVE DIRECTOR OPENING REMARKS

- The legislative session has ended, and Oregon’s Senate Bill 1552 was passed. This may be helpful for our strategic planning efforts around workforce. The bill allows the Higher Education Coordinating Commission to partner with organizations, so Executive Director Jim Paul will be reaching out to the Commission.

PUBLIC COMMENT

None

ACTION ITEMS

Executive Director Paul reviewed the proposed Fiscal Year 2024-25 budget. The proposed budget will go out for public review, and there will be a public hearing at the April 18 board meeting to adopt the proposed budget.

Motion: Dan Newton moved to approve the proposed Fiscal Year 2024-25 budget as presented, with the exception of the forest products harvest tax rate that will be voted on at the October 2024 board meeting. The motion was seconded by Mike Hicks. Voting for the motion: Jennifer Beathe, Paul Betts, Gordon Culbertson, Mike Hicks, Garren Hitner, Eric Kranzush, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

Executive Director Paul reviewed a housekeeping administrative rule change to OFRI’s OAR 628-010-0010(1), regarding annual establishment of the rate of privilege tax levied through the harvest tax. The proposed change will change the board’s decision date from July to November.

Motion: Madeleine Thompson Rudolph moved to approve proceeding with revising OFRI Administrative Rule 628-010-0010(1). The motion was seconded by Garren Hitner. Voting for the motion: Jennifer Beathe, Paul Betts, Gordon Culbertson, Mike Hicks, Courtney Griesel, Garren Hitner, Eric Kranzush, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

ADJOURNMENT

The meeting adjourned at 9:55 a.m.

Respectfully submitted,



Joni Nebril
Executive Assistant

OREGON FOREST RESOURCES INSTITUTE
2023-24
FINANCIAL MANAGEMENT REPORT

December 2023

	<u>APPROVED</u> <u>FY 2023-24</u>	<u>CURRENT</u> <u>MONTH</u>	<u>ACTUAL</u> <u>YTD</u>	<u>FY 2023-24</u> <u>YEAR END</u> <u>PROJECTION</u>	<u>(UNDER)</u> <u>OVER</u>
<u>REVENUE</u>					
BEGINNING BALANCE 7/1/2023	\$ 2,579,864			\$ 3,351,250 *	\$ 771,386
REVENUE - SALES/OTHER	-	-	697	-	-
INTEREST	20,000	-	76,403	140,000	120,000
HARVEST TAX	3,658,418	-	1,951,060	3,780,336	121,918
TOTAL REVENUE	\$ 6,258,282	\$ -	\$ 2,028,160	\$ 7,271,586	\$ 1,013,304
<u>EXPENDITURES</u>					
<u>PERSONAL SERVICES</u>					
SALARY & WAGES	\$ 1,024,452	\$ 83,230	\$ 438,921	\$ 1,024,452	\$ -
OTHER PERSONNEL EXPENSES	686,318	43,429	241,028	686,318	-
TOTAL PERSONAL SERVICES	\$ 1,710,770	\$ 126,660	\$ 679,949	\$ 1,710,770	\$ -
<u>SERVICES AND SUPPLIES</u>					
AGENCY SERVICES AND SUPPLIES	\$ 320,050	\$ 36,708	\$ 95,220	\$ 320,050	\$ -
DUES AND SUBSCRIPTIONS	4,889	231	1,999	4,889	-
EMPLOYEE RECRUIT., WELLNESS & SAFETY	-	-	-	-	-
EMPLOYEE TRAINING	1,250	-	325	1,250	-
EXPENDABLE PROPERTY	8,900	143	9,073	10,000	1,100
FACILITIES MAINTENANCE	500	-	-	500	-
FACILITIES RENTAL	128,750	9,357	53,953	128,750	-
GOVERNMENT SERVICE CHARGES	5,740	3,063	6,231	5,740	-
LEGAL SERVICES	25,000	-	743	25,000	-
OFFICE EXPENSES	31,858	660	7,675	31,858	-
OTHER SERVICES AND SUPPLIES	5,000	-	1,094	5,000	-
PROFESSIONAL SERVICES	1,340,450	67,604	299,079	1,340,450	-
PUBLICATIONS / ADVERTISING	939,800	8,941	185,973	939,800	-
TELECOMMUNICATIONS	22,232	2,974	7,071	22,232	-
TRAVEL – INSTATE	68,250	4,239	15,404	68,250	-
TRAVEL – OUT OF STATE	11,475	-	911	11,475	-
TOTAL SERVICES AND SUPPLIES	\$ 2,914,144	\$ 133,921	\$ 684,751	\$ 2,915,244	\$ 1,100
GRAND TOTAL EXPENDITURES	\$ 4,624,914	\$ 260,581	\$ 1,364,700	\$ 4,626,014	\$ 1,100
REVENUE	\$ 6,258,282		\$ 2,028,160	\$ 7,271,586	\$ 1,013,304
EXPENDITURES	\$ 4,624,914		\$ 1,364,700	\$ 4,626,014	\$ 1,100
ENDING BALANCE	\$ 1,633,368		\$ 663,460	\$ 2,645,572	\$ 1,012,204

*Actual beginning balance, July 1, 2023

**OREGON FOREST RESOURCES INSTITUTE
FINANCIAL MANAGEMENT REPORT
Dec Variance Explanation**

REVENUE

BEGINNING BALANCE - Higher due to cost savings from Fiscal Year 2022-23.

SALES/OTHER - SPOTS Visa card rebate \$697.02.

HARVEST TAX - First quarter payment \$94,440.52 (9.5%) above budget. Second quarter payment \$27,476.86 (3.3%) above budget.

