

**KONA SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES**

Meeting Location: 81-956 Haleki'i, Kealahou, Hawaii 96750

808-339-9042

**Monthly Meeting: Thursday, December 16, 2021 8:00am – 10:00am**

**RULES OF ORDER WILL BE FOLLOWED BY ALL ATTENDEES**

*Considering the evolving COVID-19 situation, protecting the health and welfare of the community is of utmost concern. As such, the meeting will be held with remote options, with board members, staff and applicants participating via an optional online meeting venue.*

## **Join Zoom Meeting**

<https://us02web.zoom.us/j/84646214823?pwd=VjQ4U1pvRHR0MDk2U2FuU2xyOXJndz09>

**Meeting ID: 846 4621 4823 Passcode: 581810**

***TESTIMONY:** Interested persons can submit written testimony in advance of each meeting that will be distributed to Board Members prior to the meeting. **Written testimony must be submitted no later than 24 hours prior to the meeting** to ensure time for Board Members to review it. Late written testimony will be retained as part of the record, but we cannot assure Board Members will receive it with sufficient time for review prior to decision-making. Submit written testimony to [kswcd@kswcd.org](mailto:kswcd@kswcd.org)*

*To provide **live oral/video testimony** during the online meeting, **email your request to [kswcd@kswcd.org](mailto:kswcd@kswcd.org) at least 24 hours in advance, with your name, phone number, email address, and the agenda item** on which you would like to testify. Once your request has been received, you will receive an email with the Zoom link via which to testify. You will need a computer with internet access, video camera and microphone to participate. If you require access by phone only, please indicate that in your email request. Testimony will be limited to a maximum of three (3) minutes per person per agenda item.*

***The Board may go into Executive Session pursuant to Section 92-5(a)(4), Hawaii Revised Statutes, in order to consult with its attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.***

***Individuals requiring special assistance or auxiliary aids or services (e.g., sign language interpreter), please contact staff at least 72 hours prior to the meeting at 808-339-9042 so that arrangements can be made.***

- I. **WELCOME:** Call Kona Soil and Water Conservation District (KSWCD) Board Meeting to Order 8:00 am J. Knowles
- II. **MINUTES:** Approval of KSWCD Board Meeting Minutes Thursday, November 18, 2021 All

III. **REPORTS:**

**KONA SOIL AND WATER CONSERVATION DISTRICT REPORTS**

- A. **KSWCD FINANCIAL REPORTS** B. Anderson / R. Hill

Review monthly financial reports.

- i. **Accounts Payable**
- ii. **Statement of Financial Position**
- iii. **Statement of Financial Income and Expense**

- B. **CONSERVATION ASSISTANT REPORTS** R. Hill

- i. **NRCS / USDA (SF-425, SF-270, etc.)**  
Waiting for numbers regarding Janet’s contract and need to submit all final reports and reimbursement requests.
- ii. **National and Hawaii Associations of Conservation Districts (NACD & HACD) Reports**  
Everything up to date.
- iii. **County of Hawaii Report:** Waiting for approval on proposed Amendments.

- C. **DISTRICT PLANNER REPORTS (KSWCD)** J. Knowles / M. Robblee

- i. **Conservation Plan**  
TMK 8-8-003:001 (88-1575 Hawaii Belt Rd.) Field Visit Cancino Farms scheduled 12/10/21

- D. **NATURAL RESOURCE CONSERVATION SERVICE (NRCS) REPORTS:**

- i. **2022 Farm Bill Program** L. Nelson  
Updates on applications and ranking.
- ii. **Targeted Conservation Delivery (TCD)** L. Nelson  
Update on Soil Health Plan funding.
- iii. **Regional Conservation Partnership Program (RCPP)** G. Hendrickson / L. Nelson  
Update on sign-up deadline and supplemental agreements

IV. **OLD BUSINESS:**

- i. **Leo’s Club Update** J. Knowles / R. Hill  
Continued work with schools and County Officials.
- ii. **Cooperator of the Year 2020** R. Hill  
E-mailed Jill Wagner at Future Forest to confirm farm name and will need to approve proof with Mauna Kea Signs – they need to 2-3 weeks for delivery. Will work with Jill and Board to schedule picnic.
- iii. **Outreach** R. Hill  
Working on logo ideas. Please see attached ideas.
- iv. **Hiki Ola Outreach Grant** K. Mahi  
Still waiting for notification on the Outreach Grant opportunity submitted October 25, 2021.

**V. NEW BUSINESS**

**i. District Annual Work Plan**

Includes all contract work (RCPP, TCP, LRP etc.) detailing all responsibilities. Everyone will know who is doing what.

**ii. Project Manager**

Responsibility to frame tools, execution, delivery, and reporting. Optimization across the board

**iii. PIG Meetings**

District Annual Work Plan, Project Manager, HR Policies, District Support of Employees, Performance Reviews, Cultural Resource Procedure, etc.

**VI. ADJOURN**