



**Lumberjack RC&D**

Plan of work

**2019**

# Lumberjack RC&D

## Plan of work

### 2019

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The Lumberjack Resource Conservation and Development (RC&D) Council, Inc. prohibits the discrimination in all its programs and activities based on race, color, origin, gender, religion, age disability, political beliefs, sexual orientation and marital or family status. Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact our office at 315 S. Oneida Avenue, Suite 206, Rhinelander, Wisconsin 54501 or phone: 715-369-9886 or fax: 715-369-9895. We will work with them to provide the alternative communication method. Lumberjack RC&D Council, Inc. is an equal opportunity provider and employer.

## Vision statement

Sustainable Resources for Vibrant Communities

## Tagline

Conservation That Works!

## Mission statement

*Lumberjack Resource Conservation & Development Council, Inc., a multi-county, nonprofit in Northeastern WI, strives to enhance area natural resources, promote a higher standard of living and improve the quality of life for area citizens by fostering partnerships between public and private sectors and strategically investing in area natural resources.*

## Lumberjack RC&D Council, Inc. is:

- a tax-exempt nonprofit corporation with a 501(c)(3) designation and State of Wisconsin charitable status
- administered by a group of community leaders who provide direction and leadership to identify and address area needs
- a program that relies on multi-county cooperation and the creation of partnerships
- a program that allows for interagency cooperation and provides increased access to state and federal programs
- a program that helps coordinate the development of natural, economic and human resources
- assisted by staff and consultants to help implement projects
- comprised of committees that deal with a variety of project ideas and Council issues: Executive, Grant, Agriculture/Energy, Finance/Contracting, Forestry, Personnel/Special Events, and Recreation-Tourism/Rural Development.

## Local sponsors

County Boards of Supervisors and County Land Conservation Committees (LCC) sponsor the Lumberjack RC&D Council by paying dues and providing one representative and one alternate to the Council's Board of Directors. Tribal groups may also be a part of the Lumberjack Council, pay dues and have voting representatives. They must be approved by a majority vote of the Council at a regular meeting. In addition, the Council may approve up to seven At-Large members with full voting privileges. At-Large members may not be elected or appointed county officials.

The Lumberjack RC&D area in Northeastern Wisconsin serves Florence, Forest, Langlade, Lincoln, Menominee, Oconto, Oneida, Shawano, Vilas Counties. Marinette County is within the Lumberjack Service Area but does not currently participate.

## 2017 to 2019 Lumberjack Council

Name	Contact	Council Position/Committee	Affiliation
Yvonne Van Pembrook	yvonvan@borderlandnet.net	Secretary/Executive & Grant Committees	Florence
Larry Sommer	3754 Co Rd. W, Crandon, WI 54520	Forestry Committee	Forest
Dave Solin	dsolin@co.langlade.wi.uw	Vice Pres/Executive & Grant Committees	Langlade
Bill Bialecki	wbialecki@co.lincoln.wi.us		Lincoln
Mary Menore	PO Box 111, Neopit, WI 54150		Menominee
Darrell Pagel	pagelfam@bayland.net		Oconto
Bob Mott	bobmott329@msn.com	Forestry Committee	Oneida
Arlyn Tober	atober@frontiernet.net	Grant Committee	Shawano
Jay Verhulst	verhulst@frontier.com		Vilas
Wayne Plant	r.wayneplant@yahoo.com	Past Pres/Executive & Grant Committees	Past President
Claudia Baker	kedial@frontiernet.net	Treasurer/Executive & Grant Committees	At Large
Dick Gilles	danddgilles@centurytel.net	Grant Committee	At Large
Bob Hermes	hermes74r@gmail.com	President/Executive & Grant Committee	At Large
Ted Ritter	tritter3@frontier.com	Grant Committee	At Large
Margie Yadro	myadro@co.florence.wi.us	Grant Committee	At Large
<u>ALTERNATES</u>			
Open			Florence Alternate
Paul Millan	millan@centurytel.net		Forest Alternate
Carol Feller-Gottard	caroljfg@gmail.com		Langlade Alternate
Julie Allen	julie.allen@co.lincoln.wi.us		Lincoln Alternate
Hans Breitenmoser	hans.breitenmoser@co.lincoln.wi.us		Lincoln Alternate
Liz Arnold	askahlady@gmail.com		Menominee Alternate
Open			Oconto Alternate
Alan Van Raalte	a.e.vanraalte@gmail.com		Oneida Alternate
Marvin Klosterman	district15@co.shawano.wi.us		Shawano Alternate
Holly Tomlanovich	hotoml@co.vilas.wi.us		Vilas Alternate



