



Board of Directors Meeting

**Thursday, January 16, 2025
9:30 a.m.**

Chemeketa Community College Eola
215 Doaks Ferry Rd NW, Salem

Agenda

- I. Call to order – Paul Betts, Miami Alternatives, LLC
- II. Welcome and introductions

III. Public Hearing on Proposed Administrative Rule Changes
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- IV. Approval of minutes
- V. Staff and board reports
 - Executive Director's report
 - Staff reports
 - Chair's report
 - Items from board members
- VI. Financial reports – Kathy Storm, OFRI
- VII. Public comment
- VIII. Action items
 - Oregon Administrative Rule 628-010-0005 Definitions*
Jim Paul, OFRI
 - Oregon Administrative Rule 628-010-0030 Compensation for OFRI board members, officers and employees*
Jim Paul
 - Oregon Administrative Rule 628-010-0210 IRS Retirement "Pick Up"*
Jim Paul

- Oregon Administrative Rule 628-020-0000 Definitions*
Jim Paul
- Oregon Administrative Rule 628-020-0010 Determining producer class qualifications for OFRI board positions*
Jim Paul
- Fiscal Year 2024-25 New Opportunities Proposals*
 - Forests Today & Forever, Rikki Heath, OFRI
 - Digitally unified management planning project, Margaret Miller, OFRI
 - Hood-to-Coast sponsorship, Jordan Benner, OFRI

IX. Reports

- Post-advertising results
 - Michelle Neiss, DHM Research
- Advertising fall reporting and new creative
 - Alexis Wong and John Plymale, Gard Communications
 - Jordan Benner
- Proposed Fiscal Year 2025-26 budget
 - Jim Paul
- October board meeting
 - Julie Woodward
- 2025 Working group assignments
 - Jim Paul

X. Adjourn

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

OREGON FOREST RESOURCES INSTITUTE
BOARD OF DIRECTORS MEETING

The Century Hotel
8185 SW Tualatin-Sherwood Rd., Tualatin

October 17, 2024

Meeting Minutes

Members Present:

Jennifer Beathe, Starker Forests, Inc. (left meeting early)
Paul Betts, Miami Alternatives, LLC
Gordon Culbertson, Whitewater Forests, LLC
Dr. Kristopher Elliott, Oregon State University Extension
Courtney Griesel, Sierra Pacific Industries
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
Rikki Heath
Margaret Miller

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

Joni Nebril
Jim Paul
Kathy Storm
Julie Woodward

Guests:

Liz Cawood, CAWOOD Communications
Fran Cafferata, Cafferata Consulting
Daniella Giustina, Giustina Land and Timber Co.
Sara Duncan, Oregon Forest Industries Council (via Zoom)
Erin Giebner, Oregon State University
LeeAnn Mickelson, Oregon State University
Holly Ober, Oregon State University
Kate Skinner, Oregon Department of Forestry
Eliana Pool, Cafferata Consulting

CALL TO ORDER

The meeting was called to order by Board Chair Paul Betts at 12:15 p.m.

APPROVAL OF MINUTES

Motion: Dan Newton moved to approve the July 18, 2024 board meeting minutes. The motion was seconded by Garren Hitner. Voting for the motion: Jennifer Beathe, Paul Betts, Gordon Culbertson, Courtney Griesel, Garren Hitner, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

STAFF AND BOARD REPORTS

Landowner Education (Julie Woodward and Margaret Miller)

- **Recent events:**
 - **Oregon Conservation Corps youth:** August 12-14, 2024, helped spruce up the Rediscovery Forest.
 - **Tree School Umpqua:** September 28, 2024, over 150 attendees received the PFE Landowner Resources Guide in their folders. The OFRI table was well attended and the westside riparian booklets were very popular. OFRI gave two presentations: one on pile burning and slash management (22 students), and another on planning for wildlife habitat (37 students).
 - **Alternative Approaches to Woody Residue Management:** October 9, 2024, cross-agency forestry demonstration in Benton County with over 80 registered attendees. The demonstration included an air curtain incinerator and mastication demonstration with speakers from United States Department of Agriculture, Natural Resources Conservation Service, OSU Extension, Department of Environmental Quality, Oregon Department of Forestry and more.
- **Coming soon:**
 - **Two new interpretive signs at the Rediscovery Forest:** Installation scheduled for the week of November 18, 2024. The Christmas tree plot advisory group includes

representatives from OSU Extension, Oregon Department of Agriculture, Oregon Christmas Tree Growers Association, The Oregon Garden and OFRI. We are working on a cross-agency press release for late November and a possible Christmas tree growers social media campaign in time for the holidays.

- ***Oregon's Forest Protection Laws: An Illustrated Manual 2024***: Released in April. Currently in the revision and review process. Anticipated printing in February 2025.
- **Other recent events and programming highlights**
 - Tribal-State Government-to-Government Summit: July 23-24, 2024, attended
 - Oregon Small Woodlands Association fall meeting in Redmond: September 11, 2024, attended and presented
 - Wildlife in Managed Forests annual meeting: September 13, 2024, meeting facilitator
 - Society of American Foresters National Convention: September 17-20, 2024, attended
 - Tree School Field Day at Hopkins Demonstration Forest: October 5, 2024, tabled and presented
- **Upcoming educational programming and events**
 - Matteson Forest Community Day: October 26, 2024, attending
 - Oregon Tree Farm System annual meeting at The Oregon Garden, November 16, 2024, facilitating
 - Partnership for Forestry Education fall meeting, November 18, 2024, lead facilitator
 - PNW Forest Vegetation Management Conference, December 3-5, 2024, attending and tabling
 - Associated Oregon Loggers Convention: January 24-25, 2025, attending and tabling
 - Oregon Chapter of The Wildlife Society and Oregon Society of American Foresters joint annual meeting: February 5-7, 2025, attending and tabling

K-12 Education (Rikki Heath)

- **Updated two program publications**: The Oregon Garden Natural Resources Education Program Field Notes and Outdoor School Nature Notes have been updated.
- **Oregon Garden Natural Resources Education Program**: Started in September and will run through mid-November. We partner with The Oregon Garden Foundation to provide natural resource education. OFRI provides the coordinator, and the foundation has hired four educators to help serve up to 90 students a day.
- **Home School Day**: Took place at The Oregon Garden on Wednesday, September 4. We had 364 students attend, with 12 stations and over 40 volunteers. Stations were run by Marion Soil and Water Conservation District, City of Salem, Talk About Trees, OSU Extension 4-H, Oregon Department of Forestry, OSU Extension Master Gardeners, Audubon, Oregon Dairy Princess Ambassador Program, Oregon Livestock Council, Salem Environmental Education and The Oregon Garden.
- **PAWS Outdoor School (ODS)**: This week we're hosting Salem-Keizer students at The Oregon Garden. This is a non-residential ODS put on by a coalition of agencies that want students to learn from natural resources professionals. The students rotate through four sites, one for every day at ODS. Our partners are Salem Environmental Education, The Oregon Garden, Keizer Public Works, OSU Extension 4-H, Marion Soil and Water Conservation District, Bureau of Land Management and City of Salem.

- **Outreach and education:** Presented to the Mid-Willamette Education Consortium (MWEC) Rally for agriculture teachers in October. In November, I will have a session at the Oregon Science Teachers Association conference and will also be presenting an OFRI lab to pre-service teachers at OSU.
- **Planning the natural resources CTE high school educator conference and Envirothon training:** Will be held on December 10 and 11 at The Oregon Garden in coordination with OSU ONREP. The conference meets the professional development requirement of the Oregon Department of Education statewide Natural Resources/Forestry Career & Technical Education (CTE) Program of Study. This year's Envirothon current environmental issue is "Roots and Resiliency: Fostering Forest Stewardship in a Canopy of Change."

Public Education (Jordan Benner and Inka Bajandas)

- **Educational advertising campaign:** Starting in September, OFRI began running our fall educational advertising campaign. The campaign revisits the 6-, 15- and 30-second spots first displayed in fall 2023 focusing on reforestation efforts and the connection between renewable wood products and forests for future generations. The fall campaign is being distributed in digital media and social media. The campaign runs statewide through November 10. A full post-campaign report will be available by the end of the calendar year.
- **Web development contractor:** OFRI submitted a request for proposals for a new contract to develop and maintain OFRI's websites. Currently, OFRI manages seven website URLs. The RFP closed in early October and review is currently underway. OFRI hopes to have a new contract in place in November.
- **Social media intern:** We've hired a new student social media intern. Henry Thomas' first day was September 30. He is a University of Oregon senior majoring in business administration with concentrations in finance and marketing. He's a native Oregonian who grew up in Portland and loves spending time in nature. We're excited to have Henry on board because it's always nice to have a fresh set of eyes on our social media channels and marketing strategies. Board members are welcome to reach out to Henry at his intern@ofri.org email address with ideas for OFRI social media or to invite him on a forest or mill tour.
- **Sourcing from Sustainable Forests special report:** OFRI's newest special report was officially published this week. We're hoping it helps build a greater understanding among the public and especially architecture, engineering and construction professionals of the many advantages of sourcing wood products from Oregon's sustainably managed forests for their building projects. Tomorrow's board tour will highlight many of the themes in the report and will kick off our marketing of the publication. We'll also be sending out a news release and promoting the report on our social media, in our newsletter and at the International Mass Timber Conference in March.
- **Forest Sustainability FAQs:** OFRI has a companion piece we're calling *Forest Sustainability FAQs*, written by special report co-author Mike Cloughesy, retired OFRI director of forestry. This digital-only publication delves into additional forest sustainability FAQs that we couldn't answer in the special report because of space constraints. We plan to promote both this FAQs document and the special report at the same time.

Board Chair (Paul Betts)

- Introduced education tool, "For the Trees" 360-degree virtual reality experience.
- Reflected on all of OFRI's recent work: internal controls, strategic plan, OFRI staffing and new special report.

PUBLIC COMMENT

None

REPORTS

Fran Cafferata and Eliana Pool, Cafferata Consulting, provided an overview of work completed during Fiscal Year 2023-24. They also shared plans for Fiscal Year 2024-25:

- Provide updates to the publications in the Wildlife in Managed Forests (WIMF) series.
- Finalize the special report on wildlife.
- Develop and deliver a series of short videos for the KnowYourForest.org website.
- Continue participation with the National Council for Air and Stream Improvement and other partners/research groups.
- Perform direct outreach with landowners.
- Draft and deliver articles and blogs for inclusion in newsletters or OFRI's eNews.
- Partner with Associated Oregon Loggers on outreach to forest operators.
- Develop a strategic plan for the WIMF program in alignment with OFRI's new strategic plan.

