

KONA SOIL AND WATER CONSERVATION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, September 15, 2022

MEETING HELD: In-person & Zoom

DIRECTORS PRESENT: Jeff Knowles, Barbara Anderson, Steve Foelber,

KSWCD STAFF: Mary Robblee, Robin Hill, Tanya Keanu

NRCS STAFF: Laura Nelson, Lele Kimball, Zach Freeman

GUESTS: Alyssa Fujii (Zoom)

- I. **WELCOME:** The KSWCD Board Meeting called to order 8:04 am by Chairman Knowles.
 - i. Welcome guest Alyssa Fujii, Waimea Service Center
 - ii. Welcome Tanya Keanu, RCPP Project Manager
- II. **MINUTES:** Thursday, July 21, 2022, KSWCD Board Meeting Minutes.
 - ✓ *Motion made to approve Meeting Minutes*
- III. **REPORTS:**
 - A. **FINANCIAL REPORTS (KSWCD):**
 - i. **Statement of Financial Position**
 - ii. **Statement of Financial Income and Expense**
 - ✓ *Motion made to approve Financial Reports.*
 - B. **CONSERVATION ASSISTANT REPORTS:**
 - i. **NRCS / USDA Reports (SF-425, SF-270, etc.):** Meeting today with NRCS program. New procedures. Need to revise LRP report.
 - ii. **National and Hawaii Associations of Conservation Districts (NACD & HACD):** Reports are current. Conference on Maui at Royal Lahaina from Sept 7-9th. Networking with Southwestern. districts, met with island counterparts, as well as met with Astor Boozer and JB Martin of NRCS. February 11-15, 2023 is National Conference in New Orleans. June 21-23, 2023 HACD Conference in Volcano (KMR). Soil Conservation Awareness Contest postponed until next. County & State,
 - iii. **County of Hawaii Report:** FY 21-22 Final Program Accomplishments **Report overdue.**
 - iv. **Conservation Plans:** TMK (3)7-5-013:014 / (3)7-5-013:020 R. Onaka Property in our district but client is working with the Waimea office and why Alyssa is presenting. Brush to be cleared and re-seeded. Soil health management plan template: practices, principles & testing. A few NRCS approved labs.
 - ✓ *Motion made to approve Conservation Plan.*
 - v. **HR Manual:** Treasurer sent board members e-mail regarding handbook with HR standards and comparing with Altres, State of Hawaii, Federal Government for vacation, sick time, or personal time off, etc. The new financial reporting will budget for these hours. Handbook to be implemented starting January 2023.
Board needs to confirm policies by October/November.
 - vi. **Consolidations & Subdivisions:** No reviews.
 - vii. **Annual Flood Control Structure Tour:** (PIG – Jeff, Keli’ikanoe, and Steve): second half of tour scheduled for **September 28, 2022.**
 - viii. **Board Elections:** Officer positions / elections need to be done (Chair, Vice, Treasurer, Secretary, etc.). Mary to work with Robin. Beginning of fiscal year, a good time to confirm positions.
 - C. **DISTRICT PLANNER REPORTS (KSWCD):**
 - i. **Conservation Technical Assistance (CTA) Reports:**
 - D. **NATURAL RESOURCE CONSERVATION SERVICE (NRCS):**
 - i. **General NRCS:** In person meeting in Maui. JB Martin, Astor Boozer and policy changes. New head of programs Nick S. Lots of hiring Nationwide.
 - ii. **2022 Farm Bill:** All 2022 contracts obligated (about 50) deadline tomorrow. \$2million for Kona.

iii. **Regional Conservation Partnership Program (RCPP):** working with RCPP project manager on organizing, deliverables, strategies, and timelines. Shortform document to be created to keep everyone on the same page.

IV. OTHER BUSINESS:

i. OUTREACH:

- **Leo’s Club:** \$12,500 (\$5000 +\$5000 for radio + \$2500 for social media ads) \$ is managed by the Lion Club. District will be working with them for continued outreach messages.
- **District Annual Report:** Historically each district sent to HACD and has not been done for two years. Board would like to have a report for the last two years. Items should be sent to assistant.
- **Kona Orchid Festival:** August. Table with materials. New literature displays. Power pack for water model requested \$100.

ii. **HIKI OLA:** outreach went well! About a dozen people and NRCS went through programs, etc. List of those that attended. More outreach events soon. Grant is specifically to get more islanders signed up for farm bill programs. Works perfectly with RCPP and outreach.

iii. **COOPERATOR OF THE YEAR 2021:** Nominee presentations: Wall Ranch, Nahuina Ranch, and Konalicious. Farm Tour to be scheduled before board votes: (farmer, rancher, forester).

V. NEW BUSINESS:

i. **Ma’ona Community Garden:** District partner submitted as a USDA Peoples Garden designation.

ii. **Grant Opportunities:** Urban Agriculture is a main focus (small farms, etc.)

VI. NEXT MEETING: Thursday, October 20, 2022 @ 8:00am.

VII. ADJOURN: KSWCD Board Meeting adjourned at 9:33 am by Chairman Knowles.

BOARD MEETING ACTION ITEMS:

TASK	PERSON OR COMMITTEE MEMBERS	DUE DATE
LRP Final Report	Robin & Laura	November/December
FY21-22 County Final Program Accomplishments	Robin	overdue
HR Manual	Board executive session	October 20, 2022
Annual Flood Tour Report	Mary, Jeff, Steve and Keli’ikanoe	September 28, 2022
Board Elections	Mary & Robin	asap
Cooperator of the Year Farm Tours	ALL	October 21, 2022