



MONDAY, DECEMBER 9, 2019
2:00 PM

STATE DEPARTMENT OF HEALTH CONFERENCE ROOM, 3040 UMI ST., LIHU'E
AGENDA FOR MONTHLY EAST KAUAI SWCD MEETING

- I. CALL TO ORDER, QUORUM**
- II. REVIEW OF AGENDA**
- III. REVIEW/ACCEPT MINUTES: 11/4/19**
- IV. TREASURER'S REPORT: 12/9/19 – Leonard**
- V. CORRESPONDENCE**
 - Flyers for upcoming events
 - Sunshine Law information
 - Treasurer's Report
- VI. NEW BUSINESS**
 - A. NRCS Report – Jenna Dunn, District Conservationist
 - General – NRCS Staffing
 - Farm Bill Programs – EQIP, CSP, AMA, RCPP
 - Other – Local Work Group, NRCS events and news
 - B. Conservation Specialist Report – Jenni Scotti & John Nelson
 - Trainings/meetings/Learning
 - Plans/Field Visits
 - Outreach
 - Misc./News/Upcoming Events/Future Projects/Goals
 - C. New Business/Ag Specialist for the County of Kauai
 - Introduction of Miguel Chrisman
 - Upcoming projects
- VII. REVIEW NEW COOPERATOR AGREEMENTS & CONSERVATION PLANS**
 - A. New Kauai Soil and Water Conservation District (SWCD) Cooperators
 - Addition of client protection statement
 - New MOU coming from NRCS
- VIII. STANDING COMMITTEE REPORTS**
 - A. Garden Island RC&D (report is filed in correspondence)
 - NRCS/SWCD
 - Kauai Invasive Species Committee (KISC)
 - Kauai Landscape Industry Council (KLIC)
 - Kauai Forest Bird Recovery Program (KFBRP)
 - Kokee Resource Conservation Program (KRCP)
 - Makawahi Cave
 - Malama Hikana`akala Heiau
 - Malama Ia Namanu
 - B. Grading Ordinance
 - Grading and Grubbing ad or article
 - Actions for complaints
 - Follow up or reminder letters
 - Non-compliant



IX. UNFINISHED BUSINESS

A. Annual Work Plan – Leonard

- Updates made to Work Plan for FY2020

X. OTHER BUSINESS

XI. ANNOUNCEMENTS/EVENTS

- Garden Island RC&D Annual Potluck Meeting – Tuesday, 12/10, 5:30-7:30 p.m. at Kalapaki Villas Recreation Room (across from Ace Hardware)
- Annual Dinner – Ho‘okipa Cafe – Saturday, 12/14, 6:30 p.m.

XII. ADJOURNMENT

NEXT MEETING: Monday, January 13, 2020 2:00PM at Dept. of Health Conference Room

INDIVIDUALS REQUESTING SPECIAL ASSISTANCE OR AUXILIARY AIDS OR SERVICES (e.g., sign language interpreter, wheel chair accessibility, or parking designated for the disabled) AT THE DISTRICT SWCD MEETING, PLEASE CONTACT STAFF AT LEAST 72-HOURS PRIOR TO THE MEETING AT (808) 245-9014 +3 SO THAT ARRANGEMENTS CAN BE MADE.

The meeting was opened at 2:10 pm at the State DOH Conference Room in Lihue.

- I. **PRESENT: Directors:** Ed Kawamura, Jr., (Presiding); Leonard Vierra; Arryl Kaneshiro
Associate Directors: Darren Tamekazu, Dept. of Health
Others: Jenni Scotti, Conservation Specialist; Jenna Dunn, NRCS District Conservationist; John Nelson, HACD Conservation Specialist; Rebekah Magers, District Assistant; Miguel Chrisman, Kauai County Agricultural Business Specialist
- II. **REVIEW OF AGENDA (ADDITIONS/DELETIONS/CHANGES):** **Added:** VI. New Business, C. Miguel Chrisman, Kauai County Agricultural Business Specialist
- III. **MINUTES: Motion:** Arryl made a motion to accept the minutes, Leonard second. Motion was accepted unanimously.
- IV. **TREASURER'S REPORT:** Leonard put the Treasurer's report in the Correspondence folder that was passed around. Leonard reported that the State sent another check but the County funds from Public Works have not come in yet. He has checked with Michael Tresler. Leonard mentioned that the Districts had received \$12,000 from the Dept. of Water. Rebekah questioned any amount received from the Dept. of Water because she had not seen the check. Leonard let everyone know it came in July. The Contribution Agreement hours have not been paid from the NRCS yet. Rebekah updated the Districts about her contact with Adam and Kurencio about the past agreement and payment. Jenna updated the Directors about the hold ups for the new FY2020 Contribution agreement. She explained that the state of Hawaii was left off a national list and so all grants and agreements were left behind. The issue has been resolved and so the process is moving forward.
- V. **CORRESPONDENCE:** Ed passed the correspondence folder around.
- VI. **NEW BUSINESS**
 - A. **NRCS Report:** Jenna Dunn gave her NRCS report:
 - To: East Kauai SWCD Board of Directors
 - From: Jenna Dunn, Lihue Field Office, District Conservationist
 - Date: December 9, 2019
 - RE: Lihue Field Office Monthly Report for Nov/Dec 2019
 1. **General**
 - a. American Samoa DC- To be announced.
 - b. Oahu DC- Sarah Tanuvasa, DC in WA is acting. Interviews have conducted. Selection to be announced.
 - c. State Engineer- Susan Kubo is Acting. Selection to be announced.
 - d. Assistant Director of Technology- Matt Walker from TN is acting through 11/16. Position to be announced.
 - e. State Agronomist- No Acting. Position has been announced.
 2. **Farm Bill Programs**
 - a. EQIP & CSP FY19-
 - i. Kauai FY 19- 22 contracts, 332.9 acres, \$853,056.04
 - b. EQIP FY20-
 - i. Have over 14 current applications, 5 to be entered, with several people we are planning with who will apply prior to the deadline.
 - ii. Expect deadline to be announced in January 2020, with the deadline being in early February.
 3. **Cooperative Working Agreement**
 - a. Must be reviewed Annually