Erin Giebner, LeeAnn Mickelson and Holly Ober, Oregon State University, provided overviews and program reports for the Extension Service, Master Woodland Manager program, Women Owning Woodlands network and Oregon Natural Resources Education Program.

ACTION ITEMS

With the resignation of Eric Kranzush, OFRI has an open Class 2 position and Daniella Giustina has applied for that position. In addition, four board positions will be open on January 1, 2025: Class 1, 2 and 3, and Small Woodland Owner. Gordon Culbertson, Small Woodland Owner; Dan Newton, Class 1; Paul Betts, Class 2; and Brian Trenholm, Class 3 have submitted applications for reappointment. There were no objections from the Nominations Working Group on the five appointments.

Motion: Courtney Griesel moved to recommend the following to the state forester:

- **Appoint Daniella Giustina to fill the unexpired Class 2 position;**
- **Reappoint Gordon Culbertson to the Small Woodland Owner position;**
- **Reappoint Dan Newton to Class 1;**
- **Reappoint Paul Betts to Class 2; and**
- **Reappoint Brian Trenholm to Class 3.**

The motion was seconded by Madeleine Thompson Rudolph. Voting for the motion: Jennifer Beathe, Paul Betts, Gordon Culbertson, Courtney Griesel, Garren Hitner, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

Chair Betts announced that his and Dan Newton's terms as chair and vice-chair, respectively, on the board expire December 31, 2024. Betts and Newton are interested in serving another one-year term beginning January 1, 2025. Betts asked for further nominations from the floor; no further nominations were received. Ballots were distributed to voting board members, resulting in eight unanimous votes for Paul Betts as chair and eight unanimous votes for Dan Newton as vice-chair.

Executive Director Jim Paul reviewed budget scenario 1b, including a 5-cent forest products harvest tax increase from \$1.12 per thousand board feet to \$1.17 per thousand board feet effective January 1, 2025.

Motion: Dan Newton moved to increase OFRI's portion of the forest products harvest tax rate from \$1.12 per thousand board feet to \$1.17 per thousand board feet effective January 1, 2025. The motion was seconded by Jennifer Beathe. Voting for the motion: Paul Betts, Gordon Culbertson, Courtney Griesel, Garren Hitner, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

Director of K-12 Education Rikki Heath and Director of OSU ONREP LeeAnn Mickelson reviewed a proposal to approve new opportunities funding to help expand ONREP's curricula offerings to include Project WET's core guides and Project Learning Tree's *Explora tu Ambiente* (Spanish version) to support outreach to currently less-engaged audiences. This is the first new opportunities request this fiscal year. Dan Newton requested, on behalf of the board, to review the curricula once they are attained by ONREP.

Motion: Courtney Griesel moved to approve \$12,120 from the Fiscal Year 2024-25 New Opportunities budget for Oregon Natural Resources Education Program's Project WET and Project Learning Tree curricula. The motion was seconded by Gordon Culbertson. Voting for the motion: Paul Betts, Gordon Culbertson, Garren Hitner, Dan Newton, Kristin Rasmussen and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

Executive Director Jim Paul reviewed proposed revisions to OFRI's administrative rules. At the July board meeting, the board approved staff move forward with reviewing remaining OARs and proposing changes.

Motion: Courtney Griesel moved to approve OFRI staff to move forward with filing proposed administrative rule changes for:

- OAR 628-010-0005 Definitions;
- OAR 628-010-0030 Compensation for OFRI Board Members and Employees;
- OAR 628-010-0210 IRS Retirement "Pick Up";
- OAR 628-020-0000 Definitions; and
- OAR 628-020-0010 Process for Determining Producer Class Qualifications.

The motion was seconded by Kristin Rasmussen. Voting for the motion: Paul Betts, Gordon Culbertson, Courtney Griesel, Garren Hitner, Dan Newton and Madeleine Thompson Rudolph. Voting against the motion: none. Motion passed.

REPORTS

Public Affairs Manager Inka Bajandas reviewed OFRI's new annual report, included in supplemental packets.

Manager Bajandas reviewed OFRI's performance measures that were used to develop the annual report.

Executive Director Jim Paul provided an update on staff-led strategic planning efforts.

Deputy Director Julie Woodward reviewed plans for the evening reception/dinner and the board tour for Friday.

ADJOURNMENT

The meeting adjourned at 4:18 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Joni Nebril", is written over the typed name.

Joni Nebril
Executive Assistant

OFFICE OF THE SECRETARY OF STATE

LAVONNE GRIFFIN-VALADE
SECRETARY OF STATE

CHERYL MYERS
DEPUTY SECRETARY OF STATE
AND TRIBAL LIAISON



ARCHIVES DIVISION

STEPHANIE CLARK
DIRECTOR

800 SUMMER STREET NE
SALEM, OR 97310
503-373-0701

NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 628
OREGON FOREST RESOURCES INSTITUTE

FILED

11/25/2024 8:45 AM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Revising rule to reflect changes from HB 2992 passed in 2021

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 01/16/2025 12:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Kathy Storm
971-673-2953
storm@ofri.org

9755 SW Barnes Road, Suite 210
Portland, OR 97225

Filed By:
Kathy Storm
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 01/16/2025

TIME: 9:30 AM - 9:35 AM

OFFICER: Paul Betts

IN-PERSON HEARING DETAILS

ADDRESS: Northwest Wine Studies Center, 215 Doaks Ferry Rd NW, Salem, OR 97304

NEED FOR THE RULE(S)

To reflect changes resulting from passage of HB 2992

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

None

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

No impact

FISCAL AND ECONOMIC IMPACT:

No impact to agency or the public

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

None

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

Proposed changes are made due to passage of HB 2992, which does not affect small businesses

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

Housekeeping rule changes

AMEND: 628-010-0005

RULE SUMMARY: Amending rule to reflect changes created by passage of HB 2992 in 2021.

CHANGES TO RULE:

628-010-0005

Definitions ¶

The following words and phrases, when used in this division, shall mean the following unless the context otherwise requires:¶

(1) "Actual and necessary" means that a travel or other expense:¶

(a) Is an actual expense incurred by a member in carrying out official duties; and¶

(b) The expense is necessary to enable the member to carry out official duties.¶

(2) "OFRI" means the Oregon Forest Resources Institute.¶

(23) "Board" means the Oregon Forest Resources Institute Board of Directors, inclusive of elected, appointed, and ex officio nonvoting members.¶

(34) "Chairperson," "Chairman" or "Chair" means the Chairperson of the OFRI Board of Directors.¶

(45) "Committee" means a subcommittee of the OFRI Board of Directors.¶

(5) "Executive Director" means the Executive Director of the Oregon Forest Resources Institute
(6) "Employed in full-time public service" means employment by a public body as that term is defined in ORS 274.109. For example, the Dean of the College of Forestry at the Oregon State University is employed in full-time public service.¶

(7) "Executive Director" means the Executive Director of the Oregon Forest Resources Institute.¶

(8) "Member" or "Board member" or "OFRI Board member" means any individual appointed by the State Forester to serve on the Board of the Oregon Forest Resources Institute.¶

(9) "Non-qualified member" means a Board member other than a Qualified member.¶

(10) "Other expenses" includes, but is not limited to, expenses incurred by a Board member of the Oregon Forest Resources Institute in employing a substitute to perform duties, including personal, normally performed by the Member which the Member is unable to perform because of the performance of official duties and which by the nature of such duties cannot be delayed without risk to health or safety. No Member shall be reimbursed for expenses incurred in employing a substitute in excess of \$20 per day. ¶

(11) "Official duties" includes:¶

(a) Attendance at a Board meeting or subcommittee meeting;¶

(b) Substantial preparation for a Board meeting or Committee meeting; and¶

(c) Attendance at a conference or other activity as a representative of the Board, either at the request of the Chair or as authorized in advance by a vote of the Board.¶

(12) "Qualified member" means a member who is not in full-time public service and who had an adjusted gross income in the previous tax year:¶

(a) Of less than \$50,000, as reported on an income tax return other than a joint income tax return; or¶

(b) Of less than \$100,000, as reported on a joint income tax return.¶

(13) "Travel and other expenses" includes meals, overnight lodging, the cost of attending an event as a representative of the Board, and other miscellaneous travel expenses such as but not limited to postage, taxis/public transport/ground transport, airfare, parking fees, bridge tolls, telephone charges. "Travel and other expenses" does not include:¶

(a) Attendance at a sporting event, concert, theatrical or dance performance, or movie, including such events that occur at a trade show, festival, stock show, county fair, state fair, conference, or training;¶

(b) In-room movie rental;¶

(c) Telephone charges that are not associated with Board business;¶

(d) Use of a gym or health club;¶

(e) Cost of a gift for a host, business associate, family member, or Board member, employee, or contractor; or

(f) Alcoholic beverages.

