

The meeting was called to order at 3:25 p.m. at the National Tropical Botanical Garden with a quorum.

- I. **PRESENT: Directors:** Adam Killermann; David Smith; Blaise Boyle; Jon Ching
Associate Directors: Umi Martin; Richard Loero
Others: Jenna Dunn, NRCS District Conservationist; Jenni Scotti, Conservation Specialist; Paul Togioka, County of Kauai
- II. **REVIEW OF AGENDA:** no changes
- III. **REVIEW OF MINUTES:** Blaise made a motion to approve minutes from 12/17/2019, David second. Motion was accepted with unanimous vote.
- IV. **TREASURER'S REPORT:** David presented the Treasurer's report for 1/21/2020 and it was filed. County of Kauai Funding has been issued for employee pay.
- V. **CORRESPONDENCE:** The correspondence folder was passed around. Includes donation request from Maui SWCDs and the Contribution Agreement is signed.
- VI. **NEW BUSINESS:**
 - A. **NRCS Report:** Jenna Dunn presented
 - a. **General**
 - American Samoa DC- To be announced. Sarah Tanuvasa, DC in WA is acting
 - Oahu DC- Gavin from MO has been selected
 - State Engineer- Susan Kubo is Acting. Interviews have not been conducted yet.
 - Assistant Director of Technology- Michael Constantinides, former PIA State Forester, has been selected.
 - State Agronomist & State Forester- No Acting. Position to be announced.
 - Kauai/Oahu Engineer- Pending selection
 - b. **Farm Bill Programs**
 - EQIP & CSP FY19-
 1. Kauai FY 19- 22 contracts, 332.9 acres, \$853,056.04
 - EQIP FY20-
 1. Have over 20, with several people we are planning with who will apply prior to the deadline.
 2. Application cutoff date is 2/21/2020.
 - c. **Cooperative Working Agreement**
 - New one signed this month. Took effect 1/8/2020.
 - Discussion:** Adam Reed the NRCS ADFO would like to have a meeting with the Districts to go over the agreement and to answer questions.
 - d. **Programs Support Specialist/ District Assistant**
 - DeAnna Trass, welcome.
 - New grant covers all of PSS/DA duties.
 - e. **FY19 employee award**
 - \$125 per employee that is optional for SWCD

Adam made a motion to pay for the award/gift. Blaise second. Motion was accepted with unanimous vote.

- B. Conservation Specialist Reports:** Jenni Scotti's report for 1/21/20:
- 1. Trainings / Meetings / Learning**
 - Prep videos for Conservation Desktop which is the new planning tool
 - 2. Plans / field visits**
 - Planning
 1. Planning and follow-up with 8 clients
 - 3. Outreach**
 - POSTER CONTEST
 1. We will post them end of January at Kukui Grove
 2. Awards Picture
 - a. Directors can attend to present awards in February
 - 4. Misc/News/upcoming events/future projects/goals**
 - Returned from Vacation last week
 - On Hilo for Training week of January 13th

Discussion: Application deadline is February 21st.

C. Progress on State Historic Preservation Division (SHPD)

Discussion: Adam asked for an update regarding SHPD/Archeological reviews for contracts. Jenna noted that the new NRCS Archaeologist is on a one-year probationary period by SHPD. The reports have extra scrutiny, with the review process being stricter than the general public. By summer it is hoped to be more streamlined. All of last year's reviews were all rejected and had to be resubmitted. SHPD is changing their process as well which has created different challenges for archeological review processes.

VII. REVIEW NEW COOPERATOR AGREEMENTS & CONSERVATION PLANS:

- A. Last month's approved plan was not signed, Adam provided the necessary signature.

VIII. STANDING COMMITTEE REPORTS:

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

Discussion: Article has been drafted for being sent to Garden Island News, Paul has asked to give it to the County engineer to approve the article before it is submitted. Paul notes that he works with ordinance related complaints as the regulator. The District can ask the client for proof of implementation. Jenna has noted that the client can be asked to provide their implementation requirements as well as include applied practice info on the plan for plans that are being updated. Jenni noted that on conservation plans, basic information on the practice implementation is included. Clarified that grading and grubbing exemption plans addresses erosion and water quality at a minimum though there are other resource concerns that can be addressed. The cooperator is responsible for calling the office when a practice has been implemented so that it can be documented. Jenna recommended that the letter that is sent when a plan is approved to be updated to include a clarification that it is up to the

cooperator to contact the office when a practice is installed. Jenna also noted that East Kauai SWCD has decided to do a reminder letter for when their exemption is about to expire.

David made a motion to have the Districts work on a plan reminder letter that can be sent to cooperators when their exemption is about to expire. Blaise Second. Motion was accepted with unanimous vote.

IX. UNFINISHED BUSINESS:

A. Cooperator of the Year 2019: Passed around a West Kauai list, the overall cooperator list was e-mailed in December. The office can offer some recommendations. Jenni noted that in the past, the directors would visit their top two options and then vote for final cooperator of the year.

X. OTHER BUSINESS:

Discussion: Regarding the meeting to discuss new agreement, it was asked to schedule what will work.

XI. ANNOUNCEMENTS:

NEXT MEETING DATE:

WHEN: 3:00 pm, February 18, 2020

WHERE: National Tropical Botanical Garden, Education Room

There being no further business the meeting ended at 4:28 pm. Written by Jenni Scotti, Conservation Specialist.