

James River Soil and Water Conservation District
Board of Directors Meeting
October 19th, 2023

The James River Soil and Water Conservation District held its monthly Board Meeting at the Prince George Human Services Building on October 19th, 2023

Attendees:

Directors: *Carey Allen, Gregory Powers, Andy Petik, Scott Reiter, Jerry Ford, Laura Thompson*

Associate Directors: *Avis Bennett, Heath Locke*

Agency Partners: *Olivia Leatherwood, Andrew Faison*

Staff: *Brianna Moring, Anne Devine, Joseph Gerdes*

Absent: *Marlie Creasey-Smith, Sierra Seekford*

Public: *Gifford Scott, Jeremiah Morre*

Call to order/Invocation:

- Carey called the meeting to order at 6:03 PM.

Chairman's Comments: I'm asking to reorder the Agenda and bring the Conservation Report and Joe and Anne's Staff Reports up to the top to let them leave early since they are both sick.

October 19th Board of Directors Meeting Agenda:

- Greg moved to approve the Agenda and move the Conservation Report and Joe and Anne's Staff Report to the top of the Agenda, Laura seconded: Passed

Conservation Report:

- Andy moved to approve VACS contracts 12-24-0011, 12-24-0012, 12-24-0013, 12-24-0014, 12-24-0015, 12-24-0016, 12-24-0017, 12-24-0018, 12-24-0019, 12-24-0020, 12-24-0021, 12-24-0022, and 12-24-0023, Jerry seconded: Passed
- Laura moved to approve VCAP contracts 12-24-010, and 12-24-011, and forward them to the VCAP Steering Committee for final approval, Scott seconded: Passed

Staff Reports:

Joe Gerdes- Conservation Specialist

VCAP:

- Completed infiltration test for Permeable Paver application in Richmond.
- Contract #12-23-016 (RG) and #12-24-001 (CL-3) have all started installation.
- Contract #12-24-004 (PP) completed and verification packet submitted to VCAP

AGRICULTURE:

- Contract #12-23-0027 (FR-1) Verified and Reimbursed
- Field Work:
 - Completed PY 24 Verification Checks with Olivia Leatherwood (DCR)

- All were CCI-CNT practices which were found to be being maintained with ~60% residue
- Working on manure shed and rotational system for design plan for Hidden Triple Oak
- Signing up and ranking cover crops and NMP acreage.
- Reviewing PY23 files and conservation plans for completion/audit preparation.

MISC:

- Attended CRLC Donor Fundraiser @ Maymont Park, Richmond – 10/15/2023
 - The rain barrel we donated was auctioned
- Chesterfield Farmer’s Breakfast @ Central Library – 11/29/2023
- VASWCD Annual Meeting @ Norfolk, VA – 12/3 – 12/5/2023

Anne Devine- Conservation Technician

VCAP:

- Completed three site visits in Chesterfield independently.
- Excavated pit for office rain garden to be completed next week
- Completed one infiltration test for a potential rain garden project
- Selected soil probe samplers to order for JRSWCD and CRLC site visits
- Created site visit profiles in OneNote for PY23-24 and updated past files to reflect current progress
- Ongoing managing of site visit requests, scheduling of site visits, and communicating with contractors/possible applicants
- Ongoing research and compiling of application materials.

MISC:

- Buffer Basics Webinar with CBLP 9/26
- Buffer Summit at Pocahontas State Park 10/18
- ID of Invasive Plants with Blue Ridge Prism 10/24

Site Visit Request Form Stats: Where did you hear about us?