Vouchers - December 2023

Voucher Number	Vendor	Description of Service	Amount	Date
VPV24100	TREYTON POKORNEY	TRAVEL EXPENSES - OCTOBER-NOVEMBER 2023	\$ 383.83	12/4/2023
VPV24101	JORDAN BENNER	TRAVEL EXPENSES - NOVEMBER 2023	923.94	12/4/2023
VPV24102	CAWOOD	PS 628-1032-12: NOVEMBER 2023	14,446.25	12/4/2023
VPV24103	OREGON WOMEN IN TIMBER	PO-62800-00013933 SEPTEMBER-OCTOBER 2023	23,439.00	12/4/2023
VPV24104	FORESTS TODAY & FOREVER	GRANTS 102-24 AND 103-24	10,000.00	12/4/2023
VPV24105	MICHAEL J CLOUGHESY	PO-62800-00023867: JULY-NOVEMBER 2023	5,000.00	12/4/2023
VPV24106	LESLIE COMNES	PO-62800-000100575: OCTOBER 2023	2,612.50	12/4/2023
VPV24107	GARD EDWARDS-ALDRIDGE INC	PS 628-1057-21: OCTOBER 2023	3,127.50	12/4/2023
VPV24108	OREGON TREE FARM SYSTEM	MEETING SPONSORSHIP	2,500.00	12/4/2023
VPV24109	OREGONIANS FOR FOOD & SHELTER INC	CONFERENCE SPONSORSHIP	1,100.00	12/4/2023
VPV24110	PETERKORT CENTRE II LLC	LEASE: NOVEMBER 2023	8,176.05	12/4/2023
VPV24111	SHI INTERNATIONAL CORP	ZOOM WEBINAR LICENSE 2022	2,111.58	12/4/2023
VPV24112	WASHINGTON FARM FORESTRY ASSOCIATION	ADVERTISEMENT FALL 2023	1,010.00	12/4/2023
VPV24113	JACKSON CO SCH DIST 6	BUS TRANSPORTATION	100.00	12/4/2023
VPV24114	CANBY SCHOOL DISTRICT 86	BUS TRANSPORTATION	428.86	12/4/2023
VPV24115	PORTLAND PUBLIC SCHOOLS	BUS TRANSPORTATION	5,143.44	12/4/2023
VPV24116	ACCURATE CORPORATE SERVICES INC	OFFSITE STORAGE: DECEMBER 2023	430.56	12/4/2023
VPV24117	MARION COUNTY SCHOOL DISTRICT 24J	BUS TRANSPORTATION	1,982.93	12/4/2023
VPV24118	TIE FOUNDATION	BUS TRANSPORTATION	2,139.60	12/4/2023
VPV24119	LEONORA DIMEO-EDIGER	TRAVEL EXPENSES: NOVEMBER 2023	75.98	12/11/2023
VPV24120	OREGON STATE UNIVERSITY	IGA 24-1001: JULY-SEPTEMBER 2023	4,233.42	12/11/2023
VPV24121	OREGON STATE UNIVERSITY	TREE SCHOOL 2024 SPONSORSHIP	750.00	12/11/2023
VPV24122	BERNARD BOCHSLER	PS 628-1024-11: NOVEMBER 2023	860.00	12/11/2023
VPV24123	SELECT IMPRESSIONS	PRINTING: K-12 EDUCATIONAL OPPORTUNITIES	2,719.00	12/11/2023
VPV24124	LINCOLN COUNTY SCHOOL DISTRICT	BUS TRANSPORTATION	250.00	12/11/2023
VPV24125	LOGOS PUBLIC CHARTER SCHOOL	BUS TRANSPORTATION	225.00	12/11/2023
VPV24126	PORTLAND PUBLIC SCHOOLS	BUS TRANSPORTATION	1,532.00	12/11/2023
VPV24127	TILLAMOOK CO SCH DIST 56	BUS TRANSPORTATION	320.37	12/11/2023
VPV24128	CLACKAMAS CO SCH DIST 46	BUS TRANSPORTATION	100.00	12/11/2023
VPV24129	POLK CO SCH DIST 2	BUS TRANSPORTATION	2,114.40	12/11/2023
VPV24130	FORESTS TODAY & FOREVER	BUS TRANSPORTATION	2,100.37	12/11/2023
VPV24131	WORD JONES INC	PS 628-1042-15: OCT 2023	1,200.00	12/11/2023
VPV24132	CAFFERATA CONSULTING LLC	PS 628-1045-17: NOVEMBER 2023	2,017.50	12/14/2023
VPV24133	MARION COUNTY SCHOOL DISTRICT 24J	BUS TRANSPORTATION	454.97	12/14/2023
VPV24134	CLACKAMAS CO SCH DIST 12	BUS TRANSPORTATION	349.95	12/14/2023
VPV24135	CANBY SCHOOL DISTRICT 86	BUS TRANSPORTATION	1,187.45	12/14/2023
VPV24136	CLACKAMAS CO SCH DIST 35	BUS TRANSPORTATION	95.28	12/14/2023
VPV24137	EAGLE POINT SCHOOL DISTRICT 9	BUS TRANSPORTATION	63.11	12/14/2023
VPV24138	GARD EDWARDS-ALDRIDGE INC	PS 628-1057-21: NOVEMBER 2023	8,345.00	12/14/2023
VPV24139	LESLIE COMNES	PO-62800-00010575: NOVEMBER 2023	451.25	12/21/2023
VPV24140	THE WILDLIFE SOCIETY	SPONSORSHIP AND BOOTH	1,000.00	12/21/2023
VPV24141	OREGON SOCIETY OF AMERICAN FORESTERS	SPONSORSHIP	1,000.00	12/21/2023
VPV24142	WORD JONES WRITING & EDITING LLC	PS 628-1042-15: NOVEMBER 2023	1,575.00	12/21/2023
VPV24143	US BANK NATIONAL ASSOCIATION ND	SPOTS VISA: NOVEMBER 2023	1,715.05	12/21/2023
VPV24144	US BANK NATIONAL ASSOCIATION ND	SPOTS VISA: NOVEMBER 2023	2,150.58	12/21/2023
VPV24145	SELECT IMPRESSIONS	PRINTING: WIMF NATIVE BEES	4,582.00	12/21/2023
VPV24146	CANBY SCHOOL DISTRICT 86	BUS TRANSPORTATION	634.35	12/21/2023
VPV24147	FOREST GROVE COMMUNITY SCHOOL	BUS TRANSPORTATION	319.60	12/21/2023
VPV24148	LOGOS PUBLIC CHARTER SCHOOL	BUS TRANSPORTATION	397.93	12/21/2023
VPV24149	MARION CO SCH DIST 91	BUS TRANSPORTATION	91.86	12/21/2023
VPV24150	MARION COUNTY SCHOOL DISTRICT 24J	BUS TRANSPORTATION	545.41	12/21/2023
VPV24151	LANE CO SCH DIST 97J	SUBSTITUTE REIMBURSEMENT	474.08	12/21/2023
VPV24152	JULIE WOODWARD	TRAVEL EXPENSES: NOVEMBER 2023	258.39	12/21/2023
BTTE2409	DEPARTMENT OF ADMINISTRATIVE SERVICES	RECORDS MANAGEMENT ASSESSMENT	276.41	12/6/2023
BTTE2410	DEPARTMENT OF ADMINISTRATIVE SERVICES	MOTOR POOL: NOVEMBER 2023	805.34	12/6/2023
BTTE2411	OREGON DEPARTMENT OF FORESTRY	ODF SUPPORT: JANUARY-DECEMBER 2022	2,786.92	12/6/2023

Vouchers - December 2023

BTTE2412	DEPARTMENT OF ADMINISTRATIVE SERVICES	MOTORPOOL/PRINT ANNUAL REPORT	<u>807.14</u>	12/12/2023
		TOTAL VOUCHERS - DECEMBER 2023	\$ 133,921.15	
		TOTAL PERSONNEL SERVICES - DECEMBER 2023	<u>\$ 126,659.71</u>	
		GRAND TOTAL EXPENDITURES	\$ 260,580.86	

OREGON FOREST RESOURCES INSTITUTE
2023-24
FINANCIAL MANAGEMENT REPORT

January 2024

	APPROVED FY 2023-24	CURRENT MONTH	ACTUAL YTD	FY 2023-24 YEAR END PROJECTION	(UNDER) OVER
<u>REVENUE</u>					
BEGINNING BALANCE 7/1/2023	\$ 2,579,864			\$ 3,351,250 *	\$ 771,386
REVENUE - SALES/OTHER	-	-	697	-	-
INTEREST	20,000	17,809	94,212	140,000	120,000
HARVEST TAX	3,658,418	-	1,951,060	3,780,336	121,918
TOTAL REVENUE	\$ 6,258,282	\$ 17,809	\$ 2,045,969	\$ 7,271,586	\$ 1,013,304
<u>EXPENDITURES</u>					
<u>PERSONAL SERVICES</u>					
SALARY & WAGES	\$ 1,024,452	\$ 82,563	\$ 521,484	\$ 1,024,452	\$ -
OTHER PERSONNEL EXPENSES	686,318	45,474	286,502	686,318	-
TOTAL PERSONAL SERVICES	\$ 1,710,770	\$ 128,037	\$ 807,987	\$ 1,710,770	\$ -
<u>SERVICES AND SUPPLIES</u>					
AGENCY SERVICES AND SUPPLIES	\$ 320,050	\$ 11,669	\$ 106,889	\$ 320,050	\$ -
DUES AND SUBSCRIPTIONS	4,889	1,178	3,178	4,889	-
EMPLOYEE RECRUIT., WELLNESS & SAFETY	-	-	-	-	-
EMPLOYEE TRAINING	1,250	-	325	1,250	-
EXPENDABLE PROPERTY	8,900	3,645	12,718	10,000	1,100
FACILITIES MAINTENANCE	500	-	-	500	-
FACILITIES RENTAL	128,750	16,798	70,750	128,750	-
GOVERNMENT SERVICE CHARGES	5,740	632	6,862	5,740	-
LEGAL SERVICES	25,000	-	743	25,000	-
OFFICE EXPENSES	31,858	1,220	8,895	31,858	-
OTHER SERVICES AND SUPPLIES	5,000	6,410	7,504	5,000	-
PROFESSIONAL SERVICES	1,340,450	46,323	345,402	1,340,450	-
PUBLICATIONS / ADVERTISING	939,800	16,117	202,090	939,800	-
TELECOMMUNICATIONS	22,232	585	7,656	22,232	-
TRAVEL – INSTATE	68,250	3,833	19,237	68,250	-
TRAVEL – OUT OF STATE	11,475	-	911	11,475	-
TOTAL SERVICES AND SUPPLIES	\$ 2,914,144	\$ 108,409	\$ 793,159	\$ 2,915,244	\$ 1,100
GRAND TOTAL EXPENDITURES	\$ 4,624,914	\$ 236,446	\$ 1,601,146	\$ 4,626,014	\$ 1,100
REVENUE	\$ 6,258,282		\$ 2,045,969	\$ 7,271,586	\$ 1,013,304
EXPENDITURES	\$ 4,624,914		\$ 1,601,146	\$ 4,626,014	\$ 1,100
ENDING BALANCE	\$ 1,633,368		\$ 444,823	\$ 2,645,572	\$ 1,012,204

*Actual beginning balance, July 1, 2023

**OREGON FOREST RESOURCES INSTITUTE
FINANCIAL MANAGEMENT REPORT
Jan Variance Explanation**

REVENUE

BEGINNING BALANCE - Higher due to cost savings from Fiscal Year 2022-23.

SALES/OTHER - SPOTS Visa card rebate \$697.02.

HARVEST TAX - First quarter payment \$94,440.52 (9.5%) above budget. Second quarter payment \$27,476.86 (3.3%) above budget.

