



Meeting Minutes
January 11 – 12, 2018
DoubleTree by Hilton Hotel Syracuse
6301 NY-298, East Syracuse, NY 13057

Executive Committee Members

Steve Lorraine, President
Chastity Miller, Vice President
Caitlin Stewart, Secretary
Kristin White, Treasurer
Doug Kierst, Member at Large

Division Representatives

Judy Bennett, Division I
Kelly Emerick, Division II
Raeanne Dulanski, Division III
Velynda Parker, Division IV
Laura Generous, Division V, via phone
Ben Luskin, Division VI
Erin Somerville, Division VII

Partners

Judy Littrell, NYS SWCC
P.J. Emerick, NYS SWCC
Greg Kist, NRCS

Absent

Blanche Hurlbutt, NYACD
Ann Marie Calabro, Division VIII
Brian Steinmuller, NYS SWCC



Minutes

I. Call to Order – Steve called the meeting to order at 10:11 a.m. with introductions.

II. Reading and approval of the November 2017 meeting minutes.

- **A motion was made by Velynda, seconded by Kristin to approve the minutes. Carried.**

III. Correspondence - Steve mentioned that he didn't receive any correspondence.

IV. Treasurer's Report – Kristin mentioned that she sent a year-end report for December and the income and expense for 2017. Steve inquired if the DNO expense is \$1,300 a year. Velynda replied that \$1,300 is approximately what her District pays. Steve inquired about the commercial package. Chastity replied the commercial package includes the trailers for the New York State Envirothon and New York State Fair, as well as liability insurance. Steve mentioned that incurrence should be covered by the vehicle towing the trailer. Kristin mentioned that the insurance is for office items including the filing cabinet. Steve inquired if a breakdown of all insurance items could be developed, and if this topic could be revisited during the next meeting. Kristin replied that she will prepare the insurance breakdown for the next meeting.

- **A motion was made by Caitlin, seconded by Velynda to accept the Treasurer's report. Carried.**

V. Reports

i. Division Reports

a. Division I – Judy B. shared her report when she arrived at the meeting at 1:08 p.m., appended to the minutes.

b. Division II – Kelly mentioned she reached out to all Districts and no one responded. Kelly continued that her county is completing Part B, grants, stream projects, and preparing the state reports for submission by the due dates. Doug mentioned that his District is completing reports, and attended the Governor's announcement for harmful algal blooms. Doug continued that 12 total lakes, 3 in Cayuga County, are being analyzed, and his county was asked to prepare a report for projects and funding. Doug mentioned that cold weather has created issues on dairy farms. His District is updating rules and regulations for the Owasco Lake Watershed. The Owasco Lake Watershed Council has a 501c3 and is looking to assume control of the Owasco Lake Watershed Inspection Program. Judy L. inquired how farmers are dealing with frozen transfer lines. Doug replied that to date, there has only been 1 incident.

c. Division III – Raeanne mentioned that her Division is busy with completing year end reports. Raeanne continued that someone raised a concern about an issue that a number of private planners are working with DEC on relating to the CAFO annual report. Steve mentioned that the annual reports are not out yet, and the language is not available. Steve continued that in the past, the plan was written according to standard, and that the change in the language states that all information in report is true and accurate. He mentioned that the report is populated by the farm, not the planner, and planners are reluctant to sign the statement. He continued that the language states "to the best of your knowledge," but planners are nervous. Judy L. mentioned this is the first time she has heard of this situation. Steve mentioned that the reports are due in March, and that the decision falls to the board and the certified planner to sign the document. Judy L. mentioned that this situation is a liability for the planners who sign the document. Steve mentioned that we will have to wait and see what the new document says.

d. Division IV – Velynda shared her report, appended to the minutes. Velynda mentioned she didn't reach out to her Districts. She continued that her division is completing projects and annual reports, and began work on their tree and shrub programs. Her Division jointly worked with Division III on the first flyer for the silent auction and bucket raffle. She mentioned that even divisions are up for reelection this year.

e. Division V – Laura shared her report, appended to the minutes. Laura mentioned that planning for 2018 has begun, and annual reports are being worked on. She continued that the years of service pins have been restocked for the Water Quality Symposium. She mentioned that in her county, there is confusion regarding the definition of an agricultural district.

f. Division VI – Ben shared his report, appended to the minutes.

g. Division VII – Erin mentioned that she did not reach out to her Districts. Erin continued that Dutchess County surveyed all municipalities for needs for new spill kits, purchased 80 spill kits of different sizes, and distributed them. She continued that in November, a rain garden was installed at a town hall. Work is being done to complete a WQIP grant for MS4s. Watersheds are being selected for NAACC inventory.

h. Division VIII – Ann Marie submitted her report, appended to the minutes.

Steve inquired if everyone has been able to spend the Part C funds. PJ replied that if funds have not been spent, they are minimal. Steve mentioned that he has heard of only 1 instance where funds are going back.

ii. Partnership Reports

a. NYS SWCC – P.J. shared the NYS SWCC report, appended to the minutes. P.J. mentioned that a question arose regarding how Districts should calculate hourly rates. P.J. continued that either the ag non-point source rate or a calculated hourly rate should be utilized. He continued that he is happy to offer a District Law training during board meetings. He mentioned that the next State Committee meeting will be held in February, and Districts are welcome to attend. He congratulated Districts and 56 farms that were funded under round 1 of the CAFO Waste Storage and Transfer System Program. He mentioned that Round 2 will be out sometime in 2018. Judy L. mentioned that Round 2 should come out in May, and Districts can access the OSC website and track their payments. He mentioned that the Empire State Chapter will meet on January 18. He mentioned that he sent Water Quality Symposium registration reminders to the DEC, the Ontario Wayne Stormwater Coalition, and county planning departments. He mentioned that harmful algal blooms are a growing concern, and he has assisted with the renewal process of an existing MOU between SWCC and DEC. He mentioned a HAB summit will be held in March. Judy L. mentioned that there will be 4 HAB summits. Judy L. continued that some summits will be open to the public and some will be invitation only. She continued that \$500,000 is available for HAB plans for 12 lakes, and Districts can utilize some of the funds for programs and projects relating to HAB. She mentioned that \$65 million will eventually go towards meetings, HAB wish lists, and existing programs, but not stand alone programs. She mentioned that there is a lot of talk about sewage systems. P.J. mentioned that the SWCC is working with Doug Kierst and Cornell University to develop modeling software, and the State Committee approved \$50,000 for the modeling software. P.J. continued that Districts will be used as pilot for this program that can be used to model buffers and wetlands. He mentioned that the program could be available to all Districts and is an excellent tool. Doug mentioned that he is involved with developing the modeling software. He continued that Basin Builder is being utilized to take LIDAR data down to 1 or 2 foot contours to rough in where the basin should go in the field, and calculate fill move and price. Doug continued that the software is used in Iowa, and Minnesota, and he is anxious to see if it works for a state like New York with more topographic relief. He mentioned that his District will determine if the program saves time on surveys and design elements. PJ mentioned that perhaps all Districts could utilize the new technology and obtain data from the program.

Judy L mentioned that maple is the latest commodity to the NY Grown and Certified program. Judy L. continued that NY maple producers met and rolled out food safety for NY Grown and Certified. She mentioned that she contacted Steve Childs who said that New York Maple Producers Association should be contacted for questions. Chas mentioned a maple producer passed along information to her District, and said an online module is in the works. Judy L. mentioned that producers should contact regional maple producers or Helen Thomas at the state office. Judy L. continued that all commodity groups meet this winter, and NY Grown and Certified was asked to be at all of the meetings. Ben inquired about the procedure that should take place if a dairy farm also has maple. Ben inquired if the entire farm would have to go the tier 2 for just the maple portion. Ben continued that his county has a few CAFOs that also produce maple. Ben inquired if these farms would have to go through the entire process. Judy L. replied to focus on just the maple because the CAFO is already in place. Steve inquired if there is a maple worksheet. Judy L. replied no. Judy L. mentioned one farm would have the tier 2 evaluation, and maple production would be looked at. Velynda mentioned that she received 2 inquires including a Christmas tree farm. Velynda continued that landowners may only interpret what they want, with the expectation of only the tier 2 worksheets. Judy L. mentioned that Pride of New York is no longer funded. Chastity mentioned that growers under Pride of New York may have had a difficult experience with the program ending, and may not wish to apply for this new program. Kelly mentioned that she targeted some fruit and vegetable farms and all AEM program participants with NY Grown and Certified postcards, and she did not receive any responses. Judy L. mentioned that smaller producers are fine without the program, and NY Grown and Certified has more meaning to larger operations.

Judy L. received clearance to redo the mini website for Soil and Water on the Ag and Markets website, and this will be a work in progress. Judy L. continued that CAFO storage issues exist, and the State Dairy Issues Team is looking into offering trainings to farmers addressing storage issues. She mentioned that the new AEM banner is complete and brought it to today's meeting. She mentioned that she would like to order banners that are more durable, and inquired if banners would be useful for Districts to display. Kelly replied yes, she thought Districts may be interested in the AEM banners. Doug inquired if an AEM table cloth could be developed. Judy L. mentioned that a tri fold display will also be developed. Kelly inquired if an email could be sent out state wide regarding the banner, asking if Districts could order them. Judy L. replied that individual banners could probably be ordered and paid for by individual Districts. Judy L. mentioned that photos are available for District use.

Judy L. mentioned that she approached by Jessica Zimm of the Birthing Center at NY State Fair's Environmental Stewardship and Education Program. Judy L. mentioned that Jessica inquired if Districts would be interested in developing and hosting a stand-alone tent near the Birthing Center, staffed by 1 or 2 District employees, and Birthing Center volunteers could cover the environmental component of the booth. Judy L. continued that industry partners, private planners, and passionate farmers could talk about nutrient management practices. She continued that a simple interactive display could include equipment and TVs. Judy L. inquired about CDEA's thoughts regarding the Environmental Stewardship and Education booth at state fair near the dairy cow birthing center. Kristin replied that she thinks it is a great idea, but does not see District volunteers staffing a second booth because finding volunteers to staff the SWCD booth is challenging enough. Kristin mentioned that she personally does not want to take on

another booth project. Kelly mentioned a separate committee would have to be formed. Doug mentioned staffing would be difficult, but there may be some opportunities. Kristin mentioned that night and weekend shifts are difficult to fill. Judy L. mentioned that she understood where CDEA was coming from. Kelly mentioned that the new booth may draw staff passionate about promoting farms, and an AEM perspective could easily be displayed at the Birthing Center. Kristin inquired about a budget. Caitlin mentioned that if this idea is supported, it could be added to the passport game for the State Fair that was discussed at a previous CDEA meeting. Chastity mentioned that a gift basket could be a giveaway for the passport game.

Judy L. mentioned that there has been talk of the development of a bimonthly newsletter to increase communication about programs. Steve mentioned that board reports could be more in depth. Chastity mentioned that the board reports she receives are very nice. Steve mentioned that he could disseminate the State Committee board reports to his board of directors and employees. Judy L. mentioned that Julie Burlinski is a new staff member at SWCC, and she is overseeing data management.

