

The meeting was opened at 3:09 pm online using Zoom Meeting

- I. PRESENT: Directors:** Kalaniumi (Umi) Martin; Richard Loero (recused from voting);  
**Online:** Howard Greene; David Smith,  
**Others:** Jenni Scotti, Conservation Specialist; John Nelson, HACD Conservation Specialist; **Online:** Justin Brown; Lu Bai, Hawaii Xing Long Farm; Taiwan Gun, Hawaii Xing Long Farm
- II. REVIEW OF AGENDA (ADDITIONS/DELETIONS/CHANGES):** None
- III. REVIEW OF MINUTES: Motion:** David made a motion to accept the minutes from March 22, 2022, Umi seconded. Motion was accepted unanimously.
- IV. TREASURER’S REPORT:** David shared that there was a DLNR deposit. No other expenses.
- V. CORRESPONDENCE:** Information and flyers were e-mailed  
**Discussion:** Jenni reminded that OIP has sunshine law information that should be reviews. Additionally there are a couple of surveys and NRCS conservation delivery information provided in the correspondence.
- VI. NEW BUSINESS:**
- A. NRCS REPORT:** Jenna Dunn shared her report for 4/19/2022 through the correspondence
- a. General**
- i. PIA Director-JB Martin is Acting
  - ii. Assistant Director for Programs- Jill Ficke-Beaton is Acting
  - iii. State Engineer- John Mathews has been selected
  - iv. Lihue F.O. Soil Conservationists- 2 have been selected, Final Job Offer- 1 accepted & 1 pending
  - v. Area Programs Specialist- position to be announced on USAjobs.gov
  - vi. Programs Manager- position to be announced on USAjobs.gov
  - vii. Asst Director for Programs- position to be announced on USAjobs.gov
  - viii. Management Analyst- application period closed 3/7/22
  - ix. Director- position to be announced on USAjobs.gov
  - x. Office- not going to have a permanent office for ~2+ years. Looking for temporary space. Something to lease of land we can put a mobile unit on.
- b. Farm Bill Programs**
- i. EQIP- 15 applications, 4 High priority
  - ii. AMA- 3 applications
  - iii. CSP- 1 application
  - iv. Several clients behind and/or cancelling due to issues related to COVID-19
- Discussion:** David asked where the new Soil Conservationists are going to be working out of. Jenni shared that they will be based out of the Lihue field office but, until an office is available, will be working remotely.
- B. CONSERVATION SPECIALISTS’ REPORTS:**
- 1. Jenni Scotti** gave her report for 4/19/2022
- a. Trainings / Meetings / Learning**
- i. NRCS all employees’ meeting
- b. Plans / field visits**
- i. Planning

1. Planning and follow-up with 15 clients
  2. Worked on 6 practice check-outs, completed 2
  3. 6 Site visits/online meetings
- c. **Outreach/Education**
- i. POSTER CONTEST
    1. Theme is “Healthy Soils, Healthy Life”
    2. Goal is to get letter drafted and sent in the summer
    3. Will use previous outreach material
  - ii. CAP CONTEST
    1. Will discuss with HACD to discuss contest for this year
    2. Working on letter for teachers to gauge interest
- d. **Misc/News/upcoming events/future projects/goals**
- i. Level III planner certification
  - ii. EQIP Planning
  - iii. AMA Planning
  - iv. CSP Planning
  - v. Annual Report
  - vi. CTA Planning
  - vii. New Clients

**Discussion:** Jenni shared that she is working with Arryl Kaneshiro on the East Kauai SWCD board in catching up with the grants with the County of Kauai and NRCS. Howard asked if the EQIP deadline has passed, Jenni share that for fiscal year 2022 it has, but that anyone can actively apply at any time for the next fiscal year which will be 2023. Jenni shared that the Targeted Conservation Delivery discussion should be happening now. Umi asked what this would entail, Jenni shared that this was part of the local work group meetings last year that needs to be continued in developing a plan for Kauai. Jenni also shared that the deadline for proposals will probably be September. She also shared that is important as Lihue was only allocated 100,000 dollars for the local fund pool which funded only one project, though other projects were selected through other fund pools this year.

2. **John Nelson:** gave his report for 4/19/2022
- a. **Trainings / Meetings / Learning**
    - i. Multiple Trainings and Practice Updates.
    - ii. Continue PSS/BOX and RMS Plan for Conservation Planner Certification III
  - b. **Plans / Field visits**
    - i. (4) EQIP, (0) CSP Checkouts.
    - ii. Multiple Site Visits for 2022 and 2023 Clients.
    - iii. HEL Determinations
  - c. **Outreach / Education**
    - i. None Planned
  - d. **Misc/News/upcoming events/future projects/goals**
    - i. New EQIP Plans 2022 (4 HIGH Ranking).
    - ii. Acquired Certified Planner I Status
    - iii. Begin 2023 New Client Contact and Site Visits

**Discussion:** Howard asked if the office is working on 2023 clients, Jenni clarified that yes, the office is working with new clients some that will apply for 2023. David asked about interesting projects. John shared that there were several pasture and high tunnel projects. Jenni shared that there was also a wildlife focused project and that the specialists are traveling more so the NRCS state biologist was on island. John shared that the cultural resource specialist was also on island.