Vouchers - January 2024

Voucher Number	Vendor	Description of Service	Amount	Date
VPV24153	LESLIE COMNES	PO 62800-00010575: DECEMBER 2023	\$ 797.82	1/23/2024
VPV24154	NICHOLAS S GRIER	PO 62800-00012712: DECEMBER 2023	1,905.00	1/23/2024
VPV24155	WORD JONES WRITING & EDITING LLC	PS 628-1042-15: DECEMBER 2023	1,762.50	1/23/2024
VPV24156	CAWOOD	PS 628-1032-12: DECEMBER 2023	21,866.96	1/23/2024
VPV24157	EAGLE MAILING SERVICE	PRINTING: WIMF OREGON FORESTS AS HABITAT	4,878.66	1/23/2024
VPV24158	OREGON WOMEN IN TIMBER	PO 62800-001-3933: NOVEMBER 2023	9,621.00	1/23/2024
VPV24159	US BANK NATIONAL ASSOCIATION ND	SPOTS VISA: DECEMBER 2023	8,294.85	1/23/2024
VPV24160	US BANK NATIONAL ASSOCIATION ND	SPOTS VISA: DECEMBER 2023	11,380.31	1/23/2024
VPV24161	JORDAN BENNER	TRAVEL EXPENSES: DECEMBER 2023	316.37	1/23/2024
VPV24162	JONI NEBRIL	TRAVEL EXPENSES: DECEMBER 2023	144.10	1/23/2024
VPV24163	LEONORA DIMEO-EDIGER	TRAVEL EXPENSES: DECEMBER 2023	747.50	1/23/2024
VPV24164	BHCS	SUBSTITUTE AND BUS TRANSPORTATION	534.00	1/23/2024
VPV24165	CASCADE HEIGHTS PUBLIC CHARTER SCHOOL	BUS TRANSPORTATION	105.00	1/23/2024
VPV24166	WASHINGTON CO SCH DIST 1J	BUS TRANSPORTATION	210.00	1/23/2024
VPV24167	YAMHILL CO SCH DIST 40	BUS TRANSPORTATION	260.00	1/23/2024
VPV24168	COOS CO SCH DIST 13	BUS TRANSPORTATION	223.05	1/23/2024
VPV24169	PORTLAND PUBLIC SCHOOL DISTRICT #1	BUS TRANSPORTATION	570.20	1/23/2024
VPV24170	YAKONA NATURE PRESERVE	LODGING REIMBURSEMENT	214.00	1/23/2024
VPV24171	EAGLE POINT SCHOOL DISTRICT 9	SUBSTITUTE AND BUS TRANSPORTATION	734.33	1/23/2024
VPV24172	TILLAMOOK CO SCH DIST 9	SUBSTITUTE REIMBURSEMENT	498.17	1/23/2024
VPV24173	PORTLAND PUBLIC SCHOOLS	BUS TRANSPORTATION	25.00	1/23/2024
VPV24174	NEWTON FORESTRY LLC	BOARD MEMBER TRAVEL REIMBURSEMENT 2023	1,009.36	1/23/2024
VPV24175	SOCIETY OF AMERICAN FORESTERS	SPONSORSHIP	1,000.00	1/23/2024
VPV24176	ACCURATE CORPORATE SERVICES INC	OFF-SITE PUBLICATION STORAGE: JANUARY 2024	430.56	1/23/2024
VPV24177	PETERKORT CENTRE II LLC	LEASE: JANUARY-FEBRUARY 2024	16,367.10	1/23/2024
VPV24178	BRIDGES MIDDLE SCHOOL	BUS TRANSPORTATION	554.90	1/23/2024
VPV24179	JACKSON CO SCH DIST 6	BUS TRANSPORTATION	2,880.06	1/23/2024
VPV24180	WASHINGTON CO SCH DIST 1J	SUBSTITUTE REIMBURSEMENT	500.00	1/23/2024
VPV24181	WASHINGTON CO SCH DIST 15	BUS TRANSPORTATION	522.45	1/23/2024
VPV24182	KNAPPA CO SCH DIST 4	SUBSTITUTE REIMBURSEMENT	500.00	1/23/2024
VPV24183	LANE CO SCH DIST 1	BUS TRANSPORTATION	546.43	1/23/2024
VPV24184	RADCO CORP	PRINTING: UNDERSTANDING EASTSIDE FORESTS	4,200.00	1/23/2024
VPV24185	CAFFERATA CONSULTING LLC	PS 628-1045-17: DECEMBER 2023	2,101.25	1/23/2024
VPV24186	SERVER LOGIC CORPORATION	PS 628-1000-07: NOVEMBER-DECEMBER 2023	2,635.00	1/23/2024
VPV24187	SCHOOL DISTRICT #1 DESCHUTES COUNTY	LODGING AND SUBSTITUTE REIMBURSEMENT	358.60	1/23/2024
VPV24188	PORTLAND PUBLIC SCHOOLS	SUBSTITUTE REIMBURSEMENT	385.12	1/23/2024
VPV24189	MARION COUNTY SCHOOL DISTRICT 24J	SUBSTITUTE REIMBURSEMENT	250.00	1/23/2024
VPV24190	VERNONIA SCHOOL DISTRICT	SUBSTITUTE REIMBURSEMENT	250.00	1/23/2024
VPV24191	PACIFIC OFFICE AUTOMATION INC	COPIERS RENTAL: DECEMBER 2023	390.07	1/23/2024
VPV24192	GARD EDWARDS-ALDRIDGE INC	PS 628-1024-21: DECEMBER 2023	5,150.00	1/23/2024
VPV24193	PARALLEL PUBLIC WORKS INC	PS 628-1009-20: JULY-DECEMBER 2023	1,475.00	1/23/2024
VPV24194	OREGON SMALL WOODLANDS ASSOC	ADVERTISING	375.00	1/23/2024
VU065362	JACKSON CO SCH DIST 6	BUS TRANSPORTATION	94.66	1/31/2024
BTTE2413	DEPARTMENT OF ADMINISTRATIVE SERVICES	PUBLICATION ADMIN FEE AND BUSINESS CARDS	290.69	1/23/2024
BTTE2414	DEPARTMENT OF ADMINISTRATIVE SERVICES	MOTORPOOL: DECEMBER 2023	490.88	1/23/2024
BTTE2415	STATE OF OREGON SECRETARY OF STATE	RECORDS MANAGEMENT ASSESSMENT	608.50	1/23/2024
CR002415	OREGON STATE TREASURY	BANK FEES: DECEMBER 2023	11.00	1/12/2024
CR002416	US BANK NATIONAL ASSOCIATION ND	REFUND: CANCELED SILVERTON OFFICE INTERNET	(68.76)	1/16/2024
CR002418	OREGON STATE TREASURY	BANK FEES: JANUARY 2024	12.00	1/31/2024
TOTAL VOUCHERS - JANUARY 2024			\$ 108,408.69	
TOTAL PERSONNEL SERVICES - JANUARY 2024			\$ 128,037.39	
GRAND TOTAL EXPENDITURES			\$ 236,446.08	

OREGON FOREST RESOURCES INSTITUTE
2023-24
FINANCIAL MANAGEMENT REPORT

February 2024

	<u>APPROVED FY 2023-24</u>	<u>CURRENT MONTH</u>	<u>ACTUAL YTD</u>	<u>FY 2023-24 YEAR END PROJECTION</u>	<u>(UNDER) OVER</u>
<u>REVENUE</u>					
BEGINNING BALANCE 7/1/2023	\$ 2,579,864			\$ 3,351,250 *	\$ 771,386
REVENUE - SALES/OTHER	-	562	1,259	-	-
INTEREST	20,000	34,258	128,470	140,000	120,000
HARVEST TAX	3,658,418	743,554	2,694,614	3,482,428	(175,990)
TOTAL REVENUE	\$ 6,258,282	\$ 778,375	\$ 2,824,344	\$ 6,973,678	\$ 715,396
<u>EXPENDITURES</u>					
<u>PERSONAL SERVICES</u>					
SALARY & WAGES	\$ 1,024,452	\$ 82,734	\$ 604,218	\$ 1,027,041	\$ 2,589
OTHER PERSONNEL EXPENSES	686,318	44,101	330,603	688,377	2,059
TOTAL PERSONAL SERVICES	\$ 1,710,770	\$ 126,835	\$ 934,822	\$ 1,715,418	\$ 4,648
<u>SERVICES AND SUPPLIES</u>					
AGENCY SERVICES AND SUPPLIES	\$ 320,050	\$ 9,824	\$ 116,712	\$ 275,150	\$ (44,900)
DUES AND SUBSCRIPTIONS	4,889	72	3,250	5,642	753
EMPLOYEE RECRUIT., WELLNESS & SAFETY	-	-	-	-	-
EMPLOYEE TRAINING	1,250	-	325	1,250	-
EXPENDABLE PROPERTY	8,900	-	12,718	14,000	5,100
FACILITIES MAINTENANCE	500	-	-	500	-
FACILITIES RENTAL	128,750	431	71,181	128,750	-
GOVERNMENT SERVICE CHARGES	5,740	281	7,143	7,500	1,760
LEGAL SERVICES	25,000	28	770	5,000	(20,000)
OFFICE EXPENSES	31,858	2,252	11,146	23,658	(8,200)
OTHER SERVICES AND SUPPLIES	5,000	-	7,504	10,000	5,000
PROFESSIONAL SERVICES	1,340,450	163,377	508,779	1,163,501	(176,949)
PUBLICATIONS / ADVERTISING	939,800	3,366	205,456	884,637	(55,163)
TELECOMMUNICATIONS	22,232	1,210	8,866	20,521	(1,711)
TRAVEL – INSTATE	68,250	3,873	23,110	55,650	(12,600)
TRAVEL – OUT OF STATE	11,475	-	911	15,115	3,640
TOTAL SERVICES AND SUPPLIES	\$ 2,914,144	\$ 184,713	\$ 977,872	\$ 2,610,874	\$ (303,270)
GRAND TOTAL EXPENDITURES	\$ 4,624,914	\$ 311,548	\$ 1,912,694	\$ 4,326,292	\$ (298,622)
REVENUE	\$ 6,258,282		\$ 2,824,344	\$ 6,973,678	\$ 715,396
EXPENDITURES	\$ 4,624,914		\$ 1,912,694	\$ 4,326,292	\$ (298,622)
ENDING BALANCE	\$ 1,633,368		\$ 911,650	\$ 2,647,386	\$ 1,014,018

