

KONA SOIL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Thursday, July 21, 2022

MEETING HELD: 81-956 Haleki'i St, Kealahou, HI and via Zoom
DIRECTORS PRESENT: Jeff Knowles, Greg Hendrickson, Keli'ikanoe Mahi, Barbara Anderson, Steve Foelber (Zoom), and Mark Peterson (Zoom)
KSWCD STAFF: Mary Robblee, Robin Hill (Zoom)
NRCS STAFF: Laura Nelson (Zoom)
GUESTS: Debi Kokinos

I. **WELCOME:** The KSWCD Board Meeting called to order 8:02 am by Chairman Knowles.
i. Welcome guest Debi Kokinos, accountant

II. **MINUTES:** Thursday, June 16, 2022, KSWCD Board Meeting Minutes.
✓ *Motion made to approve Meeting Minutes from June 2022. **Approved.***

III. **REPORTS:**

A. **FINANCIAL REPORTS (KSWCD)**

Reports have a new standardized format: restricted funds / unrestricted funds.

i. **Statement of Financial Position**

ii. **Statement of Financial Income and Expense**

✓ *Motion made to approve Statement of Financial Position, Statement of Financial Income and Expense from June 2022. **Approved.***

B. **CONSERVATION ASSISTANT REPORTS**

i. **NRCS / USDA Reports (SF-425, SF-270, etc.):** CTA Financial Reports up to date. Technical Reports up to date. Reimbursements #7 and #8 sent for CTA.

ii. **National and Hawaii Associations of Conservation Districts (NACD & HACD):** Reports are current.

Conference on Maui at Royal Lahaina from Sept 7-9th. Agenda TBD. Barbara may be interested in attending on Wednesday only.

iii. **County of Hawaii Report:** FY 22-23 Application submitted with the approved increase in funding along with revisions in budget. **FY 21-22 Final Program Accomplishments due July 30, 2022.**

iv. **Consolidations & Subdivisions Reviews:**

TMK (3)7-5-003:023 (**PL-SUB-2022-000063**) sent certified mail to County regarding this parcel and referenced letter sent in 2009. Also discussed during our flood structure tour. Man-made ditch length of Hiona Street (north-side, dumps into sediment basin with a large berm with small culvert for water to escape. If sediment basin fills and blocks the culvert, water will flow through backside and flow through the parcel. During the tour we saw behind the berm there was a path cut with skid-steer and Dale G. had walked this and saw the evidence of how Queen K highway was damaged near the Mormon church with the rains: water came through parcel and the cut road provided a channel for the rains to come down to highway. Keopo Mauka channels feed into this berm and the entire parcel is a flood plain = 500 year floods and 100 year floods. Informally can talk as a citizen. Kona floodways meetings – Bryce for the County was part of the meeting and might be open to suggestions from community and SWCD. **Name and contact to be forwarded to Steve Foelber.**

TMK (3)7-6-002:001 (**PL-SUB-2022-000066**) small portion of parcel, and no water concerns.

TMK (3)7-6-051:112&113 (PL-CON-2022-000019) consolidation and no water concerns.

*****District's role used to be to notify the County if parcel was in flood zone (the County no longer requires us to provide comments since about 6 years ago; however, KSWCD will continue to review and comment as a community voice for North and South Kona.*** Subdivision maps are available at the Planning Dept, as well as posted at the site. Conservation of resource lands: soil and water are main mission of Districts - rural versus urban - example RCD. Communities are only recently starting to look at conservation in a holistic manner. County Council members might be well served with an introduction packet from District. Understand our role, conservation/resource plans, farms & ranches, forest parcels; include who we are, about us, what we do, and how we are a resource for them. Invite elected officials and candidates to Board Meetings (open to public). Annual presentations.

- v. **Annual Flood Control Structure Tour:** PIG (Keli'ikanoe, Steve and Mark) will schedule second half of tour toward **end of August/beginning of September**; report to be completed afterwards.
- vi. **Board Elections: Re-elections to be sent out for Director.** Chair re-appointed via e-mail.