Steve mentioned that it is the time of year for reporting performance measures, and he has received phone calls inquiring about how to fill out the forms. Steve mentioned that having different staff members review the form is a good idea to help guarantee the report is correct. He continued that your State Committee representative may be able to review and comment on the form before it is submitted. He mentioned that major changes in performance measure won't come until next year.

Suspended for lunch at 11:48 a.m.

Reconvened at 12:23 p.m.

b. NYACD – Blanche submitted her report, appended to the minutes. Doug inquired if Blanche is now the Executive Director. Velynda replied yes. Chastity mentioned that Blanche is working on a calendar and District staff can email her important dates to add to the calendar.

c. NRCS – Greg mentioned that he wished to thank CDEA on behalf of NRCS for organizing and hosting the Water Quality Symposium and Conservation Skills Workshop. Greg continued that these trainings are important for NRCS staff, and it is a pleasure to have the leadership with these types of trainings. Greg mentioned that Farm Production in Conservation is a new initiative organized with the Farm Service Agency and Risk Management Agency. Changes are coming to NRCS regarding FPAC leadership. The Secretary of Agriculture came out with another new initiative, and all 28 agencies will function as one USDA, and work and focus together. Regarding the FPAC business center, national teams for HR work are being organized, and a merge will occur. 14 different committees have been established, and office space will be analyzed regarding who is in the location with NRCS. Only 4 counties across the country have different FSA and NRCS office locations. The FPAC and USDA collaboration could be a very good thing. Greg continued that NRCS is in the midst of a change, how much change is questionable, but things will be different. Greg mentioned that he looks forward to those changes, and he is in the process of notifying staff to expect changes. The lack of leadership is worrisome. Secretary of Agriculture Perdue has yet to approve a Deputy Secretary and there still is not a new NRCS Chief.

EQIP totals \$10.6 million, applications will be funded on January 16, and 300 or 310 contracts will be funded. Sign up for the Conservation Stewardship Program is from January 17 through March 2, and this is the largest NRCS program across the country, totaling 60,000 acres. Greg mentioned that he highly recommends the National Conservation Planning Partnership webinars that are being held that highlight conservation planning. The NACD annual meeting is in Nashville. The NCPP meeting will be held, and input is encouraged.

Greg mentioned there is will be no permanent budget continuing resolution until January 19. This is problematic in many ways. Programs can't move forward because a permanent budget is not in place. A government shutdown would affect NRCS partners. HQ is not worried about the continuing resolution. This isn't unique, but it is a hindrance, troublesome, and hard to manage. NRCS is still focused on getting the work done.

Greg mentioned that in regards to staffing, a pathways intern begins work in Auburn, and 3 full time soil conservationists begin work at the field office level. Greg continued that hiring has been restricted, and more NRCS staff is needed. 35 vacancies exist without an opportunity to fill those positions. There is a downward trend in the staffing numbers due to a staffing cap. The Secretary wants to build a business case for every position NRCS has. Requests have been submitted to the Department to fill positions. There are 7 vacancies from attrition, and being able to fill those would be a great opportunity. Partner agencies of NRCS have been communicating to the Department that NRCS does not have enough staff to get the work done. A proposal is being developed for a plus up, 10396 employees is the top number, and using a work load analysis, New York's allocation is 143 employees. Greg mentioned that closer to 180 employees are needed, but he is ignored.

Greg mentioned that that the New York State Fair Board came to NRCS with an opportunity to move locations to a space near the pond in front of the Birthing Center because the current location is not ideal. NRCS would be given a permanent site next to the new DEC location near the pond. Partner involvement would be helpful for the move. Greg inquired if CDEA was interested in partnering with NRCS to share the permanent space. Greg continued that perhaps FSA or NYACD could also be involved. A group could come together to discuss site development going forward for the future. NRCS will move forward into the new permanent space. Kristin inquired about the annual cost per year for the permanent building. Greg replied that NRCS has not paid a dime for the permanent building. Kristin mentioned that a safety group built their own ACD building, and that one year, it was taken over by state police. Kelly mentioned for Greg to send the information to Kristin, Chair of the State Fair Committee, for review. Doug mentioned that if the new space is close to Judy L, volunteers could occasionally assist at the Birthing Center. Greg mentioned that nothing official has yet been received from the NYS Fair but once he receives the documents in writing he will share that information with Kristin. Kristin mentioned that SWCDs would run an ad to alert the public of the new location who may be expecting to find the SWCD booth in the old location. Steve mentioned that he is interested in pursuing this opportunity, and to please follow up with information.

Raeanne mentioned that she has received feedback within her division regarding EQIP sign ups. Raeanne continued that quite a few people are unhappy with the new changes to the EQIP

process because their project wasn't addressed in time for the required plan development to take place before the deadline. Greg replied that he has heard same story from many locations. Greg continued that NRCS is in a transition period, and a requirement states that all applications must have a full conservation plan in place in order to compete for funds. He mentioned that staffing is in issue, and 400 – 500 plans will be completed this year. Raeanne mentioned that the term “plan” is confusing to the participants. Greg replied that education effort is needed to designate what a conservation plan is, and that a CAFO plan is a component of a conservation plan. Greg continued that NRCS needs to educate the public about the differences of the CAFO plan and the conservation plan. Steve mentioned when information is requested of planners, they submit that information in a timely fashion, but, often, no contact is made until an ineligibility letter is received due to the lack of a conservation plan. Steve continued that this is a difficult situation. Steve mentioned that Districts are willing to help solve the problem. Steve inquired about possible ways that Districts can bring other people in to get money on the ground. Greg replied that most NRCS staff members are certified conservation planners, and an issue arises when partners including Conservation Districts, the Audubon Society, and Quality Deer Management, want to write conservation plans for NRCS who may not be certified conservation planners. Greg continued that if these partners are not certified conservation planners, NRCS cannot allow that assistance. Steve mentioned that New York State does not fit into the national model because NYS has its own system for the planning process. Steve mentioned that we want to work together with NRCS to help solve this problem that is turning many people away. Steve mentioned that the 4 way partnership should have an opportunity to get together and discuss the situation, and he would be happy to organize a meeting. Greg mentioned that this is a discussion NRCS needs to have. Chastity inquired about the best way to obtain a list of the requirements and classes. Greg responded to contact Dale Gates who coordinates the certification of conservation planners.

VI. Committee / Meeting Reports

i. Conservation Skills Workshop – Steve mentioned he spoke with Mark Burger, and the workshop showed good attendance and comments. Chastity mentioned that planning will begin in May.

ii. Envirothon Committee – Blanche L. Hurlbutt, NYS Envirothon Chair, submitted the report, appended to the minutes. Chastity mentioned that the event will be held May 23 and 24, that volunteers can register online. Chastity continued that fundraising posters have been created, and that this year's costs will be more because the national event is in Idaho. She mentioned that she will establish a Go Fund Me page.

Judy B. arrived at the meeting at 1:08 p.m.

iii. Frank Bratt Scholarship – Judy submitted the report, appended to the minutes. Judy inquired if scholarship funds could be utilized to pay for hotel rooms for people to attend trainings. She continued that, in the past, funds have been used to pay for hotel rooms to cut down on long distance travel. Kelly mentioned that if the past model has been to pay for hotel rooms, this model should not be changed, and the bylaws do not say that hotel rooms are excluded from scholarship funds.

Judy mentioned that 3 people who applied for this round participated in a CCA training already held before the Frank Bratt Scholarship funds were awarded. She continued that the applicants stayed at a hotel, and did not provide certificates of completion for the course. All 3 applicants placed in the top 3 for this round of applications. Steve mentioned that unless there is a sign in sheet, it is difficult to prove they took the training. Kelly mentioned that a letter from the presenter could be obtained, proving the participants took the course. Judy mentioned that the applicants applied for reimbursement for a course already attended. Kelly inquired if the District Manager could verify that the staff members attended the training. Velynda replied that the bylaws should be followed. Steve mentioned that if they can produce proof they attended the course, they should be eligible for reimbursement, but, if they lacked proof, that would deem them ineligible. Caitlin inquired if the 3 people received any handouts at the training. Judy replied yes. Judy continued that a form letter will be developed and, for this round now, require that they submit the handouts for reimbursement.

Judy mentioned that \$14.78 will be removed from the budget.

Kelly inquired if exam fee exclusion language should be included in the application. Steve replied no, because the application clearly states that only trainings will be funded. Judy mentioned that maybe the application should state only 1 class, not a group of classes, can be applied for.

Judy mentioned that all of the past scholarships have been paid out, and that the 2 year deadline has helped.

- **A motion was made by Chastity, seconded by Caitlin to approve Frank Bratt scholarships for Megan McAnn, Katie Sommerfeldt, Katie Cappiello, Ian Priestly, and Corrina Aldrich for a total of \$1,485.22. Carried.**

iv. State Fair Committee – Kristin mentioned that there is nothing new to report.

v. Environmental Education Foundation Committee – Ben mentioned that a recent meeting was held. Ben continued that Chastity Miller and Maxine Appleby are now on the committee as the New York State Envirothon representatives. He continued that end of the year reports are being completed, and the bylaws are being changed to make it easier for the quorum. Ben mentioned that Mark Gaston received a \$100 scholarship. Chastity mentioned that she is developing solicitations for the New York State Envirothon to cross reference with the EEF.

vi. Northeast Association of Conservation District Employees – Velynda mentioned that meetings have been attended, and a meeting will be held at the end of the month. Velynda continued that Jeff Parker sits on the National Conservation District Employees Association board and that she follows suit. She continued that a class will be held on the last day of the symposium discussing soil health, the national conservation planning process, and ways to disseminate information through the partnership. She mentioned that concurrent sessions will take place, and that Jeff sits on the natural resource policy committee. She mentioned that NRCS provided a grant to the northeast region for partnership capacity and integrate the next generation of leaders into the conservation movement. NACD will be convening leadership from across

the conservation partnership in the Northeast to identify opportunities and challenges. The Steering committee will map a leadership development strategy to carry the region into the future.

vii. New York Invasive Species Advisory Council – Caitlin mentioned that she called into the meeting on December 19. She continued that updates were given regarding the hemlock woolly adelgid infestation in Lake George on Prospect Mountain; oak wilt infestation in Glennville; European cherry fruit fly, a new pest to Niagara County that adversely impacts orchards; the relationship between pollinators and invasive species; and a cultural impact survey if invasive species.

viii. Municipal Assistance Subcommittee – Kelly mentioned that a meeting has not taken place in a while.

ix. Operations Manual Committee – Steve mentioned that there is nothing new to report. P.J. mentioned that Jennifer will present the Operations Manual at the Water Quality Symposium.

x. TAC – Steve mentioned that a meeting took place in November, the round 24 RFP was reviewed, and recommendations to state committee were made that were approved at December meeting. He mentioned that TAC meets as needed.