*Actual beginning balance, July 1, 2023

**OREGON FOREST RESOURCES INSTITUTE
FINANCIAL MANAGEMENT REPORT
Feb Variance Explanation**

REVENUE

BEGINNING BALANCE - Higher due to cost savings from Fiscal Year 2022-23.

SALES/OTHER - SPOTS Visa card rebates \$1,259.48.

HARVEST TAX - First quarter payment \$94,440.52 (9.5%) above budget. Second quarter payment \$27,476.86 (3.3%) above budget. Third quarter payment \$297,907.95 (28.6%) lower than budget.

Vouchers - February 2024

Voucher Number	Vendor	Description of Service	Amount	Date
VPV24195	US BANK NATIONAL ASSOCIATION ND	SPOTS VISA: JANUARY 2024	\$ 3,010.14	2/15/2024
VPV24196	INKA BAJANDAS	TRAVEL EXPENSES: JANUARY 2024	\$ 15.39	2/15/2024
VPV24197	LEONORA DIMEO-EDIGER	TRAVEL EXPENSES: JANUARY 2024	\$ 561.43	2/15/2024
VPV24198	JULIE WOODWARD	TRAVEL EXPENSES: JANUARY 2024	\$ 183.40	2/15/2024
VPV24199	ERIKA HEATH	TRAVEL EXPENSES: JANUARY 2024	\$ 309.54	2/15/2024
VPV24200	MARGARET MILLER	TRAVEL EXPENSES: JANUARY 2024	\$ 216.14	2/15/2024
VPV24201	JORDAN BENNER	TRAVEL EXPENSES: JANUARY 2024	\$ 258.62	2/29/2024
VPV24202	ERIKA HEATH	TRAVEL EXPENSES: FEBRUARY 2024	\$ 109.88	2/29/2024
VPV24203	TREYTON POKORNEY	TRAVEL EXPENSES: NOVEMBER 2023-FEBRUARY 2024	\$ 473.25	2/29/2024
VPV24204	LEONORA DIMEO-EDIGER	TRAVEL EXPENSES: FEBRUARY 2024	\$ 1,038.50	2/29/2024
VPV24205	INKA BAJANDAS	TRAVEL EXPENSES: FEBRUARY 2024	\$ 226.44	2/29/2024
VU066418	ACCURATE CORPORATE SERVICES INC	OFF-SITE PUBLICATION DELIVERY	\$ 205.00	2/7/2024
VU066420	CAFFERATA CONSULTING LLC	PS 628-1045-17: JANUARY 2024	\$ 2,240.00	2/8/2024
VU066421	CLACKAMAS CO SCH DIST 46	SUBSTITUTE REIMBURSEMENT	\$ 250.00	2/6/2024
VU066422	CRATES POINT	BUS TRANSPORTATION	\$ 217.21	2/6/2024
VU066423	HR ANSWERS INC	SALARY STUDIES	\$ 800.00	2/5/2024
VU066428	LANE CO SCH DIST 4J	BUS TRANSPORTATION	\$ 545.21	2/8/2024
VU066430	VERNONIA SCHOOL DISTRICT	BUS TRANSPORTATION	\$ 153.65	2/6/2024
VU066431	LINN CO SCH DIST 95C	SUBSTITUTE REIMBURSEMENT	\$ 500.00	2/6/2024
VU066432	JACKSON CO SCH DIST 6	BUS TRANSPORTATION	\$ 95.73	2/6/2024
VU066433	PARALLEL PUBLIC WORKS INC	PS 628-1009-20: WEB HOSTING	\$ 2,448.00	2/6/2024
VU066435	WASHINGTON FARM FORESTRY ASSOCIATION	ADVERTISING	\$ 1,010.00	2/6/2024
VU066439	CAWOOD	PS 628-1032-12: JANUARY 2024	\$ 18,059.99	2/5/2024
VU066442	ACCURATE CORPORATE SERVICES INC	OFF-SITE PUBLICATION STORAGE: FEBRUARY 2024	\$ 430.56	2/8/2024
VU068486	PORTLAND STATE UNIVERSITY FOUNDATION	NORTHWEST SCIENCE EXPO SPONSORSHIP	\$ 220.00	2/21/2024
VU068487	LANE CO SCH DIST 97J	LODGING REIMBURSEMENT	\$ 230.57	2/21/2024
VU068488	OREGON WOMEN IN TIMBER	PO 62800-00013933: DECEMBER 2023	\$ 7,593.00	2/20/2024
VU068490	LESLIE COMNES	PO 62800-00010575: JANUARY 2024	\$ 3,230.00	2/20/2024
VU068492	OREGON WOMEN IN TIMBER	PO 62800-00013933: JANUARY 2024	\$ 9,429.00	2/21/2024
VU068493	GARD EDWARDS-ALDRIDGE INC	PS 628-1057-21: JANUARY 2024	\$ 2,107.50	2/21/2024
VU068496	YAMHILL CO SCH DIST 40	SUBSTITUTE REIMBURSEMENT	\$ 500.00	2/20/2024
VU068497	MULTNOMAH CO SCH DIST 40	BUS TRANSPORTATION	\$ 337.80	2/20/2024
VU068499	LOGOS PUBLIC CHARTER SCHOOL	BUS TRANSPORTATION	\$ 398.05	2/21/2024
VU068501	MARION COUNTY SCHOOL DISTRICT 24J	BUS TRANSPORTATION/SUBSTITUTE REIMBURSEMENT	\$ 500.00	2/20/2024
VU068502	PACIFIC OFFICE AUTOMATION INC	COPIERS RENTAL: OCTOBER 2023	\$ 355.62	2/21/2024
VU068503	MARION COUNTY SCHOOL DISTRICT 24J	BUS TRANSPORTATION/SUBSTITUTE REIMBURSEMENT	\$ 1,268.70	2/20/2024
VU068504	SERVER LOGIC CORPORATION	PS 628-1000-07: JANUARY 2024	\$ 955.00	2/21/2024
VU068506	PACIFIC OFFICE AUTOMATION INC	COPIERS RENTAL: NOVEMBER 2023-JANUARY 2024	\$ 900.49	2/21/2024
VU068519	OREGON STATE UNIVERSITY	IGA 24-1000: OCTOBER-DECEMBER 2023	\$ 94,310.66	2/20/2024
VU068522	HR ANSWERS INC	SALARY STUDY	\$ 200.00	2/22/2024
VU068525	OREGON STATE UNIVERSITY	IGA 24-1001: OCTOBER-DECEMBER 2023	\$ 4,225.95	2/20/2024
VU068529	OREGON STATE UNIVERSITY	IGA 24-1002: JULY-DECEMBER 2023	\$ 17,778.08	2/20/2024
VU069439	OREGON STATE UNIVERSITY	WORKSHOP SPONSORSHIP	\$ 1,000.00	2/28/2024
VU069440	OREGON SOCIETY OF AMERICAN FORESTERS	MEETING SPONSORSHIP	\$ 1,500.00	2/28/2024
VU069442	MULTNOMAH CO SCH DIST 40	BUS TRANSPORTATION	\$ 141.00	2/27/2024
VU069443	JEFFERSON CO SCH DIST 509J	LODGING/SUBSTITUTE REIMBURSEMENT	\$ 732.95	2/27/2024
VU069444	NETWORK CHARTER SCHOOL	SUBSTITUTE REIMBURSEMENT	\$ 299.09	2/28/2024
BTTE2416	DEPARTMENT OF ADMINISTRATIVE SERVICES	MOTORPOOL: JANUARY 2024	\$ 476.88	2/15/2024
BTTE2417	DEPARTMENT OF ADMINISTRATIVE SERVICES	PRINTING: WIMF BEES AND OREGON FORESTS AS HABITAT	\$ 2,355.65	2/15/2024
BTTE2418	DEPARTMENT OF ADMINISTRATIVE SERVICES	RECORD STORAGE: OCTOBER-DECEMBER 2023	\$ 269.80	2/15/2024
BTTE2419	STATE OF OREGON DEPARTMENT OF JUSTICE	LEGAL SERVICES: JANUARY 2024	\$ 27.50	2/15/2024
CRO02422	OREGON STATE TREASURY	BANK FEES: FEBRUARY 2024	\$ 11.20	2/29/2024
TOTAL VOUCHERS - FEBRUARY 2024			\$ 184,712.57	
TOTAL PERSONNEL SERVICES - FEBRUARY 2024			\$ 126,835.04	
GRAND TOTAL EXPENDITURES			\$ 311,547.61	

OREGON FOREST RESOURCES INSTITUTE

Research Field Tour

Goal: An educational field tour to look and discuss the results of a multi-year research study on the effects of pre- and post- fire forest management on aquatic biological biodiversity. The research team utilized e-DNA and other innovative technologies as part of the study. This study was conducted on private and federal lands.

