

WAIAKEA SOIL AND WATER CONSERVATION DISTRICT
Monthly Board Meeting
January 20, 2023

The monthly board meeting was called to order by Chairperson Leslie Takayama at 9:36a.m. via Microsoft Office Teams.

Present were Leslie Takayama (LT), Susan Litteral (SL), George Mikami (GM)), Directors; Kori Hisashima, District Conservationist; Jennifer Reavis, Conservation Aide/District Secretary.

MINUTES OF THE LAST MEETING 9:37a

Minutes was accepted and approved. Circulated & placed on file. SL/LT

TREASURER'S REPORT 9:37a

Deferred.

CORRESPONDENCE 9:38a

*Sent via email...

OLD BUSINESS 9:38a

- A. District Employee Report – (1) Employees are managing current contracts, going on site visits/intakes. Alina Abramovich has received Planner Certification.

NEW BUSINESS 9:40a

A. D.C. Report 9:40a - (1) Kori gave the monthly report for the Hilo Field Office. Updates on personnel changes, deadlines, project info, presentation, training, emergency programs, Farm Bill update, outreach, etc. was given. (2) JB Martins is the new PIA Director. (3) The new Program Support Assistant for the Hilo Field office started this week. Her name is Vansa Chuon. (4) The annual review of the USDA Civil Rights policy was explained in detail by Kori. The district had no questions. (5) The QAR is scheduled next week for the Hilo Field Office. (5) In person meetings are now allowed. The district can decide if they want to have an in-person or virtual meeting.

B. FSA Report 9:45a - (1) Info was sent to directors via email and circulated in correspondence.

C. CES Report 9:46a – (1) Jen will contact the Cooperative Extension Service to see if they have an agent who can attend our meetings to give an update or email an update of their services to the board.

D. RC&D Report 9:47a – (1) There will be an annual meeting held on January 27th.

E. HACD Report 9:48a – (1) The East Hawaii SWCD's will be hosting the upcoming HACD Annual Meeting. This will be held at KMC Volcano, Hawaii on June 21-23, 2023. Jen will send out a tentative agenda and lodging info.

F. Other New Business 9:50a

1. Insurance pertaining to the board - The board accepted and approved to renew Directors Liability Insurance through Beehive Insurance. SL/GM
2. Conservation Planning – nothing to report.
3. Subdivision Review – Santos Lane LLC & the Matsumoto Family – no comments were sent to the County.
4. Annual Christmas Dinner Meeting – it was accepted and approved to pay the annual dinner meeting invoice. GM/SL
5. Ka'u SOW (Statement of Work) draft for Federal Grants unfunded agreement sent from Judy Martinson, NRCS ACES Program Support Specialist – Jen discussed that the Ka'u SWCD has a "Funded Contribution Agreement" in place & NRCS is requesting all federal funded agreements have an "Unfunded Contribution Agreement" in place. By having this Unfunded Contribution Agreement in place, the district will not lose any services provided with the funded agreement once the project is up at the end of the Fiscal Year. An Unfunded Contribution Agreement will be drawn up and sent to the board for approval & signature. This was explained to the board in detail. Accepted and approved by all.
6. Other New Business –
 - the next Waiakea SWCD board meeting will be held on Friday, February 17th @ 9:30a.m..
 - it was accepted and approved for Reggie Hasegawa to be an Associate Director on the Waiakea SWCD board. LT/SL
 - the district directors would like business cards made for themselves. Jen will work on this.

Meeting adjourned at 10:15a.m.

Respectfully submitted,

/s/ George Mikami
Secretary

Recorder: Jennifer Reavis