



Washington State  
**Conservation Commission**

# Washington State Conservation District Supervisor's Pocket Reference

June 2015

## Preamble

You have been selected by local citizens or the Conservation Commission to serve in one of the 225 Conservation District Supervisor positions available in Washington State. An honor following a proud history of conservation work in Washington State that has been completed and will be completed because of the dedication of the women and men who serve as Conservation District Supervisors.

Please call on the Conservation Commission staff and members for assistance in carrying out your responsibilities.

Mark Clark  
Executive Director

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## Welcome

Welcome to your position as a Conservation District Supervisor. As a public official you have roles and responsibilities that may be different than other organizations you belong to.

As a district supervisor, you have a unique niche among entities managing Washington's natural resources. You serve as a grass roots representative of landowners and general public in your community, providing leadership and direction in natural resource conservation programs.

Upon assuming your duties, you agree to carry out the responsibilities of your position in accordance with the Washington Conservation District Law, [RCW 89.08](#), and associated rules contained in [WAC 135](#). This pocket reference has important information for your use. If you're viewing an electronic version of this handbook, additional references and website addresses and internet links are provided for more information.

## **Function of a Conservation District**

To take available technical, financial and education resources, regardless of the source, and focus or coordinate them so that they meet the needs of the local land user for conservation of soil, water, and related resources.

(Adapted from [Dr. Peter Nowak's](#) presentation "The Conservation District Official: Villain or Victim?")

## **History of Conservation Districts**

During the 1930's, the [Dust Bowl](#) made the need to conserve natural resources, particularly soil, very clear. Agencies ranging from Land Grant Universities to the Federal Emergency Relief Administration researched and implemented conservation practices throughout the nation.

Eventually, through the work of people like [Hugh Hammond Bennett](#) the Soil Conservation Service (SCS), now the [Natural Resources Conservation Service \(NRCS\)](#), was created as a result of the Soil Conservation Act of 1935 to develop and implement soil erosion control programs.

Local leadership was needed to coordinate soil erosion control programs and tie them into local conditions and priorities. Because of this, USDA developed a model Conservation District law for consideration by state governments.

In 1939, the State Legislature passed RCW 89.08 which authorized the creation of conservation districts and the Conservation Commission (WSCC) in Washington. It defines conservation districts as able to direct programs protecting local renewable natural resources. Washington State now has forty-five conservation districts in thirty-nine counties.

## **Relationship between the WSCC and Districts**

Since the establishment of the Conservation Commission in 1939, the state agency has provided direct services to assist conservation districts with their programs, including funding, invoicing, budgeting, fiscal operations, auditing, planning, reporting, policy development, administration,

accountability, training, capacity building, district operations, and state level public outreach. The Commission also appoints two supervisors to each district board.

Once every two years the agency compiles the biennial budget requests of all districts, combines them with the agency budget, and submits the [full budget proposal](#) to the Governor and legislature for funding consideration. Once the legislature passes a budget, the Commission allocates funding to the districts.

State law also directs the Commission to serve an important role in monitoring the accountability of districts, and working with them to help districts stay compliant with state and federal laws.

The Commission is an important partner with conservation districts, joining together for effective and efficient on-the-ground conservation in the state.

## Basic Principles of Conservation Districts

- Conservation efforts should be led by local people.
- Conservation districts work where private land ownership and natural resources intersect.
- Final responsibility for conservation lies with the landowner.
- Landowners have legitimate operating goals.
- Conservation districts are responsible to landowners and the community as a whole.
- Every parcel of land located within a conservation district's boundaries is eligible to receive service from a conservation district.

## Structure of Conservation Districts

Conservation districts are subdivisions of state government, much like school districts. Each conservation district is governed by a board of five supervisors. Supervisors are local residents who serve voluntarily without pay. Three are elected by local citizens and two are appointed by the [Washington State Conservation Commission \(WSCC\)](#).



Supervisors may come from many different occupations, but by law, three of the five supervisors must be landowners or farm operators.

## **Supervisor Role & Responsibilities**

- Identify local conservation needs, oversee implementation, and evaluate programs and services to meet those needs.
- Educate and inform landowners, and citizens within the district as well as local, state and federal legislators on conservation issues and programs.
- Supervise paid staff and other volunteers working with the district; coordinate with any cooperating agency personnel.
- Administer the district by delegating tasks through a structure of board officers, members, committees, manager and staff.
- Manage and seek revenue to implement conservation needs and report on activities to the community within the conservation district boundaries.
- Coordinate assistance and funding from federal, state, and local

government; district associations; and private groups.

- Set policy for staff to implement

## **Time Required**

Your term of office is three years. You are expected to attend the 12 regularly scheduled board meetings as well as committee and other special meetings. An minimum time commitment is approximately 20 days/year.

## **Benefits of Being a Supervisor**

- Satisfaction in seeing natural resources conservation practices applied in the community.
- Interaction with others interested in natural resource conservation.
- Direct input into local, state, and federal conservation programs.
- Training through
  - [Washington State Conservation Commission](#)
  - [Washington Association of Conservation Districts \(WACD\)](#)
  - [Washington Association of District Employees \(WADE\)](#); and
  - Your risk insurer, [Enduris](#).