Statutory/Other Authority: ORS 526.645

Statutes/Other Implemented: ORS 321.017

OFFICE OF THE SECRETARY OF STATE

LAVONNE GRIFFIN-VALADE
SECRETARY OF STATE

CHERYL MYERS
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AND TRIBAL LIAISON



ARCHIVES DIVISION

STEPHANIE CLARK
DIRECTOR

800 SUMMER STREET NE
SALEM, OR 97310
503-373-0701

NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 628
OREGON FOREST RESOURCES INSTITUTE

FILED

11/25/2024 11:50 AM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Revising rule to reflect changes from HB 2992 passed in 2021

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 01/16/2025 12:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Kathy Storm
971-673-2953
storm@ofri.org

9755 SW Barnes Road, Suite 210
Portland, OR 97225

Filed By:
Kathy Storm
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 01/16/2025

TIME: 9:30 AM - 9:35 AM

OFFICER: Paul Betts

IN-PERSON HEARING DETAILS

ADDRESS: Northwest Wine Studies Center, 215 Doaks Ferry Rd NW, Salem, OR 97304

NEED FOR THE RULE(S)

To reflect changes resulting from passage of HB 2992

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

None

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

No affect on racial equity in Oregon

FISCAL AND ECONOMIC IMPACT:

No significant impact to OFRI

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

Compensating board members may have a small financial impact on OFRI

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

This bill does not affect small businesses so they were not involved

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

Housekeeping changes

AMEND: 628-010-0030

RULE SUMMARY: Revising rule to reflect changes from HB 2992 passed in 2021

CHANGES TO RULE:

628-010-0030

Compensation for OFRI Board Members, Officers, and Employees ¶

~~For purpose of board members, officers, and employees of OFRI receiving their~~ (1) In accordance with the procedures set forth in subsections (5) and (6) of this rule, as applicable, OFRI shall provide to a Qualified member of the Board that is not employed in full-time public service:¶

~~(a) Compensation equal to the per diem paid to members of the Legislative Assembly under ORS 171.072, for each day or portion thereof, during which the qualified member is actually engaged in the performance of official duties; and¶~~

~~(b) Reimbursement of actual and necessary travel and/or other expenses actually incurred in the performance of their a member's official duties the OFRI board adopt within the limits provided in this rule.¶~~

(2) For purpose of Board members and employees of OFRI receiving their actual and necessary travel and other expenses incurred in the performance of their official duties the following rules governing the incurring and paying of such reimbursement of such qualifying expenses:¶

~~(1a) OFRI board members, officers and employees may receive reimbursement for their actual and necessary travel expenses and other expenses incurred in performance of their official duties. OFRI board members, officers, and employees are not eligible to receive a per diem allowance. Receipts are required for all in-state and out-of-state meal and lodging travel expenses incurred during the time period associated with official business travel. The time period associated with official business travel includes the actual days of the meeting, activity, or function plus a reasonable period of time to reach the intended destination and return.¶~~

~~(2b) There will be no reimbursement for the expenses of the spouse of a board member, officer or employee.¶~~

~~(3c) Prior approval must be obtained from the OFRI Chairperson, in writing, for out-of-state travel more than 150 miles beyond Oregon's border or for foreign travel. Travel should be by the most direct route, by the method most advantageous to OFRI, and at the general public fare rate (i.e., coach class). Factors considered in determining what is most advantageous to OFRI include, but are not limited to, cost (including time involved in travel); objective of the trip; public image; consistency with the state's energy conservation policies, and consistency with any contracts the state may have for providing travel services.¶~~

~~(4) OFRI shall use the following guidance in incurring actual and necessary travel expenses:¶~~

~~(a) A b Board member, officer, or employee, in the course of carrying out official OFRI business, may opt to use his/their private vehicle and be reimbursed for mileage at the current private car mileage rate set by the federal Internal Revenue Service and other automobile travel expenses such as parking fees, bridge tolls, etc.;¶~~

~~(b) During travel periods, actual costs of lodging, meals, and miscellaneous travel expenses (taxis, telephone charges, registration fees, etc.) shall be paid by OFRI. However, n;¶~~

~~(e) No meals or lodging may be compensated for b Board members, officers, or employees who travel within 25 miles of their home or official work station. The exception to this case is if such travel is related to special events (conferences, conventions, fairs, etc. or similar events);¶~~

~~(ef) OFRI may cover the costs of meals for persons other than board members, officers, and employees of OFRI and may claim reimbursement for approved travel expenses of another state employee or state agency officer upon substantiation that such costs were in the furtherance of OFRI business affairs. Claims for travel expenses of another state employee or state agency officer may be reimbursed only if the employee or state agency officer is traveling and appearing in an official capacity and the event requiring travel bears a relationship to the employee's or state agency officer's official duties or office. Reimbursement shall not be allowed for claims that do not have sufficient documentation substantiating such expenses (i.e., such as but not limited to attached agenda, or written~~

authorization from the OFRI Chairperson);¶

(dg) OFRI may reimburse eligible non-state employees (e.g., a member of an advisory committee appointed by the OFRI Chairperson or OFRI Executive Director, an applicant interviewing for state employment, a volunteer working for OFRI, or a person providing a service to OFRI through a personal services contract relationship) for approved costs incurred for travel, meals, and lodging while conducting OFRI business. Requests for reimbursement for expenses by eligible non-state employees shall be submitted within 30 days after the month in which expenses are incurred. Reimbursement shall not be allowed for claims that do not have sufficient documentation substantiating such expenses;¶

~~(e) OFRI shall not pay for or reimburse for the cost of, including but not limited to, personal expenses (such as newspapers, magazines, personal purchases, and other non-travel related expenses) or for the purchase of alcoholic beverages. The board may allow limited reimbursement for personal telephone calls when members, officers, or employees travel overnight (such as but not limited to attached agenda, or written authorization from the OFRI Chairperson);¶~~

(fh) Reimbursement up to 158 percent of receipt cost for gratuity is allowed. When a gratuity of less than 15 percent is paid, only the amount paid shall be claimed. Gratuity shall must be documented on meal receipt;¶

~~(g) The board may prescribe the type of receipts required to document authorized travel and other expenses and the required form of documentation or expense records to support reimbursement for such expenses. Travel reimbursement for board members, officers, and employees shall be submitted on the form prescribed by OFRI within 30 days after the month in which the expenses were incurred;¶~~

~~(h) Claims may only cover the actual days of the meeting, activity, or function plus "acceptable reasonable time" to reach the intended destination and return. The board may prescribe the circumstances under which reimbursement for overnight and non-overnight travel meals are allowed;¶~~

~~(i) If foreign travel is necessary to carry out official duties of an OFRI board member, officer, or employee engaged in foreign travel, the OFRI Chairperson is authorized to establish special travel expense provisions applicable to the particular travel undertaken;¶~~

(j) With prior authorization obtained from the OFRI Chairperson or OFRI Executive Director, a cash advance for travel or other expenses may be made to a ~~Board member, officer, or employee~~. Request for cash advances must be in written form documenting the specific cost(s) needing to be covered. If the travel advance is in excess of expenses incurred, cash repayment must be made to OFRI on or before the tenth day following the month in which the authorized travel ended and shall accompany the itemized request for travel expense reimbursement;¶

~~(k) If an non-Qualified OFRI Board member, officer, or employee should elect to decline payment for compensation for expenses for a given period of time, as set forth in this rule, then the individual must elects to decline payment for expenses associated with official business travel for a given period of time, then the individual must submit a signed statement to that effect to the OFRI Chairperson. After declining reimbursement, a Board member may at any subsequent date choose to accept reimbursement by submitting a written statement to the OFRI Chairperson indicating such a change. An OFRI Board member may not receive payment for expenses, current or retroactive, during a period they have set forth in writing to the OFRI Chairperson as declining reimbursement.¶~~

~~(4) A Qualified member of the Board may decline to accept compensation or reimbursement of expenses, or both, related to the qualified member's service on the Board by submitting a signed statement to that effect to the OFRI Chairperson. After declining payment, a board member, officer, or employee compensation or reimbursement, a Qualified member may at any subsequent date choose to accept payment or reimbursement by submitting a written statement to the OFRI Chairperson indicating such a change. An OFRI board member, officer, or employee may not receive payment or reimbursement, current or retroactive, during a period they have set forth in writing to the OFRI Chairperson as declining compensation or reimbursement.¶~~

~~(5) A Qualified member must submit a written claim for compensation to the Director of Business Operations no later than the 15th day of the calendar month following the month for expenses, current or retroactive, during a period they have set forth in writing to the OFRI Chairperson as declining compensation which the member seeks compensation. For example, a claim for compensation for May 1 and May 10 must be submitted by June 15. The Qualified member must specify the amount of time the Member spent performing official duties, as well as the nature of the official duties performed, for any day or portion thereof for which the member claims compensation. Compensation will be paid consistent with subsection (1)(a) above such that a Board member receives the per diem amount specified therein without regard to whether performance of official duties took place only during a portion of a day (e.g., compensation is not done on a pro rata basis).¶~~

~~(6) All Board members and staff must submit an OFRI-provided form for reimbursement of actual and necessary travel or other expenses to the Director of Business Operations no later than the 15th day of the calendar month following the month in which the member incurred the expense. The claim for reimbursement must include the following information and substantiation for each expense:¶~~

~~(a) Date on which the member incurred the expense;¶~~

(b) Nature of the expense; ¶

(c) Amount of the expense; and ¶

(d) Receipt(s) for all travel and other expenses, including itemization or documentation of any gratuity. ¶

(7) Any expense that exceeds \$1,000 must be authorized by the Director of Business Operations before the Board member incurs the expense.

Statutory/Other Authority: ORS 526.645

Statutes/Other Implemented: ORS 526.630

OFFICE OF THE SECRETARY OF STATE

LAVONNE GRIFFIN-VALADE
SECRETARY OF STATE

CHERYL MYERS
DEPUTY SECRETARY OF STATE
AND TRIBAL LIAISON



ARCHIVES DIVISION

STEPHANIE CLARK
DIRECTOR

800 SUMMER STREET NE
SALEM, OR 97310
503-373-0701

NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 628
OREGON FOREST RESOURCES INSTITUTE

FILED

11/25/2024 11:58 AM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Repeal IRS Retirement Pick Up

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 01/16/2025 12:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Kathy Storm
971-673-2953
storm@ofri.org

9755 SW Barnes Road, Suite 210
Portland, OR 97225

Filed By:
Kathy Storm
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 01/16/2025

TIME: 9:30 AM - 9:35 AM

OFFICER: Paul Betts

IN-PERSON HEARING DETAILS

ADDRESS: Northwest Wine Studies Center, 215 Doaks Ferry Rd NW, Salem, OR 97304

NEED FOR THE RULE(S)

All state employees are now required to pay into PERS retirement, therefore, rule is no longer needed.

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

ORS 238.200

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

No affect on racial equity

FISCAL AND ECONOMIC IMPACT:

No effect on agency

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

No cost of compliance

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

Small businesses were not involved in the development of these rules. Repeal is due to ORS changed.

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

Repealing an outdated administrative rule

REPEAL: 628-010-0210

RULE SUMMARY: Rule no longer is applicable only to OFRI--all state employees now make their own contribution to PERS.

