



West Oahu Soil and Water Conservation District Board Meeting

July 24, 2018 - 12:30 p.m.

Crop Production Services Conference Room,
Kunia Village 92-1770 Kunia Road, Kunia HI 96759

Directors: Alan Gottlieb (AG), Larry Jefts (LJ), Peter Gibson (PG), Joe Para (JP)
Associate Director: Mike Glidden (MG), Kalani Fronda (KF)

Secretary: Michelle Gorham (MGo)

Present: Teo Soukhaseum (TS), Brandon Todd (BT), Stephanie Mock (SM), Frankie Koethe (FK),
Jamie Barton (JB), Peter Gibson (PG), Mahealani Malepai (MM), Jennifer Brooks (JBr)

1. Call to Order
2. Reports
 - a) June Meeting Minutes: AG move to approve the minutes as presented, PG second. Unanimously accepted.
 - b) Treasurer's Report: AG move to receiving the treasurers as presented. JP second. Unanimously accepted as presented.
3. Discussion and Possible Action with Cooperators
 - a) JB submitted a Cooperator agreement. (TMK – 165001045 por – total of 5.2 acres) JP moved to accept the Cooperator agreement contingent upon completion of the form. AG Second. Unanimously approved.
4. Discussion and Possible Action on Conservation Plans

TS submitted a Conservation Plan developed by Oahu RC&D. (TMK 7-1-001-002 por – total of 36.026 acres). AG moved to approve the conservation plan. PG Seconded. Unanimously approved.
5. Partner Updates
 - a) NRCS Field Office Report
 - i. Don't have many applications from EQIP and CSP. Although the applications are rolling and open. He would like to advance a batching period with our producers.
 - ii. \$800,000 available for conservation support – Grants are due August 3,

2018.

b) Oahu RC&D Report

- i. Couple upcoming Conservation Plan
- ii. Women Farmer Workshops
- iii. Free confidential water testing
- iv. Presented at the HARC Summer Camp
- v. Frankie will be on the panel for HCC
- vi. Frankie would like to present on the Mailiili watershed project in August

c) HACD Report

- i. None

6. New Business

- a) Determine lot sizes to prioritize workload.
- b) ADA Presentation
 - i. Have Dean walk through the building to ensure that it is in compliance

7. Old Business

- a) Update on Together We Farm funding
 - i. Meeting with Ulupono
- b) Landowner Assistance Workshop
 - i. 32 people participated
- c) HACD staffing update
 - i. LJ shared that he is in communication with HACD. Process has been slow.

8. Set next meeting date

- a) August 28, 2018

9. OIP board update in Sunshine law

LJ –How can people secure training today?

JBr, a Lawyer from the State Office of Information Practices, shared the following:

Visit Oip.hawaii.gov and click on the training tab for more info and trainings. Most of which is online now. Directors will and to focus on the Sunshine Law Training and the Open Records Requests. There are quick reviews and guides that can support Directors including a Sunshine Law guide.

JBr went over the basics of the Sunshine Law:

JBr shared that Board and sunshine information including that:

- It is suitable for board members communicate in a group for a meeting that is not noticed as long as they do not discuss issues of board control or board business. Issues that are informational and not in board control are not board business. Logistics such as scheduling a meeting and staff concerns are not board business
- Agenda guidance is available on-line.
- Board cannot take up and consider items that are not on the agenda.
- Emergency Meetings – Do not have to jump through the same hoops as a traditional meeting. Requires agreement of two-thirds or more of the board

2:07pm - AG departed

JB continued to share:

Minutes must note:

- Board members present and absent
- Time, date, and place.
- Need to reflect the substance of all items discussed including who spoke, the summary of what they said. Paraphrase works. Should reflect who asked what.
- If someone writes testimony,
- Must include time stamps of all the significant events that happened.

Permitted interactions

- 2 person permitted interaction. Two persons can talk about anything including board issues, but cannot solicit favor or “horse trading”.
- Limited Meeting – Would allow the full group to meet as a field trip. Must video the experience.

10. Adjourn

2:50

Individuals requiring special assistance or auxiliary aids or services (e.g., sign language interpreter, wheel chair accessibility, or parking designated for the disabled) at the West Oahu SWCD meeting, please contact staff at least 72- business hours prior to the meeting at 808.729.1676 so arrangements can be made.