## Conservation District Law

Conservation District Law - Revised Code of Washington ([RCW 89.08](#)) describes the powers and authorities of conservation districts including, but not limited to;

- Conduct investigations and research relating to conservation of natural resources;
- Conduct educations and demonstration projects;
- Carry out improvements to conserve natural resources
- Cooperate or enter into agreements with others, including other districts
- Acquire property, donations, gifts and contributions;
- Make available to land occupiers equipment and materials to assist them in conserving natural resources;
- Prepare and keep current a long-range conservation plan and an annual work plan;
- Administer any conservation project or program within the district boundaries;
- Sue and be sued; and

- Hold public hearings, annual meetings, and perform other actions to keep citizens and agencies informed.

## **Conservation District & Supervisor Powers**

For the entire Conservation District Law go to website link

<http://apps.leg.wa.gov/rcw/default.aspx?cite=89.08&full=true>

### ***RCW 89.08.210 - Powers and duties of supervisors***

District supervisors may employ a secretary, treasurer, technical experts, and such other officers, agents, and employees, permanent and temporary, as they may require, and determine their qualifications, duties, and compensation. It may call upon the attorney general for legal services, or may employ its own counsel and legal staff. The supervisors may delegate to their chairman, to one or more supervisors, or to one or more agents or employees such powers and duties as it deems proper. The supervisors shall furnish to the commission, upon request, copies of such internal rules, regulations, orders, contracts, forms, and other documents as they shall adopt or employ, and such other information concerning their activities as the commission may require in the performance of its duties under chapter 184, Laws of 1973 1st ex. sess. The

supervisors shall provide for the execution of surety bonds for officers and all employees who shall be entrusted with funds or property.

The supervisors shall provide for the keeping of a full and accurate record of all proceedings, resolutions, regulations, and orders issued or adopted. The supervisors shall provide for an annual audit of the accounts of receipts and disbursements in accordance with procedures prescribed by regulations of the commission.

The board may invite the legislative body of any municipality or county near or within the district, to designate a representative to advise and consult with it on all questions of program and policy which may affect the property, water supply, or other interests of such municipality or county. The governing body of a district shall appoint such advisory committees as may be needed to assure the availability of appropriate channels of communication to the board of supervisors, to persons affected by district operations, and to local, regional, state and interstate special-purpose districts and agencies responsible for community planning, zoning, or other resource development activities. The district shall keep such committees informed of its work, and such advisory committees shall submit recommendations from time to time to the board of supervisors.

### ***RCW 89.08.220 - Corporate status and powers of district***

A conservation district organized under the provisions of chapter 184, Laws of 1973 1st ex. sess.

shall constitute a governmental subdivision of this state, and a public body corporate and politic exercising public powers, but shall not levy taxes or issue bonds and such district, and the supervisors thereof, shall have the following powers, in addition to others granted in other sections of chapter 184, Laws of 1973 1st ex. sess.:

(1) To conduct surveys, investigations, and research relating to the conservation of renewable natural resources and the preventive and control measures and works of improvement needed, to publish the results of such surveys, investigations, or research, and to disseminate information concerning such preventive and control measures and works of improvement: PROVIDED, That in order to avoid duplication of research activities, no district shall initiate any research program except in cooperation with the government of this state or any of its agencies, or with the United States or any of its agencies;

(2) To conduct educational and demonstrational projects on any lands within the district upon obtaining the consent of the occupier of such lands and such necessary rights or interests in such lands as may be required in order to demonstrate by example the means, methods, measures, and works of improvement by which the conservation of renewable natural resources may be carried out;

(3) To carry out preventative and control measures and works of improvement for the conservation of renewable natural resources, within the district including, but not limited to, engineering operations, methods of cultivation,

the growing of vegetation, changes in use of lands, and the measures listed in RCW 89.08.010, on any lands within the district upon obtaining the consent of the occupier of such lands and such necessary rights or interests in such lands as may be required;

(4) To cooperate or enter into agreements with, and within the limits of appropriations duly made available to it by law, to furnish financial or other aid to any agency, governmental or otherwise, or any occupier of lands within the district in the carrying on of preventive and control measures and works of improvement for the conservation of renewable natural resources within the district, subject to such conditions as the supervisors may deem necessary to advance the purposes of chapter 184, Laws of 1973 1st ex. sess. For purposes of this subsection only, land occupiers who are also district supervisors are not subject to the provisions of RCW 42.23.030;

(5) To obtain options upon and to acquire in any manner, except by condemnation, by purchase, exchange, lease, gift, bequest, devise, or otherwise, any property, real or personal, or rights or interests therein; to maintain, administer, and improve any properties acquired, to receive income from such properties and to expend such income in carrying out the purposes and provisions of chapter 184, Laws of 1973 1st ex. sess.; and to sell, lease, or otherwise dispose of any of its property or interests therein in furtherance of the purposes and the provisions of chapter 184, Laws of 1973 1st ex. sess.;