C. DISTRICT PLANNER REPORTS (KSWCD)

- i. **Conservation Technical Assistance (CTA) Reports:** Technical reports sent in. Mary has worked on 8 conservation plans: 1 site with lots of cultural resources very challenging; 2 CSP; 5 EQIP (1 agro, 1 forest & rancher, others crop); 2 round two CSP. Beginning to end includes cpa52, cultural resources, field surveys, btn1-18, job sheets, maps, etc.; 2 round two CSP. Certifying practices: 31-32 last calendar year. First two quarters this year 11-12 first two quarters this year. **Deliverable spreadsheets in the works.**

***** From Laura: Thank you, Mary for working so hard and the huge contribution - above and beyond to keep them on contract and appreciated.***

D. NATURAL RESOURCE CONSERVATION SERVICE (NRCS)

- i. **General NRCS:** Travi Usinger has left Kealahou and assigned to Kaua'i and will be missed. Position planner available along with a new higher level Planner position available.
- ii. **2022 Farm Bill:** Fiscal year just about through. Second CSP big push August 4th.
- iii. **Regional Conservation Partnership Program (RCPP):** 2 RCPP applications submitted were successfully funded for this grant. Need assistance. Acting program contacted us today that this package needs to be a whole package (sees Mary's list above). These are the priorities and focus.
- iv. **Project Manager - Regional Conservation Partnership Program (RCPP):** 16 applications received to date. Handful of promising, qualified applicants. District to start interviewing. All Board Members will form their short list and sent to **PIG: Greg, Jeff, and Keli'ikanoe**. Top 5 candidates to be interviewed:
 - 1) Experience in project management or natural resource work (construction management is valuable: punch list, right order for completion, and being able to start a project)
 - 2) Long term help preferred. This contract is a year but position to continue 4.5 years. Still learning the perimeters for next phase of contract.
 - 3) Degree of technical skill, or wherewithal in natural resource or business, or some other academic heaving lifting. Maybe even be able to provide some of the technical assistance that we have the funds set aside for, and at least the understanding of it.
 - 4) Key attribute is good communication skills and well organized. Looking at the resume and how information presented. Key role is information hub for project and giving info to participants and getting information to people to help, walk through funding, those making the funding decisions.
 - 5) Personality and cultural fit with our organization's values.

Feedback by ALL Board to PIG by 25th. PIG to meet Tuesday, July 26th at 3:30pm

IV. OTHER BUSINESS

i. OUTREACH:

- **Hawai'i Conservation Alliance** (2022 July 18th-22nd) - while we did not attend this year, we might think about attending next year and being a presenter (innovative & interesting ideas) and budget the fees –request for presenters usually in March or April.
- **Leo's Club** – plantings continue, as well as pohinahina starters. New members started July 1st, and will work on additional funds for outreach.
- **Partnerships**
- **District's Outreach Plan** - to be drafted from NRCS Outreach Plan.
- **Expenses** - approved at last meeting * Planting Flags * Hats/T-shirts for staff * Cover Crop Seeds
- **Logo** - finalized and need high quality vector file.
- **Website** - still being worked on. Once we have more content, Board to review.

ii. **HIKI OLA:** moving forward with Cooperative Agreement and in the first phase of survey and gathering information from community: Native Hawaiians and Pacific Islanders and anyone else who wants to participate. 182 bsurveyers so far with target of 250 (70% is the targeted audience). Data collected is also about Farm Bill, land ownership, gender, contact info., as well as cultural anthropologist conducting interviews – qualitative and quantitative data. **Phase 2 are field days and trainings and will begin in September.**

iii. **COOPERATOR OF THE YEAR 2021:** Each Planner will present a 10-minute presentation of their Nominee (total of 5 plans – 10 minute each) part of **August Board Meeting.**

V. NEW BUSINESS:

i. LOCAL WORKING GROUP (LWG)

