

The meeting was opened at 2:14 pm at the State DOH Conference Room in Lihue.

- I. **PRESENT:** Leonard Vierra; Arryl Kaneshiro; Brad Seymour; Eric Hansen  
**Associate Directors:** Darren Tamekazu  
**Others:** Jenna Dunn, NRCS District Conservationist; Paul Togioka, County of Kauai; Will Lydgate; DeAnna Allen-Trass, District Assistant
- II. **REVIEW OF AGENDA (ADDITIONS/DELETIONS/CHANGES):** no additions or changes.
- III. **MINUTES: Motion:** Eric made a motion to accept the minutes, Arryl second. Motion was accepted unanimously.
- IV. **TREASURER'S REPORT: Discussion:** The treasurer's report was placed in the correspondence folder that was passed around. The County of Kauai funds have come in and was deposited before the report was made in January. \$2,500 DLNR funds have been received which is the full allotment for Jul-Dec. The payments for Beehive Insurance and the Molokai CAP contest Car rental were not posted in the November report, though the balance for that month was correct, the withdrawal is noted in the treasurer's report for December activity. **Motion:** Arryl made a motion to accept the minutes, Eric second. Motion was accepted unanimously.
- V. **CORRESPONDENCE:** Leonard passed the correspondence folder around.
- VI. **NEW BUSINESS**
  - A. **NRCS Report:** Jenna Dunn gave her NRCS report:
    - To: East Kauai SWCD Board of Directors
    - From: Jenna Dunn, Lihue Field Office, District Conservationist
    - Date: January 13, 2020
    - RE: Lihue Field Office Monthly Report
    1. **General**
      - a. Oahu DC- New DC in Oahu
      - b. State Engineer- Susan Kubo is Acting. Position has been advertised.
      - c. Kauai/Oahu Engineer- Dedicated engineer after using Kona's engineer for the past several years.
      - d. Assistant Director of Technology- Michael Constantinides selected, he is the previous forester for NRCS
    2. **Farm Bill Programs**
      - a. EQIP & CSP FY19-
        - i. Kauai FY 19- 22 contracts, 332.9 acres, \$853,056.04
      - b. EQIP FY20-
        - i. Have over 20 current applications, with several people we are planning with who will apply prior to the deadline or have not been put into the system yet.
        - ii. Expect deadline to be announced in January 2020, with the deadline being around February 15<sup>th</sup>.
    3. **Cooperative Working Agreement**
      - a. Finalized and approved
      - b. Copies provided to each Director and interested Associate Directors.
    4. **MOU**
      - a. Between NRCS and East Kauai SWCD still needs signature

**Discussion:** Travis Usinger is the NRCS intern who will be in the office through June 2020. District Staff are attending the Conservation Desktop Training which is the new planning software for NRCS.

## **B. Conservation Specialist Reports:**

1. Jenni's report is in the Correspondence folder:

- **Trainings / Meetings / Learning**
  - Prep videos for Conservation Desktop which is the new planning tool
- **Plans / field visits**
  - Planning
    - Planning and follow-up with 8 clients
- **Outreach**
  - POSTER CONTEST
    - We will post them end of January at Kukui Grove
    - Awards Picture
      - Directors can attend to present awards in February
- **Misc/News/upcoming events/future projects/goals**
  - Returned from Vacation last week
  - On Hilo for Training week of January 13<sup>th</sup>

## **C. Cooperator of the Year 2020**

### **1. Nominate Cooperators**

- a. Reviewed the list which includes all cooperators for East Kauai. **Discussion:** Defer to the next meeting and would like office recommendations. Would like three to five options from active cooperators who haven't received acknowledgement recently.

## **D. New District Assistant / Programs Support Specialist – DeAnna Trass**

## **VII. REVIEW & APPROVAL OF CONSERVATION PLANS & COOPERATOR AGREEMENTS:** **New Kauai Soil and Water Conservation Districts (SWCD) Cooperators: None**

## **VIII. COMMITTEE REPORTS:**

**A. GIRC&D:** None for this month.

### **B. Grading Ordinance**

- i. Garden Island article written by John and Rebekah.
- ii. Non-Compliant/actions for complaints. A list will need to be put together for active plans in order for the Districts to send annual reminder letters to ensure plans are still in place, as well as sending letters for plans that require updates before exemptions expire.

**Discussion:** Jenna offered that West Kauai SWCD had a discussion regarding the need for Paul being able to follow up with the directors about complaints. She suggested that for new plans can include applied dates for previously planned practices. Additionally, the office could ask the clients for permission to provide the implementation requirements to the county and Directors, so that Directors can understand how the practice is to be implemented. Paul noted that he sent a list to Rebekah of exemptions. Jenna clarified that the office cannot share information due to privacy requirements without client approval. Paul also clarified his role in agricultural exemptions and when he will consult the districts to ensure plans are in place. District Directors could potentially do a site visit to ensure plan is being followed based upon applied dates. The plans have apply by dates, but that enforcement is up to the County, it was asked if the plan is behind, is there is something that can be done. Jenna reiterated that the office cannot report when someone is out of compliance due to privacy requirements. The main purpose of this discussion is around the District sending reminder letters to clients to ensure their exemption does not expire if they continue to need one.

**IX. UNFINISHED BUSINESS:**

**A. Annual Work Plan 2019-2020:** Leonard said he is still working on the plan. Defer for discussion in February.

**X. OTHER BUSINESS:**

**Discussion:** Interest in asking Will Lydgate as an associate member, add on agenda for February meeting for further discussion. Eric made a motion to add this to the February agenda, Brad seconded. Motion was accepted unanimously.

**ANNOUNCEMENTS:**

**NEXT MEETING DATE: Monday, February 10, 2020 2:00PM at State Department of Health Conference Room, 3040 Umi St., Lihue**

There being no further business the meeting adjourned at 3:45 pm, written by Jenni Scotti, Conservation Specialist and DeAnna Allen-Trass, District Assistant.