Suspended at 1:45 p.m.

Reconvened at 2:16 p.m.

Greg Kiest left at 2:16 p.m.

VII. Old Business

i. Update for CDEA stormwater online 4 hr. course – Kelly mentioned that her office has been working on the online course. Kelly continued that the I-Spring software was purchased. She continued that some missing audio needs to be addressed, and some elements need to be added. She mentioned that the goal is to have a draft version ready for review by Don Lake, Dave Gasper, and Jim Liebrum by January 18, who will make any necessary changes. Kelly mentioned that her staff members are researching ways to launch the video on the CDEA website. She mentioned that at the end of the presentation, the participant will click a link for completion, prompting an email to Kristin, and an automatic certificate from the Google Docs form will be generated. She mentioned certificates will be emailed and wallet cards will be sent by Kristin. Kelly mentioned that regarding the wallet cards, the trainer is NYS CDEA. The website link is unique to each individual participant.

ii. Discuss on Admin Conference and Admin Conference Committee support - Steve inquired if the committee was interested in offering a CDEA sponsored Admin Conference, and what would it look like. Judy mentioned that the conference began as an administrator event, then managers were added, and later it was combined with NYACD. Chastity mentioned that it has been challenging finding someone to chair the committee. Steve inquired about the need for the event if no one is interested in stepping up to organize the conference. Velynda replied that if no one steps up to serve on this committee, there is no need to organize and hold the conference. Raeanne inquired about the budget for the conference.

Kristin replied the budget is \$3,000. Raeanne mentioned that there is a need for new District clerks to be trained, and the clerks who have worked for Districts for 5 or 10 years are now looking for more advanced courses. Raeanne inquired if a reimbursement opportunity could be offered for clerks to attend a course instead of organizing and hosting a conference. Judy mentioned that she does not agree with administrative training reimbursements because the Frank Bratt Scholarship is established for those opportunities, and anyone may apply, including clerks. Steve inquired if these trainings could be supplied by the CDEA as needed to make sure that our members have the training they need to do their job. Kristin replied that a poll could be sent to District Managers requesting clerk training needs. Doug inquired if money could be put towards Division meetings, making trainings more accessible. Judy mentioned that clerks' forums are held throughout the year. Chastity mentioned that the HR course offered at the Water Quality Symposium is being taught by an outside firm aimed towards clerks. Judy mentioned these issues can be discussed during the clerks' and the managers' forum. Steve mentioned that if a need arises, CDEA will have time to organize a conference for this year.

iii. Follow-up on NYS ESC Certification & MOU- Kelly mentioned that the steering committee will meet and finalize the program by the end of January, and have it ready to roll out at the Water Quality Symposium. Kelly continued that a menu could be added to the CDEA website for program policies and procedures. Chastity mentioned that at this point, no one has signed up for the exam at the Water Quality Symposium. Steve mentioned that many Districts have not yet signed up for the symposium, and sign ups shouldn't be a concern at this point. Kelly mentioned that she let the steering committee know that CDEA is setting the prices for application, renewal, and the workbook. Steve mentioned the fees will be as follows: application at \$150, review course at \$125, exam at \$100, and renewal of certification at \$100. Kelly mentioned that she will send this information to Michelle McDonald and the Division Reps. Kelly continued that a generic contract needs to be drawn up between CDEA and Chemung County SWCD including deliverables.

Doug Kierst left a 3:30 p.m.

iv. 2018 WQS discussion to include policies/procedures – Steve mentioned that the policy for compensating instructors for the Water Quality Symposium is decided by the CDEA Vice President. Steve continued that NRCS cannot accept a free room or meal from CDEA if they instruct a course. Chastity mentioned that she will make the comp decisions.

v. Discussion on Ag Waste Management funding RFP – Steve mentioned that there is nothing new to report. P.J. mentioned that things should run smoothly from the State Committee.

vi. Renewal of Ronny Raindrop trademark- deadline 2019 – Caitlin mentioned that she will contact Alpa V. Patel of Hiscock & Barclay LLP within the next few months to begin the trademark renewal process.

vii. 2 Hour NYS DEC MS4 inspector training program for Districts - No movement until new MS4 permit is issued – Kelly mentioned that there is nothing new to report.

VIII. New business

i. NRCS contract - Steve mentioned that a new contract was signed with NRCS for Conservation Skills, the Water Quality Symposium, and the New York State Envirothon for \$50,000 over 5 years.

ii. 2018 budget discussion - Chastity mentioned that \$2,500 was budgeted for ESC certification. P.J. mentioned that the Level 1 Tech Training could take place every other year, or as needed. Chastity inquired about a state wide manager's meeting. P.J. replied it makes sense to hold a state wide managers meeting and hopefully this will take place. Steve mentioned \$1,000 for office supplies seems like a lot. Kristin replied that computer technical issues needed to be paid for last year.

Kelly and P.J. left at 4:25 p.m.

- **A motion was made by Velynda, seconded by Erin to accept the 2018 proposed budget and include the budget in the Annual Meeting at the Water Quality Symposium. Carried.**

Suspended January 11, 2018 at 4:29 p.m.

Reconvened January 12, 2018 at 9:01 a.m.

Executive Committee Members

Steve Lorraine, President
Chastity Miller, Vice President
Caitlin Stewart, Secretary
Kristin White, Treasurer
Doug Kierst, Member at Large

Division Representatives

Judy Bennett, Division I
Raeanne Dulanski, Division III
Velynda Parker, Division IV
Ben Luskin, Division VI
Erin Somerville, Division VII

Absent

Kelly Emerick, Division II; Laura Benedict, Division V; Ann Marie Calabro, Division VIII; Blanche Hurlbutt, NYACD; Brian Steinmuller, NYS SWCC; Judy Littrell, NYS SWCC; P.J. Emerick, NYS SWCC; and Greg Kiest, NRCS,

IX Old Business (continued)

i. Request for Reimbursement – Doug mentioned that the request for reimbursement form has been updated with the new CDEA logo. Kristin inquired if Doug could email her the document. Doug replied that he will follow up.

ii. Water Quality Symposium continued – Chastity passed out a summary sheet including food, entertainment, and the silent auction. Chastity continued that the Farmers Market / Resource Fair and social time including board games will be held on Tuesday night, the Old Maine bluegrass band will play Wednesday night, and a DJ is scheduled for Thursday.

She mentioned that Dean Moore will announce the silent auction and bucket raffle winners in the center of the room, and Division Reps will disseminate the items to the winners. She mentioned

that she will send an email to Division Reps reminding banquet attendees to pay for auction items and pick them up on Thursday night, and bring payment forms with them. She mentioned that silent auction and bucket raffle information will also be available on signs. She mentioned that classrooms will be established after registration is complete, rooms will be available for partner meetings, and AV equipment will be locked in a room for safe storage. Chastity mentioned that 1 room will be available for a staging or storage. She mentioned that the Farmers Market and Resource Fair will be held in the same hallway as last year, and the Huron Room will also be available for vendors, with 10 tables in each area. She mentioned that a Passport Game will encourage everyone to visit all vendors, who will place a sticker on each passport, and participants who visit all vendors will receive 20 free bucket raffle tickets. Velynda mentioned that people can purchase tickets from her or Raeanne. Doug inquired if a volunteer will be available in the room at all times for bucket raffle. Velynda replied that the bucket raffle room will be closed during classes, open during breaks, and tickets will be sold at registration table. Velynda continued that if CDEA executive committee members or division reps are free, they can monitor the room to sell tickets during classes. Velynda mentioned that items will need to be moved to the banquet room on Thursday night and displayed along the back wall, and the hotel offers carts to make moving easier. Chastity mentioned that the hotel provides 8 complimentary tables for the raffle.

Chastity mentioned that AV will be provided by Districts and partners, and all guest rooms has refrigerators. Steve mentioned that Mark Burger will line up keynote speakers. Chastity mentioned that Brian Steinmuller, Steve Lorraine, and Caitlin Stewart (farmers market / resource fair) will provide opening words, in addition to housekeeping and hospitality suite information. Erin mentioned that she will call Jim Liebrum and invite him to be the MC for the awards ceremony.

Chastity mentioned that regarding the annual meeting packet, Divisions are requested to report on a few significant highlights and their responsibilities. Steve inquired if Division reps provide Division reports instead of individual county reports. Judy replied yes, and something unique can be reported on in addition to each Division's duties. Kristin mentioned that she has a label maker. Steve inquired if the report could be offered again in digital format to display on a projector. Chastity replied yes, the report will not be printed but available in digital form. Kristin mentioned that the annual report is emailed statewide before the Annual Session. Steve mentioned that he will email Division Reps a request for their reports to include in the packet. Chastity mentioned that partner reports will take place on Wednesday night. Steve mentioned that he will send invitations to partners (State Committee, NYACD, NRCS) for the banquet on Thursday night and Wednesday night. Chastity inquired if we can omit the elevated platform for the CDEA Executive Committee and Division Reps during dinners. Kristin replied yes. Judy mentioned that milk is not available for drinks. Chastity replied that she will look into milk.

Steve inquired if past Croney award recipients should be recognized with a ribbon or corsage. Kristin mentioned that, in the past, past Croney award recipients were recognized, and she will order corsages and boutonnieres, and will need a list of past winners. Steve mentioned that he and Caitlin will redo the program. Caitlin mentioned that she will make a flyer for entertainment. Chastity mentioned that Nichelle Billhardt is the nominating committee. Erin mentioned that awards are due next week, and not many applications have been submitted.

Steve mentioned that he asked Division Reps to send out reminders for the awards. Erin mentioned that she ordered roses for last year's Croney award winner, and inquired if she should order flowers for this year's winner. Caitlin replied to omit the flowers. Erin mentioned that she will order boutonnieres and corsages, for past and this year's Croney award recipients.

Chastity mentioned that there is a screen in the banquet room for slideshows, and she will run photos from Districts during cocktail hour. Steve mentioned to make certain photos are safety compliant.

Doug mentioned that he wished to congratulate Chastity on an incredible job organizing this year's Water Quality Symposium, and the CDEA Committee and Division Reps in attendance all agreed.

Chastity mentioned that she will make the packets and name tags.

Steve mentioned that he wished to thank Kristin for all of her hard work that has gone above and beyond her duties, and the attendees agreed.

Chastity mentioned that a burner or track phone would be beneficial for communication during the Water Quality Symposium regarding weather related issues, instructors who cancel, and emergency situations. Chastity contained that the emergency phone number would be available on the CDEA website, emailed state wide, published in the registration packet, and mentioned during the opening session.

