

The meeting was opened at 3:03 pm at NTBG Education Center and online using Zoom Meeting

- I. **PRESENT: Directors:** Umi Martin; Adam Killermann; Richard Loero
Online: Howard Greene; David Smith
Others: Jenni Scotti, Conservation Specialist; John Nelson, HACD Conservation Specialist; Lu Bai, Taiwan Gu; Michael Moefu; **Online:** Jenna Dunn, NRCS District Conservationist
- II. **REVIEW OF AGENDA (ADDITIONS/DELETIONS/CHANGES):** Edit on the agenda is that the minutes should be for 5/17/2022 instead of the 5/9/2022.
- III. **REVIEW OF MINUTES: Motion:** Richard made a motion to accept the minutes from May 17, 2022 Adam seconded. Motion was accepted unanimously. The notes from June 21st meeting (which had no quorum, see East Kauai SWCD June 21, 2022 minutes for reference) were reviewed.
- IV. **TREASURER’S REPORT:** David shared the treasurer’s report for 7/26/2022. Deposit from DLNR, David will provide the end of year report. Jenni also has an additional check from DLNR for the second half of the year.
- V. **CORRESPONDENCE:** Information and flyers were e-mailed

Discussion: Howard noted the letter from NRCS regarding the office space situation. Jenni shared that the events and grant opportunities should be reviewed in the correspondence.

VI. **NEW BUSINESS:**

A. **NRCS REPORT:** Jenna Dunn shared her report for 7/26/2022

a. **General**

- i. Area Programs Specialist- selection has been made, but not announced
- ii. Programs Manager- position was.
- iii. Asst Director for Programs- Nick Saumweber was selected
- iv. Management Analyst- position was announced on USAjobs.gov. Bobbie Jones is Acting
- v. Director- position to be announced on USAjobs.gov. JB Martin is acting.
- vi. Public Affairs Specialist- position to be announced on USAjobs.gov
- vii. Area Biologist- interviews to take place shortly- housed on either Big Island or Honolulu.
- viii. Area Engineer- Honolulu or Guam- announcement just closed.
- ix. Program Admin Assistant- Honolulu, American Samoa, Hilo, Kealakekua, Waimea, Kahului- to be announced on USAjobs.gov
- x. Office- not going to have a permanent office for ~3+ years. Looking for temporary space. Will be at least 3-6 months before we get a temporary space. Looking for something to lease or land we can put a mobile unit on. DC to look at potential space on Thursday 7/28. Hopefully with more to follow in the coming weeks. Working on digitizing files.

b. **Farm Bill Programs**

- i. EQIP- 7 selected for funding; 1 RCPP funded
- ii. AMA- 3 applications- none selected for funding
- iii. CSP- second round advertised ~5 applications

Discussion: Jenni requested Director thoughts on the letter. Umi and Howard noted that it didn’t say much. Jenni requested if the Districts should take another course of action and who do the districts would like to send a

letter to next, higher up in NRCS or positions. Umi noted that either way it's slow that the immediate action should be to focus on the temporary space. Jenna has noted that this is already in the works and the current timeline still stands. Umi recommended Kai Kahele. Jenna shared that FPAC sent out a request for lease proposals and did not have any response. Jenni asked if the districts could find local support to help with finding locations. Adam requested to go to the top with Brian Schatz. David asked about Farm Bureau, Jenni shared that both Hawaii and Kauai Farm Bureau have responded and sent messages. Jenna shared that NRCS Chief is aware of the office situation. Jenna has shared that the existing space has had vandalism and theft issues and would like to move the cars possibly with a partner or at the airport. Umi asked if can park were the department of ag is which is at the airport. Howard requested a letter writing campaign, Jenni shared that if there are other partners that would like to send a letter they should. Jenni will use the letter that has already been written with edits and adjustments, she share that Ed and Howard could sign, but if other directors would like to sign to let her know.

B. CONSERVATION SPECIALISTS' REPORTS:

1. Jenni Scotti gave her report for 7/26/2022

a. Trainings / Meetings / Learning

- i. NACD Pacific Regional Meeting
 1. New districts in CNMI region
 2. New board members
 3. Small farmer representation nationally
- ii. NRCS Nutrient Management Training

b. Plans / field visits

- i. Planning
 1. Planning and follow-up with 15 clients
 2. Worked on 4 practice check-outs, completed 2
 3. Completed 2 plans
 4. 6 Site visits/online meetings

c. Outreach/Education

- i. POSTER CONTEST
 1. Theme is "Healthy Soils, Healthy Life"
 2. Goal is to get letter sent in August
- ii. CAP CONTEST
 1. NO state contest
 2. Working on letter for teachers to gauge interest

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

- i. Level III planner certification
- ii. CTA Planning
- iii. EQIP Planning
- iv. Annual Report
- v. New Clients
- vi. Will be on vacation month of August

2. John Nelson: gave his report for 7/26/2022

a. Trainings / Meetings / Learning

- i. Multiple Trainings and Practice Updates.
- ii. Nutrient Management Training

- iii. Continue PSS/BOX and RMS Plan for Conservation Planner Certification III
- b. Plans / Field visits**
 - i. 2 Check-outs EQIP for 2022
 - ii. Completed 4 EQIP plans
 - iii. 4 Site Visits
- c. Outreach / Education**
 - i. Looking forward to new outreach
- d. Misc/News/upcoming events/future projects/goals**
 - i. Round 2 CSP planning
 - ii. New EQIP Plans 2023
 - iii. Begin 2023 New Client Contact and Site Visits