CHANGES TO RULE:

~~628-010-0210~~

~~IRS Retirement Pick Up~~

~~(1) OFRI shall designate any employee contribution to PERS from the employees' salaries as the employer's contribution, thus "picking up" its employees' PERS contributions for purposes of Internal Revenue Code (26 USC §414(h)(2)).¶~~

~~(2) The contribution shall be deducted directly from the employee's wages so that the employee does not have the option of receiving his or her contributions as salary and of making the contribution himself or herself.¶~~

~~(3) OFRI employees' reported salary on the W-2 form for tax purposes shall be reduced by the amount of PERS contribution.~~

~~Statutory/Other Authority: ORS 526.645~~

~~Statutes/Other Implemented: ORS 526.645~~

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NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 628
OREGON FOREST RESOURCES INSTITUTE

FILED

11/25/2024 12:16 PM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Remove voter registration list

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 01/16/2025 12:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Kathy Storm
971-673-2953
storm@ofri.org

9755 SW Barnes Road, Suite 210
Portland, OR 97225

Filed By:
Kathy Storm
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 01/16/2025

TIME: 9:30 AM - 9:35 AM

OFFICER: Paul Betts

IN-PERSON HEARING DETAILS

ADDRESS: Northwest Wine Studies Center, 215 Doaks Ferry Rd NW, Salem, OR 97304

NEED FOR THE RULE(S)

Voter registration list is no longer used for board appointments.

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

OFRI board appointment process on file at OFRI Portland office

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

No affect on racial equity in Oregon

FISCAL AND ECONOMIC IMPACT:

No fiscal or economic impact to OFRI

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

No cost to comply with revised rules

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

None, the state forester no longer maintains a registration list

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

Housekeeping change

AMEND: 628-020-0000

RULE SUMMARY: Changed ex officio to nonvoting and removed voter registration list, which is no longer in existence.

CHANGES TO RULE:

628-020-0000

Definitions ¶¶

The following words and phrases, when used in this division, shall mean the following unless the context otherwise requires:¶¶

(1) "Board" means the Oregon Forest Resources Institute Board of Directors, inclusive of elected, appointed, and ~~ex officio~~nonvoting members.¶¶

(2) "OFRI" means the Oregon Forest Resources Institute.¶¶

(3)~~"OFRI Voter Registration List" means the list compiled by the State Forester under OAR 629-065-0100 and 629-065-0200 which includes all persons qualified to vote in OFRI elections.~~¶¶

(4) "Producer" means any person, partnership, association, corporation, cooperative or other business entity, including all affiliates and subsidiaries, actively and directly involved in the growing, harvesting or production of timber or timber products, who has paid the forest products harvest tax under ORS 321.005 to 321.185 in at least one of the five years preceding an election for the OFRI Board of Directors.¶¶

(54) "Producer" does not include landowners who meet the requirements of ORS 526.610(2)(b).

Statutory/Other Authority: ORS 526.645(6)

Statutes/Other Implemented: ORS 526.600, 526.610, 526.615, 526.620

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NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 628
OREGON FOREST RESOURCES INSTITUTE

FILED

11/25/2024 12:20 PM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Remove voter registration from producer class qualifications

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 01/16/2025 12:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Kathy Storm
971-673-2953
storm@ofri.org

9755 SW Barnes Road, Suite 210
Portland, OR 97225

Filed By:
Kathy Storm
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 01/16/2025

TIME: 9:30 AM - 9:35 AM

OFFICER: Paul Betts

IN-PERSON HEARING DETAILS

ADDRESS: Northwest Wine Studies Center, 215 Doaks Ferry Rd NW, Salem, OR 97304

NEED FOR THE RULE(S)

Remove voter registration list that no longer exists

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

OFRI board class qualifications on file at OFRI Portland office

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

No affect on racial equity in Oregon

FISCAL AND ECONOMIC IMPACT:

No fiscal or economic impact to OFRI

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

No cost of compliance

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

No, only removing outdated information

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

Housekeeping change

AMEND: 628-020-0010

RULE SUMMARY: Determining producer class qualifications for OFRI board positions

CHANGES TO RULE:

628-020-0010

Process for Determining Producer Class Qualifications ¶

The board shall determine producer class qualifications by rule. A three-fourths majority vote of the board shall be required in establishing qualifications.¶

(1) The board shall consider the following factors in determining producer class qualifications under ORS 526.610:¶

(2) Whether there are sufficient numbers of producers in each classification to assure a broad representation of interests;¶

(3) Whether the classifications fairly reflect the proportional amount of harvest tax revenues contributed by various producers.¶

(4) Producer class qualifications shall ensure that the largest number of producers constitute the small producer class, and that the smallest number of producers constitute the large producer class.¶

~~(5) The board shall review the OFRI Voter Registration List on an annual basis to identify any necessary changes to meet the criteria described above.~~

Statutory/Other Authority: ORS 526.645(6)

Statutes/Other Implemented: ORS 526.600, 526.610, 526.615, 526.620

OREGON FOREST RESOURCES INSTITUTE

Forest Today & Forever's Forest Field Days Curriculum Update (K-12 education) New Opportunity Proposal

Goal: To provide professional educational publications for the Forest Field Day program.

Background: Forest Field Days, which serves middle school students in South Willamette Valley, is an established organization and has reached upwards of 60,000 students since its inception. The program teaches students about sustainable forestry and how forests are managed for many benefits—from clean water to wildlife habitat to the wood products we use every day. The program consists of an extensive classroom curriculum that introduces students to forest management and guides them through a scenario-based learning project—one where students work in groups to develop a forest management plan based on several competing interests. A highlight of the program is a field trip to a working forest where students observe concepts they are learning about first hand and collect data to incorporate into their management plans. During the field trip, students interact with volunteer forest sector professionals to teach students during the program. In this way, students gain valuable exposure to the variety of job opportunities available in their community.

Specific learning objectives of the Forest Field Day program include:

- Students become aware of Oregon's forests as an important natural resource and that humans depend upon forests (i.e., products, recreation, aesthetics, clean water).
- Students can explain the role of the Forest Practices Act to protect the environment and can describe a few of the rules (i.e., leave trees, buffer zones).
- Students work together, practicing problem solving, critical thinking and communication skills, to produce a management plan for forestland that generates income, while meeting land use laws and Oregon Forest Practices Act rules.
- Students can explain how active forest management benefits society.
- Students become aware of the variety of forest sector jobs available in their community.

The Forest Field Day program is facilitated through classroom and field workbooks, which Forests Today & Forever provides to teachers. These materials include: (1) Student Workbook, (2) Teacher Workbook, (3) Student Datasheets, (4) Teacher Datasheets Key. In 2023, Forests Today & Forever received funding to engage in a curriculum revision to modernize the curriculum, overtly incorporate career-connected learning, ensure the curriculum is teaching modern-day forestry practices and alignment to academic content standards. The funding acquired in 2023 allowed them to conduct focus groups, which was foundational to make changes, additions and deletions to the curriculum. The two focus groups conducted were with forest sector stakeholders and teacher/school stakeholders. The forest stakeholder focus group was facilitated by

former OFRI Executive Director, Paul Barnum, and included 15 forestry professionals, including representatives from Associated Oregon Loggers, Bureau of Land Management, Middle Fork Willamette Watershed Council, Roseburg, Sierra Pacific Industries, Starker Forests, Weyerhaeuser, along with others, and incorporating small woodland representation. The teacher focus group was comprised of teachers who are consumers of the Forest Field Day program, familiar with the curriculum, and invested in forestry and place-based education.

The results of the focus groups have been summarized and are currently being incorporated into a revised Forest Field Day curriculum. This work is being done section-by-section, as the curriculum is over 70 pages of information and activities—all of which are being reformatted, edited and updated. Concurrent with the revision is the need to move sections from the editing stage to the graphic design stage so that FTF can efficiently accomplish this update for a new and modern Forest Field Days Program for teachers and students.

Description: The participants will use this curriculum update for the next five years and after that it will just be minor edits to the updated file format. Each year local community partners continue to fund the Forest Field Day Program and serve 1,100-1,500 students per year. This request is to fund the graphic design service by Cawood Communications as a one-time cost for the four workbooks outlined above. Professional design of the curriculum would otherwise not be possible, as unrestricted funds that come from local donors are dedicated to support ongoing operations of the organization, including the Forest Field Day program. This curriculum in the past has been shared with educators in other communities to support a larger use of the curriculum.

Budget: Up to \$40,000

Item	Detail	Expense
Conducting focus groups to update curriculum	Gathered representatives from industry, natural resource organizations and educators to provide feedback.	\$1,350 (Already funded)
Curriculum revisions and updates	Taking feedback and making changes to curriculum	\$19,700 (Already funded)
Graphic design services	Graphic design services for Forest Field Day materials	\$40,000
TOTAL		\$61,500

Project Timeline:

Task	Date
Focus Groups	2023
Curriculum revisions and updates	2023 – June 2025
Graphic Design	January 1, 2025 – June 30, 2025
Print workbooks and datasheets	August 2025
Distribution	Fall 2025

Note that the timeline is lengthy because the graphic design will go section by section, as we are still working on final drafts.

OREGON FOREST RESOURCES INSTITUTE

Digitally Unified Management Planning Project (landowner education)

Goal: The *Digitally Unified Management Planning Project* aims to develop a user-friendly digital forest management planning tool that integrates geospatial data from Landmapper with user-defined objectives, supporting landowners in creating plans that range from basic to complex forestry requirements. The tool will feature logic-based questionnaires, location-specific data integration, management activity recommendations and alerts for relevant conservation programs.

Future scalability may include AI-driven features such as species recommendations and photo identification.

The target audiences of this new tool will include:

- **Forest Landowners and Managers:** The digital tool is primarily intended for Oregon and Washington forest landowners, managers and operators. It will help them create forest management plans that align with requirements from Oregon Department of Forestry (ODF), Washington Department of Natural Resources (DNR), Washington Department of Revenue (WADOR), Natural Resources Conservation Services (NRCS), U.S. Forest Services (USFS) and American Tree Farm System.
- **Educational Institutions and Forestry Professionals:** Institutions such as Oregon State University Extension (OSUE), Washington State University Extension (WSUE), DNR, ODF and the Oregon Forest Resources Institute, along with forestry professionals, will help facilitate the tool's development and ensure its educational value.

Background: The Partnership for Forestry Education (PFE) is a collaboration of state, federal and private organizations dedicated to providing educational resources to Oregon's forest landowners, managers and operators. Formed in response to budget cuts in key state agencies, PFE aims to enhance educational programming capacity through jointly planned initiatives, a partnership website, outreach efforts and increased dissemination of forestry knowledge. [More information on the PFE can be found here.](#)

The Oregon Forest Management Planning System, or Uniform Plan, is a collaborative effort of the PFE to support Oregon's forest stewardship. The Unified Plan offers a comprehensive template to help meet Oregon Forest Management Plan Guidelines. This printable and online resource assists landowners and foresters in creating forest management plans that meet the requirements of various certifying bodies, including ODF's Forest Stewardship program, the NRCS, and American Tree Farm System. [The Unified Management Plan and associated resources are available online here.](#)

In early 2024, a PFE subcommittee was created to update the unified plan before the 2024 Tree School. During this process, it became clear that the plan lacked critical components for NRCS requirements and was overly complex and cumbersome for users due to its size and detailed requirements. Recognizing the need for modernization, Lauren Grand (OSU Extension) and Margaret Miller (OFRI) reinitiated the subcommittee to revise the plan and explore developing a user-friendly digital application to complement the existing [Landmapper mapping tool](#).