- Important to schedule soon soon! Meeting and/or surveys. Need help and getting partners to table. PIA has a whole packet regarding LWG. LWG sets priorities based on surveys and helps NRCS identify priority resource concerns through Farm Bill programs. These ideas are community-based decision process. Last year soil health rose to top. Next year when EQIP comes up \$. Every year the LWG is a mandatory process. TCP flooding has a lot of community engagement with a draft proposal. **Sue Aronson has sent a bulletin to a lot of community members that she has partnered with the SWCD on Floodway Project. Somebody may want to address that with Sue.** This may be a priority and something for EQIP: vegetative and riparian buffers, planting trees, sediment basin; not big hard infra-structure.
- District to have LWG Meeting. Stormwater control may not be where District resources will be significantly focused. Workload has been mentioned before, and how much field office staff can handle. Partnering up with other entities needs to be shored up. Date of meeting. Specific meeting focus. Word out to cooperators & others. Do we want Jed as facilitator? Do we have goals? Format? In-person? Zoom? Results will help NRCS later in Fall. Need to meet by September. Typically, has been in March, and low attendance. Format? Explain to local work group meeting and this will help us understand and direct resource concerns, federal funding 2023. This is not just talk story but important: 5 resource concerns identified in surveys, etc. focus and increase participation. A facilitator may help it be more focused and bring things to center. **One page document from NRCS with purpose and reason with background.** Short, concise and to the point. THE WHY. THE BENEFIT. NRCS has a whole packet from news release, etc. Laura, Robin, and Mary to work together. Zoom for accessibility. Agenda for LWG to be discussed at next Board Meeting **LWG Tuesday, August 30th @ 3:30pm Greg's Conference Room with Zoom**

ii. GRANT OPPORTUNITIES

- USDA-NRCS-NHQ-CFWR-22-NOFO0001179 (**deadline 9/1/2022**)
FY 2022 Composting and Food Waste Reduction (CFWR) Pilot Project
<https://www.grants.gov/web/grants/view-opportunity.html?oppld=340906>

VI. **NEXT MEETING:** Thursday, August 18, 2022 @ 8:00am.

VII. **ADJOURN:** KSWCD Board Meeting adjourned at 9:38 am by Chairman Knowles.

VIII. **EXECUTIVE SESSION TO FOLLOW.**

BOARD MEETING ACTION ITEMS:

TASK	PERSON OR COMMITTEE MEMBERS	DUE DATE
Project Manager	Jeff, Greg, Keli'ikanoe & Laura	July 26, 2022 selections August 3, 2022 interviews
Director Re-election	Robin & Mary	ASAP (August 10,2022)
One Page document explaining LWG along with NRCS packet	Laura, Robin & Mary	ASAP to send to cooperators for LWG
Flooding Issues / Sue Aronson	Laura to provide Steve with County contact (Bryce)	On-going
Local Working Group	Jeff, Steve, Laura, Robin & Mary	August 30, 2022 @ 3:30pm.
District Employee Policies Handbook	Barbara, Keli'ikanoe & Robin	On-going
FY 2022-2023 Outreach Plan based on Field Office model.	Jeff, Robin & Keli'ikanoe	Laura to provide NRCS model
FY 2022-2023 District Annual Work Plan INCLUDE GENERIC CALENDAR OF EVENTS & DELIVERABLE SPREADSHEETS	Jeff, Barbara, Keli'ikanoe & Robin	Project Manager
2022 Annual Flood Structure Tour	Mark, Steve, Keliikanoe, Robin & Mary	End of August
FY 2022-2023 County Grading Ordinance Application, as well as Conservation Assistant Annual Work Plan	Jeff, Barbara & Robin	Application sent. Accomplishments Report due July 31, 2022
Website: photos in landscape orientation of Native plants and past events	Keli'ikanoe & Mary	On-going
Logo	Greg	Completed!
2021 Cooperator of the Year Nominees	5 Presentations (1 by each Planner – 10 minutes each)	August 18, 2022
Grant Opportunity FY2022 Composting and Food Waste Reduction	Robin	Septemebr 1, 2022
NACD Conference	Barbara	September 7-9 th (Maui)
Hiki Ola Phase 2 Field Days / Trainings	Keli'ikanoe	September