(6) To make available, on such terms, as it shall prescribe, to land occupiers within the district, agricultural and engineering machinery and equipment, fertilizer, seeds, seedlings, and such other equipment and material as will assist them to carry on operations upon their lands for the conservation of renewable natural resources;

(7) To prepare and keep current a comprehensive long-range program recommending the conservation of all the renewable natural resources of the district. Such programs shall be directed toward the best use of renewable natural resources and in a manner that will best meet the needs of the district and the state, taking into consideration, where appropriate, such uses as farming, grazing, timber supply, forest, parks, outdoor recreation, potable water supplies for urban and rural areas, water for agriculture, minimal flow, and industrial uses, watershed stabilization, control of soil erosion, retardation of water run-off, flood prevention and control, reservoirs and other water storage, restriction of developments of flood plains, protection of open space and scenery, preservation of natural beauty, protection of fish and wildlife, preservation of wilderness areas and wild rivers, the prevention or reduction of sedimentation and other pollution in rivers and other waters, and such location of highways, schools, housing developments, industries, airports and other facilities and structures as will fit the needs of the state and be consistent with the best uses of the renewable natural resources of the state. The program shall include an inventory of all renewable natural resources in the district, a



compilation of current resource needs, projections of future resource requirements, priorities for various resource activities, projected timetables, descriptions of available alternatives, and provisions for coordination with other resource programs.

The district shall also prepare an annual work plan, which shall describe the action programs, services, facilities, materials, working arrangements and estimated funds needed to carry out the parts of the long-range programs that are of the highest priorities.

The districts shall hold public hearings at appropriate times in connection with the preparation of programs and plans, shall give careful consideration to the views expressed and problems revealed in hearings, and shall keep the public informed concerning their programs, plans, and activities. Occupiers of land shall be invited to submit proposals for consideration to such hearings. The districts may supplement such hearings with meetings, referenda and other suitable means to determine the wishes of interested parties and the general public in regard to current and proposed plans and programs of a district. They shall confer with public and private agencies, individually and in groups, to give and obtain information and understanding of the impact of district operations upon agriculture, forestry, water supply and quality, flood control, particular industries, commercial concerns and other public and private interests, both rural and urban.

Each district shall submit to the commission its proposed long-range program and annual work plans for review and comment. The long-range renewable natural resource program, together with the supplemental annual work plans, developed by each district under the foregoing procedures shall have official status as the authorized program of the district, and it shall be published by the districts as its "renewable resources program". Copies shall be made available by the districts to the appropriate counties, municipalities, special purpose districts and state agencies, and shall be made available in convenient places for examination by public land occupier or private interest concerned. Summaries of the program and selected material there from shall be distributed as widely as feasible for public information;

(8) To administer any project or program concerned with the conservation of renewable natural resources located within its boundaries undertaken by any federal, state, or other public agency by entering into a contract or other appropriate administrative arrangement with any agency administering such project or program;

(9) Cooperate with other districts organized under chapter 184, Laws of 1973 1st ex. sess. in the exercise of any of its powers;

(10) To accept donations, gifts, and contributions in money, services, materials, or otherwise, from the United States or any of its agencies, from this state or any of its agencies, or from any other source, and to use or expend such moneys, services, materials, or any contributions in

carrying out the purposes of chapter 184, Laws 1973 1st ex. sess.;

(11) To sue and be sued in the name of the district; to have a seal which shall be judicially noticed; have perpetual succession unless terminated as hereinafter provided; to make and execute contracts and other instruments, necessary or convenient to the exercise of its powers; to borrow money and to pledge, mortgage and assign the income of the district and its real or personal property therefore; and to make, amend rules and regulations not inconsistent with chapter 184, Laws of 1973 1st ex. sess. and to carry into effect its purposes;

(12) Any two or more districts may engage in joint activities by agreement between or among them in planning, financing, constructing, operating, maintaining, and administering any program or project concerned with the conservation of renewable natural resources. The districts concerned may make available for purposes of the agreement any funds, property, personnel, equipment, or services available to them under chapter 184, Laws of 1973 1st ex. sess.;

Any district may enter into such agreements with a district or districts in adjoining states to carry out such purposes if the law in such other states permits the districts in such states to enter into such agreements. The commission shall have authority to propose, guide, and facilitate the establishment and carrying out of any such agreement;

(13) Every district shall, through public hearings, annual meetings, publications, or other means, keep the general public, agencies and occupiers of land within the district, informed of the works and activities planned and administered by the district, of the purposes these will serve, of the income and expenditures of the district, of the funds borrowed by the district and the purposes for which such funds are expended, and of the results achieved annually by the district; and

(14) The supervisors of conservation districts may designate an area, state, and national association of conservation districts as a coordinating agency in the execution of the duties imposed by this chapter, and to make gifts in the form of dues, quotas, or otherwise to such associations for costs of services rendered, and may support and attend such meetings as may be required to promote and perfect the organization and to affect its purposes.

