



**Hamakua Soil and Water Conservation District
Board of Directors Meeting
MINUTES**

Date: February 6, 2024 3:00pm
Location: Hilo Federal Building, 154 Waiianuenue Ave., Hilo, HI 96720, Room 102 and via teleconference with Waimea NRCS Field Offices, 67-1185 Mamalahoa Highway, Suite H148, Kamuela, HI 96743, and Kukaiau Office, 42-3643 Kukaiau Rd., Paauilo, HI 96776

1. **Call to Order:** Meeting was called to order by Chairman Doug Beaton at 3:06pm.
Present: Directors –Doug Beaton (DB), Kea Keolanui (KK), Dylan Shropshire (DS), Michael Manor (MM), Shawn Aguiar (SA); District staff – Jennifer Reavis; NRCS staff – Laila Jayyousi, Alyssa Fujii;
2. **Welcome, Introductions, and Review of Agenda**
3. **Approval of the Minutes** - Accepted and approved as circulated. DS/SA
4. **Cooperator Activities**
 - a. **New Cooperator Approval**
 1. Winter Ranch – 433 ac. Plans for pasture. Accepted DS/SA
5. **Subdivn/Change of Zoning/Additional Farm Dwelling Application Reviews**
 - a. **Subdivision Review**
 1. Brian Clark Living Tr. – no comments sent to the County.
 2. John Morgan & Melinda Marie Clark Tr. – no comments sent to the County.
6. **Conservation Planner’s Progress Report:** Report given by Chloe & placed on file – this included but not limited to doing intakes, field visits, working on CTA plans, EQIP plans, native plant and upcoming native forest training. Perimeter Fence for Feral Swine update – NACD is behind on grant selections per Pacific Region Rep., should be forthcoming. Working on outreach with High School Ag teachers and meeting with CAP coordinator.
7. **NRCS DC Reports – Hilo and Waimea Field Offices (Jayyousi/Fujii):**

The monthly report for the Waimea Field Office was given by Alyssa & for the Hilo Field Office was given by Laila. Updates on personnel changes, deadlines, project info, presentation, training, emergency programs, Farm Bill update, outreach, etc. was given.
8. **FSA Report: As circulated via e-mail**
9. **Correspondence received**

10. Treasurer's Report: given by Dylan, placed on file.

11. New Business

- a. Meeting time will remain 3pm, first Tuesday of the month, unless otherwise noted.

12. Old Business

a. **NACD Repi discussion** – there was a meeting on 1/30/24 to further discuss grant; \$400,000 allocated for Big Island of Hawaii; Board members from all boards should meet to discuss if they wish to collaborate on one goal.

b. **HACD qtly meeting:** Still looking into a district vehicle as well as district employee vehicle insurance.

c. **Next Meeting:** The next Hamakua SWCD board meeting will be held on Tuesday, March 5th @ 3pm.

13. Adjournment: Meeting adjourned at 3:29pm

Submitted by:

Michael Manor, Secretary

Date

Executive Session called to order by Kea Keolanui @ 3:29pm on February 6, 2024

Present were: Doug Beaton, Kea Keolanui, Dylan Shropshire, Michael Manor, Shawn Aguiar, Directors; Jennifer Reavis, others.

1. Adjust Chloe's hours working in Waimea to an "as needed" basis to meet with clients. Approved DB/DS
2. Adjust mileage rate to \$1.00/mile for Chloe to utilize her personal vehicle to work in the field and travel to Waimea. Approved MM/KK
3. The Hamakua SWCD Conservationist job description (Chloe did not receive when she got hired) will be revisited and discussed with Chloe. This will be a collaborative approach. Chloe will be managed as a group instead of an individual. This will be done via email on a thread with all directors "cc" on.
4. Chloe will communicate with Kea on supervisory matters.

The goal is to work together as a team with no miscommunication. If any issues arise in the future that are unethical, the board will meet again and discuss further options.

Executive Session adjourned by Kea Keolanui at 4:07pm