



Mauna Kea Soil & Water Conservation District

Date: Wednesday May 12, 2021

Time: 4:00 P.M.- 6:00 P.M.

Place: Board meeting will be held through Microsoft Teams. Please contact MKSWCD at (808) 885-6602 ext. 102 or at mkswcd@gmail.com to receive the Microsoft teams link

Start: 4:07 pm

I. Approval of Agenda- Approve

II. Approval/Review Minutes- 4/14/2021- Approved

III. Treasurer's Report

Lau

- Mistake on 2/28/2021 county report. Beginning balance for 2/28/2021 should be \$43,930.23 and not \$43,920.23. County report corrected on 3/31/2021 (this board meeting) county report
- Approved

IV. Chairman's Report

von Holt

- Approved NWQI extension

V. Committee Report- None

VI. Farm Dwelling Review- None

VII. Sub-division Review

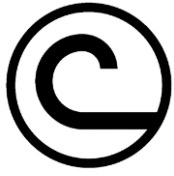
VIII. Agreements/Contract Approval

- a. Cooperative Agreement- None
- b. Plan Approval- None
- c. Plan Revision- None
- d. Plan Update- None
- e. Plan Cancellation- None

IX. Reports, Correspondence and Announcements

- a. NRCS
 - Program update
 - 8 application will be funded
 - Grazing and agroforestry

Cook



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- 3-4 applications for CSP

b. Conservation Specialist/Administrative Assistant

Fernandez

- **Intakes**

1. 3 intakes since last meeting
2. An intake we did if they decide to sign up for programs would be a good candidate for NWQI. They are next to the Honokoa gulch and interested in forestry projects. Previous plans doing native plantings

- **NRCS**

1. Program calls
2. Partnership call
 - a. A new tool (PTMAPP) was introduced that may benefit NWQI implementation part.
 - b. PTMAPP- prioritizing, target, measure application
 - i. Priority areas
 - c. Watershed planning tool & implementation
 - d. ArcGIS base toolbar
 - e. Estimate benefits of existing practices and N & P sediment reduction loads
 - f. Determine location for BMP
 - g. Cost-effective analysis for practices
 - h. Able to use existing models and NRCS practice codes to get information

- **Other**

1. County report and NWQI semi-annual report submitted

X. Old Business

- a. Debit card for one of the bank accounts- **waiting on Brad to fill out application**
- b. Website
- c. Charlie's term up June 2021- **appointed**
- d. Liability insurance update- Michelle Watkins
 - Hawaii State Risk Management Division- SWCD & HACD employees are not covered under the State liability or any other insurance. SWCD & HACD are not State employees and do not receive any payroll or compensation from the State payroll system
 - Until HACD obtain insurance coverage not allowed to operate any federal or personal vehicle (still require business insurance to operate during business hours)- need to coordinate with NRCS staff
 - Received quote for group insurance \$2,500.00/year not including D&O (directors and officers and injury. To receive quote price all districts and HACD would need to take part
 - Michelle will keep us updated



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- Contacted Lisa Konno from King and Neel she referred me to Sean Spencer
 1. They can create a general liability policy with non-owned auto insurance. The non-owned auto insurance is like additional insurance to the insurance on the vehicle that is being driven. The non-owned auto insurance will kick in when the other insurance has been maxed out. NRCS will still be the responsible party since it is their vehicle and insurance. Auto insurance follows the vehicle.
 2. General liability insurance covers slips and falls for clients that come into the office
- e. Beehive- purchasing liability insurance
- f. NWQI- extending contract

XI. New Business

- a. Beehive liability insurance
 - Policy through beehive do not cover all items in the general liability and hired/non-owned vehicle insurance (HNOA). HNOA does not cover damage to the vehicle if employee is at fault.
 - Collision insurance cannot be added to on to an HNOA policy because it has to be added to the vehicle itself.
 1. Physical damage follows the vehicle. The vehicle has to be added to the policy to get the physical damage policy added to the HNOA
 - NRCS language regarding responsibility for vehicle usage:
 1. Partner will report all vehicle accident and traffic violations to NRCS and complete all required documents. Partner will reimburse NRCS for any and all repair to GOV as a result of an accident caused by the partner operator and pay off all traffic violations. Partner will assume responsibility for claims arising from accident caused by partner driver. Partner will be responsible for receiving, processing, and paying tort claims that are submitted due to an accident caused by a partner driver.
- b. Open Discussion
 - Possible of driving own car
 1. Not recommend for business activities by Michelle
 2. Personal car not 4-wheel drive
 - Since no collision as part of policy, to use older NRCS trucks
 - Policy has not been paid for yet, need to use a bank/credit card to pay for policy. Waiting for Brad to fill out application
 - Local working group meeting on 5/26/2021

End: 4:30 pm



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XII. Adjournment

Next MKSWCD meeting June 9, 2021 4:00-6:00 P.M. at USDA-NRCS Waimea field office. Individuals requiring special assistance or auxiliary air or services (e.g. sign language interpreter, wheel chair accessibility, or parking designated for the disabled) at the Mauna Kea Soil and Water Conservation District meeting, please contact staff at least 72 hours prior to the meeting at (808) 885-6602 ext. 102 to make arrangements.