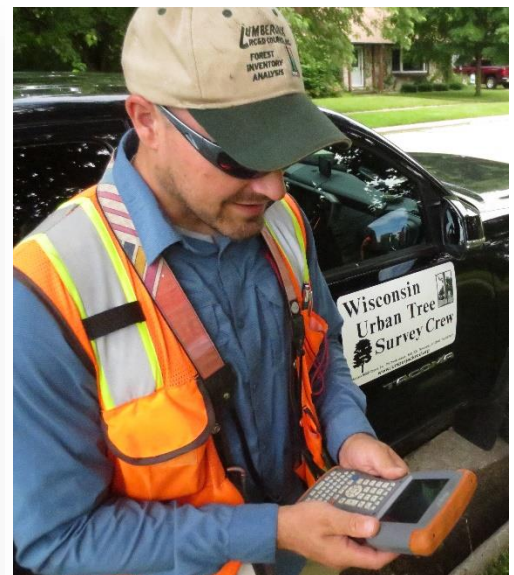
Council Members attending Lumberjack's 50<sup>th</sup> Anniversary Celebration in August 2018

## Lumberjack Administrative & Sponsored-Agency Staff

Position	Name	e-mail	Phone	address
<b>Executive Director</b>	Tracy Beckman	tracybeckman.lumberjack@frontier.com	Phone: 715-369-9886	Lumberjack RC&D Council 315 S. Oneida Ave Suite 206 Rhinelander, WI 54501
<b>WHIP Coordinator</b>	Rosie Page	Rpage19@gmail.com	715.282.7269	Same as above
<b>TIP Coordinator</b>	Alix Bjorklund	timberlandinvasives@outlook.com	715.799.5710 x 3	PO Box 279 Keshena, WI 54135
<b>WYFP</b>	Randee Smith	wiyoungforest@gmail.com		

## Lumberjack Forest Inventory Staff

Position	Name	location	Phone	address
<b>Project Supervisor</b>	Paul Mueller pmuellerrcd@newnorth.net	Rhinelander Office	715-362-1170	FIA Project Office 5985 County Road K Rhinelander, WI 54501
<b>Field Foresters</b>	Thomas Davis Michael Duwe Zack Klessig Pat Nelson Caleb Wolden	Contact Project Supervisor		



# Lumberjack Council Organizational Chart

## SPONSORS – COUNTIES

- Pay Dues
- Automatic Members of Board of Directors
- Designate Council Member from LLC Committee Supervisors
- Designate Alternate Council Member from LLC Committee Supervisors
- One Voting Member per paid sponsor county

## SPONSORS – APPROVED TRIBAL GROUPS

- Pay Dues
- Automatic Members of Board of Directors
- Designate Council Member
- Designate Alternate
- One Voting member per paid tribal group

## ELECTED AT-LARGE

- Must be nominated and elected every two years
- Voting Member of Board of Directors



## BOARD OF DIRECTORS

- Made up of Sponsor and At-Large Members
- Installed/Elected at the April Meeting



## Executive Committee

- Elected from the Board of Directors
- Consists of President, Vice President, Past President, Secretary & Treasurer
- Two-year terms (may serve three then must take a year off)



