



**New York State Conservation District Employees' Association, Inc.  
Executive Board Meeting**

Holiday Inn  
Auburn, NY  
January 26 & 27, 2011

**Wednesday, January 26**

**Members Attending**

Steve Lorraine, President  
Jim Lieberum, Vice President  
Velynda Risley, Secretary  
Kristin White, Treasurer  
Brian Wohnsiedler, Member at Large

**Absent**

Polly Weigand, Division VIII  
Mike Latham, State Committee  
Judy Littrell, NYACD

**Division Representative**

Mark Gaston, Division I  
PJ Emerick, Division II  
Christine Watkins, Division III  
Jerry Verrigni, Division IV  
Lenny Croote, Division V  
John Persch, Division VI  
Kristen O'Dell, Division VII

**Partners**

Dennis DeWeese, NRCS

**Guest**

Corey Nellis, Montgomery SWCD

- I. **Called to Order:** Steve called the meeting to order at 11:03 AM with introductions.
- II. **Reading and Approval of Minutes:**
  - **A motion was made by Brian, seconded by Mark to approve the minutes as written. Carried.**
- III. **Correspondence:** The following correspondence were received:
  - Thank you letter from Northeast Employees' Association for paying 2011 Dues
  - Christmas card from Astor Boozer
  - Franklin County SWCD tree & shrub order form
  - E-mail from Brian Scoralick regarding personal loss Janet McCabe received.

**New Business:**

**C. CNMP Process:** Corey expressed his concerns about the private certification process to the Board on the CNMP process. He explained he has hired an agronomist to fill the vacant position of the CMNP planner. He has been working with State Committee on to determine how to maintain the current level of service as well as maintain a contract that has the ability to do that. It takes a roughly 1 year 9 months to have someone certified through the CNMP process. In the process of negotiating with State Committee to work with other private CNMP planner, Districts planners or NRCS planners to try to find other ways to contract with other agencies, private planner companies or District personnel put them on staff person to perform the certification. According to State Committee there is no share staffing and they're not interested in participating in a program like that. Approximately 30 individuals were contacted from the CNMP certification list and no one was interested. It's frustrating to see the program evolve over the last of couple of years be placed on hold for 2 years then start over again. The other concern is having a competitive salary for a planner. Mark stated it may become harder to be certified because it has been discussed in the past not having the CNMP class offered at the Water Quality Symposium every year but every other year. It was mentioned that a time frame needs to be set for reviewing. This is an agenda item at the State Committee meeting next month.

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#### IV. Reports:

##### A. Division Reports:

**Division I** – Mark reported the following:

- ✓ No meeting was held; however, staying in contact via e-mail
- ✓ Round table discussion at the manager's meeting on January 12
- ✓ Districts working on annual treasurer's report
- ✓ Tree & shrubs program is in full swing for everyone

**Division II** – PJ reported the following:

- ✓ Districts are working on annual reports
- ✓ Working with Division IV on a joint meeting
- ✓ Looking at CRP, Defensive Driving course and GIS training

**Division III** – Christine reported there was no division meeting. Counties are working on ag assessment; tree and shrub program; and annual reports.

**Division IV** – Appended to the minutes.

**Division V** – Lenny reported no meeting was held; however, Districts are active with tree & shrub program.

**Division VI** – John reported there was no meeting; however, Districts are working on annual reports.

**Division VII** – Kristen stated a held joint meeting with Division VIII on November 15 in Millbrook with Rich Lewis and Judy Littrell in attendance. She reported the following:

- ✓ Rich spoke about State Committees new staffing plan; performance measures; strategic plans and managers meeting. There is problem for the Southeast -- State Committee would like the Lower Hudson Coalition to handle the southeast area. Rich plans to retire March 31.
- ✓ Judy spoke about NACD annual meeting; legislative days and work with DEC regarding their staffing and impacts to Districts.
- ✓ Strongly emphasized the importance of awarding people who deserve to be recognized at the WQS
- ✓ Two new potential sites for the local Envirothon competition
- ✓ Need for Environmental Education Foundation Representatives
- ✓ 5 District's (Rockland, Orange, NYC, Suffolk, Nassau and Dutchess) are interested in watershed training and will be reaching out to Warren County SWCD to do the training.
- ✓ A local fire department taught CPR & AED to 15 people with everyone receiving certification from American Red Cross.
- ✓ Pelletizer is out and being used – moisture content is 12-15%
- ✓ Spoke briefly about the personal loss Janet McCabe received and asked if the Association would be willing to contribute funds. Discussion took place.