Project Partners: Sustainable Forestry Initiative (SFI), National Council for Air and Stream Improvement (NCASI), Weyerhaeuser, Oregon State University College of Forestry, Bureau of Land Management (BLM), U.S. Forest Service (USFS) and Oregon Forest & Industries Council (OFIC)

Description: This event would be an educational field tour on May 29, 2024, to discuss the research results from a study conducted by the project partners. The research sought to determine whether aquatic biological diversity varies depending on forest management or fire extent and severity, while assessing which landscape or management factors are the most influential predictors of aquatic biological diversity while testing pre-fire management and post-fire management approaches.

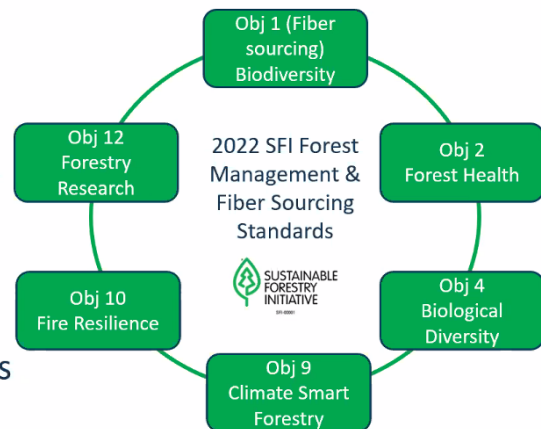
OFRI's role in the planned field tour would be to provide staff and funding for the one-day tour to take participants into the study area located in Clackamas, Ore. The participants would primarily be on Weyerhaeuser land, adjacent to BLM and USFS lands. Tour speakers would be the researchers and practitioners involved in the study.

Background: The following was identified by NCASI and SFI as research objectives for the study:



Research objectives

- Does aquatic biological diversity vary with forest management or fire extent and severity?
- Which landscape or management factors are the most influential predictors of aquatic biological diversity in forested streams?
- Obtain spatially-extensive data on species with elevated conservation status



Proposed Budget:

- New Opportunity \$10,000

Project Timeline:

- Coordination/marketing May 1, 2024
- Tour May 29, 2024

For information contact:

Julie Woodward
woodward@ofri.org

DIVISION 1
PROCEDURAL RULES

628-001-0000
Administrative Rule Notification

Prior to the adoption, amendment, or repeal of any rule, the Oregon Forest Resources Institute (OFRI) Board of Directors shall give notice of the proposed adoption, amendment, or repeal:

(1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least twenty-one (21) days prior to the effective date of the rule;

(2) By ~~[mailing]~~ **emailing** a copy of the notice to persons on the OFRI mailing list established pursuant to ORS 183.335(~~[78]~~), at least twenty-eight (28) days prior to the effective date;

(3) By posting notice on OFRI's website at least 28 days prior to the effective date of the rule;

(4) By emailing a copy of the notice to the legislators specified in ORS 183.335(15) at least 49 days before the effective date of rule; and

(~~[3]~~**5**) By ~~[mailing]~~ **emailing** a copy of the notice to the following [persons, organizations, and publications] at least twenty-eight (28) days prior to the effective date:

(a) State Agencies:

~~[(A) Agriculture, Oregon Department of];~~

~~[(B)A] Forestry, Oregon Department of;~~

~~[(C)B] Governor's Office, Assistant for Natural Resources;~~

~~[(D)C] Revenue, Oregon Department of.~~

(b) List of statewide news media, organizations and associations with an interest in OFRI's rulemaking activities, as maintained by the agency.

~~[(b) News Media:~~

~~(A) Associated Press, Salem;~~

~~(B) Capitol Press Room, Salem;~~

~~(C) Bend — The Bulletin;~~

~~(D) Medford — Mail Tribune;~~

~~(E) Pendleton — East Oregonian;~~

~~(F) Portland — The Oregonian;~~

~~(G) Roseburg — News Review;~~

~~(H) Salem — Statesman-Journal.~~

~~(c) Organizations:~~

~~(A) Oregon Forest Industries Council — Salem;~~

*New language is indicated by underlining and bold and deleted language is indicated by brackets [] and strikethrough.

~~(B) Forest Associations List — As maintained by the Oregon Forest Resources Institute.~~

~~(d) Others:~~

~~(A) United States Forest Service, USDA — Portland;~~

~~(B) Bureau of Land Management, USDI — Portland.]~~

Statutory/Other Authority: ORS 526.645(6)

Statutes/Other Implemented: ORS 183.341

History: FRI 2-1995, f. and cert. ef. 10-17-95; FRI 3-1992, f. & cert. ef. 6-15-92; FRI 2-1992(Temp), f. & cert. ef. 4-9-92

628-001-0005

Model Rules of Procedure

The Model Rules of Procedure under the Administrative Procedures Act, promulgated by the Attorney General effective January 1, 2006, are hereby adopted as rules of procedure of the Oregon Forest Resources Institute.

Statutory/Other Authority: ORS 526.645

Statutes/Other Implemented: ORS 183.341

History: OFRI 1-2006, f. & cert. ef. 5-25-06; FRI 1-1992, f. 4-9-92, cert. ef. 4-10-92

*New language is indicated by underlining and bold and deleted language is indicated by brackets [] and strikethrough.

OFRI TAX CEILING

OFRI legislation grants the Board authority to adjust the maximum tax rate annually in an amount equal to the previous year's increase in the U.S. Bureau of Labor Statistics Consumer Price Index, West Region.

The Board has elected to adjust the tax ceiling each year from \$0.75 MBF in the enabling legislation to \$1.76 MBF in the Fiscal Year 2023-24 budget.

The actual harvest tax rate set in the legislation was \$0.31 MBF and was increased to \$0.51 MBF in January 1996, \$0.79 MBF in January 1999 and \$0.99 MBF in January 2003. The actual rate was reduced to \$0.89 MBF in January 2005, increased to \$0.99 MBF in January 2014, \$1.00 MBF in January 2016, \$1.02 MBF in January 2017, \$1.04 MBF in January 2018 and \$1.12 MBF in January 2019.

The U.S. Bureau of Labor Statistics Consumer Price Index, West Region for the past 12 months is 3.6 percent. Based on 3.6 percent, the adjusted tax ceiling for the Fiscal Year 2024-25 budget would be \$1.82 MBF.

**Fiscal Year 2023-24 and 2024-25
Forest Products Harvest Tax Projections**

Fiscal Year 2023-24 Projections							
Qtr	Timber Harvested	Tax Received by Dept. of Revenue	Payment Received by OFRI	Estimated Harvest Level	Rate	FPHT Revenue	
2023q2	January - March	April - June	August	976,194	\$ 1.12	\$ 1,093,337.16	9.5%
2023q3	April - June	July - September	November	765,824	\$ 1.12	\$ 857,722.78	3.3%
2023q4	July - September	October - December	February	663,888	\$ 1.12	\$ 743,554.29	-28.6%
2024q1	October - December	January - March	May	703,405	\$ 1.12	\$ 787,813.60	
				3.109		\$ 3,482,427.83	
Fiscal Year 2024-25 Proposed Budget							
Qtr	Timber Harvested	Tax Received by Dept. of Revenue	Payment Received by OFRI	Estimated Harvest Level	Rate	FPHT Revenue	
2024q2	January - March	April - June	August	862,423	\$ 1.12	\$ 965,913.76	
2024q3	April - June	July - September	November	751,806	\$ 1.12	\$ 842,022.72	
2024q4	July - September	October - December	February	961,731	\$ 1.12	\$ 1,077,138.72	
2025q1	October - December	January - March	May	764,416	\$ 1.17	\$ 894,366.72	
				3.340		\$ 3,779,441.92	