- **A motion was made by Velynda, seconded by Erin to authorize the purchase of a track phone for emergency use at Water Quality Symposiums. Carried.**

Kristin mentioned that she completed a test run on the Apple iPad, and a tab can be set up to highlight changes in classes to keep the website up to date. Chastity mentioned that sign in sheets, CCA sheets, and room monitors are needed. Steve mentioned that the hospitality room opens at 11 p.m. to prevent interference with entertainment. Ben mentioned an email will be sent out requesting people to room near the hospitality suite. Caitlin mentioned that she will bring cutting board and knives, and mentioned John Persch has taken care of the food. Caitlin mentioned that if the committee knows of any contractors or wineries that may be interested in participating in the Farmers Market and Resource fair, to send along their contact information to her. Caitlin mentioned that Farmers Market and Resource Fair registration is low. Ben inquired if the fertilization tablets could be made available again at the registration table. Chastity replied that the tablets can be stored in the Shelby Room. Caitlin inquired if the New York State Envirothon Oral Presentation totes and information will be available for pick up at the registration table. Chastity replied yes. Kristin mentioned that Oral Presentation packets will be mailed to the New York City Districts. Steve mentioned that he will invite a guest speaker to present on Thursday night. Kristin mentioned that John Persch will organize the gun raffle. Kristin inquired about Water Quality Symposium event surveys. Chastity replied that we will look into Survey Monkey, and she feels people may be more likely to complete an online survey instead of one that must be mailed or completed by the end of the Symposium. Steve inquired if course certificates should be omitted because proof of course attendance is sometimes needed.

Steve mentioned the sign in sheet would suffice. Caitlin mentioned that she would be happy to develop the Survey Monkey form. Chastity mentioned that the Double Tree Hotel donated an overnight stay and breakfast for the raffle. Chastity inquired if Caitlin could contact John Persch to make sure the cheese is precut. Chastity mentioned that the hotel provided free copies.

iii. CDEA Logo – Steve mentioned the CDEA logo is not copyrighted. Caitlin mentioned that the new CDEA logo was specifically developed for CDEA and it should be branded for this organization only, not other Districts. Steve mentioned that Districts can use it if they want because it's not copyrighted but Districts are encouraged to create a logo highlighting their own District. Ben mentioned that a person inquired if they could use the CDEA logo for their District, and Ben replied no. Erin inquired if anyone has had trouble using the new logo. Chastity replied no.

X. Next meeting – TBD in May, 2018.

XI. Adjournment

- **A motion was made by Caitlin, seconded by Kristin to adjourn at 10:24 a.m. Carried.**



Caitlin Stewart
Secretary

**Division I Report
January 11, 2018**

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Working diligently on Year-end reports.
- Planning for our annual meeting to be held in February.
- Working on the planning for the 10 NYS Grown & Certified Specialty Crop Grants.
- Closed out a Round 19 Ag NPS grant.
- Will be closing out a Round 22 Ag NPS grant contract soon.
- Hosted the WNY Soil Health Alliance workshop on December 20 with 114 participants.
- Participated with the NRCS Local Working Group meeting.
- Spring Tree & Shrub Sale is underway.
- Starting to plan for the Niagara/Orleans Regional Envirothon.
- Working on Soil Group Worksheets for Ag Value Assessments.
- Working on AEM Year 13.
- Working on designs for several BMP's to be completed this coming construction season.

Niagara County SWCD reported the following:

- Normal year end reporting
- Working on closeout of Round 20 grant
- Submitted application for USFS- GLRI Cooperative Weed Management Area grant to control Japanese knotweed in Niagara County
- Research on inter-seeders as we are considering purchasing one with Part C money for use by Niagara County farmers

Cattaraugus County SWCD reported the following:

- Completed a manure storage and associated practices under Round 22 of Ag NPS.
- A Round 20 Ag NPS manure storage was also started, then winter set in so it won't get completed until this spring.
- Work on Round 1 farms for the Southern Tier Ag Industry Enhancement Program is mostly completed. 3 remaining farms are nearly complete but time extensions were needed due to lack of contractor availability and onset of winter weather.
- Our staff was very busy completing several erosion & sediment control projects including hydroseeding, streambank projects, and rock lined ditches using Lake Erie Watershed Protection Alliance program funds.
- 4 streambank stabilization projects were completed in summer and early fall.
- We took over the ag plastic baler from Chautauqua County, and our staff has done some baling this fall on a few farms. We are currently looking into available markets for the material, and our county Solid Waste Division has been assisting us by providing a building to store the machine in, as well as logistics for locations to load out the material.
- Our District was awarded funding through WQIP for road ditch stabilization projects, including hydroseeding, rock linings, check dams, and other critical area stabilization practices. Part of the funding will go toward purchase of a hydroseeder.

- Our District had one farm selected for the first round of the CAFO Manure Storage & Transfer Grant Program. We anticipate additional farms participating in upcoming rounds, as they get design work done.
- As with all Districts, the New Year brings annual reports, tree & shrub, Envirothon, Round 24 Ag NPS, and so on, so of course we are getting in deep on all of that.

Genesee County SWCD has no updates at this time.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative



NYSCDEA, Inc. Division IV Report

- ✓ **Bucket Raffle/Silent Auction flyer has been sent to Ag & Markets for forwarding onto Districts (jointly with Div. III)**
- ✓ **All Districts have provided their employee update and the info has been sent to Laura**
- ✓ **Division IV Rep position is up for election this year which will take place at WQS**
- ✓ **Two districts have registered for NYACD Legislative Days and a reminder email has been sent out**
- ✓ **Three Districts have been awarded four (4) applications under the CAFO Waste Storage & Transfer System totaling \$1,539,497**
- ✓ **Districts are gearing up for their annual tree & shrub sale**
- ✓ **Districts have or will begin working on the annual reports which are due by February 15**
- ✓ **Some District have registered for the WQS**

**Division V: Clinton, Essex, Franklin, Hamilton, Warren
January 11-12, 2018 NYCDEA Meeting, Syracuse, NY**

Division Wide

- Working on and submitting NYSSWCC reports
- Closing out 2017
- Planning for 2018
- Annual reports are being worked on
- Pins are in for years of service recognition for WQS

Clinton County

- No update

Essex County

- Started working on ag values that have come in over the summer
- Met with Towns about forest management ideas
- Finished construction on most AgNPS projects, will be working on close outs this winter
- Received one LCBP for culvert replacement project in Westport
- Laura Benedict is now Laura Generous! She got married in November
- Ag Districts meeting with Town Supervisors went over well and cleared up many questions

Franklin County

- Received 4 CAFO grants! YAH!?!?!?
- Received first LCBP grant in over 10 years for culvert surveying in the Lake Champlain Basin of Franklin County. This is about 150 culverts. Kristin did an awesome job on writing this grant!
- Part C Projects were very successful. Helped all schools in the county, a no till/ soil health program, invasive species program raised beetles for purple loosestrife, Conservation in the Community program, water sampling and much more.
- Office location moving to another location in the building. Address will remain the same, the new phone number will be (518) 561- COWS (2097). The move will most likely occur in mid-February

Hamilton County

- Presentation to Board of Supervisors
- Distribute Field Guides for Erosion and Sediment Control to County Highway Departments
- Begin work on the development of a 25 Year Trends Analysis Report for Hamilton County Lakes

- Complete Mohawk River Watershed Reports on Invasive Species and Hydroseeding Projects
- Completed work on Upper Hudson Revitalization Plan- Invasive Species Chapter
- Plan for Erosion and Sediment Control Training in Indian Lake on 2/13/2018
- Complete field work for this year on County Emergency Tower access road
- Hosted an information booth at Hamilton County Health and Benefits Day that was visited by 48 people who inquired about invasive species and water quality
- Conservation Field Day awards ceremonies for 5 schools honoring winners of the essay and poster contests

Warren County

- 2-3 board members will be attending Legislative Days
- Getting involved in more facets of Hazard Mitigations- municipal requests and assistance
- Using a drone with the Lake George Association to determine extent of ice dam on Hudson River. When this ice dam moves, it usually causes road closure in 3 towns and on county roads.
- New director for board- Tim Thomas
- All staff plan on attending WQS- great job pulling it together
- Our office is involved in the HAB issue (Lake George). No bloom's yet, but since Skaneateles had one the state is concerned enough about LG.

Division 6 Report

January 2018

Division 6 meeting was held on December 18th

Fertilizer Tablet orders are coming in

Albany County

- Installed a total of 67 Pet Waste Disposal stations in municipal parks around the county, including 3 at Albany International airport using Part C funding in 2017.
- Completed the installation of a High Tunnel at Berne Knox Westerlo School using Part C funding in 2017.
- Awarded a CAFO Manure Storage Grant under Round 1.
- Preparing for the upcoming earned income programs for 2018
- Starting work on a street tree project in the Park South Neighborhood in the City of Albany
- Have begun to receive Soil Group Worksheet requests
- Stabilized one hundred feet of streambank at the Voorheesville Elementary Schools public access fishing and outdoor classroom site with Part C funding

Fulton County

No Report

Montgomery County

No Report

Rensselaer County

No report

Saratoga County

No Report

Schenectady County

Schenectady County SWCD has been engaged with routine work as well as special projects over the last several months. The following are some of the things that have kept us busy. - Stream bank protection and slope repair project along the Mohawk river - Preserves maintenance in all 3 preserves and the Mohawk Hudson Bike Trail - Hiking trail construction and re-alignments on steep slopes - Planning and design for a large special project at the Plotter Kill preserve to begin in the spring - Consulting on natural burial grounds at two local cemeteries - Installed a large vegetative screen, planting two varieties of arborvitae and several flowering trees - Final decisions and ordering of stock for the Tree & Shrub sale - Management of the Schenectady County Compost Facility, including equipment repairs, grant writing, capital projects and equipment planning - Supervising alternative to incarceration clients daily for work in the preserves, with County Facilities, and for the Compost Facility - Updated GIS data and information sheets for use in the upcoming soil group worksheet season - End of year reports, budgets, and billings

Schoharie County

The Schoharie County Soil and Water Conservation had a busy fall/winter season in 2017. We have been working on our 2018 Annual Tree and Shrub Sale. In addition to our regular duties our time has been filled performing the following boots on the ground projects:

1. **NAACC Culvert assessments**- Prioritized HUC 12 watersheds are continuing to be identified using the North Atlantic Aquatic Connectivity Collaborative database. Culverts and bridges in these watersheds

will be assessed this spring to promote adequate fish passage and reduced flood damage from future flood events.

2. **NY Rising-** The Schoharie County SWCD continues to act as sub-recipient for five NY Rising Flood recovery projects in three municipalities totaling \$9 million
3. **Ag Mini-Grants-** The District has completed several mini-grant projects varying from roof water management to stream crossings. This has allowed the district to expose more farms of varying livestock types to AEM and the District. Our goal with the program is to promote the use of best management practices throughout the county which improve water quality and encourage the farms to continue participating in the AEM program.
4. **New District Technician-** We have been working to fill a new position for Conservation District Technician. The district received eight applications, and anticipates more. Interviews started in December, and we expect to have the position filled in January.
5. **CAFO Waste Storage and Transfer System Program-** Schoharie County has been awarded two manure storage grants under Round 1. Also, 1 under AGNPS. These programs are going to be a huge help to local farms in an effort to protect local water resources in the county.
6. **Milkhouse Waste Collection System-** An additional AGNPS grant to assist a local farm with handling milk house waste has been awarded, and scoping for design has been started.