- **A motion was made by Brian, seconded by Velynda to contribute \$500 to Janet McCabe from the bucket raffle at the 2011 Water Quality Symposium. Carried.**

**Division VIII** – no one present, no report.

Suspended at 12:31 PM for lunch

Reconvened at 1:16 PM

##### B. Partner Reports

1. **NYSSWCC** – no one present, no report

2. **NYACD** – Judy was unable to attend; however, a report was submitted which is appended to the minutes.

3. **NRCS** – Dennis DeWeese reported the following:

- Astor Boozer has been detailed to the National Headquarter and Dennis will serve as Acting State Conservationist.
- Don Pettit has taken the State Conservationist position in New Jersey.

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- Some NRCS staff will be attending the Water Quality Symposium
- All NRCS programs are in continuous sign-ups.
- Reaching out to Districts on Contribution Agreements for Great Lakes Restoration Initiative (GLRI) and Chesapeake Bay watershed.
- NRCS is working on continuous resolution to mid-March. There is a proposal to roll back the federal funding to Fiscal Year 2008 which could result in a hiring freeze.
- Field offices Quality Assurance Reviews are being conducted. These reviews are on a 5 year rotation.
- Michelle Sense has been hired as the Chesapeake Bay Watershed Team Leader.
- Greater Adirondack RC&D Coordinator position has been advertised.
- No decision has been made for the DC position in Montgomery County.

### C. Committee/Meeting Reports

1. **Technical Development Subcommittee** – Steve stated he met with Paul Ray, Greg Albrecht, and Jeff Ten Eyck on where the TDP is heading and how stream line training between NRCS and Districts. The committee would like to develop a plan that meets both NRCS and Districts goals with the realization that there are certain requirements for NRCS that are not required of the Districts. Majority of the training will be cross-over training. There was mentioned of certifications from State Committee staff and SWCD certified in different disciplines. This is the first time it was mention that time funding to the certifications. This was concern for some people in the beginning. Some of the certifications consisted of cropland; farmstead, CNMP, pest management, pasture management. Paul Ray, NRCS, will be working with some individuals in the State Office to identify from a technical standpoint and base the curriculum on the training plan outline.
2. **Conservation Skill Workshop** – Christine stated a meeting is scheduled for May.
3. **Administrative Management Conference** – PJ stated there is nothing to report at this time.
4. **Envirothon Update** – Velynda reported the following:
  - Recipient of \$5,000 from the Iroquois Gas Transmission grant/donation program.
  - Conservation Society, Finger Lakes RC&D have sponsored the event with a commitment from NYACD for \$750.
  - Sandy and Blanche will be working a Senate Initiative funding close out
  - Volunteers are coming in slowly.
  - Appreciation was expressed by the Committee for allowing the printer and cam-corder be placed in the silent auction with proceeds going to the Envirothon.
  - Oral Presentation Statement will be available on the website by the first part of February.
  - It has come to the attention of the Envirothon Committee by a teacher that the old website ([www.nysenvirothon.com](http://www.nysenvirothon.com)) has inappropriate information that would give the wrong impression for both NYS Envirothon as well as NYSCDEA. The Board viewed the old website contents via CDEA laptop. Discussion took place. The Board agreed that the website did contain content not appropriate for the Envirothon or NYSCDEA. Steve will speak with person who handled the old website to resolve this issue.
5. **EFD and NYS Fair** – Kristin stated a meeting is scheduled for next week to go over ideas for themes.
6. **EEF** – Mark handed out copies of the 2010 Annual Report and a copy is appended to the minutes.