By simplifying the planning process, this digital tool will:

- Allow landowners to complete management plans more efficiently.
- Free up ODF and Extension foresters to focus on field visits and tailored advice.
- Support consulting foresters and certified tree farm inspections.

Soon after convening, the committee engaged the Washington Department of Natural Resources (DNR) and Washington State University Extension Forestry (WSU) in this effort. Washington has a similar plan, called the [Integrated Forest Management Plan](#), that combines the requirements of the DNR, NRCS, Tree Farm Program, USFS Forest Stewardship Program and the WA Department of Revenue (WADOR) Designated Forestland (current use) tax plan requirements into one plan. Much like the findings of the PFE subcommittee, many users of the integrated forest stewardship plan template find it burdensome, especially when completed by landowners through WSU/DNR Forest Stewardship Coached Planning short courses. The online management plan tool is seen by entities in Washington as a method to increase long term forest stewardship by allowing small forest landowners to complete a plan in a manner that is less cumbersome than the current method, along with other benefits listed above.

This subcommittee began exploring ways to create a digital unified forest management plan that could complement the existing Landmapper tool and meet the requirements of all agencies and organizations in both Oregon and Washington. More details are found below:

Subcommittee Attendees:

- Lauren Grand, OSUE, lauren.grand@oregonstate.edu
- Margaret Miller, OFRI, miller@ofri.org
- Nate Agalzoff, ODF, nathan.v.agalzoff@odf.oregon.gov
- Katie Blauvelt, ODF, Katie.J.Blauvelt@odf.oregon.gov
- Andrew Owens, NRCS, Andrew.Owen@usda.gov
- Carrie Spradlin, USFS, carrie.spradlin@usda.gov
- Kim Grey, NRCS, kim.gray@usda.gov
- Matt Provencher, WA DNR, Matthew.Provencher@dnr.wa.gov
- Wylda Cafferata, OTFS, wyldac@gmail.com
- Darren Godding, OTFS, dgoodding@nwnrm.com
- Dave Bugni, OTFS, dbugni@cascadeaccess.com
- Sarah Loreno, Ecotrust, sloreno@ecotrust.org

- Brandy Saffell, Tualatin SWCD, Brandy.Saffell@tualatinswcd.org
- Chelsey Peters, ODF, Chelsey.L.Peters@odf.oregon.gov
- Kevin Zobrist, WSUE, kevin.zobrist@wsu.edu

The subcommittee decided to collaborate directly with Ecotrust, a PFE partner and the developer of the Landmapper tool. Ecotrust, a collaborative nonprofit, is renowned for its commitment to creating equitable, climate-smart solutions through partnerships with communities and organizations. As a proven leader in digital tool development, Ecotrust is uniquely positioned to design this new application and ensure seamless integration with Landmapper. The resulting tool will streamline the management planning process, empowering landowners to create compliant plans more efficiently while allowing foresters to dedicate more time to field visits and personalized guidance.

Budget:

Organization	Contribution Amount	Timing Restrictions	Funding Source
DNR	\$150,000	FY 26 & 27	TBD
ODF	\$150,000	FY 26 & 27	Federal grant modifications
OFRI	\$20,000	FY 25	OFRI - new opportunities budget

Ecotrust provided an approximate cost estimate for the project based on their experience developing the Landmapper Tool. The project has secured a funding commitment of \$150,000 from WA DNR. Additionally, ODF has given a verbal commitment to help secure another \$150,000, primarily by exploring modifications to their federal grants. However, the specifics of the funding mechanism—whether through a sole source, competitive, or fiduciary contract—are still being determined. ODF expects to provide financial support for the project in the latter half of FY 2025-26 during the next biennium.

Securing new opportunity funding from OFRI would enable the project to begin this spring, helping to maintain the original timeline. If needed, the Oregon Tree Farm System (OTFS) has offered to act as a fiduciary for the project. These combined funding commitments will support the development of a scalable and user-friendly forest management planning tool.

Project Timeline:

Task	Date
Phase 1 User Needs Assessment and Prototype Development	April 2025 – Dec 2025
Phase 2 Software Development	Jan 2026 – TBD

OREGON FOREST RESOURCES INSTITUTE

Hood to Coast sponsorship (public education)

New opportunity proposal

Goal:

Increase OFRI's public visibility by sponsoring the 2025 Hood to Coast relay.

Background:

Hood to Coast is the nation's largest relay race, starting atop Mt. Hood and finishing at the Oregon coast. The race includes 1,500 teams, 19,000 participants and the finishing party includes 60,000 attendees; 71 percent of participants are from Oregon.

The back half of the race travels through Oregon's coast range and past many Oregon managed forests. Participants would have the opportunity to not only learn about OFRI, and Oregon's forests and the management that is happening along the race.

Multiple forestry entities have participated as sponsors or exhibitors in recent relays.

Description:

OFRI would like to sponsor the 2025 Hood to Coast relay at the silver level. The silver level includes:

- Digital logo inclusion
- Handbook advertisement
- 2 dedicated social media posts
- 1 dedicated eBlast (promotional email to all participants)
- 2 newsletter features (small ads with clickable links)
- Custom promotion
- Onsite activation (10x10 booth)
- A relay team

Budget:

Silver level sponsorship	\$20,000
--------------------------	----------

Project Timeline:

Sponsorship will be funded from the new opportunities budget of the current fiscal year's budget.

Materials and promotions will be developed in the time leading up to the relay. Hood to Coast 2025 takes place August 22 and 23, 2025



2024 HOOD TO COAST SPONSOR GUIDE

Make a Lasting Impression at the Mother of All Relays

THE BRAND & PEOPLE

Hood To Coast is a brand, a style, and a personality that been created by spirited participants from all over the world. All 50 states and 43 countries run and walk in the Hood and Portland To Coast Relays. It's the charm and adventurousness of participants that makes Hood To Coast a name that is recognized worldwide. Our relays may not always have Mt. Hood or a beach, but always embodies the spirit of The Mother of All Relays, whether in the Pacific Northwest, Florida, or China. 2024 will bring the 42nd Annual Hood To Coast Relay!

Our partners receive dynamic year-round exposure and promotional opportunities in the running and walking crazed market. Sponsorship opportunities are catered to your specific vision and company needs to ensure a winning brand image among our base of loyal and every-growing participants.



CHARITABLE GIVING

Every year over 70 Hood and Portland To Coast teams raise money for Providence Cancer Institute in a join effore to #FINISHCANCER.

\$850K	\$900K	\$650K	\$960K
<i>Raised in 2018</i>	<i>Raised in 2019</i>	<i>Raised in 2022</i>	<i>Raised in 2023</i>

Goal in 2024: \$1,000,0000

“The Providence Hood and Portland To Coast Relays draws participants and spectators from all 50 U.S. States and 43 countries. The popularity provides tremendous awareness and funding for the Providence Cancer Institute, as the beneficiary of choice.”
- Dr. Walter Urba | Providence Director

Other Supported Charities







RELAY NATION

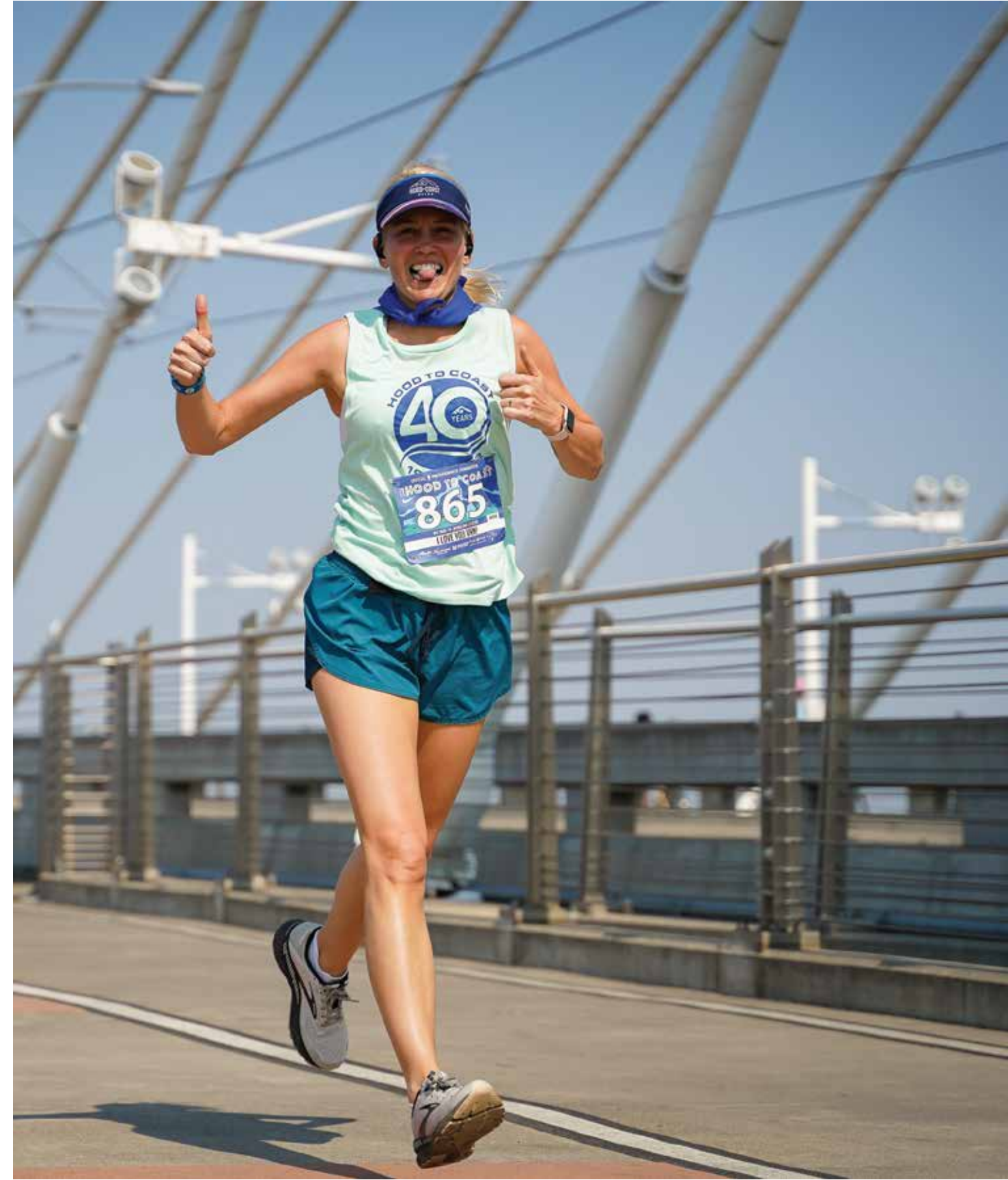
Hood To Coast participants are ENGAGED & EXCITED

97% Of participants surveyed had a MEMORABLE Hood or Portland To Coast Relay experience.

