

The meeting was opened at 2:05 pm online using Zoom Meeting

- I. **PRESENT: Directors:** Ed Kawamura, Jr. (Presiding); Leonard Vierra; Brad Seymour; Eric Hansen
Associate Directors: Darren Tamekazu; Jerry Ornellas
Others: Jenni Scotti, Conservation Specialist; Jenna Dunn, NRCS District Conservationist; John Nelson, HACD Conservation Specialist

- II. **REVIEW OF AGENDA (ADDITIONS/DELETIONS/CHANGES):** No additions or changes.
Discussion: Jenni offered that the FY2021 work plan is not on the existing agenda and asked if the directors want to add or wait until the June meeting. It was determined to wait until the June meeting. Leonard asked that the directors review for discussion in June.

- III. **MINUTES: Motion:** Eric made a motion to accept the minutes, Leonard second. Motion was accepted unanimously

- IV. **TREASURER’S REPORT:** Leonard offered the Treasurer’s report and it was e-mail to the directors

- V. **CORRESPONDENCE:** Information and flyers were e-mailed

- VI. **NEW BUSINESS:**
 - A. **NRCS REPORT:** Jenna Dunn, NRCS Conservation Specialist gave a report:
 1. **General**
 - a. American Samoa DC- To be announced. Jocelyn Bamba, DC in Guam is acting
 - b. State Engineer- Susan Kubo is Acting.
 - c. State Agronomist & State Forester- Selections made, start date in June and July
 - d. Kauai/Oahu FO engineer- Kevin Macquoid from Oregon has been selected, helping with Kauai workload remotely during the mandatory 14 day quarantine
 - e. Kauai Soil Con- Steven Heisey, first day will be June 8th. Will work from home during the mandatory 14 day quarantine
 2. **Farm Bill Programs**
 - a. EQIP FY20-
 - i. Working on High priority applications. Ranking and cost estimates are due by Friday 5/15/2020

 - Discussion:** Jenna shared that the new engineer Kevin will be on island a minimum of 3 days to a week every month until he is caught up with the workload.

 - B. **CONSERVATION SPECILAISTS’ REPORTS:**
 1. **Jenni Scotti** gave her report for 5/11/2020:
 - a. **Trainings / Meetings / Learning**
 - i. HACD meeting
 - ii. NRCS weekly program information meetings
 - iii. NRCS Grant meeting with Adam
 - iv. Met our engineer
 - v. NRCS Cultural Resources Specialist on island for site visits
 - b. **Plans / field visits**
 - i. Planning

1. Planning and follow-up with 20 clients
2. Site visits with 5
3. Check-out for 1 clients
4. Completed 1 plan

c. Outreach

- i. All outreach on hold

d. Misc/News/upcoming events/future projects/goals

- i. 2020 Applications
- ii. Annual Report
- iii. Still continuing to work from home

Discussion: Because the HACD annual meeting is not taking place, we have a couple more weeks to work on the Annual Report.

Discussion: Ed asked if the first quarter funding from the NRCS grant has been allocated. Jenni offered that it is still being worked on and it will take a little time as the first report has information that will need to be collected such as training dates that will need to be documented that will take some time for the conservation specialist to put together. Once the Quarterly report is completed, Jenni will submit it to the directors.

2. John Nelson: gave his report for 5/11/2020:

a. Trainings / Meetings / Learning

- i. Weekly Teleconference roll-out
- ii. NRCS CART
- iii. NRCS Conservation Workload Prioritization Worksheet
- iv. Virtual meeting with Army Corps of Engineers

b. Plans / field visits

- i. Planning
 1. Site visits with 2 clients, 0 new
 2. Planning and follow-up with 4 clients

c. Outreach

- i. All outreach postponed due to pandemic

d. Misc/News/upcoming events/future projects/goals

- i. CTA and new EQIP plans

3. Summary of HACD Quarterly Meeting:

Discussion: The agenda for the HACD quarterly meeting was sent in the correspondence. Ed shared that NRCS offered updates. The HACD annual meeting is cancelled. Jenni also shared, that NACD regional conference that was to be held on Maui has also been cancelled. Additionally, the Conservation Awareness Program (CAP) Contests will be canceled due to the uncertainty of how schools will be operating in the fall.

VII. REVIEW & APPROVAL OF CONSERVATION PLANS & COOPERATOR AGREEMENTS:

New Kauai Soil and Water Conservation District (SWCD) Cooperators: None

Conservation Plans: None

VIII. COMMITTEE REPORTS:

- A. **Garden Island RC&D:** No report
- B. **Grading Ordinance:** No Report

IX. UNFINISHED BUSINESS:

- A. **Annual Work Plan 2019-2020:** Leonard shared that there are two work plans, the 2020 is late, but needs to be voted upon. The 2021 annual work plan will be discussed at the June meeting. Eric made a motion to accept the 2020 July 1st, 2019 – June 30th 2020 annual work plan, Brad Second. Motion was accepted unanimously.

X. OTHER BUSINESS:

A. Credit Card Changes

Discussion: Ed requested that Jenni have a credit card assigned in her name. Leonard offered that Rebekah Magers card will be changed to Jennifer Scotti. Ed as the Chair will continue to have his card and the third card will be assigned to the new District Assistant when they are hired. Eric made a motion to change the Rebekah Magers East Kauai SWCD credit card to Jennifer Scotti, Leonard second. Motion is accepted unanimously.

B. Checking Account signatories

Discussion: The information on the checking account is outdated. Leonard is the only current director on the account, two new ones should be assigned. Jenni explained that it was discovered that Leonard was the only existing director on the East Kauai SWCD account when trying to change the credit card names. The account manager for First Hawaiian Bank noted that changes needed to take place through an official board meeting vote.

Leonard offered that Ed as the chair should be added. Ed asked if Eric would like to be added as an additional signatory on the account, and Eric accepted. Leonard made the motion to continue to have Leonard Vierra and to add Edward Kawamura Jr. and Eric Hansen as the three signatories on the East Kauai SWCD First Hawaiian Bank Account, Brad second. Motion was accepted unanimously.

XI. ANNOUNCEMENTS / EVENTS:

A. Annual Report:

Pictures needed by June 5th for a collage for this year. Options for the picture include an action shot or a head shot. Articles due May 29th.

B. Annual HACD Meeting was canceled

Discussion: Jenna offered that Rebekah is going off island soon. She asked if we could have a going away BBQ. Ed made a motion to get together with the districts to have a get together. District will spend \$125 for a party. Leonard second. Motion was accepted unanimously. Ed asked for an afternoon. Jenni clarified working around the quarantine.

NEXT MEETING DATE: Monday June 8, 2020 TBS. Information will be posted on the online state calendar. <http://calendar.ehawaii.gov/calendar/html/event>

There being no further business, the meeting adjourned at 2:27 pm, written by Jenni Scotti, Conservation Specialist