**OREGON FOREST RESOURCES INSTITUTE
DRAFT PROPOSED FISCAL YEAR 2024-25 BUDGET**

	<u>APPROVED</u> FY 2023-24	<u>PROJECTED</u> FY 2023-24	<u>PROPOSED</u> FY 2024-25	<u>OVER/ (UNDER)</u>	%
<u>REVENUE</u>					
BEGINNING BALANCE JULY	\$2,579,864	\$3,351,250	\$ 2,656,946	\$ 77,082	2.99%
REVENUE - SALES/OTHER	\$ -	\$ -	\$ 20,000	\$ 20,000	
INTEREST	\$20,000	\$ 140,000	\$ 75,000	\$ 55,000	275.00%
HARVEST TAX	\$ 3,658,418	\$ 3,482,428	\$ 3,779,442	\$ 121,024	3.31%
TOTAL REVENUE - CASH AVAILABLE	\$ 6,258,282	\$ 6,973,678	\$ 6,531,388	\$ 273,106	4.36%
<u>EXPENDITURES</u>					
<u>PERSONNEL SERVICES:</u>					
SALARY & WAGES	\$1,024,452	\$ 1,027,041	\$ 1,059,927	\$ 35,475	3.46%
OTHER PERSONNEL EXPENSES	\$ 686,318	\$ 688,377	\$ 708,311	\$ 21,993	3.20%
TOTAL PERSONAL SERVICES	\$ 1,710,770	\$ 1,715,418	\$ 1,768,237	\$ 57,467	3.36%
<u>SERVICES AND SUPPLIES:</u>					
INSTATE TRAVEL	\$ 68,250	\$ 55,650	\$ 67,050	\$ (1,200)	-1.76%
OUT OF STATE TRAVEL	\$ 11,475	\$ 15,115	\$ 19,250	\$ 7,775	67.76%
OFFICE EXPENSES	\$ 31,858	\$ 23,658	\$ 34,858	\$ 3,000	9.42%
TELECOMMUNICATIONS	\$ 22,232	\$ 20,521	\$ 21,750	\$ (482)	-2.17%
GOVERNMENT SERVICE CHARGES	\$ 5,740	\$ 5,740	\$ 5,740	\$ -	0.00%
PUBLICATIONS / EDUCATIONAL MEDIA	\$ 939,800	\$ 884,637	\$ 779,350	\$ (160,450)	-17.07%
PROFESSIONAL SERVICES	\$ 1,340,450	\$ 1,163,501	\$ 1,588,150	\$ 247,700	18.48%
LEGAL SERVICES	\$ 25,000	\$ 5,000	\$ 15,000	\$ (10,000)	-40.00%
EMPLOYEE TRAINING	\$ 1,250	\$ 1,250	\$ 3,500	\$ 2,250	180.00%
EMPLOYEE RECRUIT., WELLNESS & SAFETY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
DUES AND SUBSCRIPTIONS	\$ 4,889	\$ 5,642	\$ 8,710	\$ 3,821	78.16%
FACILITIES RENTAL	\$ 128,750	\$ 128,750	\$ 137,967	\$ 9,217	7.16%
FACILITIES MAINTENANCE	\$ 500	\$ 500	\$ 2,000	\$ 1,500	300.00%
AGENCY SERVICES AND SUPPLIES	\$ 320,050	\$ 275,150	\$ 400,550	\$ 80,500	25.15%
OTHER SERVICES AND SUPPLIES	\$ 5,000	\$ 5,500	\$ 5,000	\$ -	0.00%
EXPENDABLE PROPERTY	\$ 8,900	\$ 10,700	\$ 15,600	\$ 6,700	75.28%
TOTAL SERVICES AND SUPPLIES	\$ 2,914,144	\$ 2,601,314	\$ 3,104,475	\$ 190,331	6.53%
GRAND TOTAL EXPENDITURES	\$ 4,624,914	\$ 4,316,732	\$ 4,872,712	\$ 247,798	5.36%
TOTAL REVENUE - CASH AVAILABLE	\$ 6,258,282	\$ 6,973,678	\$ 6,531,388	\$ 273,106	4.36%
TOTAL EXPENDITURES	\$ 4,624,914	\$ 4,316,732	\$ 4,872,712	\$ 247,798	5.36%
ENDING BALANCE	\$ 1,633,368	\$ 2,656,946	\$ 1,658,677	\$ 25,309	1.55%

OFRI Budget Scenario Projections

Scenario 1

(actual /projected)

Assumed future harvest levels (BBF):	Q1-Q3	2.509
	Q4	0.836
	Total	3.345

Assumed annual budget growth	3.5%
Assumed projected spend	97%
Assumed annual interest rate on reserve	3%

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
Projected budget reduction target	--	--	--	-\$570,000	\$0	\$0	\$0	\$0
Annual Harvest (BBFT)	4.036	3.109	3.345	3.345	3.345	3.345	3.345	3.345
FPHT (per MBF)	\$1.12	\$1.12	\$1.17	\$1.17	\$1.30	\$1.30	\$1.30	\$1.30

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
Reserve Balance on July 1	\$2,681,244	\$3,351,250	\$2,656,946	\$1,663,384	\$1,307,228	\$1,032,037	\$1,057,597	\$1,066,727
Interest/Other Income	\$118,068	\$140,000	\$99,708	\$49,902	\$39,217	\$30,961	\$31,728	\$32,002
FPHT Revenues	\$4,529,516	\$3,482,428	\$3,779,442	\$3,913,650	\$4,022,363	\$4,348,500	\$4,348,500	\$4,348,500
Subtotal	\$7,328,828	\$6,973,678	\$6,536,096	\$5,626,936	\$5,368,808	\$5,411,498	\$5,437,825	\$5,447,228
Budget	\$3,977,578	\$4,316,732	\$4,872,712	\$4,319,708	\$4,336,771	\$4,353,901	\$4,371,099	\$4,388,365
ENDING RESERVE BALANCE	\$3,351,250	\$2,656,946	\$1,663,384	\$1,307,228	\$1,032,037	\$1,057,597	\$1,066,727	\$1,058,864

[Annual Budget Scenario Projections April 16 2024.xlsx]Scenario 1

Scenario 1: Reduces Public Ed. ad-buy budget by an additional \$200K in 2024-2025, and postpones any additional major reductions until FY 2025-2026 (all scenarios). Projected FPHT increase of \$0.05 for FY 2024-25, with an additional \$0.13 increase for 2026-2027.

OFRI Budget Scenario Projections

Scenario 2

(actual / projected)

Assumed future harvest levels (BBF):	Q1-Q3	2.509
	Q4	0.836
	Total	3.345

Assumed annual budget growth	3.5%
Assumed projected spend	97%
Assumed annual interest rate on reserve	3%

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
Projected budget reduction target	--	--	--	-\$570,000	\$0	\$0	\$0	\$0
Annual Harvest (BBFT)	4.036	3.109	3.345	3.345	3.345	3.345	3.345	3.345
FPHT (per MBF)	\$1.12	\$1.12	\$1.12	\$1.25	\$1.25	\$1.32	\$1.32	\$1.32

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
Reserve Balance on July 1	\$2,681,244	\$3,351,250	\$2,656,946	\$1,663,384	\$1,248,691	\$1,130,631	\$1,050,436	\$1,126,251
Interest/Other Income	\$118,068	\$140,000	\$99,708	\$49,902	\$37,461	\$33,919	\$31,513	\$33,788
FPHT Revenues	\$4,529,516	\$3,482,428	\$3,779,442	\$3,855,113	\$4,181,250	\$4,239,788	\$4,415,400	\$4,415,400
Subtotal	\$7,328,828	\$6,973,678	\$6,536,096	\$5,568,398	\$5,467,401	\$5,404,337	\$5,497,350	\$5,575,438
Budget	\$3,977,578	\$4,316,732	\$4,872,712	\$4,319,708	\$4,336,771	\$4,353,901	\$4,371,099	\$4,388,365
ENDING RESERVE BALANCE	\$3,351,250	\$2,656,946	\$1,663,384	\$1,248,691	\$1,130,631	\$1,050,436	\$1,126,251	\$1,187,074

[Annual Budget Scenario Projections April 16 2024.xlsx]Scenario 1

Scenario 2: Projected FPHT increase of \$0.13 in FY 2025-26, and an additional \$0.07 in 2027-2028.