93% Of participants said they would like to participate in the Mother of All Relays AGAIN.

88% Of participants said they ENGAGED with sponsors on course or at the finish party.

76% Of participants INTERACTED with Hood To Coast social media during race week.



ECONOMIC IMPACT

\$7 MILLION*

Spent by HTC/PTC Oregon participants during event weekend

\$425*

Spent per person by non-local participants

50 STATES & 43 COUNTRIES

Represented at HTC/PTC Relay

200*

Full-year jobs created by HTC/PTC Relay

\$2.5 MILLION

Minimum total projected to be generated for non-profits as a result of the 2024 Hood and Portland To Coast Relays

*ECONorthwest Economic Impact Study - Portland, OR



DEMOGRAPHICS

The Hood and Portland To Coast Relays draws participants from all ages, genders, backgrounds, and all over the world. The Mother of All Relays has SOLD OUT for the last 36 consecutive years.

PARTICIPANTS

1,500 Teams | 19,000 Participants | 60,000+ Finish Party Attendees

GENDER

HTC: 55% Female | 44.5% Male | .5% Non-Binary

PTC: 85% Female | 14.8% Male | .2% Non-Binary

AGE

20's: 13% 50's: 20%

30's: 30% 60's: 6%

40's: 30% 70's: 1%

TOP STATES

Oregon: 71.5%

Washington: 14%

California: 3%

Texas: 0.7%

Colorado: 0.6%

Illinois: 0.5%

New York: 0.5%





THE OPPORTUNITY

RACE MATERIALS

As a sponsor of the Hood and Portland To Coast Relays your brand will receive prominent placement in race materials for maximum exposure. Race materials include:

- Race Shirts- *19,000 Race Shirts*
- Volunteer Shirts- *3,500 Volunteer Shirts*
- Race Bibs- *19,000 Race Bibs*
- Start and Finish Banners- *Est. 80,000 Impressions*
- Handbook Logo and Advertisement- *Used by 19,000 Participants*

Sponsors on race materials are **33% more likely** to be recognized as a sponsor of the Mother of All Relays.

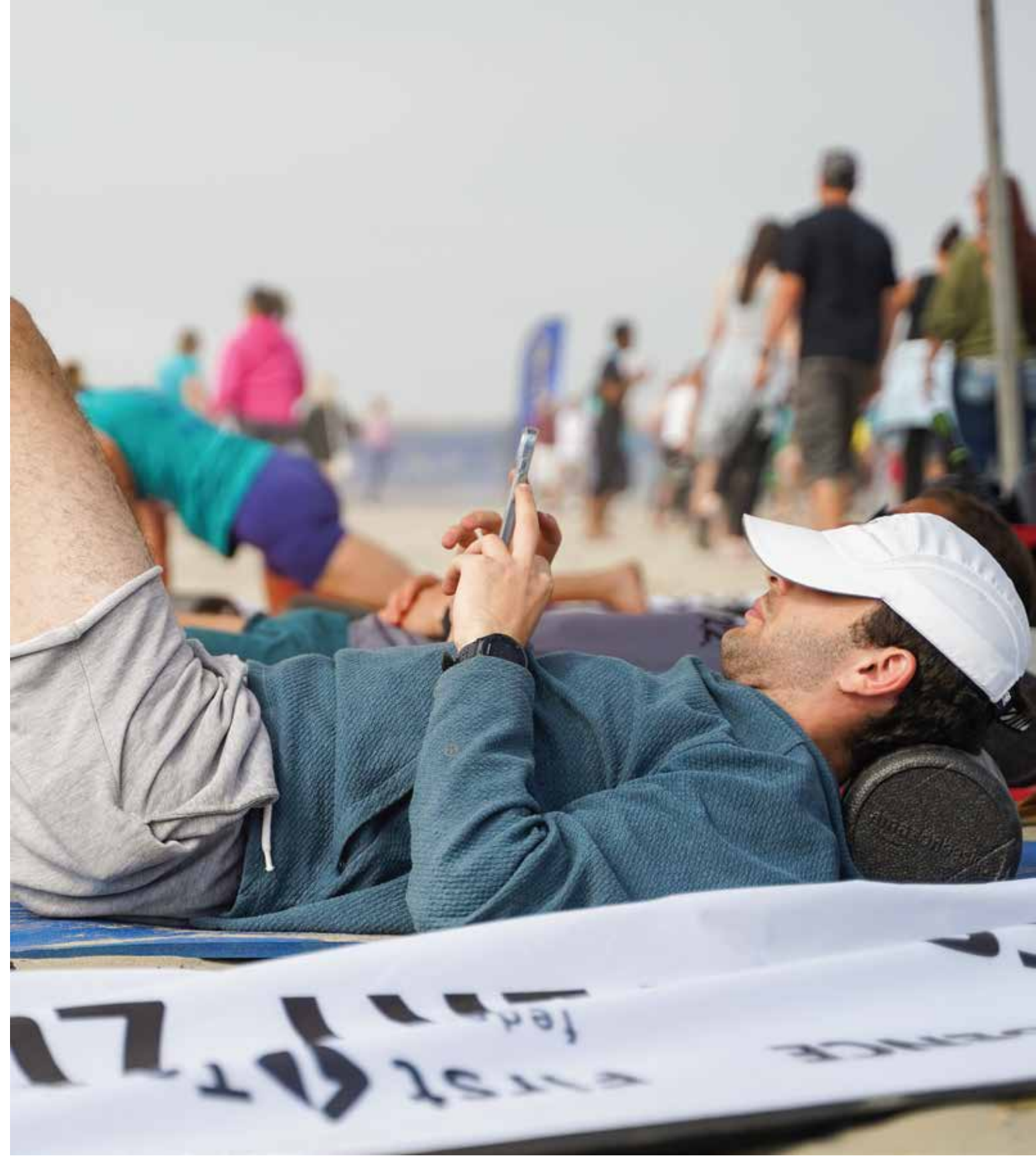
Your brand will be on keepsakes such a race shirts and bibs for **years to come** as participants look back on race memories.



DIGITAL EXPOSURE

Your brand will receive **365 days of exposure** with integration into Hood To Coast digital materials. Participants receive communications through email and social media throughout the year keeping participant engaged even in the off season. Digital exposure includes:

- Social Posts- *13,500 Instagram Followers | 36,000 Facebook Followers*
- Dedicated Eblast- *92,000 Subscribers*
- Newsletter Logo Inclusion- *Sent Monthly*
- Newsletter Features
- Website Inclusion- *300,000+ Views/Year*



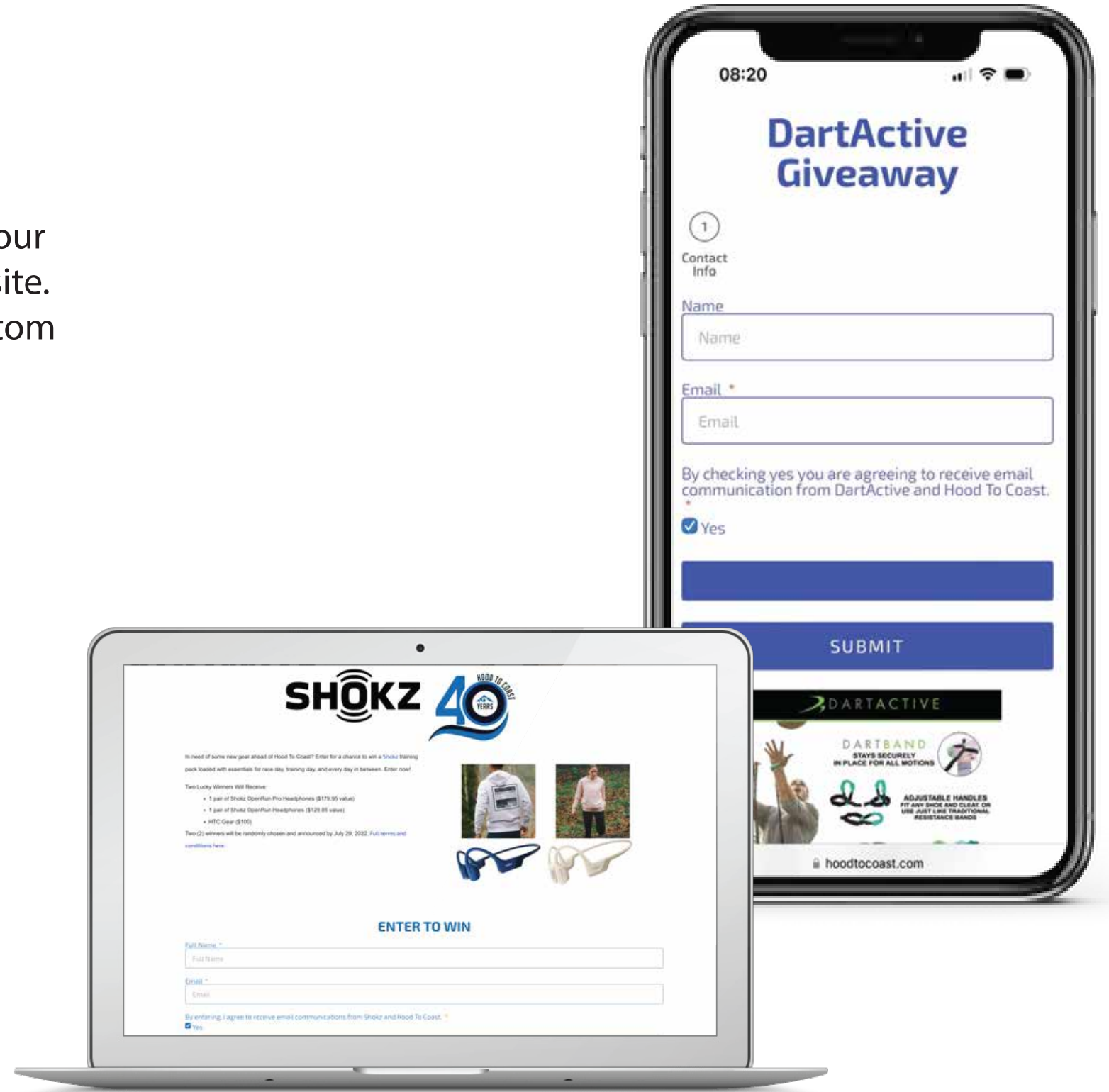
PROMOTIONS

Capture consumer data and introduce our participants to your brand with exciting promotions on the Hood To Coast website. Our HTC team will host and manage your promotion. A custom promotion includes:

- Custom Branded Landing Page
- Dedicated Promotions Manager
- Opportunity to Capture Consumer Data
- Post-Promotion Recap

800

Average Entries Per Promotion



ONSITE ACTIVATION

Your brand will have the opportunity to engage directly with participants by activating in a high traffic area on course or at the finish line.