## ADMINISTRATIVE STAFF

Administrative & Organizational Support  
Grant Support  
Grant Implementation  
Project Support  
Project Administration

## FIA STAFF

Coordinate Forest Inventory Contract

## SPONSORED AGENCY STAFF

Coordinate Program

# Committee, Council and Staff functions

Committee	Council	Personnel
Makes recommendations to the full Council	Meets to hear committee recommendations and other Business	Administers projects and programs
<b>Actions they can take:</b>	<b>Actions they can take:</b>	<b>Actions they can take:</b>
<ol style="list-style-type: none"> <li>1) Meet to formulate policy &amp; procedure</li> <li>2) Recommend policy &amp; procedure to the Council</li> <li>3) Executive Committee acts on behalf of the Council on personnel &amp; operational items.</li> </ol>	<ol style="list-style-type: none"> <li>1) Approve projects</li> <li>2) Approve policy &amp; procedure</li> <li>3) Approve Lumberjack business</li> </ol>	<ol style="list-style-type: none"> <li>1) Seek technical information to support project proposals</li> <li>2) Coordinate &amp; assist project execution</li> <li>3) Administer Council-approved projects</li> <li>4) Perform bookkeeping, payroll and other Council-related business</li> </ol>

# 2019 PLAN OF WORK ITEMS

## 2019 Projects

### Lumberjack Project Submission Information

To have a project considered by the Lumberjack Council, applicants should visit our website's Project Page and use the link below to download our project policy and proposal. A completed application must be presented to the originating county's Land Conservation Committee for approval before submitting to the Lumberjack Council for consideration. Council Members review proposals, hear a project presentation and make funding decisions at the October Council meeting. Once a project is complete, Lumberjack hosts follow-up presentations, giving the Council a great opportunity to see the impact of project dollars.

**Deadline for 2020 projects is October 1, 2019**

<http://nebula.wsimg.com/060af9a1bef5520079e72f4a1ed8a748?AccessKeyId=CCB6D0B C4DF4EB47A359&disposition=0&alloworigin=1>

## 2019 Project Impact

Counties	2019 Project Name	Awarded	Required 50% Match
MULTI	TIP Coordinator Suport	\$ 8,572.00	\$4,286
MULTI	WHIP Organizational Support	\$ 10,000.00	\$5,000
MULTI	Pollinator Conservation	\$ 10,000.00	\$5,000
SHAWANO	Belle Plain Wells	\$ 2,780.00	\$1,390
SHAWANO	Naravino Outdoor Education Center	\$ 10,000.00	\$5,000
	2019 Lumberjack Award Total/Total Match	\$ 41,352.00	\$20,676
	2019 Total Value of Impact	<b>\$62,028</b>	
<b>Multi-Year or Extended Projects</b>			
MULTI	Sustainable Forestry Awards (extended to 7 years)	\$ 2,500.00	
VILAS	Wildlife/Forest Loop Trail Improvement - TFT	\$ 9,700.00	
ONEIDA	Town of Newbold 2018 TIS Survey & Management Plan	\$ 5,725.00	

## 2019 Governance, Outreach & Fiscal Sponsorship

- In 2019, the Council's ad-hoc Grant Committee will meet to fine-tune the updated grant policy. With two cycles of the new policy complete, some changes have been suggested.
- In 2019 and all years, the Council will consider Bylaws changes that provide clear direction.