OFRI Budget Scenario Projections

Scenario 3

(actual / projected)

Assumed future harvest levels (BBF):	Q1-Q3	2.509
	Q4	0.836
	Total	3.345

Assumed annual budget growth	3.5%
Assumed projected spend	97%
Assumed annual interest rate on reserve	3%

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
Projected budget reduction target	--	--		-\$570,000	\$0	\$0	\$0	\$0
Annual Harvest (BBFT)	4.036	3.109	3.345	3.345	3.345	3.345	3.345	3.345
FPHT (per MBF)	\$1.12	\$1.12	\$1.17	\$1.17	\$1.27	\$1.27	\$1.37	\$1.37

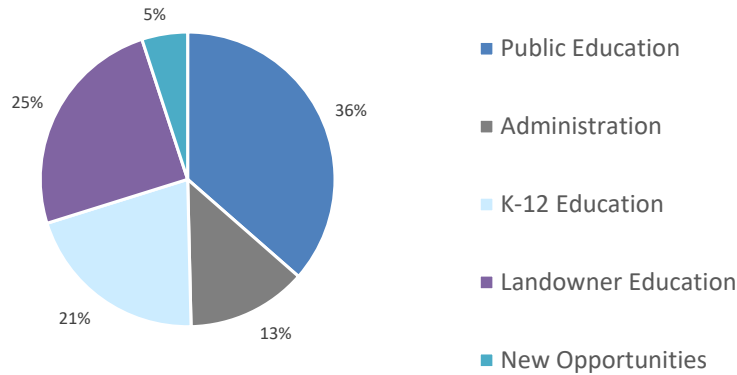
	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
Reserve Balance on July 1	\$2,681,244	\$3,351,250	\$2,656,946	\$1,663,384	\$1,307,228	\$1,006,949	\$931,407	\$920,026
Interest/Other Income	\$118,068	\$140,000	\$99,708	\$49,902	\$39,217	\$30,208	\$27,942	\$27,601
FPHT Revenues	\$4,529,516	\$3,482,428	\$3,779,442	\$3,913,650	\$3,997,275	\$4,248,150	\$4,331,775	\$4,582,650
Subtotal	\$7,328,828	\$6,973,678	\$6,536,096	\$5,626,936	\$5,343,720	\$5,285,308	\$5,291,124	\$5,530,276
Budget	\$3,977,578	\$4,316,732	\$4,872,712	\$4,319,708	\$4,336,771	\$4,353,901	\$4,371,099	\$4,388,365
ENDING RESERVE BALANCE	\$3,351,250	\$2,656,946	\$1,663,384	\$1,307,228	\$1,006,949	\$931,407	\$920,026	\$1,141,912

[Annual Budget Scenario Projections April 16 2024.xlsx]Scenario 1

Scenario 3: Projected FPHT increase of \$0.05 in FY 2024-25, with an additional \$0.10 FPHT increase every two years thereafter.

OREGON FOREST RESOURCES INSTITUTE
Proposed Fiscal Year 2024-25
DRAFT

Administration and Program Expenses as a Percentage of Overall Proposed 2024-25 Budget



	Public Education	K-12 Education	Landowner Education	New Opportunities	Administration
FY 24-25 Budget	36%	21%	25%	5%	13%

FTE Allocation as a Percentage of Programs

Public Education		K-12 Education		Landowner Education		New Opportunities		Administration		
Joni	0.0%	Joni	0.0%	Joni	0.0%	Joni	0.0%	Joni	100.0%	
Jordan	80.0%	Jordan	5.0%	Jordan	10.0%	Jordan	5.0%	Jordan	0.0%	
Margaret	15.0%	Margaret	5.0%	Margaret	78.0%	Margaret	2.0%	Margaret	0.0%	
Kathy	3.0%	Kathy	3.0%	Kathy	3.0%	Kathy	0.0%	Kathy	91.0%	
Norie	0.0%	Norie	95.0%	Norie	0.0%	Norie	5.0%	Norie	0.0%	
Rikki	1.0%	Rikki	99.0%	Rikki	0.0%	Rikki	0.0%	Rikki	0.0%	
Jim	50.0%	Jim	5.0%	Jim	10.0%	Jim	10.0%	Jim	25.0%	
Inka	90.0%	Inka	4.0%	Inka	5.0%	Inka	1.0%	Inka	0.0%	
Julie	62.0%	Julie	3.0%	Julie	30.0%	Julie	5.0%	Julie	0.0%	
Intern	98.0%	Intern	1.0%	intern	1.0%	Intern	0.0%	Intern	0.0%	
3.99		2.20		1.37		0.28		2.16		10.000

DESCRIPTIONS

Public Education: Program and salary expenses, including other personnel expenses (OPE), to direct OFRI's educational media, prepare publications, conduct public opinion research and sponsor or co-sponsor conferences, and workshops and public presentations on forest-related topics. Also includes monitoring news coverage of the forest sector, building and maintaining relationships with the press, sending out news releases, meeting with editorial boards, writing OpEds; and writing, distributing and marketing OFRI's electronic newsletters, blogs and social media. Finally, sponsor and support outreach education through public tours and interpretive signage, as well as to manage forestry exhibits and the Oregon Garden Rediscovery Forest.

K-12 Education: Program and salary expenses, including OPE, to build understanding and support among teachers to teach students about forests, forestry and forest management. The program includes workshops for teachers on natural resources topics and programs for K-12 students at the Rediscovery Forest, and transportation support for field trips at partner facilities. Produces grade-specific student materials. OFRI also conducts statewide forest careers outreach to high school students, teachers and adults.

Landowner Education: Program and salary expenses, including OPE, to provide training to forest landowners and managers through support for programs such as OSU Forestry Extension Master Woodland Manager program, and workshops and development of educational tools.

New Opportunities: Program and salary expenses, including OPE, to fund new opportunities, which support various one-time projects.

Administration: Expenses incurred in controlling and directing the organization that are not directly identifiable with program expenses.

**Oregon Forest Resources Institute
Program and Administrative Expenses
Proposed Fiscal Year 2024-25
DRAFT**

REVENUE

	Approved FY 23-24	Projected FY 23-24	Proposed FY 24-25
Beginning Balance as of July 1*	\$2,579,864	\$3,351,250	\$2,656,946
Revenue – Interest	\$20,000	\$140,000	\$75,000
Revenue – Other	\$0	\$0	\$20,000
Harvest Tax	\$3,658,418	\$3,482,428	\$3,779,442
Proposed budget based on statewide timber harvest of 3.34 BBF and a FPHT of \$1.12/MBF for three quarters and one quarter at \$1.17/MBF.			
Total Revenue - Cash Available	\$6,258,282	\$6,973,678	\$6,531,388

* Represents actual beginning balance as of July 1, 2022

EXPENDITURES

	Approved FY 23-24	Proposed FY 24-25	Variance
Public Education	\$1,303,150	\$1,279,350	-\$23,800
K-12 Teacher Education	\$707,350	\$760,150	\$52,800
Landowner Education	\$462,500	\$479,500	\$17,000
New Opportunities	\$100,000	\$200,000	\$100,000
Office Services	\$297,919	\$331,175	\$28,256
Staff Travel	\$43,225	\$54,300	\$11,075
Personnel	\$1,710,770	\$1,768,238	\$57,468
Total Expenditures	\$4,624,914	\$4,872,713	\$242,799

SUMMARY

	Approved FY 23-24	Proposed FY 24-25	Variance
TOTAL REVENUE - CASH AVAILABLE	\$6,258,282	\$6,531,388	\$273,106
TOTAL EXPENDITURES	\$4,624,914	\$4,872,713	\$242,799
RESERVE FOR FOLLOWING FISCAL YEAR	\$1,633,368	\$1,658,675	\$25,307

	Approved FY 23-24	Proposed FY 24-25	Variance
PUBLIC EDUCATION			
Educational Media	\$ 985,000	\$ 705,000	\$ (280,000)
Two media campaigns (fall, spring) including digital and broadcast advertising. Budget includes minor editing and refreshing of creative for second year of two-year lifespan. Budget includes agency fees and trade media.			
Publications	\$ 165,550	\$ 147,250	\$ (18,300)
Design and printing of one special report, 2024-25 Oregon Forest Facts and Annual Report. Proofreading of all OFRI materials.			
Videos/Timelapse	\$ 10,000	\$ 10,000	\$ -
Software, stock footage and video/audio services needed to produce videos to serve OFRI programs.			
Public Opinion Research	\$ 33,000	\$ 149,000	\$ 116,000
Focus group testing for new creative, two statewide post-ad tracking surveys, Values and Beliefs survey and consulting.			
Website Development	\$ 27,600	\$ 86,600	\$ 59,000
Website development and maintenance for five websites. Complete rebuild of forest landowner website (KnowYourForest.org). Overall increase includes higher costs for standard work and additional needs.			
Sponsorships	\$ 11,000	\$ 24,000	\$ 13,000
Oregon Business Leadership Summit, Starker Lecture Series and #forestproud (NAFP) and Mass Timber Conference.			
Podcast	\$ -	\$ 500	\$ 500
Equipment			
Public Interpretation	\$ 30,000	\$ 15,000	\$ (15,000)
New signage at the Rediscovery Forest.			
Forest Tours	\$ 21,500	\$ 21,500	\$ -
Estimated cost of OFRI board tour in fall 2024			
Rediscovery Forest Site Management	\$ 11,500	\$ 12,500	\$ 1,000
Supplies, site maintenance, tools, service contracts needed to execute long-term forest management plan.			
Workforce	\$ -	\$ 100,000	\$ 100,000
Contractor for workforce efforts in strategic plan.			
Landowner Signage	\$ 8,000	\$ 8,000	\$ -
Provide "Planted" landowner signage.			
Total Public Education	\$ 1,303,150	\$ 1,279,350	\$ (23,800)

