

The meeting was called to order at 3:09 p.m. at the National Tropical Botanical Garden with a quorum.

PRESENT:

Directors: Peter Tausend (Presiding); David Smith; Adam Killermann; Blaise Boyle

Associate Directors:

Others: Jenna Dunn, District Conservationist; Jenni Scotti, Conservation Specialist; John Nelson, HACD Conservation Specialist; Rebekah Magers, District Assistant; Bailey Clay

REVIEW OF AGENDA: Add: **VIII. NEW BUSINESS**, C. Bailey Clay – New Associate Director and D. HACD Quarterly Meeting

REVIEW NEW COOPERATOR AGREEMENTS & CONSERVATION PLANS:

MINUTES: Adam motioned/ Blaise seconded to approve the Minutes from 11/20/18; the motion was unanimously accepted.

TREASURER'S REPORT: David presented the Treasurer's Report for 12/18/18 to be placed on file.

CORRESPONDENCE: Peter distributed the correspondence folder.

STANDING COMMITTEE REPORTS:

A. Garden Island RC&D Report: no report

NEW BUSINESS:

A. NRCS Report: Jenna Dunn's report for Lihue Field Office November/December 2018:

1. General

- Maui DC- Candidate who was selected decided not to take the position. Effective 11/24 Kauai DC will act as DC for Kahului office until position is filled.
- Waimea DC- Interviews have occurred. No selection announced yet.
- Area Resource Conservationist (ARC)- Morri-Ann Nagata has been selected.
- Cultural Resource Specialist- Position has been advertised, no selection announced yet.
- Assistant Director for Programs- will be vacant on 1/5/2019. Position has not been advertised yet.

2. Farm Bill Programs

- EQIP FY19- Sign up deadline will be 12/21/2019. Kauai currently has approximately 34 applications.

3. Office related

- If a client only needs brief technical assistance and no permit exemption and is not signing up for programs, we will provide assistance but not a full conservation plan.
- Any issues or concerns should be directed toward the DC first as they are responsible for the office. Especially if they pertain to workload management or the day to day operations. All staff, directors, and associate directors should follow line and staff communication protocol.

B. Conservation Specialist Reports:

1. Jenni Scotti's report for 12/18/18

- **Trainings / Meetings / Learning**
 - Banana bunchy top and micropropagation workshop
 - Kauai Island Pacific Birds Meeting
 - **Plans / field visits**
 - Planning
 - Site visits with 10 clients, 5 of which are new
 - Planning and follow-up with 19 clients
 - General assistance and requests with 10 people
 - Completed 3 plans
 - **Outreach**
 - POSTER CONTEST
 - State contest results:
 - Sophie Cornell from Kilauea elementary received the K-1 vote
 - Waiānuehea Karratti from Kawaikini received the 4-6 vote
 - Have not been able to peg down Kukui Grove, not certain they will get up this holiday season.
 - International Soils Day
 - December 1st at the KCC Farmers Market
 - Soils Texture, Soil Health Info, Painting with Soils, CAP Contest Info
 - Great Turnout
 - CAP CONEST
 - Spring Soils Day March 16th
 - Focus on soil science, physical properties, conservation, careers and CAP contest. HS invited, community/families welcome.
 - Working on letters to send out to school in the next week
 -
 - Girl Scouts STEM day
 - Genoa and I talked about watersheds and water quality as well as our jobs
 - **Misc/News/upcoming events/future projects/goals**
 - CTA workload, working on as many as possible before focusing on applications workload
2. John Nelson's report for 12/18/18
- I have been on multiple site visits and follow up with clients about potential practices.
 - I am working on multiple clients CPTN-1 and CPA-52's.

- I am getting more familiar with entering practices with Toolkit 10.
 - I am helping Jenni with the poster contest and setting up at Kukui Grove mall.
 - Information and vetting information I presented at CTAHR piggery workshop.
 - I was given (8) High tunnel and Piggery projects this fiscal year 2019
- C. Bailey Clay – New Associate Director:** Bailey introduced herself and shared her background and work experience throughout Hawaii. She is currently the Breeding Projects Manager at Beck’s. Peter shared the duties of a Director and the events that Directors normally participate in throughout the year. Peter made a motion to accept Bailey as a new Associate Director. David seconded. The vote was unanimous.
- D. HACD Quarterly Meeting:** The meeting was held earlier that morning at 9am in the USDA conference room by teleconference. Important points made were about the Farm Bill, potential government shut down, poster contest, and liability insurance. Peter is going to look into the costs for liability insurance for the West Kauai District.

UNFINISHED BUSINESS:

- A. New Community Involvement Projects/Workshops:** Coordination with NTBG was discussed to visit the Agroforestry project that Diane Ragone of the Breadfruit Institute and others are working on in the valley. A possible date will be set to coincide with a meeting in 2019. Water quality and testing was brought up as a concern from producers. Directors will be emailed the Community Involvement Ideas handout to have input for future projects.

OTHER BUSINESS:

- A. Regional Conservation Partnership Program:** Jenna explained the program and distribution of funds for partners working with the District. DLNR is the only current RCPP recipient in Hawaii.
- B. Cooperator of the Year 2018:** There were a few suggestions for cooperators. The SWCD office will compile a list of 3-5 for the next meeting. A vote will be made by the February meeting.

ANNOUNCEMENTS:

NEXT MEETING DATE:

WHEN: 2:30 pm, January 15, 2019

WHERE: National Tropical Botanical Garden, Education Room

There being no further business the meeting ended at 4:17 pm. Written by Rebekah Magers, District Assistant.