## **Conservation District Partners & Assistance**

Conservation districts establish priorities and direct action on local natural resource concerns by developing long range and annual plans. Districts often work together on multi-district conservation activities, such as watershed projects.

Conservation Districts are only as successful as their partnerships. Districts rely on cooperative assistance and funding from federal, state, and local governments; district associations; and private organizations and businesses. Many agencies and organizations have a strong interest in the same natural resources you are working with. It is important to involve them in your planning and implementation activities.

Assistance is set up formally through a Cooperative Agreement, or a Memorandum of Understanding, Districts can also involve groups more informally by appointing their representatives as associate supervisors, advisors, or committee members.

## **Federal Agencies**

### ***Farm Service Agency (FSA)***

Website: [www.fsa.usda.gov](http://www.fsa.usda.gov)

Phone: 509.323.3000

The FSA administers cost-sharing programs to farmers implementing conservation. It also provides aerial photos for conservation work; assistance for land treatment and development, and natural disaster relief.

### ***Bonneville Power Administration (BPA)***

Website: [www.bpa.gov](http://www.bpa.gov)

Phone: 800.282.3713

The BPA markets hydroelectric power in the Pacific Northwest and funds a large part of the [Northwest Power and Conservation Council's](#) fish and wildlife plan.

### ***U.S. Fish and Wildlife Service (USFWS)***

Website: [www.fws.gov](http://www.fws.gov)

Phone: 800.344.WILD(9453)

USFWS is responsible for wild birds, mammals (except certain marine mammals), and inland sport fisheries. The USFWS conducts research activities,

conducts environmental impact assessments, and manages wildlife refuges. In some cases, USFWS provides funding for habitat restoration projects.

***Forest Service (USFS)***

Website: [www.fs.fed.us](http://www.fs.fed.us)

Phone: 800.832.1355

USFS has federal responsibility for forestry. The USFS sponsors cooperative programs through state forestry agencies, the Natural Resources Conservation Service and conservation districts to control fires, stabilize gullies, improve forest growth, plant trees, and control forest pests.

***National Oceanic & Atmospheric Administration (NOAA) Fisheries***

Website: [www.noaa.gov](http://www.noaa.gov)

NOAA Fisheries is responsible for providing programs to try to save the marine endangered species of the United States. Their actions affect the Columbia River and Snake River watersheds of the Northwest.

## ***Natural Resources Conservation Service (NRCS)***

Website: [www.wa.nrcs.usda.gov](http://www.wa.nrcs.usda.gov)

Phone: 509.323.2900

NRCS has a long and extensive tradition of work with conservation districts. The NRCS may provide personnel, equipment, office space, and counsel to districts. It also provides free technical assistance with soils, conservation practices, and planning to land users and others.

## **State Agencies**

### ***Washington State Conservation Commission (WSCC)***

Website: <http://www.scc.wa.gov/>

Phone: 360.407.6200

The Washington State Conservation Commission has ten members. The Commission and its staff provide administrative and program assistance and guidance to districts, disseminate information on statewide conservation activities, collect and share natural resource conservation data, and seek sources of funding to aid in



conservation district projects, programs and operations.

***Department of Agriculture (WSDA)***

Website: <http://agr.wa.gov>

Phone: 360.902.1887

Washington State Department of Agriculture administers state laws protecting agricultural producers from diseases, insects, predators, and weeds. The WSDA regulates fruit, seed and other agricultural product grading. The WSDA also issues and approves licenses for nursery dealers, pesticide operators, and applicators; and issues labeling permits for products used by agricultural producers such as seed, fertilizer, pesticide, etc... The WSDA is also involved in water resources, transportation, farm labor, and other matters related to the production, distribution and sale of agricultural commodities.

***Department of Ecology (ECOLOGY)***

Website: [www.ecy.wa.gov](http://www.ecy.wa.gov)

Phone: 360.407.6000

Ecology programs address air pollution, water pollution, solid waste, hazardous

waste, noise pollution, litter and resource recovery, water resources, and shoreline and coastal zone management.

Ecology is both an administrative and a regulatory agency with authority to enforce the state's environmental laws. Ecology monitors all major waterways, administers grants for wastewater treatment facilities, and issues permits for all waste dischargers. Ecology also issues grants to reduce non-point water pollution.

***Office of Financial Management (OFM)***

Website: [www.ofm.wa.gov](http://www.ofm.wa.gov)

The OFM provides oversight of WSCC and all financial activities including oversight of the funds allocated by WSCC to the conservation districts. OFM provides budget planning and fiscal administration for state agencies. OFM also monitors agency spending, maintains the statewide accounting system, and forecasts state population.

***Department of Fish and Wildlife (WDFW)***

Website: <http://wdfw.wa.gov>

Phone: 360.902.2200

WDFW enforces state fish and game laws; classifies and monitors wildlife species, numbers, and habitat; improves hunting and fishing access; and advises individuals and groups on ways to minimize man-made impacts to wildlife.

