



**Hamakua Soil and Water Conservation District
Board of Directors Meeting
MINUTES**

Date: April 5th, 2022 3:00pm
Location: Hilo Federal Building, 154 Waiuanue Ave., Hilo, HI 96720, Room 102 and by teleconference with Waimea NRCS Field Offices, 67-1185 Mamalahoa Highway, Suite H148, Kamuela, HI 96743, and Kukaiau Office, 42-3643 Kukaiau Rd., Paauilo, HI 96776

1. **Call to Order:** Meeting was called to order by Chair Doug Beaton at 3:05pm.
Present: Directors – Doug Beaton (Chair), Shawn Aguiar, Michael Manor, Kea Keolanui; District staff – via Recorder J. Reavis; NRCS staff – Scott Cook, Kori Hisashima
2. **Welcome, Introductions, and Review of Agenda 3:05p**
3. **Approval of the Minutes – January 2022 3:05p:** The minutes from the previous Board meeting were circulated via e-mail and at this meeting for board review.
**Motion to approve the meeting minutes/second: Keolanui/Aguiar. Approved 4/0, motion carried.*
4. **Cooperator Activities - none**
 - a. **New Cooperators**
 - b. **New Conservation Plans**
 - c. **Plan Updates**
5. **Subdivision/Change of Zoning/Additional Farm Dwelling Application Reviews - none**
6. **Conservation Planner’s Progress Report 3:06p :** Jennifer Reavis worked on several items until a new hire comes on board. This is for informational purpose only, however not discussed at meeting.
 - Schedule monthly Microsoft Teams meeting, notify Lt. Governors office/submit agenda, list on Hawaii State Datebook/submit agenda, Mail agenda (in 16 font)to Peter Fritz
 - The 3rd qtr reports for the County for Fiscal Year 2021-22 was compiled, completed and submitted to the County Research & Development office.
 - Working on 5-year reviews.
 - Working on U.S. Census for Hamakua SWCD
7. **NRCS DC Reports – Hilo and Waimea Field Offices (Hisashima/Cook) 3:07p:** D.C. Reports given...Covid Protocols – Supervisors transitioning back in April, employees in May. The field offices will be allowed to telework 2 days out of the week and 3 days in the office. Offices are still operating in office at 75% capacity. Updates and highlights were discussed by Hilo F.O. D.C. Kori Hisashima and Waimea F.O. D.C Scott Cook.
8. **FSA Report: As circulated via e-mail 3:10p**
9. **Correspondence received 3:10p**
10. **Treasurer’s Report: 3:10p Deferred**
11. **New Business 3:10p**
 - a. **County Funding – Allocating Funds:** The district will receive their County funds in July/August.
 - b. **GPS Hamakua:** Doug will get quotes for this.
 - c. **Reimbursements for Doug** – Doug will submit receipts for reimbursement.

d. Employee Discussion – job position and COVID guidelines. Doug reported the explanation about COVID vaccination is vague for contractors/partners working in the NRCS office.

12. Open Forum: 3:14p.m. : Kea spoke about doing a community outreach via social media. We will check with Michelle on what is the HACD policy on this. NRCS is not allowed to be a part of Social media/platforms. Kea volunteers to take this on.

13. Adjournment: Meeting adjourned at 3:19pm

Submitted by:

Michael Manor, Secretary

Date