- In 2019 the Council will continue to implement Lumberjack's new Brand Policy by budgeting resources to the Marketing line-item.
- In 2019, the Council will work toward updating the website to coincide with the State Association's agreed-upon platform.
- In 2019, staff will work with the Council to continue researching ideas for diversifying Lumberjack's project/revenue scope. In 2018 we...
  - 1) secured the necessary insurance and credentials to offer invasive species control services and in 2019 we will implement this fee for service by fulfilling a contract with the City of Antigo.
  - 2) determined there is a need by private forest landowners to find qualified, willing forest management plan writers. Paul Mueller is now a TSP with NRCS & WDNR Cooperating Forester. With these credentials, Mueller can offer this fee for service.
 In 2019, we plan to promote these programs and hope to see a return on the investment.
- In 2019, several organizational and operational policies will be updated, developed and adopted to improve internal control:
  - Update Personnel Policy
  - Update Conflict of Interest/Code of Ethics
  - Adopt Fraud Prevention Policy
  - Adopt Internal Control Policy
- In 2019, staff will use ideas and resources gained at the National Conference to implement Charities Review procedures that help non-profits become exemplary organizations.
- In 2019, the Council will continue to fiscally sponsor WHIP, TIP & WYFP and help administer their grants and programs.

## 2019 FIA/CFI Forest Inventory Program Plan of Work

- In 2019, the Forest Inventory Program will complete the 5<sup>th</sup> year of the 5-year contract. The FIA Supervisor will continue to work with staff to improve performance and efficiency. The forest inventory program continues to be the largest contract and income source for Lumberjack.
- In 2019, the FIA Supervisor and the Executive Director will work together to compile and submit a bid for the next five years of Forest Inventory in Wisconsin.





# Administrative Time

Administrative Activities:

- Council Support activities include assisting in the development of the Area Plan and annual Plan of Work, preparation for Council meetings, Payroll, Accounts Payable and Accounts Receivable processing and maintaining an accurate General Journal. The Annual Plan of work may include Executive Director goals to coincide with the Plan of Work and the Area Plan.
- Project Implementation is an estimate of time spent on research, planning, coordinating, implementing and progress reporting for Council-approved projects.
- Administration includes time for work planning, office management, time reporting, processing mail, reading and project administration.
- Vacation/Holidays are the total amount of vacation and holiday leave available per year. (Sick leave use varies from year to year and was not included in the table below.)

Activity	hours	percentage
Council Support	1250	62
Project Implementation	300	14
Administration	330	15
Vacation/Holidays	200	9
Total	2080	100



# Thank you to our Collaborating Partners, Associations and Organizations\*

Sponsor Counties' Land & Water Conservation Departments\*\*  
 Farming Community  
 Forest Industry Safety & Training Alliance (FISTA)  
 County Economic Development Corporations  
 Local Governments  
 Local Schools  
 Menominee Tribal Enterprises  
 Minnesota Department of Natural Resources  
 Private Landowners  
 Private Industry/Foundations  
 Regional Planning Commissions  
 Private Consultants/Contractors  
 Timber Producers Michigan and Wisconsin  
 Tribal Governments  
 US Fish and Wildlife Service  
 USDA Forest Service  
 USDA Natural Resources Conservation Service  
 USDA Rural Development  
 Wisconsin DATCAP  
 State Association of RC&D Councils  
 Great Lakes Restoration Initiative  
 Play, Clean, Go  
 MISIN

USDI Bureau of Indian Affairs  
 University of Wisconsin  
 University of Wisconsin Extension  
 Utility Companies  
 Wisconsin Coastal Management Program  
 Wisconsin County Forest Association  
 Wisconsin Dept of Administration  
 Wisconsin Dept of Commerce  
 Wisconsin Dept of Development  
 Wisconsin Dept of Natural Resources  
 Wisconsin Dept of Tourism  
 Wisconsin DOT  
 Wisconsin Environmental Ed Board  
 WI DNR Forestry  
 WI Forest Resources Education Alliance  
 WI Woodland Owners Association  
 Wisconsin Headwaters Invasive Species Association (WHIP)  
 Timberland Invasives Partnership (TIP)  
 Wisconsin Young Forest Partnership (WYFP)  
 National Association of RC&Ds  
 IPAW  
 MIPN  
 Wild Rivers Invasive Species Coalition (WRISC)

\*Our goal is to include all our partners in this list. If you are a partner and don't see your name, please let us know.  
 \*\*Lumberjack and its nine county partners share links to each other's websites on their own sites.