***Department of Natural Resources (DNR)***

Website: [www.dnr.wa.gov](http://www.dnr.wa.gov)

Phone: 360.902.1000

DNR manages and protects state-owned lands. DNR foresters also assist private landowners with the Agriculture Conservation Program (ACP) and the Forestry Incentive Program (FIP) and provide other limited free technical forestry assistance. DNR administers the Forest Practices Act, a Washington state law regulating practices such as timber harvest.

***Washington State University***

***Cooperative Extension (WSU)***

Website: <http://ext.wsu.edu>

Phone: 509.335.3564

Assistance from WSU is commonly found through the WSU Cooperative Extension. Extension agents ("county agents") and specialists are available to counsel, educate and train conservation districts in economics, engineering, agronomy and soils, animal sciences, entomology, food science and technology, forestry and range management, home economics, horticulture, plant pathology, sociology, veterinary science, and many other areas. Most counties have an Extension office which serves as the local contact for conservation districts to request Extension assistance.

### **County & Local Government**

Nearly all conservation districts in Washington are along county lines, and while there is no legal relationship between the two, counties can be helpful in several ways. Counties can provide: office space; funding; co-sponsorship for watershed projects and responsibility for operation and maintenance; bridge and culvert replacement; use of county earthmoving equipment; cooperation

on county parks and other county owned land; funds for soil survey. County contacts include: commissioners, council, auditor, treasurer, recorder, engineer, assessor, highway superintendent, health officer, planning commission, parks and recreation department, weed district and others. Similar assistance can be available for city & municipal governments.

## **Conservation District Associations**

### ***Washington Association of Conservation Districts (WACD)***

Website: [www.wadistricts.org](http://www.wadistricts.org)

Phone: 360.754.3588 x125

WACD is a non-profit, nongovernmental organization of the 47 conservation districts in Washington State. WACD is made up of six area associations of conservation districts and serves as a state voice for conservation districts on state policy, legislation, communication, and funding for conservation activities. WACD also provides forums to inform, train, and educate supervisors and recognize

outstanding district individuals and programs. WACD has a committee structure that allows for additional opportunities for participation. Policy is made through a grass roots resolution process originating in locally led conservation districts.

### ***National Association of Conservation Districts (NACD)***

Website: [www.nacdnet.org](http://www.nacdnet.org)

Phone: 202.547.NACD (6223)

NACD is a non-profit, nongovernmental organization representing over three thousand conservation districts and their state associations in the fifty states, Puerto Rico, and the Virgin Islands. NACD lobbies for federal conservation legislation and funding in Congress. It also provides brochures, reports, conservation films, training, and education.

### ***Washington Association of District Employees (WADE)***

Website:

<https://sites.google.com/site/wadistrictemployees/>

WADE was formed in 1986 to develop conservation district employees' abilities through continuing education, recognition and a network of professional support. WADE provides training and support for district employees to increase their ability to deliver quality conservation assistance to local land occupiers.

***National Conservation District Employees Association (NCDEA)***

Website: <http://ncdea.org>

Phone: 202.547.6223 x230

The NCDEA was formed in 1992 to strengthen conservation district programs, provide assistance, information and support to conservation district boards and their employees. The association also promotes the professional development of conservation district employees and will assist any agency, association, organization, municipality, group, or individual who supports conservation districts in the spirit of cooperation, sound conservation practices, and proper land use.

## Contact Information

Consult the Conservation District Directory for additional contact information for conservation districts, partner agencies and organizations. The web link is

<http://www.wadistricts.org/partnership-directory.html>

## Websites

Important websites for additional information on important topics;

Annual & long range planning

<http://scc.wa.gov/plans-reports/>

Audits & Auditing

<http://scc.wa.gov/grants-and-finance/bars/>

Elections & Appointment Procedures

<http://scc.wa.gov/elections/>

Personnel Management

<http://mrsc.org/getdoc/0cbd8b88-8894-4c4e-b232-c69fe4ee7e37/Personnel.aspx>

Open Public Meetings

<http://mrsc.org/Home/Explore-Topics/Legal/Open-Government/Open-Public-Meetings-Act.aspx>



## Executive Sessions (closed session)

[http://mrsc.org/getmedia/be451768-7eb7-4da4-886b-27d61c28ed21/opma\\_executive%20session\\_checklist.aspx](http://mrsc.org/getmedia/be451768-7eb7-4da4-886b-27d61c28ed21/opma_executive%20session_checklist.aspx)

## Public Records

<http://mrsc.org/Home/Explore-Topics/Legal/Open-Government/Public-Records-Act.aspx>

## Local Conservation District Funding

<http://scc.wa.gov/wp-content/uploads/2014/01/DO-Brief-10-2014-Rates-and-Charges-2.docx> and  
<http://apps.leg.wa.gov/wac/default.aspx?cite=135>