- C. **Combined meeting Discussion** Jenni recommend that, though West Kauai hosted online last time, that this time the board should again host the combined meeting as the space is guaranteed and East Kauai still may end up having a smaller room. Jenni shared that East Kauai voted on having the meeting in June. Howard asked about dates, Jenni shared that the normal meeting date would be Tuesday June 21<sup>st</sup>. Howard made a motion to make the combined Kauai SWCDs meeting for June 21<sup>st</sup> at 3pm. David seconded. Motion accepted unanimously. Jenni also requested topics for the combined meeting. Umi requested vehicle and insurance discussion. Discussion regarding topics will continue at the next meeting.
- D. **Director Term Ending 6/30/2022** Jenni clarified that Umi Martin was fulfilling Jon Ching's term so now this would be for a new full term. David made a motion to accept Kalaniumi Martin on as a director for a new term. Howard seconded. The motion was accepted, but due to Richard's paperwork through DLNR not being cleared yet and therefore not having enough votes, the motion will be voted upon at the next meeting.

#### **VII. REVIEW NEW COOPERATOR AGREEMENTS & CONSERVATION PLANS:**

**New West Kauai Soil and Water Conservation District (SWCD) Cooperators:** None

**Conservation Plans:** None

#### **VIII. STANDING COMMITTEE REPORTS:**

- A. **Garden Island RC&D:** No Report
- B. **Grading Ordinance:** No Report

#### **IX. UNFINISHED BUSINESS:**

- A. **OIP-Sunshine Law Review:** Jenni sent the addendum to public meetings "Sunshine Law". Jenni highlighted a few important points. In order to have online meetings there must be a physical location for in-person testimony. Jenni will continue to follow-up with public testimony as individuals need to be able to submit testimony 48 hours ahead of time. Jenni is uncertain if there has to be a recorded options or if it can just be e-mailed. If a meeting loses connectivity, then the board has 30 minutes to reestablish connection, if this does not happen then no more voting can take place and another meeting would need to be scheduled. Board members need to call their names, especially if there is anyone else is attending the meeting remotely with them. Directors will need to have video when they are attending remotely, unless something prevents them and then they will need to announce their name any time they speak. For voting, if it is unanimous, then it can be a simple vote, if there is anything that is not unanimous then each director would need to call out their name and vote. All directors must be able to be heard. All authorized individuals need to be announced (for example in executive session no unauthorized individuals can be present if anyone is attending remotely). Video will need to be posted online. Umi recommended using YouTube.  
Jenni reminded that it is good to understand this law as there have been boards throughout the state that have been out of compliance in various ways so want to ensure Kauai SWCDs are in compliance.
- B. **West Kauai SWCD Cooperator of the Year:** Jenni shared a list of cooperators. The office offered three names for discussion. Tony Brun who is managing around 500-600 acres of range land, Umi Martin who

has unique and innovative operations as well as contributes towards student and community education on his farm, and Corteva/Pioneer which have implemented erosion mitigation practices both through their plan and on their own going above and beyond minimum expectations. David asked about site visits, Jenni share that the board can visit the clients' sites if they would be ok with directors on site. David requested that photos may be a better option this time. Discussion regarding a visit versus just pictures took place. Jenni reminded the board that on farm visits used to take place for cooperators of the year. The Board has requested photos this time and will vote on the cooperator next meeting.

**X. OTHER BUSINESS:**

**C. Office Space Update:** Jenni shared that no one submitted a proposal for a temporary leased space when NRCS sent out a call for bids. Jenna is still in the process of finding a temporary space which can be another government space (county, state or federal). Another option could be a portable on leased land. They are looking for options for the temporary space. The soonest a permanent office would be available will be around 2 years. CTAHR was offered as an option. Jenni shared that if there are any ideas, to email Jenna about those ideas.

**XI. ANNOUNCEMENTS / EVENTS:**

- A. HACD Quarterly Meeting:** April 26<sup>th</sup> at 10:30 pm. Jenni said that at least one person should attend, directors are the only ones who can vote. Richard and David offered to participate at the meeting.
- B. HACD Annual meeting possible (Puna – BI):** Jenni shared that if it isn't known quite yet, but that it will be decided at the quarterly meeting, though it most likely will not happen.
- C. NACD Pacific and Southwest region annual meetings:** Jenni shared that Maui will be hosting in September and she advised that some directors should attend.
- D. Director liability insurance** discussion will be placed on next meeting agenda.

**ADJOURNMENT:** Meeting adjourned at 4:02 p.m.

**NEXT MEETING DATE:** Tuesday May 17<sup>th</sup> 2022. **Location:** NTB Education Center. **Additional information will be posted on the online state calendar.** <http://calendar.ehawaii.gov/calendar/html/event>

There being no further business, the meeting adjourned at 4:02 pm, written by Jenni Scotti, Conservation Specialist.