### V. Treasurer's Report:

- **A motion was made by John, seconded by Kristen O. to move into executive session. Carried.**
- **A motion was made by PJ, seconded by Mark to move back into general session. Carried.**

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- **A motion was made by Brian, seconded by Mark to retain Attorney Mike McConville and accounting firm of Bailey & Carr for auditing of finances prior to annual meeting. Carried.**

B. **2011 Budget** – Kristin handed out and reviewed the 2011 budget with the Board.

- **A motion was made by Mark, seconded by Kristen O. to approve the 2011 budget. Carried.**

Kristin reviewed the Treasurer's report with Board.

- **A motion was made by PJ, seconded by Jerry to approve the treasurer's report as presented. Carried**

Suspended at 4:45 PM

Reconvened at 8:36 AM

### Thursday, January 27

#### Members Attending

Steve Lorraine, President  
Jim Lieberum, Vice President  
Velynda Risley, Secretary  
Kristin White, Treasurer

#### Division Representative

Mark Gaston, Division I  
PJ Emerick, Division II  
Christine Watkins, Division III  
Jerry Verrigni, Division IV  
Lenny Croote, Division V  
John Persch, Division VI  
Kristen O'Dell, Division VII

#### Absent

Brian Wohnsiedler, Member at Large  
Polly Weigand, Division VIII

### VI. Old Business:

- A. **Water Quality Symposium** – Jim state there will be a meeting today with the hotel staff to discuss WQS. All AV equipment will stored in the Board Room which can be locked also registration coverage is needed. The awards are all set and he reminded Steve he would be responsible for the President Award if one is given. Steve will send out an e-mail for reports. Lenny stated the new employee water bottles have been order and the employee spreadsheet will be e-mailed to the Division Rep to forward to their respective counties to review for accuracy.
- B. **Frank Bratt Scholarship** – Mark stated 9 applications were received totaling \$3,265. Eight applications were ranked with one withdrawal. Polly officially abstained from any ranking. He recommends funding the top 4 applications with 5<sup>th</sup> application receiving partial funding.
- **A motion was made by Mark, seconded by PJ to approve Polly Weigand, Diane Fiorentino, Tiffany Pinheiro, Ryan Cunningham and Tucker Koutz. Carried.**
- C. **Ronny Raindrop®** - Velynda passed around the packet of information Blanche H. had assemble for the Board to review. Discussion took place. The Board would like to Blanche to send out an email to the Districts asking them to bring any spare parts of Ronny ® to the Water Quality Symposium to assess which items need to be replaced.
- D. **Fertilizer Tablets** – John stated the tablets have been received and they are at Cayuga SWCD office. He was concerned that the expenses wouldn't be covered; however, the expenses were covered by the cases sold. The numbers of cases are down this year.
- E. **Elections** – Jim stated Vice President and Member at Large are still open. This year odd Division are up for elections – current slate of Division Reps are interested in their respective positions.

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VII. **New Business:**

- A. **AEA Staffing Plan** – Kristen mentioned Lower Hudson Coalition to review the southeast. Mike or Brian will be covering the southeast when Rich retires.
- B. **Talent Pool** – PJ stated the website has been updated. He recommends the Board to review the website and let him know if there are any changes.

IX. **Other Business**

- A. **Resolutions** – Jerry reviewed the four (4) resolutions submitted by Otsego SWCD. Copies of these resolutions will be in the Water Quality Symposium packet.
- B. **Treasurer's Policy** – Kristin W. stated she has developed a Treasurer's Policy that depicts what financial reports are needed at the Executive Board meetings. Copies of the policy will be forward to the Board for review and approval at their next schedule meeting.

IX. **Next Meeting:** The next CDEA meeting date to be determined.

X. **Adjournment:** 10:50 AM

Velynda Risley

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Velynda Risley

Secretary

2/14/11

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