## **Common Abbreviations and Acronyms**

**AC** – NRCS Area Conservationist (oversees DC)

**ACEP** – Agricultural Conservation Easement Program

**ACR** - Acreage Conservation Reserve

**ACS**- Alternative Conservation System

**A-G** - Attorney General (Washington State)

**AFO** - Animal feeding operation

**AFW** - Ag, Fish & Water

**AGR** - Department of Agriculture

**APW or APOW** - Annual Plan of Work

**ARS** - Agricultural Research Service (USDA)

**AWEP** - Agriculture Water Enhancement Program

**BARS** - Budgeting Accounting and Reporting System

**BIA** - Bureau of Indian Affairs

**BLM** - Bureau of Land Management

**BMP** - Best Management Practices

**BOR or USBR** - Bureau of Reclamation

**BPA** - Bonneville Power Administration

**CAFO** - Concentrated Animal Feeding Operations

**CAO** - Critical areas ordinance

**CBFWA** - Columbia Basin Fish & Wildlife Authority

**CCRP** – Continuous Conservation Reserve Program (NRCS)

**CCWF** - Centennial Clean Water Fund

**CD** - Conservation District

**CE** - Cooperative Extension

**CED** - County Executive Director (FSA)

**CMT** - Conservation Management Tool

**CIG** - Conservation Innovation Grants (NRCS)

**CMS** - Conservation Management System

**CNMP** - Comprehensive Nutrient Management Plan

**Commission** - Washington State Conservation Commission

**Cooperator Agreement** - Agreement between landowner and conservation district that allows staff access to the landowner's property

**Corps (or COE)** – Army Corps of Engineers

**CPDS** - Conservation Practice Data System

**CREP** - Conservation Reserve Enhancement Program

**CRITFC** - Columbia River Inter-Tribal Fish Commission

**CRM** - Coordinated Resource Management

**CRMP** - Coordinated Resource Management Planning

**CRP** - Conservation Reserve Program

**CRS** - Cultural Resource Specialist

**CSP** - Conservation Stewardship Program

**CTA** - Conservation Technical Assistance

**CWA** - Clean Water Act or Cooperative Working Agreement

**CWPP** - Community Wildfire Protection Plan

**CZM** - Coastal Zone Management

**DAHP** - WA Department of Historic Preservation

**DC** - District Conservationist (NRCS)

**DIST** - Conservation District

**DNR** - Department of Natural Resources, Washington State

**DOH** - Department of Health

**DOE** - Department of Energy (US) or Department of Ecology

**DOT** - Department of Transportation, Washington State

**DU** - Ducks Unlimited

**EA** - Extension Agent-or-Environmental Assessment

**EBI** - Environmental Benefits Index

**ECOLOGY** - Washington State Department of Ecology

**EDA** - Economic Development Administration

**EE** - Environmental Education  
**EFOTG** – Electronic Field Office Technical Guide  
**EI** - Erodibility Index  
**EIS** - Environmental Impact Statement  
**EPA** - Environmental Protection Agency  
**EQIP** - Environmental Quality Incentives Program  
**ESA** - Endangered Species Act  
**ESAC** - Ecosystem Advisory Committee  
**ESCS** - Economic Statistics & Cooperative Service  
**ESHB** - Engrossed Substitute House Bill  
**ESL** - English as a Second Language  
**EWP (or EWPP)** - Emergency Watershed Protection Program  
**FA** - Financial Assistance  
**FAC** – Food and Agriculture Committee  
**FCIC** - Federal Crop Insurance Corporation  
**FEMA** - Federal Emergency Management Agency  
**FEMAT** - Forest Ecosystem Management Assessment Team  
**FIFRA** - Federal Insecticide, Fungicide & Rodenticide Act  
**FFA** - Future Farmers of America  
**FFFPP** – Family Farm Forestry Partnership Program  
**FIP** - Forestry Incentives Program  
**FLSA** - Fair Labor Standards Act (29USC201)  
**FmHA**- Farmers Home Administration  
**FONSI** - Finding of No Significant Impact  
**FOTG** - Field Office Technical Guide  
**FPA** - Forest Practices Act  
**FPP** - Farmland Protection Program  
**FRPP** - Farm and Ranchland Protection Program  
**FQPA** - Food Quality Protection Act  
**FRMC** - Forms and Records Management Council  
**FSA** - Farm Service Agency (USDA)  
**FSA** - Food Security Act  
**FSL** - Field Support Leader

