

# KONA SOIL AND WATER CONSERVATION DISTRICT

## MINUTES OF BOARD OF DIRECTORS

Thursday, September 27, 2021

Meeting Held: ZOOM

Directors Present: Jeff Knowles, Barbara Anderson, Steve Foelber, Keli'ikanoe Mahi, Greg Hendrickson

KSWCD Staff: Mary Robblee, Robin Hill

NRCS Staff: Laura Nelson

Guests: David Penn

### I. WELCOME:

The KSWCD Board Meeting called to order 8:09 am by Chairman Knowles.

### II. MINUTES:

Thursday, August 19, 2021 KSWCD Board Meeting Minutes

*\* Motion made to approve Meeting Minutes from August 2021. Approved.*

### III. REPORTS:

**a) Financial / Treasurer's Report (KSWCD):** Reports sent via e-mail to all directors prior to Meeting for Board review. No questions at this point.

*\* Motion made to approve P&L Statement from August 2021. Approved.*

**b) Natural Resource Conservation Service (NRCS):** Gearing up for 2022, TCD and EQIP.

**c) Targeted Conservation Delivery (TCD):** nearly complete with some minor adjustments. Concerns about losing local fund pool. TCP is the future direction for funding and will automatically have priority funding beginning of every year. Leftover is the local pool fund, and this will get smaller every year. We will still have statewide pools and EQIP funds. No penalty for frontloading so budget numbers should be adjusted. In the future, possibly we submit multiple TCD (District and NRCS).

Board would like the following concerns addressed in writing upon submission for current TCD:

- Direct Communication with PIA regarding funding.
- Better understanding of TCP plan and transparency on the effects of other funding sources (RCPP, EQIP pools, CSP, etc.)
- Concern if the TCD effects same funds received in the past. This should be addressed and acknowledged since not phased or supplemental as were our expectations.
- **\*\* Note\*\*** Data needs to be assembled so the effects can be analyzed – positive information as well as adverse and negative effects.

*\* Motion made to approve TCD plan with above amendments upon submission. Approved.*

- d) **National and Hawaii Associations of Conservation Districts (NACD & HACD):** HACD Report being completed this week and reviewed with HACD Director.
- e) **Regional Conservation Partnership Program (RCPP):** Final version signed. Setting up Ranking Pool information. Outreach has been started with Hiki Ola. Specific Deliverables need to be charted and planned with different partners specific participation. Need to hire a coordinator. KSWCD Chair able to help NRCS with the hire process.
- f) **Big Island Resource Conservation and Development (RC&D) Report:** per RC&D request, updated appointment letter sent for Barbara Anderson as the District's appointed Director for Big Island RC&D Council.
- g) **District Planner (KSWCD):** JAA paperwork submitted. Next step is apprentice application. Plan needs to be submitted by December. Is there Bootcamp this year? 2022 funding cycle already has 80 people interested.
- h) **Monthly & Conservation Assistant Reports (SF-425, SF-270, etc.)** LRP financial reports have all been submitted, and up to date. Few more reports before all are current.  
  
**Annual Reports** to the County and need contract number to add to the report, make edits and review again.
- i) **Long Range Planner Report:** just finalizing the plan.
- j) **New Cooperators:** nothing new to report.
- k) **Subdivision Reviews:** nothing new to report.

#### IV. OLD BUSINESS:

- a) **Leo's Club** – about 3000 brochures being sent out October 8<sup>th</sup> with Community message about Climate Change and "You Can Make A Difference." October 24<sup>th</sup> @ 3pm will be the Zoom presentation. Possible partnership with Ma'ona Gardens and scheduling a meeting. County Council has agreed to budget \$6500 to Leo's SWCD Outreach efforts.
- b) **PIG** – last week's meeting to advance TCD proposal.

**V. NEW BUSINESS:**

- a) **Cooperator of the Year** – Future Forest for their Native Plant Restoration at Palamanui. Winner needs to be notified, sign ordered, and tour scheduled.
- b) **Sunshine Law – Act 220:** Agenda needs to be detailed and we need to be ADA compliant. OIP Trainings are available, and we will need to be compliant by 1/1/22.
- c) **Outreach** – Any additional e-mails to set-up? Treasurer? Chair? Board, please look at current website and UPDATE suggestions. \$125 is semi-annual hosting fees, including e-mail. Current quote \$1,185 sent via e-mail prior to meeting includes complete Website overhaul with Search Engine Optimization, along with the Leo's Page update which has been completed. See quote for details. Board will discuss.
- c) **QuickBooks and Microsoft** needed for District Computer.

*\* Motion made to approve software expenditures. Approved.*

- d) **Employee Handbook / Procedural Manual** – after several meetings, Altres will be providing Employee Handbook and we are working on a book of procedures.
- e) **Hiki Ola Outreach Grant Opportunity** – Grant Proposal due 10/25/21. 9/29 Kick-off Meeting.

**VI. ADJOURN**

Board Meeting adjourned at 9:06 am by Chairman Knowles.