A physical presence at the Hood and Portland To Coast Relays is an integral component to creating long lasting relations with participants.

A recent study* shows attendees at highly intense and emotional events are 121% more likely to be influenced by brands.

Our HTC team is available to plan, execute, and activate a high quality activation for your brand.



Hood To Coast Relays Sponsorship Opportunities

Assets	Gold	Silver	Bronze
Race Material Inclusion	✓		
Digital Logo Inclusion	✓	✓	✓
Handbook Advertisement	✓	✓	
Social Media Posts	4	2	1
Dedicated Eblasts	2	1	
Newsletter Features	3	2	1
Custom Promotion	✓	✓	
Onsite Activation	✓	✓	✓
HTC/PTC Team	✓	✓	
Investment	\$50K+	\$20K+	\$12K+

*Sponsorship levels and assets are subject to change based on sponsor needs.



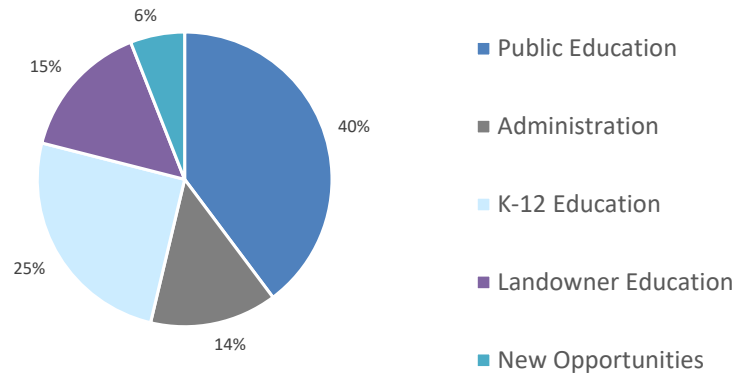
THANK YYOU

OREGON FOREST RESOURCES INSTITUTE PROPOSED FISCAL YEAR 2025-26 BUDGET

	APPROVED FY 2024-25	PROJECTED FY 2024-25	PROPOSED FY 2025-26	OVER/ (UNDER)
<u>REVENUE</u>				
BEGINNING BALANCE JULY	\$2,656,946	\$3,477,747	\$ 2,479,476	\$ (177,470)
REVENUE - SALES/OTHER	\$ 20,000	\$ 20,000	\$ 15,000	\$ (5,000)
INTEREST	\$75,000	\$ 75,000	\$ 75,000	\$ -
HARVEST TAX	\$ 3,779,442	\$ 3,779,442	\$ 3,851,406	\$ 71,964
 TOTAL REVENUE - CASH AVAILABLE	 \$ 6,531,388	 \$ 7,352,189	 6,420,882	 \$ (110,506)
<u>EXPENDITURES</u>				
<u>PERSONNEL SERVICES:</u>				
SALARY & WAGES	\$1,059,927	\$ 1,059,927	\$ 1,077,339	\$ 17,412
OTHER PERSONNEL EXPENSES	\$ 708,311	\$ 708,311	\$ 672,920	\$ (35,391)
 TOTAL PERSONAL SERVICES	 \$ 1,768,237	 \$ 1,768,238	 \$ 1,750,259	 \$ (17,979)
<u>SERVICES AND SUPPLIES:</u>				
INSTATE TRAVEL	\$ 67,050	\$ 67,050	\$ 93,566	\$ 26,516
OUT OF STATE TRAVEL	\$ 19,250	\$ 19,250	\$ 15,400	\$ (3,850)
OFFICE EXPENSES	\$ 34,858	\$ 34,858	\$ 26,858	\$ (8,000)
TELECOMMUNICATIONS	\$ 21,750	\$ 21,750	\$ 14,021	\$ (7,729)
GOVERNMENT SERVICE CHARGES	\$ 5,740	\$ 5,740	\$ 6,036	\$ 296
PUBLICATIONS / EDUCATIONAL MEDIA	\$ 779,350	\$ 779,350	\$ 723,150	\$ (56,200)
PROFESSIONAL SERVICES	\$ 1,588,150	\$ 1,588,150	\$ 1,561,020	\$ (27,130)
LEGAL SERVICES	\$ 15,000	\$ 15,000	\$ 7,500	\$ (7,500)
EMPLOYEE TRAINING	\$ 3,500	\$ 3,500	\$ 3,500	\$ -
EMPLOYEE RECRUIT., WELLNESS & SAFETY	\$ -	\$ -	\$ -	\$ -
DUES AND SUBSCRIPTIONS	\$ 8,710	\$ 8,710	\$ 9,570	\$ 860
FACILITIES RENTAL	\$ 137,967	\$ 137,967	\$ 144,996	\$ 7,029
FACILITIES MAINTENANCE	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
AGENCY SERVICES AND SUPPLIES	\$ 400,550	\$ 400,550	\$ 450,070	\$ 49,520
OTHER SERVICES AND SUPPLIES	\$ 5,000	\$ 5,000	\$ 3,500	\$ (1,500)
EXPENDABLE PROPERTY	\$ 15,600	\$ 15,600	\$ 26,525	\$ 10,925
 TOTAL SERVICES AND SUPPLIES	 \$ 3,104,475	 \$ 3,104,475	 \$ 3,087,712	 \$ (16,763)
 GRAND TOTAL EXPENDITURES	 \$ 4,872,712	 \$ 4,872,713	 \$ 4,837,971	 \$ (34,742)
 TOTAL REVENUE - CASH AVAILABLE	 \$ 6,531,388	 \$ 7,352,189	 \$ 6,420,882	 \$ (110,506)
TOTAL EXPENDITURES	\$ 4,872,712	\$ 4,872,713	\$ 4,837,971	\$ (34,742)
ENDING BALANCE	\$ 1,658,677	\$ 2,479,476	\$ 1,582,912	\$ (75,765)

OREGON FOREST RESOURCES INSTITUTE
Proposed Fiscal Year 2025-26
DRAFT

Administration and Program Expenses as a Percentage of Overall Proposed 2025-26 Budget



	Public Education	K-12 Education	Landowner Education	New Opportunities	Administration
FY 24-25 Budget	40%	25%	15%	6%	14%

FTE Allocation as a Percentage of Programs

Public Education		K-12 Education		Landowner Education		New Opportunities		Administration		
Joni	5.0%	Joni	5.0%	Joni	5.0%	Joni	0.0%	Joni	85.0%	
Jordan	80.0%	Jordan	5.0%	Jordan	10.0%	Jordan	5.0%	Jordan	0.0%	
Margaret	15.0%	Margaret	3.0%	Margaret	82.0%	Margaret	0.0%	Margaret	0.0%	
Kathy	5.0%	Kathy	5.0%	Kathy	5.0%	Kathy	0.0%	Kathy	85.0%	
Jenna	0.0%	Jenna	95.0%	Jenna	0.0%	Jenna	5.0%	Jenna	0.0%	
Rikki	1.0%	Rikki	99.0%	Rikki	0.0%	Rikki	0.0%	Rikki	0.0%	
Jim	40.0%	Jim	15.0%	Jim	15.0%	Jim	10.0%	Jim	20.0%	
Inka	90.0%	Inka	5.0%	Inka	5.0%	Inka	0.0%	Inka	0.0%	
Julie	45.0%	Julie	10.0%	Julie	30.0%	Julie	5.0%	Julie	10.0%	
Intern	98.0%	Intern	1.0%	intern	1.0%	Intern	0.0%	Intern	0.0%	
3.79		2.43		1.53		0.25		2.00		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 2025-26**

REVENUE

	Approved FY 24-25	Projected FY 24-25	Proposed FY 25-26
Beginning Balance as of July 1*	\$2,656,946	\$3,477,747	\$2,479,476
Revenue – Interest	\$75,000	\$75,000	\$75,000
Revenue – Other	\$20,000	\$20,000	\$15,000
Harvest Tax	\$3,779,442	\$3,779,442	\$3,851,406
Proposed budget based on statewide timber harvest of 3.292 BBF and a FPHT of \$1.17 MBF.			
Total Revenue - Cash Available	\$6,531,388	\$7,352,189	\$6,420,882

* Represents actual beginning balance as of July 1, 2024

EXPENDITURES

	Approved FY 24-25	Proposed FY 25-26	Variance
Public Education	\$1,279,350	\$1,320,850	\$41,000
K-12 Teacher Education	\$760,150	\$801,770	\$41,620
Landowner Education	\$479,500	\$438,016	-\$41,484
New Opportunities	\$200,000	\$200,000	\$0
Office Services	\$331,175	\$271,226	-\$54,949
Staff Travel	\$54,300	\$55,850	\$1,550
Personnel	\$1,768,238	\$1,750,259	-\$17,979
Total Expenditures	\$4,872,713	\$4,837,971	-\$30,242

SUMMARY

	Approved FY 24-25	Proposed FY 25-26	Variance
TOTAL REVENUE - CASH AVAILABLE	\$6,531,388	\$6,420,882	-\$110,506
TOTAL EXPENDITURES	\$4,872,713	\$4,837,971	-\$34,742
RESERVE FOR FOLLOWING FISCAL YEAR	\$1,658,675	\$1,582,911	-\$75,764