Washington County

- Round 19 AgNonpoint: Conducting closeout with AEA this month
- Round 20 AgNonpoint: Partial closeout complete, final closeout in spring after cover crop check
- Round 21 AgNonpoint: Finished construction of a 6.1M gallon earthen manure storage system and a large silage leachate collection & treatment system
- Round 22 AgNonpoint: Finished construction on a complex silage leachate collection and treatment system; On another farm construction was completed on a 7.6M gallon manure storage with a synthetic liner
- Round 23 AgNonpoint: bids will be going out this winter for 3 of the systems in the grant with construction to start this spring
- Installed a milk house waste collection system on a 160 cow dairy with Part C funds
- Awarded 4 CAFO Waste Storage Grants under Round 1
- VT RCPP: 1 farm awarded funds to install waste storage and treatment system
- AEM work with Christmas tree growers and sugar bushes interested in NY Grown and Certified
- Permits applications for 2018 construction season
- Soil group worksheets
- Annual reports
- Preparing for Tree and Shrub program
- Newsletter

New York State Soil & Water Conservation Committee

NYS SWCC News

Climate Resilient Farming Program – Round 3 Funding: The Request for Proposals for Round 3 of the Climate Resilient Farming Program is now available on the SWCC's [SharePoint](#) site. \$2 Million is currently available for projects aimed at reducing impacts of climate change on agriculture. The RFP and associated proposal materials are also available on the Department of Agriculture and Markets Website, <https://www.agriculture.ny.gov/RFPS.html>. Proposals are due by **4:30 p.m., February 26, 2018**. Any questions about the RFP should be sent in writing to Brian.Steinmuller@agriculture.ny.gov.

CAFO Waste Storage and Transfer System Program: Congratulations to those SWCDs and farms who were awarded funding under Round 1 of the CAFO Waste Storage Program! Award letters were mailed out in late December 2017. Round 1 of the program funded 61 Waste Storage & Transfer Systems on 56 farms. Don't forget, a second application period for an additional \$15 million will be launched later this year, along with an additional \$15 Million available in 2019. Any questions about the program should be directed to either Bethany Bzduch Bethany.bzduch@agriculture.ny.gov or your Regional AEA.

2017 State Aid to Districts – DUE 2/15: 2017 annual reporting documents (State Aid, Treasurers Report, Annual Report, etc.) are available on [SharePoint](#). All reports are due to the State Committee by February 15, 2018. Please contact jennifer.clifford@agriculture.ny.gov or your Regional AEA with any questions.

Performance Measures: January starts a New Year and a reminder to hit your Performance Measures for 2018 Part C funds early and often! Successful completion of all sections of the Performance Measures in 2018 will provide your District with funds in 2019 to implement programs and/or activities that deliver conservation to your County.

SWCC Meeting: A NYS Soil and Water Conservation Committee meeting was held on December 19th in Albany with a video conference option available at the NYS Fairgrounds in Syracuse. All SWCDs in NY had their Annual Plans of Work approved by the SWCC by the start of 2018. The next SWCC meeting will convene in February 2018. An agenda will be made available as we get closer to the meeting date.

NYS Grown and Certified: Maple is the next commodity to come into the program. If Districts have maple producers that are interested in the program, it's time to get their AEM evaluation scheduled. The core Tier 2 worksheets for maple that can be used include watershed site evaluation, soil management, waste disposal, pesticide use, farmstead water supply, stream & floodplain management, petroleum & oil storage, forest management, and process wash water. If the maple operation includes other commodities, they must be included in the evaluation as well.

AGNPS: The RFP for Round 24 of the AGNPS Program is expected to be released in January 2018. Please stay tuned for further notifications.

Did You Know: Did you know you can access your SWCC Claim for Payment information on the vendor self-service portal of the NY Statewide Financial System? In fact, you can check the status of your recent transactions (Invoices, Purchase Orders & Payments) with all New York State agencies by logging into the Vendor Self-Service Portal. You can find out more about this system here:

http://www.osc.state.ny.us/vendor_management/index.htm

Other Events

2018 SWCS Empire State Chapter Annual Meeting: The Empire State Chapter of the SWCS will be holding its annual meeting on **January 18, 2018** at Cayuga County's Soil and Water Conservation Building, located at 7413 County House Road, Auburn, New York 13021. Registration is due by January 11th, 2018. Registration questions should be directed to Lisa Miller, Office Manager, SWCS – Empire Chapter swcsnewyork.org@gmail.com

Managing Dairy Manure Systems - Sharing Experiences of Farmers and Engineers: Cornell Cooperative Extension will be convening their “Managing Dairy Manure Systems” meeting at 10 AM on **Wednesday, January 31, 2018**, at the Greenwich Elks Lodge, located at 130 Bulson Rd., Greenwich, NY. For the meeting, a panel of six experienced farms and two top engineers in New York will discuss various topics including: Separating sand & solids; Draglines; Hauling; Satellite Lagoons and; etc. Questions & RSVPs should be directed to, Tove Ford (518-765-3518, cce-caahp@cornell.edu)

2018 Water Quality Symposium: The 2018 Water Quality Symposium / NYS CDEA Annual Training Session will convene at the DoubleTree Hotel by Hilton Hotel in Syracuse, NY during March 13th – 16th, 2018. Registration forms will be accepted electronically for 2018 and are due no later than February 2nd, 2018. The 2018 WQS Registration Packet can be found on the NYS CDEA [Website](#). If you have questions about registration, the courses or hotel, please contact Chastity Miller at cmiller@fcswcd.org or by calling (518) 483-2850 ext. 5.

Other Funding Opportunities

Urban Waters Restoration Grant Program: The National Fish and Wildlife Foundation (NFWF) and the [Urban Waters Restoration Grant program](#) will award \$2 Million in grants nationwide for projects addressing ecological improvements, targeted community outreach, education, and stewardship. Ecological improvements may include: wetland, riparian, forest and coastal habitat restoration; wildlife conservation; community tree canopy enhancement; water quality monitoring; and stormwater management. Applications are due **January 31, 2018**. <http://www.nfwf.org/fivestar/Pages/2018rfp.aspx>

USDA is also accepting [Conservation Innovation Grant applications](#) through February 28, 2018 and will hold a [webinar for potential applicants](#) on January 11, 2018.



New York Association of Conservation Districts
c/o Steuben County SWCD
415 W. Morris Street
Bath, NY 14810
www.nyacd.org

NYACD January 2018 NYSCDEA' Report:

First, I would like to apologize for not being able to attend your meeting, but I have a conflict with another meeting set for 5:30 pm this evening here at home. Travel time would not allow me to attend both meetings.

Second, I would like to express appreciate to all the folks who have been so helpful in my transition to becoming the NYACD Executive Director. With your help and support I have been able to help NYACD move forward with their agenda to provide better on-time information and to keep Districts & Directors informed. Thanks to each and everyone of you for your help, assistances and encouraging words.

- **Directors Update** – I sent reminders on request of Directors information and more Districts that have provided the information. I still have some not received, but I will follow-up with those folks.
- **Legislative Booklet** – Many Districts came through & provided numerous projects for the Legislative booklet. I was able to create two booklets, which will be provided to Districts to share with their Legislators. One booklet is a “Year in Review” with many different items and District projects through-out the booklet. The second booklet is “Legislative Day”, which is a smaller version of District projects and photos and will be provided for Districts to share with their Legislators.
- **Monthly Report** – December’s monthly report has been completed and mailed to Districts & Director Chairs the last week of December.
- **2018 Annual NYACD Meeting** – The date and location have been determined. The dates are October 24 & 25, 2018, location will be The Hampton Inn, 25 Lakes Lane, Cazenovia, NY. I have started working with the hotel on the details of the event. I have started working on possible training sessions to be provided and will work with our partners on additional ideas.
- **December Board meeting** – The minutes were completed and sent to all NYACD Board members for proofing and any edits. Once approved at our January meeting they will be posted on our website www.nyacd.org
- **April Face-to-Face Meeting** - The annual Face-to-Face NYACD meeting is set for the Wednesday, April 18, 2018 meeting. This meeting will be held at the Cortland Co. SWCD with lunch served.

- **Director Training Day** - NYACD will be hosting a one day 6-hour Directors training session at the Cortland SWCD, which will be led by Mike Brown, National Association State Conservation Agency, Executive Director. We're looking at a June date. More information will be provided in the upcoming months.
- **Yearly Calendar** – The 2018 yearly calendar has been completed and updates of training and local/regional Envirothon dates are added as Districts provide. Each monthly calendar is mailed to Districts & Board Chairman's along with the monthly NYACD letter. Additional updates will be added when received & forwarded to Districts.

REMINDER: I would ask all NYSCDEA' Division Representatives to provide me with their meeting date once they have it scheduled, and I will add it to the Director's calendar.

- **Bills (former Resolutions)** - As most of you know I have been working with Jillian Kasow from Senator Helming's office regarding the Memorandum of Understanding on the Waterfront Revitalization and Part C: Competitive wording change to District Law. The Part C: Competitive wording change to District Law bill has been created and provided to all Districts. It is attached to this report. I'm hoping I have the Waterfront Revitalization bill provided by the end of this week. Some may or may not know that this bill failed in Assembly last year due to some wording not to the liking of the Assemblyman. We are rewriting some of the wording, so that the Assembly will support this bill and we are able to have the bill pass. Once I receive the revised bill I will forward it to all of you as well as to all Districts & Board Chairman.

Jill & I are reaching out to Assembly Member Donna Lupardo to be the Assemblyman to support both bills. Having both Senator Helming and Assembly member Lupardo support these two bills will help the bill move forward in both houses and hopefully be passed.

- **Next Meeting** – NYACD's next meeting is set for Thursday, January 18, at 7:00 p.m. This is a teleconference, and anyone is invited to attend. Please contact me for call-in information, if you'd like to be on the teleconference.

**NEW YORK STATE SENATE
INTRODUCER'S MEMORANDUM IN SUPPORT
submitted in accordance with Senate Rule VI, Sec 1**

BILL NUMBER:

SPONSOR: HELMING

TITLE OF BILL:

PURPOSE: To allow soil and water conservation districts to make amendments to applications for performance-based Part C funding.

EXISTING LAW: Current law requires that applications be reviewed on a competitive basis, which precludes any amendments to applications following submission to the Department of Agriculture and Markets for review.

SUMMARY OF PROVISIONS: Section one would eliminate the phrase “competitive basis” within the paragraph directing the method by which applications are reviewed.

JUSTIFICATION: Soil and water conservation districts receive funding from the State for their activities as set forth under the Soil and Water Conservation District Law. Part C funding references a pool of funding that is equally divided among all districts that meet annual performance standards set forth by the soil and water conservation committee and the commissioner of the department of agriculture and markets. These standards are updated annually and measure excellence in a districts’ operations as well as innovation within their programs.

