

The meeting was opened at 2:06 pm online using Zoom Meeting

- I. PRESENT: Directors:** Ed Kawamura, Jr. (Presiding); Leonard Vierra; Arryl Kaneshiro;  
**Associate Directors:** Darren Tamekazu;  
**Others:** Jenni Scotti, Conservation Specialist; John Nelson, HACD Conservation Specialist; Paul Togioka, County of Kauai;
- II. REVIEW OF AGENDA (ADDITIONS/DELETIONS/CHANGES):** No additions or changes.
- III. MINUTES: Motion:** Arryl made a motion to accept the minutes for 5/18/2021, Leonard seconded. Motion was accepted unanimously
- IV. TREASURER’S REPORT:** Leonard offered the Treasurer’s report for 6/14/2021 by e-mail to the directors.

**Discussion:** Leonard shared that the 2020 County grant has been received. He also shared that will be receiving DLNR checks. Jenni said that she has two checks which will bring us up to date. Ed asked when 2022 grant needs to be submitted, Leonard confirmed that he will work with Jenni to work on submission.

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

**VI. NEW BUSINESS:**

**A. NRCS REPORT:** No report

**B. CONSERVATION SPECIALISTS’ REPORTS:**

**1. Jenni Scotti** gave her report for 6/14/2021:

**a. Trainings / Meetings / Learning**

- i. NRCS Programs meetings
- ii. Targeted Conservation Delivery (TCD) subcommittee meetings.

**b. Plans / field visits**

- i. Planning
  1. Planning and follow-up with 10 clients
  2. 3 completed plans
  3. 9 Site visits/online meetings
  4. Worked on 3 practice check-outs
  5. NRCS Engineer site visits

**c. Outreach/Education**

- i. POSTER CONEST
  1. Working on materials to be sent to schools. Will be sent in July/August
- ii. 2021 Topic
  1. Healthy Forests, Healthy Communities

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

- i. EQIP Planning and Contracting
- ii. CSP Planning and Contracting
- iii. Annual Report

- iv. CTA Planning
- v. Vacation through mid-July

**Discussion:** Jenni shared that though she will be on vacation, she will be available for immediate concerns. She will be on vacation from June 17<sup>th</sup> to July 12<sup>th</sup>. She requested that if there is anything immediate to please text and she will check her e-mail.

- 2. **John Nelson** gave his report for 6/14/2021:
  - a. **Trainings / Meetings / Learning**
    - i. Multiple Trainings and Practice Updates.
  - b. **Plans / field visits**
    - i. Planning
      - 1. (1) EQIP Checkouts.
      - 2. Multiple Site Visits for 2021 Potential Clients.
      - 3. HEL Determinations.
  - c. **Outreach**
    - i. All Outreach Postponed due to Pandemic.
  - d. **Misc/News/upcoming events/future projects/goals**
    - i. New EQIP Plans 2021 (5 Potential).
    - ii. New CSP Plan 2021 (3 Potential)

**Discussion:** Ed asked if a performance review was completed. Ed will follow up and John is uncertain of completion of review. There was a performance review from NRCS but Districts need to submit review.

## **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:** Ed Shared that there are changes within the GIRC&D officers, Sabra is vice chair with Peter being Chair. He also shared that Gary has stepped down as West Kauai SWCD representative. Report is otherwise in the correspondence.
- B. **Grading Ordinance:** No Updates

## **IX. UNFINISHED BUSINESS:**

- A. **New SWCD director:** Jenni has noted that no one has yet contacted her for information. She reminded that anyone who is interested can contact her.
- B. **SWCD joint meetings:** Jenni shared that she discussed with Michelle to confirm if can combine districts, she clarified that the allotment is for each district so would reduce that amount, so it is not recommended to combine the districts. She did share that can have as many combined meetings as they would like that the board would like to have. Jenni shared that the board could decide if they would like to have regular joint meetings. Ed requested directors share thoughts and can discuss next meeting.
- C. **District video camera/web camera update:** Jenni shared that she received the district camera, and that once she returns from vacation she and John will work on setting that up for future meetings.

**Discussion:** Ed asked about vehicle insurance. Jenni shared that there isn't insurance that the districts can get for full coverage in driving someone else's vehicle. Employees can drive vehicles but SWCDs are liable for any damage. Ed asked about looking into purchasing a vehicle for district use. Ed shared the idea of bidding upon State or federal auctions. Jenni clarified that if a vehicle is purchased then it should be reliable due to remote site visits. Jenni shared that HACD and other districts are discussing and researching options. Leonard asked how driving has been taking place. Jenni shared that non-owned vehicle insurance is purchased by SWCDs but if damage to the vehicle takes place then SWCD responsible for repairs. Ed asked if it falls under State statute (DLNR) Jenni shared that no, SWCD employees are not covered by DLNR insurance. Jenni shared that her opinion is to look into purchasing a vehicle. Leonard shared that the employees could be reimbursed for vehicle use, she asked about the reporting for that. Leonard shared that there was a form used in the past. Jenni was concerned about coverage. Darren shared that would have to get business insurance to cover personal vehicles for use at work. Ed mentioned someone willing to donate a van, Jenni shared that a reliable off-road vehicle is needed.

X. **OTHER BUSINESS:** none

XI. **ANNOUNCEMENTS / EVENTS:**

- A. **HACD Quarterly Meeting TBA (June 17<sup>th</sup> or 18<sup>th</sup> AM):** The meeting is on Thursday the 17<sup>th</sup> at 10 am. It will only be one day quarterly meeting rather than an annual meeting.
- B. **2021 Annual Report:** continue to work on, Jenni requested any articles be sent to her by July.
- C. **Mahalo Leonard**

**NEXT MEETING DATE: Monday July 12, 2021 location TBD. Information will be posted on the online state calendar. <https://calendar.ehawaii.gov/calendar/>**

There being no further business, the meeting adjourned at 2:38 pm, written by Jenni Scotti, Conservation Specialist