2023 Breakdown	
Online	20
Friend	31
At an event	13
TV	6
Master Gardeners	2
Other Business Groups or Organizations	10
<i>Total requests received</i>	82 (so far)

2022 Breakdown	
Online	19
Friend	9
At an event	6
TV	2
Master Gardeners	2
Other Business Groups or Organizations	8
<i>Total requests received</i>	46

September Board of Directors Meeting Minutes:

9/21/23 BOD Minutes

- Andy moved to approve the September Board Meeting Minutes, Greg seconded: Passed

Treasurers Report:

- Laura moved to accept the Treasurer's Report and file it for audit, Jerry seconded: Passed

County Contributions:

- Jerry moved to ask for \$25,000 from Prince George for the PY25 County Contribution and \$35,000 from Chesterfield for the PY25 County Contribution, Scott seconded: Passed

Partner Reports:

Olivia Leatherwood, Conservation District Coordinator (DCR)

ADMINISTRATION & OPERATIONS

- Quarterly Reports: are due October 16 (Att. E, Balance Sheet, P&L)
- Electronic 1099s: For the 2023 tax year, any District sending out a total of 10 or more 1099s will be required by the IRS to submit them electronically. A webinar will be offered in November to provide more information.
- COIA Training for Directors: The Code of Virginia requires locally elected officials to complete COIA training once every two years. The training can be accessed here. Each module is specific to your role so select "Local Elected Officials or EDAs/IDAs" in order to complete the correct training. Take a screenshot upon completion as there is no certificate generated. There will be an opportunity to complete this training at VASWCD Annual Meeting.
- Budget Amendments approved by the Governor 9/14/23: SWCD owned Dam Rehabilitation - \$25M; Conservation Application Suite - \$1M; 1st Deposit to the WQIF - \$110,374,915: deposit to VNRCF - \$67,218,323 (CB VACS); \$28,807,853 (OCB VACS); \$14,348,739 (TA); 2nd Deposit to the WQIF - \$176,339,773: deposit to VNRCF -\$107,390,922 (CB VACS); \$46,024,681 (OCB VACS); \$22,924,170 (TA)

AG COST SHARE

- Engineering Assistance Request Form: <https://consapps.dcr.virginia.gov/BMPTracking/Forms/Default.aspx> Located under forms in Tracking. Animal Waste requests will be handled by Amanda Pennington, and all other requests must be sent to Raleigh Coleman who will assign staff to assist your District.

TRAINING OPPORTUNITIES

- Virginia Ag and VACS: October 23, 9:00-12:00, webinar. Introduction, overview, and operation information for the Virginia Agricultural Cost Share Program and VACS Manual. (This is NOT the annual VACS update usually held in June, and it is required for Conservation Planner certification.)
- Basic RUSLE2: All 3 sections of the 3 part training must be completed or in process for course credit for DCR Conservation Planner Certification. Part 1 was due 9/29, Part 2 is an in-person training (October 3, 10, and 17), Part 3 is a webinar with RUSLE2 module work and homework.
- VA Rare, Threatened, & Endangered Species/VA Cultural & Historic Resources Protection: October 17 & 18, webinar. Register at the following links: October 17 9:00am, October 17 1:00pm, and October 18 9:00am
- DCR Conservation Planner Course: November 1-3, Buckingham County. To attend this course you must have completed or be in process of completing all other course work. To register, contact Carl Thiel-Goin.

DATES TO REMEMBER

October

- October 2 – Local CWFA winner applications and grand basin nominations due to DCR
- October 11 – Commonwealth Risk Management Plans & SWCDs, Zoom Webinar, 1:00, Register Here
- October 23 – VA Agricultural BMP and Cost Share Program Course, 9:00am, Join Here
- October 24-26 – Introduction to Conservation Engineering (ICE), Goochland

Other Dates

- November 1 – Ag BMP TAC meeting, Time and Location TBA
- November 1-3 – Final Conservation Planner Course – Buckingham County
- November 2-3, 8-9 – Turf & Landscape School 9:00-4:00, Chesterfield County Extension Office, Information Here
- December 3-6 – VASWCD Annual Meeting, Norfolk Marriott
 - December 6 – VSWCB Meeting, 9:00am

Andrew Faison, District Conservationist (NRCS)

- From Emporia. Went to LC Bird in Chesterfield for High School and to Virginia State University for College
- Deadlines can be backdated for NRCS so if you have someone interested in NRCS programs have them reach out