**FTE** - Full Time Equivalent (Employee)  
**FW** – Firewise  
**GAO** - General Accounting Office (U.S.)  
**GIS**- Geographic Information Systems  
**GLCI** - Grazing Land Conservation Initiative  
**GMA** - Growth Management Act  
**GPA** - Geographic Priority Area  
**GPS** - Global Positioning System  
**GRP** - Grassland Reserve Program  
**GSA** - General Services Administration  
**GWMA** - Groundwater Management Area  
**HCP** - Habitat Conservation Plan  
**HEL** - Highly Erodible Land  
**HFRP** - Healthy Forest Reserve Program  
**HPA** - Hydraulic Project Application  
**IAREC** - Irrigated Agriculture Research & Extension Center  
**IFM** - Integrated Farm Management  
**IMPACT** - International Marketing Program for Agricultural Commodities and Trade  
**ILA** – Interlocal Agreement  
**IPA** - Interagency Personnel Agreement  
**IPM** - Integrated Pest Management  
**IRC** - Intergovernmental Resource Center  
**IWM** - Irrigation Water Management  
**JARPA** – Joint Aquatic Resources Permit Application  
**JLARC** - Joint Legislative Audit and Review Committee  
**JNRC** - Joint Natural Resources Cabinet (Governor’s)  
**LCSCI** - Lower Columbia Steelhead Conservation Initiative  
**LID** - Low Impact Development  
**L&I or Lni** - Washington State Department of Labor and Industries

**LTA** - Long-Term Agreement  
**LWG** - Local Work Group  
**MOA** - Memorandum of Agreement  
**MOU** - Memorandum of Understanding  
**MRC** - Marine Resources Council  
**NACD** - National Association of Conservation Districts  
**NCDEA** - National Conservation District Employees Association  
**NAFTA** - North American Free Trade Agreement  
**NASCA** - National Association of State Conservation Agencies  
**NCA** - Normal Crop Acres  
**NEAP** - Northwest Emergency Assistance Plan  
**NEPA** - National Environmental Policy Act  
**NIPFIC** - Nonindustrial Private Forestry Interagency Committee  
**NMFS** - National Marine Fisheries Service  
**NMP** - Nutrient management plan  
**NOAA** - National Oceanic and Atmospheric Administration  
**NPDES** - National Pollution Discharge Elimination System  
**N-P-K** - Nitrogen Phosphorus Potassium  
**NPS** - Nonpoint Source  
**NPSP** - Non-point source pollution  
**NRCS** - Natural Resources Conservation Service (formerly Soil Conservation Service)  
**NRDC** - Natural Resources Defense Council  
**NRI** - Natural Resources Inventory  
**NRYC** - Natural Resources Youth Camp  
**NSF** - National Science Foundation  
**NTC** - National Technical Center (NRCS)  
**NTU** - Neophelometric Turbidity Unit  
**NWCAA** - Northwest Clean Air Agency  
**NWIFC** - Northwest Indian Fisheries Commission

**NWSC** - Northwest Straits Commission  
**OCS** - Outer Continental Shelf  
**OFM** - Office of Financial Management  
**OFFP** - Office of Farmland Preservation  
**OMB** - U.S. Office of Management and Budget  
**OPMA** - Open Public Meetings Act  
**OSHA** - Occupational Safety and Health Act (29USC15)  
**PAC** - Policy Advisory Committee  
**PAM** - Polyacrylamide  
**PARKS** - Washington State Parks and Recreation Commission  
**PBNERR** - Padilla Bay National Estuarine Research Reserve  
**PE** - Professional Engineer  
**PIE** - Public Information and Education  
**PIP** - Practice Incentive Payment  
**PL** - Public Law  
**PLT** - Project Learning Tree  
**PMC** - WACD Lynn Brown Plant Materials Center  
**PPL** - Pacific Power and Light  
**PRA** - Public Records Act  
**ProTracts** - Program Contract System (NRCS)  
**PSI** - Pounds per square inch  
**PSP** - Puget Sound Partnership  
**PUD** - Public Utility District  
**QA/QC** - Quality Assurance/Quality Control  
**QAPP** - Quality assurance project plan  
**RCA** - Resources Conservation Act  
**RCAT** - Rural Community Assistance Team  
**RC&D** - Resources Conservation and Development  
**RCO** - Recreation and Conservation Office  
**RCPP** - Regional Conservation Partnership Program  
**RCW** - Revised Code of Washington

**RCWP** - Rural Clean Water Program  
**RD** - Rural Development  
**Ref.** - Referendum  
**RFP** - Request for Proposals  
**RIF** - Reduction in Force  
**RM** – Regional Manager – WSCC  
**RMS** - Resource Management System  
**RMZ** - Riparian Management Zone  
**RNRIA** - Rural Natural Resources Impact Area  
**ROA** - Report of Accomplishments  
**RUSLE** - Revised Universal Soil Loss Equation  
**SAO** - State Auditor's Office  
**SARE** - Sustainable Agriculture Research and Education  
**SCC** – State Conservation Commission  
**SEA** - Science & Education Administration  
**SEA/AR** - Science & Education Administration, Agricultural Research  
**SEA - FR** - Science & Education - Federal Research  
**SEPA** - State Environmental Policy Act  
**SHPO** - State Historic Preservation Officer (DAHP)  
**SIP** - Stewardship Incentive Program  
**SL** - Soil Loss  
**SPA** - WA Shoreline Protection Act  
**SPD** – Shellfish Protection District  
**SRF** - State Revolving Fund  
**SRFB** - Salmon Recovery Fund Board  
**SRSC** - Skagit River System Cooperative  
**STAC** - State Technical Advisor Committee (NRCS)  
**STEEP**- Solutions to Economic and Environmental Problems  
**Superfund** - Comprehensive Environmental Response Compensation & Liability Act  
**SWAPA** - Soil, Water, Air, Plants, Animals  
**SWCD** - Soil And Water Conservation District