Currently, the law requires that applications for Part C funding be reviewed on a competitive basis. This direction does not allow an application to be returned in the event information is missing or a technical error on the application has been made. Thus, applications for Part C funding can be—and have been—declined to otherwise eligible districts because of a technical error in the application. In the wake of recent, significantly increased funding under the Part C program, districts risk losing an important financial resource. In addition, the phrase “competitive basis” serves no useful purpose in existing law, because all districts that meet the performance measures qualify for an equal share of Part C funding. This legislation ensures that all districts that have met performance standards have every opportunity to obtain their equal share of Part C funding.

LEGISLATIVE HISTORY: This is a new bill.

FISCAL IMPLICATIONS: None. Part C funding is distributed fully and equally among soil and water conservation districts that meet threshold requirements. This legislation would ensure that all eligible districts receive their due share.

EFFECTIVE DATE: Immediately.



24 North Street
Edmeston, NY 13335
Telephone: 607-965-6316
Cellphone: 607-293-0144

NYS Envirothon Report to NYSCDEA' January 2018:

We are right on target currently for the 2018 event. Tests have been written and the oral presentation problem will be ready for review at our January 23rd meeting. The oral presentation will be up online by the first week of February.

We are down on committee members and do not have an activities chair. We have had someone step-up this past week, that is very interested in being on the NYS Envirothon Committee as the activities chair. We are supposed to have a representative from each division, but we only have one division represented. We are a committee of 13 including our two advisory members.

The kick off for the 2018 funding campaign to send our team to Idaho this next year to raise \$10,000.00 will be at the WQS. Chas created a poster of filling the wagon with "bales" of hay as funds are received. Folks can donate a onetime deal amount, a certain amount a month, or quarterly. Two folks donated \$100 each to kick the funding project off. We're hoping folk will donate once it is rolled out at the Water Quality Symposium.

Over thirty funding packets will be mailed this coming week to different business & organizations. A grant request was completed for a possible \$5,500 from Dominion Energy formerly known as Dominion Gas. Once again Dominion employees will be volunteering during the event.

Registration for volunteers is in progress and you can volunteer online www.nysenvirothon.net. The process is quick and easy for potential volunteers and will make MaryLynne Malones job much easier this year.

PLEASE!!! Sign-up and help us out at this year's event Wednesday, May 23rd &/or Thursday, May 24th at Hobart William & Smith Colleges, Geneva, NY.

Maxine Appleby & Chas Miller have stepped up to be the Environmental Education Foundation representatives for the NYS Envirothon. They will work with EEF to search for funding.

**Frank Bratt Report
January 11, 2018**

- Stephen Dziak of Wyoming County submitted a request for payment of \$500.00 relative to his award under the June 2017 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Melanie Saunders of Erie County submitted a request for payment of \$376 relative to her award under the January 2016 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- At this time there are no open scholarships.
- Received 10 applications for the January 2018 round of funding totaling \$3,159.22.
 1. Kevin Preischel, Erie County SWCD Employee - \$400 for Auto CAD
 2. Nicole Laible-Drew, Rockland County SWCD Employee - \$500 for Organizational Analysis
 3. Megan McAnn, Orleans County SWCD Employee - \$421 for NE Region CCA Basic Training
 4. Katie Cappiello, Ontario County SWCD Employee - \$245 for NE Region CCA Basic Training
 5. Katie Sommerfeldt, Orleans County SWCD Employee - \$394.22 for NE Region CCA Basic Training
 6. Megan Webster, Ontario County SWCD Employee - \$199.00 for Introduction to QuickBooks 2016/Intermediate 2017
 7. Ronald May, Onondaga County SWCD Employee - \$500 for Water Resources (Graduate Level)
 8. Corrina Aldrich, Washington County SWCD Employee - \$175 for Capturing Money Using QuickBooks, Winter Greenup Conference, Managing Dairy Manure Systems
 9. Robert Kalbfliesh, Washington County SWCD - \$75 for Tenth Annual Winter Green Up Grazing Conference
 10. Ian Priestley, Wayne County SWCD - \$250 for Introduction to Tree Fruit Production
- Sent an email to Division Reps with the applications attached for their review.
- After ranking the following are recommended for funding under the January 2018 round of funding totaling \$1,500.

1. Megan McAnn	\$ 421.00
2. Katie Sommerfeldt	394.22
3. Katie Cappiello	245.00
4. Ian Priestly	250.00
5. Corrina Aldrich	<u>175.00</u>
	\$1,485.22



Meeting Minutes
June 6, 2018
OCM BOCES
110 Elwood Davis Road, Liverpool, NY 13088

Executive Committee Members

Steve Lorraine, President
Chastity Miller, Vice President
Caitlin Stewart, Secretary
Kristin White, Treasurer
Doug Kierst, Member at Large

Partners

Judy Littrell, NYS SWCC
Scott Fickbohm, NYS SWCC
Blanche Hurlbutt, NYACD
Greg Kist, NRCS
Victor DiGiacomo, NYS SWCC

Division Representatives

Judy Bennett, Division I
Kelly Emerick, Division II
Raeanne Dulanski, Division III
Velynda Parker, Division IV
Kristin Ballou, Division V
Ben Luskin, Division VI
Erin Somerville, Division VII

Absent

Ann Marie Calabro, Division VIII
P.J. Emerick, NYS SWCC
Brian Steinmuller, NYS SWCC



Minutes

I. Call to Order – Steve called the meeting to order at 10:07 a.m. with introductions.

II. Reading and approval of the January 2018 meeting minutes.

Caitlin mentioned that there was a correction on page 3 under NYS SWCC. She changed HWA to HAB.

- **A motion was made by Velynda, seconded by Kristin W. to approve the minutes. Carried.**

III. Correspondence - Steve mentioned that he didn't receive any correspondence. Chastity received a thank you letter from DoubleTree by Hilton Hotel Syracuse for the Water Quality Symposium event.

IV. Treasurer's Report – Kristin W. mentioned that there is nothing to point out. Doug mentioned the Water Quality Symposium event did well.

- **A motion was made by Caitlin, seconded by Velynda to accept the Treasurer's report. Carried.**

- **A motion was made by Raeanne, seconded by Judy B. to transfer \$1,716 from the Bucket Raffle, and \$1,887 from the Silent Auction, totaling \$3,603, to Frank Bratt. Carried.**
- **A motion was made by Velynda, seconded by Erin to transfer Envirothon scholarship funds totaling \$2,500. Carried.**

Kristin reviewed the records retention for 2010 and 2011.

- **A motion was made by Judy B., seconded by Doug to dispose of the records retention for 2010 and 2011. Carried.**

V. Reports

i. Division Reports

a. Division I – Judy B. mentioned that she sent an email to her Districts, and no one responded except her own. She continued that Orleans County is working on the implementation of 10 Grown and Certified specialty crop grants; closed out an Ag Non-Point grant; are going to hold a Soil Health Workshop in Stafford, NY on August 20; and is busy with field work.

b. Division II – Kelly mentioned she did not send out a request to the Districts in her division. She continued that Monroe County is preparing for the field season; received the county budget request on Monday; is working on budget season; will host a 3 day stream workshop in July with Dave Derrick, and information will be sent state wide; and is implementing projects. Doug mentioned that Cayuga County is closing out grants; hosted an ESI training for highway employees that was attended by 30 people and went well; and the Owasco Lake Watershed Program has been transferred to the Watershed Management Council and is no longer housed in his District. Judy L. inquired about Drew's location. Doug responded Emerson Park.

c. Division III – Raeanne mentioned that she sent an email request to her division. She continued that some Districts would like more guidance on the geological report that is required for manure storage designs. She continued that Districts read the information from Tim, but they are still unsure of what they need to obtain from engineer or geologist, and if Districts are capable of determining if requirements are met. More information from the State Committee would be helpful. Scott replied that this is a topic of conversation, cost share is a question, and Tim is well versed and should be able to provide guidance. Greg responded that Tim has been to a number of sessions and meetings with Farm Bureau and other organizations, and he is a good resource. Raeanne inquired how Districts know if a report is adequate from the geologist or engineer. Greg replied that the engineering manual is in depth for geologic reports, and Dan from NRCS or NRCS area engineers can assist. Steve mentioned that charts detail what to address, and that Districts rely on the professional licenses of the geologists and engineers. Greg mentioned that Corey Nellis is also working through this process, and he works with a geologist and a firm to compile the report for a project, and submits the reports through Dan Velony for NRCS funded projects. Greg continued that working through a geologic investigative firm, and entering into a contract for geologic investigation are good options. Steve

mentioned that various scenarios take place across the state. Steve continued that engineers put together a report, send it in, see where it lands, and add more if needed. Raeanne mentioned that these solutions do not help when dealing with only state funds. Steve responded that criteria must be met for state funds, and that more training is needed to bring people up to speed. Raeanne mentioned that a District received a copyright infringement notice, and inquired if anyone has dealt with copyright issues. She also inquired if training could be provided, or if a copyright free image bank could be established that could be shared across the state for tree programs, fish programs, etc. Victor replied that copyright infringements happen frequently, and people go back in time to look at the use of their photos. Caitlin mentioned to contact the artist and request the use of the image, or use Creative Commons. Raeanne mentioned that a gag order was put in place; turnaround was quick; the county attorney is familiar with copyright infringement law; federal images are exempt from the Millennium Copyright Act; and it may be cheaper to settle than take it to court. Blanche mentioned that Getty Image came after her former District, the situation was turned over to the attorney, and they didn't pay anything. Caitlin mentioned that it is important to use your own images, copy right free images, or images with permission from the photographer to make sure you are covered. Chastity mentioned that Share Point would be an excellent resource for copyright free images. Judy L. mentioned that the part C project photos from Districts are fantastic; cell phones take excellent quality photos; and a Share Point photo folder would be easy to set up. Scott mentioned that folder categories could be created for ease of use. Kelly asked if giving credit to the artist will protect you, or if the artist's permission is needed. Judy L. inquired if photo folders should be added to Share Point. Chastity replied yes. Chastity continued that if a photo has people in it, a signed waiver is needed, and she and Caitlin will add example waivers to Share Point. She mentioned that when photos are uploaded to Share Point, the subjects should be restricted to landscapes, fish, trees, and plants etc., and that photos of people should not be available. Caitlin mentioned that for school programs, it is important to call the school secretary prior to the event and ask who can't be photographed.

d. Division IV – Velynda mentioned the division meeting was cancelled, and a division wide meeting with NYACD will be rescheduled for the end of July. She continued that she didn't send out an email asking for reports; the field season is underway and staff members are busy; and grants are being completed for CAFO waste storage round 2.

e. Division V – Kristin B. shared her report, appended to the minutes.

f. Division VI – Ben shared his report, appended to the minutes. Ben continued that there was a mix up with the fertilizer pallets. 2 boxes were 21 gram pellets instead of 10 gram pellets. The 21 gram were picked up by Broome and Delaware County SWCDs. Boxes were replaced.

g. Division VII – Erin shared her report, appended to the minutes.

h. Division VIII – No report submitted.

ii. Partnership Reports

a. NYS SWCC – Victor mentioned that Round 24 is out and applications are due August 20. He continued that the WQIP is accepting applications for non-ag water quality and HAB projects; \$79 million is available for this round, and applications must be submitted by late July. Round 16 is underway of the Farmland Protection Implementation Program, and Districts are eligible to apply to protect farmland through easements.

