



West Oahu Soil and Water Conservation District Board Meeting

September 25, 2018 - 12:30 p.m.

Nutrien (formerly Crop Production Services) Conference Room,  
Kunia Village 92-1770 Kunia Road, Kunia HI 96759

Directors: Alan Gottlieb (AG), Larry Jefts (LJ), Peter Gibson (PG), Joe Para (JP), John McHugh (JM)

Associate Director: Mike Glidden (MG)

Secretary: Michelle Gorham (MGo)

Present: Stephanie Mock (SM), Frankie Koethe (FK), Nick Dudley (ND), Andrew Gordon (AGo), Dean Aoki (DA), and John McMillean (JMm)

1. Call to Order: 12:38
2. Reports
  - August Meeting Minutes – JP move to accept. PG second. Unanimously approved.
  - Treasurer’s Report – AG move to accept. JM second. Unanimously approved.
3. Discussion and Possible Action with Cooperators
  - Update: TMK – 165001045 por.
    - Deferred to next meeting
4. Discussion and Possible Action on Conservation Plans
  - Existing: TMK: 7-1-002-004 (por.)
    - Deferred to next meeting
  - Existing: TMK: 9-2-001-001
    - Move to amend name prior to discussing conservation plan
  - New: TMK: 8-6-008-021
    - Deferred to next meeting
5. Partner Updates
  - NRCS Field Office Report
    - Not able to attend
  - Oahu RC&D Report -
    - Women farmer workshops (Oahu’s is ½ full)
    - Cacao work on Hawaii Island
    - Next meeting will feature many conservation plans

- HACD Report (N/A)

## 6. New Business

- ADA Presentation
  - Dean Aoki provided a brief presentation on ADA compliance highlighting the key items and actions that require ADA compliance on the part of Directors.
- New CS hire for HACD
  - Richard Ogoshi
- Director Positions
  - AG nominate Directors maintain the following positions LJ – Chair, AG – Vice Chair and Treasurer, JM - Secretary. PG second.
  - AG move to close nominations. JP second. All in favor.

## 7. Old Business

- Determine lot sizes to prioritize workload.

### Discussion

- LJ – Determine what the workload is for partners (follow-up with ORCD).
- AG – If a cooperator is on a subdivided lot, perhaps have Cooperator form supported by a concurrence letter
- MGo - Concurrence letter could include:
  1. Owners Name
  2. Statement of lot size
  3. Statement from the lot owner that there is concurrence on activities conducted by lessee.
- LJ ultimately the full parcel should feature a conservation plan.
- AG – Documentation of control: For potential Cooperators 5 acres or less, that itself not a legal unit (e.g. leased lots 4.5 acres would need to follow this process, however confirmed owned lots of 1 acre would be excluded), the West Oahu SWCD Board would need concurrence of the legal owner.
- AG – term used will be guideline
- SM – FSA has a process to establish farm records. Will share with MG

\* Next steps – MGo will connect with SM re: FSA process, Submit to board members.

- HACD staffing update

## 8. Set next meeting date

## 9. Adjourn

Individuals requiring special assistance or auxiliary aids or services (e.g., sign language interpreter, wheel chair accessibility, or parking designated for the disabled) at the *West Oahu* SWCD meeting, please contact staff at least 72- business hours prior to the meeting at 808.729.1676 so arrangements can be made.