	Approved FY 24-25	Proposed FY 25-26	Variance
PUBLIC EDUCATION			
Educational Media	\$ 705,000	\$ 825,000	\$ 120,000
Two media campaigns (fall, spring) including digital and broadcast advertising. Budget includes production of new ads, agency fees and trade media.			
Publications	\$ 147,250	\$ 186,850	\$ 39,600
Design and printing of one special report, 2025-26 Annual Report and 2025 forest economic report. Proofreading of all OFRI materials.			
Videos/Timelapse	\$ 10,000	\$ 5,500	\$ (4,500)
Software, stock footage and video/audio services needed to produce videos to serve OFRI programs.			
Public Opinion Research	\$ 149,000	\$ 87,000	\$ (62,000)
Focus group testing for new creative, two statewide post-ad tracking surveys and consulting. Values and Beliefs survey completed in FY 24-25.			
Website Development	\$ 86,600	\$ 41,600	\$ (45,000)
Website development and maintenance.			
Sponsorships	\$ 24,000	\$ 20,000	\$ (4,000)
Oregon Business Leadership Summit, Starker Lecture Series, World Forestry Center public events and Mass Timber Conference.			
Podcast	\$ 500	\$ -	\$ (500)
No new equipment needed			
Public Interpretation	\$ 15,000	\$ 25,000	\$ 10,000
New signage at the Rediscovery Forest.			
Forest Tours	\$ 21,500	\$ 18,900	\$ (2,600)
Estimated cost of OFRI board tour in fall 2025			
Rediscovery Forest Site Management	\$ 12,500	\$ 27,500	\$ 15,000
Supplies, site maintenance, tools, service contracts needed to execute long-term forest management plan. Also includes Discovery Pavilion maintenance.			
Workforce	\$ 100,000	\$ 75,000	\$ (25,000)
Contractor for workforce efforts in strategic plan.			
Public Education Advisory Group (new)	\$ -	\$ 500	
Catering			
Landowner Signage	\$ 8,000	\$ 8,000	\$ -
Provide "Planted" landowner signage.			
Total Public Education	\$ 1,279,350	\$ 1,320,850	\$ 41,000

	Approved FY 24-25	Proposed FY 25-26	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. Increase due to OSU inflation rates for last 5 yrs; facilitator increases for materials, mileage and honoraria; and increase educator and school district support.	\$ 246,600	\$ 278,300	\$ 31,700
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.	\$ 105,000	\$ 105,000	\$ -
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.	\$ 28,000	\$ 31,200	\$ 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.	\$ 44,000	\$ 44,500	\$ 500
Secondary Student Programs Support for FFA career development, PSU science expo, Forests Today & Forever, Oregon State Teaching Assn., Adopt a Farmer, Future Natural Resource Leaders, and Outdoor School conference.	\$ 10,950	\$ 25,170	\$ 14,220
Publications Reprint and create new publications for distribution to K-12 teachers and students.	\$ 83,000	\$ 50,000	\$ (33,000)
K-12 Teacher Website Rebuild Envirothon website.	\$ 5,000	\$ 20,000	\$ 15,000
Envirothon Continuation of statewide Envirothon, presented by OFRI.	\$ 20,000	\$ 30,000	\$ 10,000
Total Teacher/Youth Education	\$ 760,150	\$ 801,770	\$ 41,620

	Approved FY 24-25	Proposed FY 25-26	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.	\$ 50,000	\$ 50,000	\$ -
Wildlife in Managed Forests Program Continuation of Wildlife in Managed Forests program, including a wildlife research summit.	\$ 57,000	\$ 69,000	\$ 12,000
Publications Design and printing landowner publications as needed. Reduction due to completion of Illustrated Manual.	\$ 158,500	\$ 50,000	\$ (108,500)
Hopkins Educational Consortium Continues funding for Forests Forever, Inc. to support landowner education at Hopkins Demonstration Forest.	\$ 15,000	\$ 15,000	\$ -
OFRI Landowner Workshops/Sponsorships Continues support for OSAF Annual Meeting, Family Forest Convention (OSWA & OTFS), Landmapper, Oregon Women in Lumber and management planning digital upgrades.	\$ 23,000	\$ 50,300	\$ 27,300
OSWA Landowner Workshops Maintains support for OSWA landowner workshops and tours.	\$ 25,000	\$ 25,000	\$ -
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.	\$ 6,000	\$ 6,500	\$ 500
Display Booth Maintains presence at Tree School, OSWA, OSAF, The Wildlife Society, AOL, Western Forestry & Conservation Association, Oregon Logging, Oregon Community Trees and NCASI.	\$ 5,000	\$ 6,000	\$ 1,000
Motor Pool Vehicle for Director of Forestry Moved executive director vehicle to landowner staff. Increase due to new motor pool charges.	\$ 5,000	\$ 31,216	\$ 26,216
Total Landowner Education	\$ 479,500	\$ 438,016	\$ (41,484)

	Approved <u>FY 24-25</u>	Proposed <u>FY 25-26</u>	Variance
NEW OPPORTUNITIES			
To be designated	\$ 200,000	\$ 200,000	\$ -
Total New Opportunities	\$ 200,000	\$ 200,000	\$ -

	Approved <u>FY 24-25</u>	Proposed <u>FY 25-26</u>	Variance
PERSONNEL			
Salary & Wages	\$ 1,059,927	\$ 1,077,339	\$ 17,412
COLA increase of 3%			
Other Personnel Expenses	\$ 708,311	\$ 672,920	\$ (35,391)
Based on estimates for PERS and health care.			
Staff Travel	\$ 54,300	\$ 55,850	\$ 1,550
Total Personnel	\$ 1,822,538	\$ 1,806,109	\$ (16,429)

	Approved <u>FY 24-25</u>	Proposed <u>FY 25-26</u>	Variance
OFFICE SERVICES			
General Office	\$ 246,575	\$ 238,956	\$ (7,619)
Includes office lease, office supplies, utilities, government charges, office equipment. Savings due to strategic plan completion.			
Computer Support	\$ 27,600	\$ 20,100	\$ (7,500)
Contractor support for all computer equipment.			
Temporary Help	\$ 5,000	\$ -	
ODF/DAS Support	\$ 45,000	\$ 12,170	\$ (32,830)
Payroll services transferred to DAS; all others stay with ODF.			
Motor Pool Vehicle for Executive Director	\$ 7,000	\$ -	\$ (7,000)
Total Office Services	\$ 331,175	\$ 271,226	\$ (54,949)
Total Expenditures	\$ 4,872,713	\$ 4,837,971	\$ (30,242)

OREGON FOREST RESOURCES INSTITUTE

Working Group Appointments for Calendar Year 2025

Principles:

- Strive to have one member from every class on the budget and nominations working groups
- Three to four board members per working group is adequate; more members can come from outside the board
- The chair or immediate past chair should serve on nominations
- The chair and/or vice chair should serve on budget
- With 18-24 possibilities and only 14 members, including the ODF rep, there is a need for each Board member to serve on at least two working groups

Board Member/Class		Budget	Nominations	Public Ed	K-12	Landowner
Beathe, Jennifer	II			X	X	
Betts, Paul	II	X	X			
Culbertson, Gordon	SWO		X			X
DeLuca, Tom	OSU				X	X
Elliott, Kris	Public			X	X	
Griesel, Courtney	III			X	X	
Hicks, Mike	Labor				X	X
Hitner, Garren	I			X		X
Giustina, Daniella	II	X		X		
Newton, Dan	I	X				X
Rasmussen, Kristin	III		X		X	
Skinner, Kate	ODF		X			X
Thompson, Madeleine	I	X	X			
Trenholm, Brian	III	X		X		

BOARD OF DIRECTORS
OREGON FOREST RESOURCES INSTITUTE

January 2025

	<u>Board Member</u>	<u>Employer</u>	<u>Term Expires</u>
Producer/Landowner Representatives:			
Class 1	Dan Newton	Newton Forestry, LLC	January 2025
	Madeleine Thompson Rudolph	Thompson Tree Farm	January 2026
	Garren Hitner	Century Forest Management	January 2027
Class 2	Paul Betts	Miami Alternatives, LLC	January 2025
	Daniella Giustina	Giustina Land & Timber Co. LLC	January 2026
	Jennifer Beathe	Starker Forests, Inc.	January 2027
Class 3	Brian Trenholm	Weyerhaeuser	January 2025
	Kristin Rasmussen	Hampton Lumber & Family Forests	January 2026
	Courtney Griesel	Sierra Pacific Industries	January 2027
Small Woodland Owners	Gordon Culbertson	Whitewater Forests, LLC	January 2025
Employee Rep.	Mike Hicks	IAM-AW District W24	January 2026
<i>Nonvoting Members:</i>			
Public Rep.	Kris Elliott	Oregon State Univ. Extension	No Term
Dean, OSU College of Forestry	Tom DeLuca	Oregon State University	No Term

WEBSITE ANALYTICS

Oregon Forest Resources Institute



Total average
monthly visitors

14,604



Q2, FY 2024-2025

OregonForests.org

Average monthly visitors: 13,066

Pages per visit: 1.9 Visit duration: 00:31

Top inroads:

Google paid, Google search, Direct URL

Top pages:

Homepage, tree variety, illustrated manual

Of note:

This quarter contains the limited fall
educational advertising campaign
1,522 downloads this quarter
68% mobile users

LearnForests.org

Average monthly visitors: 571

Pages per visit: 5.1 Visit duration: 0:55

Top inroads:

Direct URL, Google search, OFRI public site

Top referrals:

OFRI public site, Oregon Garden, Facebook

Top pages:

Homepage, bus reimbursement, grades 9-10

Of note:

Increase in overall usage, school year begins
16% mobile users
315 downloads this quarter

KnowYourForest.org

Average monthly visitors: 603

Pages per visit: 2.1 Visit duration: 1:01

Top inroads:

Google, Direct URL, Bing

Top pages:

Home page, Logging and selling timber, planning

Of note:

Slight reduction in traffic and downloads
over last quarter
33% mobile device users
84 downloads

OregonForestLaws.org

Average monthly visitors: 364

Pages per visit: 9.3 Visit duration: 3:05

Top inroads:

Google, Direct URL, OFRI main site

Top pages:

Home page, logging, water and fish

Of note:

General visitation higher than normal
Pages and time spent on site very high
32 downloads