Scott mentioned that source water protection may be able to take place on conservation easements that Districts hold, or Districts may be able to work with a regional land trust. He continued that Districts may be able to purchase the development rights around streams and around zones of influence of well water public drinking source. Up to 75 % of the property may be able to be paid for through the grant based on the calculator. Multipliers may raise the value. The calculator may be able to be used with short order, and a few key strokes will determine the value of farmer easements. Personnel and environmental stewardship costs may be eligible. The RFA is a rolling application with no deadlines; is non-competitive; and \$5 million is available to begin with. If the first round goes quickly, and people are happy, more money will be added. HABs would be eligible for the RFA and may present good opportunities to protect public drinking water sources. There may be certain types of scenarios where the math will not add up for farmer, but other opportunities exist where the grant will be a good deal for farmers. Beyond the cost of the easement, cost share BMPs are also included. Scott mentioned to please encourage people to reach out to land trusts. A webinar took place, information and ideas were exchanged regarding ways to promote riparian buffers.

Victor mentioned that \$38 million for easements on farmlands is available for the round 16 Farmland Protection Program. He continued that the goal is to entice landowner involvement, and implement easements on their lands. Funds may cover preemptive purchase items, and each application is capped at \$2 million. Regarding round 2 of CAFO, an additional \$15 million is available for transfer systems, and proposals must be submitted by early August. Round 3 with an additional \$15 million will be out in November.

Victor continued that later this month, a state aid annual meeting will be held in Albany on June 15 with a WebEx call in option. He continued that recent changes to District law and state aid will be discussed, as well as how Districts can spend state aid and part C dollars in the future. A face to face state committee meeting is scheduled for June 19 in Utica with no WebEx option. The State Committee is trying to spur protocol for riparian buffers and will go to their Districts and assess buffers that have been constructed and funded in the past for ag non-point pollution prevention effectiveness. Buffers are a tough sell for many landowners, and this gives rise to the question in Albany if buffers are effective through these programs. There is a need to document and assess buffer effectiveness. Assessments will take place state wide, including a few per county.

Victor continued that the storyboard project should include 3 projects per District highlighting conservation at local level. Judy L mentioned to please submit information by the deadline of this Friday, but projects will be accepted after that deadline. Judy L. continued that she hopes to make this an easy submission, and to include the name of project, the grant round, the funding

source, quality photos, and project descriptions. She continued that old files can be pulled up and utilized for the project from past grant descriptions to save time. Districts can also submit their own descriptions. July Berlinski works on the technical aspect of the storymap project, and everything is ready to roll. Site visits and video testimonials for the projects will be included. Each of the 58 Districts will be showcased, detailing both ag and non ag projects.

Scott mentioned that regarding the Source Water Protection Program, not every county in the state is under development pressure. He continued that landowners donate their development rights, and that is how easements are created. Opportunities exist to go into areas where development rights can't be purchased to begin the process. A paradigm shift is taking place. The buffer assessments came out of discussion on bonus points that are awarded to buffers in the application. In some closeouts, buffers were in the applications, but not in the closeouts, and for whatever reason the buffer work was not completed. The uncompleted buffer work raised concern, those cases were investigated, and the circumstances were beyond anyone's control. The question has been raised as to the effectiveness of state dollars for buffers. Regarding WQIP money, part of the ranking goes through economic development councils and Districts must know what regional economic councils are doing and what they are prioritizing because of their involvement in District proposals. Align District goals with the economic development council goals for a better score. The economic development council provided 20% of the ranking, often the difference of receiving or not receiving the grant. Districts should weave the goals of the economic development council that into the application.

Scott requested ideas for state aid changes and for interpretation of changes to law. Kelly inquired about the carve out for District state aid, how that happened, and what the State Committee will do to prevent that situation in the future. She continued that it is important that the State Committee take action to prevent a situation like this from happening again. She continued that senators give special pots of money to some Districts, and each individual District can educate senators. Velynda mentioned that Steuben County SWCD works on this. She continued that Brian Steinmuller called her office to give notice that EPF budget passed, and Brian inquired why Steuben was not listed in the EPF as a line item. Velynda explained to Brian that a Senator may have misunderstood what Jeff Parker said regarding part C money and Districts lose it. She continued that the \$85,000 was an error on the Senator's part. She continued that the money will be used by Chemung and Schuler SWCDs who work with the Senator on a specific amount of money for equipment purchases. She mentioned that the money will be utilized for education and outreach, and be treated as a grant. She mentioned that Jeff won't keep it in the District, but use it in the Senator's region for emergency stream intervention and demonstration projects, a contractors' training, and to develop a handbook for road maintenance for municipal use and demonstration projects. Kelly replied that that is fine, but she is concerned with how the funds went through, and that the Senators passed and carved out money with a lack of understanding on what the money is really for. Victor mentioned that money did come out of District aid, and the intent was to add additional money, not carve out money. He continued that the protocol did not happen, the money was carved out, and the standard has been set for Senators to continue this procedure. He continued that a bigger issue is representation on the ENCON committee because those Senators have more pull than assembly people. He continued that it is important to educate the Senators in the drawback of these types of carve outs. Kelly mentioned that the State Committee, NYACD, and Districts understand

what money is for, and that it is shared equally based on performance. She continued that she was surprised the money carve out occurred, and it is important that this situation does not happen again. Velynda mentioned that Jeff has never worked with a senator to carve out money for his District. Judy L. mentioned that the budget in Albany was crammed, and this situation was a small blip on the radar that went through. Velynda mentioned that the Senator misunderstood Jeff, and the Board supported the idea of sharing funds regionally in Senator O'mara's region. Kelly mentioned that protocol must be in place to make sure that this situation doesn't happen again. Steve mentioned that it is not guaranteed that this satiation will never happen again, the State Committee has no control over senators, and it is important to educate the senators that money should not be carved out of base funding, but should come from another source. He continued that it is important to send a consistent message across the state. Judy L. mentioned that it is important to also educate the program staff for the ENCON committee. Scott mentioned that the State Committee was surprised; no proposal was submitted with dollar figures; the money appeared in the budget and it must be addressed; and an agreement and understanding among Districts must be reached that explains why this approach holds more risk than reward. Scott mentioned that the intent was to remove the word competitive out of District Law, changing Part C, and many sentences were additionally removed. Scott inquired why the additional sentences were removed. Blanche replied that Senator Helming's office was working on it, and it came as a surprise to the NYACD when part of the wording was removed and the Senate approved the bill. She continued that the Assembly approved the bill as a whole, and it is up to the State Committee to determine how they want things to be discussed among the Districts regarding the change that took place in Senator Helming's office. Scott mentioned that this situation and Part C funding will be topics of discussion on June 15. Doug mentioned that Part C funding should be given to Districts; the individual Districts should determine how the money is utilized; the money should not be tied to anything else; and the money should go towards conservation, just like Part A. Kelly mentioned that the money is earned by Districts through performance measures, and Districts should be able to spend the money how they choose. Doug mentioned that if the money could be rolled into WQIP projects, it would be easier to track, making sure funds are tied to this program. Scott mentioned that Part A has side boards. Steve mentioned the importance of Districts loudly voicing their opinions in Albany; the Assembly for whatever reason wanted the bill to say what it now says; and the Assembly changed the bill to mean what they wanted it to mean. He continued that the State Committee needs to recognize this, and Districts need to voice their concerns. He continued that if Part C is earned by Districts, funds should be utilized as Districts see fit, guided by their Board of Directors. Kelly mentioned that Part C funds should be able to be used for District Programs as each District sees fit, and should not be required to be used for "on the ground" projects only such as using them for invasive species programs that cover hiring boat stewards. Scott mentioned that it is important for Districts to report to legislators how the money is being put to good use. Steve mentioned that there is a caveat regarding EPF funding, and the set of rules and regulations that govern EPF spending of funds. He continued that the State Committee can acknowledge what the Assembly wrote in law, but the rules and regulations of the EPF must also be taken into account, and these 2 items must work together. He continued that, in his opinion, Part C funds should be used for water quality projects, have to use money on some form of water quality project or program including staff. He inquired about office space funding through part C, continuing that with increased staff, more office space is needed, and this is difficult to report. Judy L. mentioned that she fears of money won't be spent appropriately. Chastity inquired about the removal of the

word competitive from Part C, and if performance measures are still needed. Scott replied yes. Chastity mentioned that some Districts have not earned the performance measures because they lacked 3 board measures. Steve mentioned that the EPF rules and regulations curtail Part C spending, and funding is not a free for all because the money comes from the EPF. Kelly mentioned that some Districts wish to utilize Part C for rent, building expansions, and vehicles. Chastity mentioned that a percentage may be able to be utilized for buildings, and the rest used for projects. Doug mentioned that vehicles should be funded through Part C because they are a means to complete field work. Steve mentioned that the vehicle request was discussed with Brian Steinmuller, and if a District needs to purchase a vehicle, that money can be used and State Committee permission is not needed. Kelly mentioned the importance of supporting the State Committee as they determine the rules for Districts. Scott mentioned that the State Committee's prerogative is to create rules and regulations that implement law. Victor mentioned that an opportunity exists for Districts to voice concerns to the State Committee following the summit. Scott mentioned that with the increased funding to Part C, funding may be cut to Districts from their county legislators. Steve mentioned that this scenario will vary by District, and will change with new legislators.

Judy L. mentioned that 9 nominations were submitted for the AEM award and she thanked the applicants for submitting nominations. She continued that she looked into a Facebook page for the State Committee with Yola. Yola mentioned to Judy L. that she (Yola) would have to manage it, and she is very busy because of the loss of a staff person. Posts from State Committee should be under Ag and Markets. Districts should tag Ag and Markets when posting projects. The AEM Outreach Committee discussed Empire Farm Days, and the District booth will be located in the Ag and Markets tent to increase traffic. Judy inquired about the kind of exposure that Districts want at Empire Farm Days, and if Districts would like to implement a different approach to make their time more valuable. Doug inquired about a fee for table. Kristin replied that Districts have never been charged a fee. Doug inquired if there is a fee to be located in more popular areas. Kristin W. replied that she does not know. Judy L. replied that there may be a fee to be located in the main tent. Steve mentioned that the potential cost of a location in the main tent should be researched, and we can discuss this for next year. Kristin W. inquired if Ag and Markets would also move. Judy L. replied that Districts would be in a separate location. Judy L. continued that AEM promotional materials are being developed, including winter and baseball hats. She continued that each District may receive 3 hats. A marketing company in Albany is being used for the AEM promotional materials, and she will share the company's contact information with Districts if they wish to purchase more items. The AEM logo has been updated. Judy mentioned that she will give 1 display to Kelly. A request has been submitted to update the State Committee website. Kelly mentioned that the public mentions that the website is not user friendly. Judy mentioned that the web design company gave a quote of \$17,000. It has been difficult to move the website update request forward. Judy L. continued that NY Grown and Certified program is moving forward, and information is available on SharePoint. Kristin W. inquired if the District directory will be updated. Judy L. replied yes, and she will follow up with Brian Steinmuller.