Environmental Quality Incentives Program (EQIP)

- 12/8 Eligibility deadline
- EQIP 1026

Conservation Stewardship Program (CSP)

- Working on the 6 CSP applications: Spending a little under 1 million

Pathways Program

- The pathways program is open for College students looking for a career in conservation, this is a paid internship program

VA NRCS Operational/Personnel Changes

- There is a new NRCS VA Resource Conservationist, she has just transferred from Florida

Staff Reports:

Brianna Moring- District Manager

Completed Tasks:

- Submitted PY24 Q1 Attachment E to DCR
- Created PowerPoint presentation for Farm Finance and Conservation Seminar at VSU (Asked by Governor's Office and VASWCD)
- Sent support letter for USDA Farm to School Grant Application
- Created certificate for Conservation Teacher of the Year
- Ordered more rack cards and updated VCAP to brochure
- Ordered butterfly garden seed packets with logo for outreach and events
- Fulfilled all invoices and bills for October payments

Ongoing Tasks:

- Creating Farmers Breakfast postcards and flyers and contacting speakers/partners
- Contacting caterers for Farmers Breakfast
- Creating Poster Contest certificate to send to participants
- Planning for our Audit of PY22 and PY23 (12/14)
- Planning for the PY24 Envirothon Program and contacting Teachers to gauge interest

- Maintaining Drill Invoices
- Maintaining contact with DCR and other partner agencies

Meetings:

- 9/27 VASWCD Board Meeting
- 10/11 Risk Management Zoom VASWCD
- 10/13 DEI Committee Meeting
- 10/15 CRLC Event at Maymont
- 10/18 Riparian Buffer Summit at Pocahontas
- 10/23 Farm Finance and Conservation Seminar at VSU
- 10/25 Envirothon Kickoff Zoom
- 10/26 VACDE Board Meeting
- 11/29 Farmers Breakfast
- 12/3-5 Annual Meeting in Norfolk

Committee Reports:

Finance: Greg met with Chesterfield's media department about getting our information on their website. Carey and Laura have been added as the elected officials. Greg has been taking training, including risk management. He asked if we were Bonded, and as an Agency, we are.

Personnel: The committee is looking to meet the week after the elections before the November Board Meeting

Legislative/Outreach:

- Gifford - Chesterfest
 - 26 new people signed up for our newsletter despite the fact that we had to work with limited space & share a booth with the Boy scouts
 - Thank you Director Laura Thompson, and her interns for volunteering - (Anastasia Nichols, Jeremiah Moore, Gifford Scott, Quinten Sierra, & Laci Powell)
- Laura - New Fellows
 - Lana Abed (Midlothian High)
 - Abby Taylor (Clover Hill High)
 - Welcome our two new fellows who will be helping run Farmers Resource Project. They both completed the internship and were accepted as fellows in management.
- Laura - Candidate Survey - Katherine GoldbachEhmer was chosen as the candidate survey project leader, as she is a nonpartisan member of the internship. She has chosen the due date to be October 8th. (#) candidates filled out the survey
- Jeremiah - Midlothian Day is October 21st, 10 am - 3 pm - The James River Soil and Water Conservation District will have a booth there, thank you Director Greg Powers for helping with setup for .

Staff/Director Comments:

Greg: I attended the Riparian Buffer Summit and our Forester had great things to say about working with Joe. I attended the Hampton Roads Ribbon cutting for the new General Assembly building. The Chesterfield School Board are planning on presenting Mr Zulauf with the Conservation Teacher of the Year award. I am working with Virginia Whitmer and Steve Living from Wildlife Resources on the best yard award for Chesterfield.

Laura: Thanks for your hard work and please remember to vote on November 7th

Adjournment:

- Scott moved to adjourn the meeting at 7:20 PM, Greg seconded: Passed

Respectfully submitted,

Brianna Moring, Secretary

Carey Allen, Chair