Discussion: Adam requested information regarding a conservation plan. Jenna reminded that specific plans cannot be discussed without clients' permission. Adam shared concerns that the individual discussed with him that there was a lot of work into the plan and cost for the practices would be over \$100,000 but the cost share would be \$30,000 which would be too high of a difference in cost for them to move forward with a contract. Jenna shared that when there are major discrepancies between cost of practices versus the cost share with NRCS. Jenni shared that the cost share with NRCS is an average across the state which unfortunately means that some practices for individual islands will factor into the cost and many operating and material cost is higher on Kauai than other island. Adam felt that the planning was wasted time as the project could not be funded. John shared that the time is not wasted because the planning was needed, he also shared cost for some can be offset when they have their own machinery and labor versus having to use outside contractors or renting machine. Umi requested discussion with the client and their concerns and their plan with the client and their permission. Adam felt that if a practice such as access road doesn't pay why is it being included as an option. Jenni shared that generally cost estimate can be shared with the client and it would be up to them if they would like to proceed with attempting to apply for a contract for the practice. Jenna shared that the planners advise that access road practice may not reach even 50% of the cost and that it is up to the client if they would like to proceed with planning the practice. Jenni shared that for some the engineering design for a road is huge and worth it even with the lower cost share rate. Adam asked how many practices do not get close to the 50% of the cost or a percentage of projects in which the cost is not enough, Jenna shared that access road and tree removal are the two that usually don't come close and that she doesn't have a percentage of projects. Many clients are going to do the practices regardless of cost share, so they are happy for any assistance. Jenni reminded the board that NRCS funding goal is usually 50 to 75% of the cost depending upon the practices and category and that the cost share never fully covers the installation cost. John will follow up with the client.

- C. **Sunshine Law Update** If there is a packet for Directors that includes supplemental information that will be discussed, it will need to be made available no later than 48 hours for public inspection. Jenni will continue to clarify rules with HACD and OIP to better understand expectation. Jenni is working with Michelle and recommends that this may be a good discussion for the next quarterly HACD meeting.
- D. **Annual Dinner:** Jenni requested that though it is early, do at least discuss location options and potential dates. West Kauai SWCD turn to host. Umi asked about options. Jenni shared that it has been done in restaurants such as Wong's and Unkos Kitchen, one year was held in Lihue. Options could include catered at an outdoor setting. Howard asked about Wong's, Jenni shared we could follow up. Richard requested which would be easiest to host. Jenni shared that restaurant everything

is there, and if it is outdoors then would have to ensure enough tables and chairs. Jenni will look into Wongs and outdoor options, though she has requested that if directors could help with ideas. Adam asked about budget, David shared that we would need to know the head count. Jenni reminded that all cooperators of the year and previous directors who have left since 2019 will be included and a plus one. Richard asked if NTBG had the capabilities to have the event. Jenni shared that we could work with partners. Umi asked about location being too far either Salt Pond or Poipu Beach. Adam reminded that wind can be rough in winter at Poipu. Umi shared that if it is outdoor it should be lunch and indoor could be dinner. Jenni shared that she will look into the head count, outdoor settings and catering options.

VII. REVIEW NEW COOPERATOR AGREEMENTS & CONSERVATION PLANS:

New West Kauai Soil and Water Conservation District (SWCD) Cooperators and Conservation Plans:

Conservation Plan: Michael Moefu with Aloun Farm, INC presented their plan for a crop operation in Kaumakani, road will be improved, vegetative and management practices will address erosion concerns and air quality for particulate matter on farm. He shared that the plan is evolving and will increase in acreage over time and this plan currently is focused on the first phase. Howard asked about the amount of acres in the plan. Michael clarified that updates will take place as more acres are needed and this is to get started.

Motion: David made a motion to approve the conservation plan for Aloun farms, Adam seconded. Motion was accepted unanimously. Howard Greene has recused himself from the vote.

VIII. STANDING COMMITTEE REPORTS:

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

IX. UNFINISHED BUSINESS:

- A. **Director Liability Insurance Discussion:** Jenni has not received a quote yet.
- B. **NACD Pacific & Southwest regional meeting Maui September 7th – 10th / quarterly meeting:** Jenni shared that they haven't sent the final registration packet, but she offered an estimate based upon previous discussion, the cost per director is around \$1,900. Richard asked if there are portions to attend, Jenni shared that the tentative HACD conference would just be for the day and would probably be around \$400. Howard asked how many should go, Jenni shared that it is up to the board but East Kauai plans to send two. Howard offered to go, and Richard is tentative. **Motion:** Umi made a motion to send Howard and Richard to the NACD meeting, David seconded. Motion was accepted unanimously.
- C. **Committee Volunteers. District Manager Committee** – Umi and Howard have Volunteered. **Local working group meeting / Long Range Plan / Targeted Conservation Deliver:** Umi and Adam have offered to volunteer. **Grants:** this can be discussed later once it is determined what funding we currently have and if need to apply for additional grants.

X. OTHER BUSINESS:

- D. **Office Space Update:** Shared in Jenna's report.

XI. ANNOUNCEMENTS / EVENTS:

- A. NACD Pacific & Southwest regional meeting September 7th-10th
- B. HACD quarterly meeting September 10th (may also be offered through zoom)
- C. Kauai SWCD Annual Picnic October 22, 2022, 11am – 3pm

ADJOURNMENT: Meeting adjourned at 4:21 p.m.

NEXT MEETING DATE: Tuesday June 21st 2022. **Location:** NTBG 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 4:21 pm, written by Jenni Scotti, Conservation Specialist.

DRAFT