	Approved FY 23-24	Proposed FY 24-25	Variance
K-12 TEACHER AND YOUTH EDUCATION			
Oregon Natural Resources Education Program (ONREP) Statewide program in collaboration with OSU Extension that provides professional development for K-12 teachers, helping them incorporate forestry and natural resources education in their classrooms.	\$ 246,600	\$ 246,600	\$ -
Statewide Classroom Program Statewide program that delivers a unique and effective classroom forestry education program for pre-kindergarten through eighth-grade students presented by trained facilitators. Administered by Oregon Women in Timber.	\$ 217,600	\$ 217,600	\$ -
Field Trip Transportation Reimbursement to school districts for students to attend forestry education programs at partner sites, including the Rediscovery Forest, and field programs provided by ODF, Port Blakely, Forests Today & Forever, Starker Forests, OSU and others.	\$ 95,000	\$ 105,000	\$ 10,000
Rediscovery Forest K-12 Forestry Education Program Includes student journals and equipment for field use for the Oregon Garden Natural Resources Education Program sponsored by OFRI.	\$ 31,200	\$ 28,000	\$ (3,200)
K-12 Teacher Professional Development OFRI-led professional development for high school natural resources teachers. Supports substitutes, lodging and catering for the CTE conference and Envirothon training.	\$ 45,000	\$ 44,000	\$ (1,000)
Secondary Student Programs Support for forest sector career initiatives.	\$ 10,950	\$ 10,950	\$ -
Publications Reprint and create new publications for distribution to K-12 teachers and students, including a new forests and climate publication.	\$ 38,000	\$ 83,000	\$ 45,000
K-12 Teacher Website Maintain LearnForests.org.	\$ 3,000	\$ 5,000	\$ 2,000
Envirothon Continuation of statewide Envirothon, presented by OFRI.	\$ 20,000	\$ 20,000	\$ -
Total Teacher/Youth Education	\$ 707,350	\$ 760,150	\$ 52,800

	Approved FY 23-24	Proposed FY 24-25	Variance
FOREST LANDOWNER EDUCATION			
Woodland Owner/Master Woodland Manager Agreement with OSU Forestry Extension to coordinate the Master Woodland Manager Program and provide forest management training and education to underserved audiences such as the Women Owning Woodlands Network.	\$ 120,000	\$ 120,000	\$ -
Forestry Extension Landowner Education Agreement with OSU Extension to support Tree Schools and provide new landowner education programs.	\$ 40,000	\$ 50,000	\$ 10,000
Wildlife in Managed Forests Program Continuation of Wildlife in Managed Forests program.	\$ 56,000	\$ 57,000	\$ 1,000
Publications Printing Illustrated Manual, OFPA outreach materials and miscellaneous landowner publications as needed.	\$ 154,500	\$ 158,500	\$ 4,000
Hopkins Educational Consortium Continues funding for Forests Forever, Inc. to support landowner education at Hopkins Demonstration Forest.	\$ 15,000	\$ 15,000	\$ -
OFRI Landowner Workshops Continues support for OSAF Annual Meeting, Family Forest Convention (OSWA & OTFS), WFCA Forest Vegetation Management Conference, Forestry Communications Workshop and others.	\$ 22,000	\$ 23,000	\$ 1,000
OSWA Landowner Workshops Maintains support for OSWA landowner workshops and tours.	\$ 20,000	\$ 25,000	\$ 5,000
Forest Landowner Database Database is no longer available.	\$ 5,000	\$ -	\$ (5,000)
Landowner Website Maintenance Maintains KnowYourForest.org content.	\$ 15,000	\$ 15,000	\$ -
Rediscovery Forest Landowner Education Program and contractor support for landowner classes at the OGRF for family forest landowners.	\$ 8,000	\$ 6,000	\$ (2,000)
Display Booth Maintains presence at Tree School, OSWA, OSAF, The Wildlife Society, AOL, Western Forestry & Conservation Association, Oregon Logging, Mass Timber and NCASI.	\$ 2,000	\$ 5,000	\$ 3,000
Motor Pool Vehicle for Director of Forestry	\$ 5,000	\$ 5,000	\$ -
Total Landowner Education	\$ 462,500	\$ 479,500	\$ 17,000

	<u>Approved FY 23-24</u>	<u>Proposed FY 24-25</u>	<u>Variance</u>
NEW OPPORTUNITIES			
To be designated	\$ 100,000	\$ 200,000	\$ 100,000
Total New Opportunities	\$ 100,000	\$ 200,000	\$ 100,000

	<u>Approved FY 23-24</u>	<u>Proposed FY 24-25</u>	<u>Variance</u>
PERSONNEL			
Salary & Wages	\$ 1,024,452	\$ 1,059,927	\$ 35,475
COLA increase of 3.3%			
Other Personnel Expenses	\$ 686,318	\$ 708,311	\$ 21,993
Based on estimates for PERS and health care.			
Staff Travel	\$ 43,225	\$ 54,300	\$ 11,075
Total Personnel	\$ 1,753,995	\$ 1,822,538	\$ 68,543

	<u>Approved FY 23-24</u>	<u>Proposed FY 24-25</u>	<u>Variance</u>
OFFICE SERVICES			
General Office	\$ 267,519	\$ 246,575	\$ (20,944)
Includes office lease, office supplies, utilities, government charges, office equipment. Savings due to strategic plan completion.			
Computer Support	\$ 17,400	\$ 27,600	\$ 10,200
Contractor support for all computer equipment and conversion from server to the cloud.			
Temporary Help	\$ -	\$ 5,000	
Temporary employee to assist in mailing new Illustrated Manual orders.			
ODF/DAS Support	\$ 6,000	\$ 45,000	\$ 39,000
ODF services transitioning to DAS.			
Motor Pool Vehicle for Executive Director	\$ 7,000	\$ 7,000	\$ -
Total Office Services	\$ 297,919	\$ 331,175	\$ 28,256
Total Expenditures	\$ 4,624,914	\$ 4,872,713	\$ 242,799



Oregon Forest
Resources Institute

Oregon Forest Resources Institute 2025 Board Meeting Schedule

<u>Date</u>	<u>Location</u>
Thursday, January 16	NW Wine Studies, Salem
Thursday, March 13	Teleconference Call
Thursday, April 17	NW Wine Studies, Salem
Thursday, July 17	NW Wine Studies, Salem
Thursday, October 16 (meeting)	TBD
Friday, October 17 (tour)	TBD

DRAFT

9755 SW Barnes Rd., Suite 210
Portland, OR 97225
971-673-2944
971-673-2946 facsimile

OregonForests.org



State of Oregon
Department of Administrative Services
Chief Financial Office

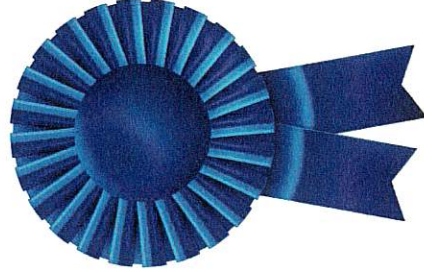
*Chief Financial Office's Accounts Receivable
Honor Roll Certificate*

Awarded to

*Oregon Forest Resources
Institute*

*For Commitment to Excellence
in the Management and Reporting
of Accounts Receivable*

Fiscal Year Ended June 30, 2023



Kate Nass, Chief Financial Officer

Robert W. Hamilton, State Controller

April 1, 2024

Date

WEBSITE ANALYTICS

Oregon Forest Resources Institute



Total average
monthly visitors

11,798



Q3, FY 2023-2024

OregonForests.org

Average monthly visitors: 9,357

Pages per visit: 1.76 Visit duration: 00:42

Top inroads:

Google search, Direct URL, Facebook

Top pages:

Home page, replanting, tree guide

Of note:

This quarter contains the beginning of the spring educational advertising campaign
1,296 downloads this quarter

LearnForests.org

Average monthly visitors: 812

Pages per visit: 6.4 Visit duration: 01:32

Top inroads:

Direct URL, Google search, OFRI public site

Top referrals

Direct URL, OFRI public site, spam

Top pages:

Homepage, grades 3-5, grades 9-12

Of note:

Significant spam spike this quarter

45 downloads

93% mobile users

KnowYourForest.org

Average monthly visitors: 909

Pages per visit: 2.23 Visit duration: na

Top inroads:

Google, Direct URL, Bing

Top pages:

Logging and selling timber, home page, events

Of note:

steady traffic

40% mobile device users

268 downloads

OregonForestLaws.org

Average monthly visitors: 720

Pages per visit: 1.7 Visit duration: 1:58

Top inroads:

Google search, Direct URL, spam bots

Top pages:

Home page, logging, water and fish

Of note:

Lower visitation when not the destination of a advertising campaign, yet visitation up over typical quarter (300/mo. in prior years)

93 downloads