**SWCS** - Soil & Water Conservation Society  
**SWIS** - State Wetlands Integration Strategy  
**T** - Soil Loss Tolerance (USDA's)  
**T&E** - Threatened and Endangered Species  
**TA** - Technical assistance  
**TFW** - Timber, Fish and Wildlife  
**TMDL** - Total Maximum Daily Load  
**TNC** - The Nature Conservancy  
**TSP** - Technical Services Provider  
**TSS** - Total Suspended Solids  
**USACE** - US Army Corps of Engineers  
**USBR or BOR** - US Bureau of Reclamation  
**USDA** - United States Department of Agriculture  
**USFS** - United States Forest Service  
**USFWS** - United States Fish & Wildlife Service  
**USGS** - US Geological Service  
**USIT** - Upper Skagit Indian Tribe  
**USLE** - Universal Soil Loss Equation  
**UTC** - Utilities and Transportation Commission  
**UW** - University of Washington  
**WAC** - Washington Administrative Code  
**WACD** - Washington Association of Conservation Districts  
**WADE** - Washington Association of District Employees  
**WashDOT** - Washington State Department of Transportation  
**WATCAC** - Washington State Tribal Advisory Committee (NRCS)  
**WCC** - Washington Conservation Corps  
**WEC** - Washington Environmental Council  
**WDFW** - Washington State Department of Fish & Wildlife  
**WEQ** - Wind Erosion Equation  
**WFFA** - Washington Farm Forestry Association  
**WHIP** - Wildlife Habitat Incentives Program

**WID** – Watershed Improvement District  
**WIF** - Washington Irrigation Forecaster  
**WMS** - Washington Management Service  
**WQ** - Water Quality  
**WQA** - Water Quality Act  
**WQC** - Water Quality Committee  
**WQFAC** - Water Quality Financial Advisory Committee  
**WQIP** - Water Quality Incentive Program  
**WQM** - Water Quality Management  
**WQMA** - Water Quality Management Area  
**WQMP** - Water Quality Management Plan  
**WRC** - Washington Rangeland Committee  
**WRDA** - Water Resources Development Act  
**WRIA** - Water Resource Inventory Area  
**WRP** - Wetlands Reserve Program  
**WSCC** - Washington Conservation Commission  
**WSDA** - Washington State Department of Agriculture  
**WSE** - Washington State Envirothon  
**WSU** - Washington State University  
**WSU Extension** – Washington State University Cooperative Extension & Research  
**WUTC** – Washington Utilities & Transportation Commission  
**WWF** - World Wildlife Fund  
**YACC** - Young Adult Conservation Corps  
**YIN** - Yakama Indian Nation

## Numbers and Hyperlinks

All Washington Laws and Agency Rules; including:

- State Constitution  
(<http://leg.wa.gov/LawsAndAgencyRules/Pages/constitution.aspx>)
- Revised Code of Washington - RCW  
(<http://app.leg.wa.gov/rcw/>)
- Washington Administrative Code - WAC  
(<http://app.leg.wa.gov/wac/>)

### RCW 89.08 Conservation Districts Law

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=89.08>)

### WAC 135 - Conservation Commission Regulations

(<http://apps.leg.wa.gov/wac/default.aspx?cite=135>)

### RCW 42.23 - Municipal Code of Ethics

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=42.23>)

### RCW 42.30 - Open Public Meetings Act

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=42.30>)

### RCW 42.56 - Public Records Act

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=42.56>)

### RCW 49.60 - WA Freedom from Discrimination Act

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=49.60>)

**[RCW 42.52 - Ethics in Public Service \(State\)](#)**

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=42.52>)

**[RCW 49.17 - State Industrial Safety and Health](#)**

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=49.17>)

**[RCW 42.17 - State Public Disclosure Act](#)**

(<http://apps.leg.wa.gov/rcw/default.aspx?cite=42.17A>)

**[HR 2642](#)** – [Farm Bill](#) (Agricultural Act of 2014)

**[2514 - ESHB 2514](#)** - Watershed Planning Act (1998)

**[2496 - ESHB 2496](#)** - Salmon Recovery Act (1998)

**[319](#)** – Section 319 of Clean Water Act addressing Nonpoint Source Pollution

**[305\(b\)](#)** – Section 305(b) of Clean Water Act requiring states to submit a report every other year describing the water quality of the waters within its borders for the preceding year

**[303\(d\)](#)** – Section 303(d) of Clean Water Act creating list of states' impaired waters and TMDL

## **WSCC Staff**

Main Phone Number is 360. 407.6200; Staff contact at: <http://scc.wa.gov/contacts/commission-staff/>

## **WACD Staff**

Current contact information, as well as information on WACD policies and operations at: [www.wadistricts.org](http://www.wadistricts.org).