- b. Copies provided to each Director and interested Associate Directors.
 - c. Please read and be prepared to discuss at next month's meeting.
4. **Programs Support Specialist/ District Assistant**
- a. Rebekah will be leaving by the end of the calendar year. She is willing to overlap with the new hire in order to get them up to speed more quickly.
 - b. Office only has space for one person.
 - c. New grant covers all of PSS/DA duties.
 - d. Need to discuss pay and benefits.
 - e. DC, with help from Peter T., hired the past 4 district employees and is willing to take on this task again. Any Director can help with this process.

Discussion: Jenna wants to get the ad out to advertise the available position as soon as possible. Jenna asked about the consensus of the salary for the new District Assisntat. Ed said he had not heard back from any Directors by text. Jenna checked in with the Directors to see who would be responsible for the interviews and hiring. Jenna informed the Directors that she has taken the lead to hire the last four District employees (Rebekah, Genoa, John, and Alex) with the help of the SWCD Chairs. It was made clear that if any Directors wanted to step up to help with interviews they can, but it is not necessary for all Directors to be involved. Rebekah will be leaving on Christmas.

B. Conservation Specialist Reports:

1. Jenni Scotti gave her report for 12/9/19:
 - **Trainings / Meetings / Learning**
 - NRCS Engineer Carl
 - Training on roof runoff structures and livestock water pipeline
 - NRCS Wildlife Habitat Assessment Webinar training
 - **Plans / field visits**
 - Planning
 - Engineering site visits with 4 clients
 - Site visits with 6 clients, 1 new
 - Planning and follow-up with 8 clients
 - Worked on 3 practice completion check-outs
 - Completed 1 plan
 - **Outreach**
 - World Soils Day
 - CAP CONTEST
 - Kauai Students did not place, but they had a great experience
 - Maui School is first place, they are looking for donations (see correspondence)
 - **Misc/News/upcoming events/future projects/goals**
 - Training in January
 - December Vacation
2. John Nelson gave his report for 12/9/19:
 - **Trainings / Meetings / Learning**
 - Bootcamp in Nebraska
 - NRCS Introduction to CART
 - NRCS Conservation Desktop/Training in Hilo January 13th-17th.
 - **Plans / field visits**
 - Planning
 - Site visits with 2 clients, 1 new
 - Planning and follow-up with 5 clients
 - **Outreach**

- POSTER CONTEST

- Final contest winners (see correspondence)
 - Thank you for all who voted at the meeting and online
- Working on location for hanging up posters, hopefully by the end of December

- **Misc/News/upcoming events/future projects/goals**

- CTA and new Plans

C. Miguel Chrisman, Kauai County Agricultural Business Specialist: miguel introduced himself in his new role with the County working in the Office of Economic Development. He talked about the new programs that the OED will be carrying out. This included an intern program for students to learn the business aspect of farming. He talked about a new website for the Sunshine markets that will help vendors and restaurants connect as well as allow vendors to check in to the markets. Farmers will need to have a percentage of their produce on the table so they do not sell all produce to the restaurants and allow walk up customers to have options. There will be more food trucks at farmers markets. The poultry, egg, fish, shellfish, frog, rabbit, and beef ordinance will allow vendors to sell these products at Sunshine markets. Jenna asked if the Sunshine markets take EBT. Miguel said currently they do not. Arryl explained that the program was costing the County \$60-70,000 but only generating about \$20-25,000 in EBT purchases. There were many issues with the initial EBT program that was attempted by Malama Kauai. Miguel said the County is looking to revamp and bring back the EBT program back and they are researching some new USDA guidelines and programs that could help.

VII. REVIEW & APPROVAL OF CONSERVATION PLANS & COOPERATOR AGREEMENTS:

New Kauai Soil and Water Conservation Districts (SWCD) Cooperators: The new MOA that came out the week prior will need to be reviewed to see if there is new language or guidance of what to include in the SWCD Cooperator's Agreement. There is a teleconference for more information on the MOA on December 10, 2019 at 2:30pm.

VIII. COMMITTEE REPORTS:

- A. Garden Island RC&D Report:** Report in the Correspondence folder. RC&D's Annual Potluck meeting is December 10 at 5:30pm at Kalapki Villas.
- B. Grading Ordinance:** The grading and grubbing ordinance was not addressed since Paul was not present.

IX. UNFINISHED BUSINESS:

- A. Annual Work Plan 2019-2020:** Leonard said he is still working on the plan.

X. OTHER BUSINESS:

ANNOUNCEMENTS:

1. Garden island RC&D Annual Potluck Meeting – Tuesday, 12/10, 5:30-7:30 pm at Kalapaki Villas Recreation Room
2. Annual Dinner – Ho'okipa Cafe – Saturday, 12/14, 6:30 pm

NEXT MEETING DATE: Monday, January 13, 2020 2:00PM at State Department of Health Conference Room, 3040 Umi St., Lihue

There being no further business the meeting adjourned at 2:40 pm, written by Rebekah Magers, District Assistant.