Suspended for lunch at 11:35 a.m.

Reconvened at 12:06 p.m.

b. NYACD – Blanche mentioned that a meeting was arranged with Senator O’mara regarding Resolution 1 – 2017 WQIP eligibility. Blanche continued that she spoke with the Senator’s aid. Frank Thomas and Jim Liebrum from Warren County SWCD and Lindsay Gerstenslager from Wayne County SWCD expressed concerns about eligibility changes, opened the door to speak with DEC about the changes, and gain a better understanding of how funding isn’t available due to the match and eligibility requirements that were changed. A letter was sent to Julie Tieg at DEC requesting a meeting. Jackie Landrum, Bureau Chief, set a meeting to discuss the situation and gain a better understanding of how the program now makes it harder for Districts to apply to municipalities.

Blanche continued that Senator Helming is working with NYACD on the Waterfront Revitalization bill. This bill was initiated before Blanche started her position with NYACD, and little progress has been accomplished. The bill went through Senate, but the Assembly wouldn’t move on it. A lead in the Assembly is needed, and Blanche is waiting to hear who has been appointed to that position. Blanche hopes that the bill will be passed in the next round.

Blanche continued that she and Ron Montesi attended a capacity building project in Terry Town with other northeast NACD representatives and NRCS staff, and the meeting was phenomenal. Work is being accomplished with partners in different capacities to learn how we can help each other, set up programs, and share successes and difficulties. Topics discussed included websites and conservation branding.

Blanche continued that the 2017 annual meeting was held on October 23 – 25 at the Hampton Inn, Cazenovia. 11 sessions were offered in addition to the annual meeting. For this year’s event, the annual meeting and class lengths will be shortened to facilitate attendees participating in multiple sessions and increase attendance. Greg and Brian have helped with instructors.

Blanche mentioned that she is working with Brian and Jennifer to move forward on the NYS certification through NACD.

The board elected to purchase a NYACD table runner, banners, grocery bags, and handouts. A Face to Face meeting was held in April, and the Directors recommended purchasing local, USA made branding products. The committee purchased items locally.

9 directors attend a session discussing financial duties, roles, and responsibilities presented by Mike Brown of NASCA. Topics included the importance of policies and how they are written, updates to discrimination policy to include veterans and transsexuals, petty cash, the financial responsibilities of Directors, and executive sessions including taking minutes in a separate book, and topics discussed in such sessions. Kelly inquired if the presentation is available. Blanche responded yes, and she will send the presentation to Districts. Kristin W. inquired about the ability of the treasurer to sign the checks if another staff member is not available. Blanche replied yes. Judy B. replied that her District has dual signatures.

The next teleconference is June 21 at 7 p.m.

c. NRCS – Greg mentioned that the National Conservation Planning Partnership asked New York to host a listening session on June 27 in Syracuse at Embassy Suites, Carrier Circle. He continued that Districts should have received an invitation yesterday afternoon. All Districts and board members are invited to participate. A number of local speakers are involved with panel discussions to provide local input. The AEM planning process will be highlighted, and breakout sessions for engineers and administration will take place. 50 – 100 people may attend. On June 26, an all employees meeting for NRCS staff will take place, and offices will be closed.

Greg mentioned that there is an interest in geologic investigations from Senators Schumer, Stefanik, Tenny, Reed, and others. A number of sessions about this topic were held at the Water Quality Symposium and Pro Dairy Days at Cornell. A large volume of work needs to be done for NRCS funded projects. Work will be farmed out to counterparts to move the projects forward. A capacity issue exists with the engineering work load to get the high volume of storage facilities installed. There are 75 systems in EQIP contracts now, and Districts have 60 in contracts through the NPS program. There are only 5 private engineers available to complete the work, and Districts assistance to NRCS staff is greatly appreciated and needed. DEC mentioned that grant extension for CAFO operations are unavailable, but DEC staff members are willing to speak with people and grant extensions may be granted on a case by case basis. DEC is aware of capacity issue, and NRCS has communicated to them that a strong partnership will decrease problems.

The recession hit with OMB, and the administration is pulling money back from NRCS. The OMB submitted requests to resend \$77 million in funding to NRCS, and funds are tied up with Hurricane Sandy projects that are actively in construction. This is a large problem. Projects actively in process must be halted because money is being held back and won't be released until the recession ends. Congress has until June 22 to act on this. This situation is an inconvenience.

Staffing issues persist. Approval was given for 400 agency-wide positions that have been advertised. The New York allocation is 3 positions. Vacancies exist from NRCS staff moving on. Staffing is a downward spiral and it has been challenging to fill those vacant positions. The area engineer position in Walton has been filled by Jerry Lewis. There is a 50% vacancy rate for engineers, and engineers must be recruited.

Designs are being drawn up for the FPAC Business Center. The Secretary of Agriculture will have it in place by September 30. HQ staff members do not know what will come out of this, or who goes where. There is talk that public affairs may be brought into the business center. Assistant State Conservationists may be pulled into the FPAC.

A meeting for the New York State Fair display is scheduled for June 7 at 10 a.m. Kristin W. mentioned that Districts wanted to be included in the partaking in the building. Steve inquired if a call in number for the meeting would be available. Greg replied that he will inform people of the call in number. Greg continued that this is an exploratory meeting to determine what will be done for 2018 and the future. Judy L. inquired about the plans for this year. Greg replied that NRCS will be moved for 2018 to a new location by the water feature near the new expo building. The NYS Fair Board selected a site for NRCS near DEC. Preliminary plans involve a tent that

would be available for partners, as well as temporary landscaping. The vision for the future includes water frontage, a paved surface, a permanent building, landscaping, and a park like setting with mature shade trees and a boat dock that will act as an oasis on the fair grounds. The cost of the building would be shared by the partnership. Doug inquired if the permanent buildings would be under private ownership or owned by the fairgrounds. Greg replied that an agreement will be drawn up with fair board, and perhaps a lease. Kristin W. mentioned that advertising for the new location is needed.

For Empire Farm Days, NRCS has been housed in the USDA tent for years. The USDA tent is dark and does not receive a lot of traffic. Greg inquired if there is some way to make the space more inviting. If NRCS exposure cannot be increased, and if outreach can't be extended to fairgoers, NRCS may not participate in the event.

Scott mentioned that in regards to the recession, an act of congress is needed to make it happen or prevent it from happening.

Kelly inquired about the conservation agencies that are interested in partnering at the NYS Fair. Greg replied that FSA will not participate, and partners may include the Resource and Development Council, USFS, CDEA, NYACD, Ag and Markets, and the State Committee.

VI. Committee / Meeting Reports

i. Conservation Skills Workshop –Chastity mentioned that a tentative schedule has been developed, including geological reports, soil health, ponds, NAACC, AEM Tier 3A, source water protection, new employee training, and green infrastructure. Kelly inquired about tentative dates for the event. Chastity replied September 24 – 28, with an exam on Friday. Velynda inquired about forestry oriented classes. Chastity replied that, in general, forestry is offered every few years, and urban forestry was offered but no participants signed up. Steve mentioned that forestry was offered 2 years in a row and the courses did not receive a large number of participants. Kristin B. mentioned that advanced forestry classes are needed. Chastity continued that additional instructors are being invited to the event. Kelly inquired if Mark Burger is still the chairman. Chastity replied yes.

ii. Committee List – Steve mentioned that he has the old committee list, and will look it over and make updates as needed.

iii. Envirothon Committee – Blanche mentioned that after the winners were announced, an issue arose with soil exam scoring. She continued that when the issue was resolved, Skaneateles received third place. She continued that she contacted the 3 schools that the new scores impacted, and all schools were empathetic. Kristin W. ordered new plaques for 3rd place, 10th place, and soils winners. The Skaneateles did not want to bump a team, and suggested that they share third place with the team that was originally announced as the third place winner. This solution was commendable. Necessary corrections were made, and a notice was posted on the NYS Envirothon website stating the error. Blanche wrote a letter to all advisors via email

and received great responses thanking the committee for being transparent and for an outstanding event. 48 teams registered and 46 participated. Overall, the event went well.

Blanche mentioned that sending the winning team to Idaho is a concern. The Mount Academy team will leave one day early, and that first day will be covered by the school. Blanche mentioned that she researched airfare, and prices range from \$700 - \$1,200 per person. A Go Fund Me website has been created to raise money for the team to attend the event. Kristin W. mentioned that the Envirothon fund may be significantly depleted to send the winning team to Idaho and those 3 new awards need to be paid for. Victor mentioned that the team could fly to Chicago, and take a train to San Francisco, then rent a car. Kristin W. mentioned that \$300 was in the budget for car rentals, and it may cost \$572. Kristin W. inquired where the line is drawn for reimbursements. Velynda mentioned that the Envirothon committee should be responsible for their budget. Kristin W. mentioned that the budget is a CDEA concern. Judy L. inquired if the winning teams do any of their own fundraising. Blanch replied that the Envirothon committee has always paid for the expense of sending the winning team to the national competition. Steve mentioned that because no guidelines were established, it should be the responsibility of the Envirothon committee to cover the expenses of sending the top team to nationals, and a budget problem may exist for next year, and this problem needs to be addressed soon. Blanche mentioned that the committee constantly researches funding opportunities. Steve mentioned that after the national event, solid expenses will exist for the budget, and the budget will be discussed at the next CDEA meeting. Steve continued that the Envirothon committee should consider rules and regulations for the budget regarding what can and can't be covered for the national event. Kristin W. mentioned that, going forward, the advisors should be notified about the budget for the national event, and that the budget cannot be exceeded. Steve mentioned that policies should be put in place for 2019, and that exceeding this year's budget may put next year's budget at risk. Blanche mentioned that enough money was raised to push through to next year, but this year is a concern.

iv. Frank Bratt Scholarship – Judy mentioned that all of the active scholarships have been closed out, and there are no active scholarships. She continued that the 2 year limit helps. 4 applications were received for the current round of funding. Rankings were received.

- **A motion was made by Velynda, second Kelly to approve Laura Bestehorn, JoAnne Humphreys, and Angel Hinickle for the June 2018 round of funding totaling \$1,500. Carried.**

v. State Fair Committee – Kristin mentioned that volunteers are signing up for shifts, work is being done to fill the schedule, and night and weekend coverage is needed.

vi. Environmental Education Foundation Committee – Chastity mentioned that a meeting took place on Monday, and money is needed. Steve mentioned that the EEF is a tough entity to fund. Chastity mentioned that everyone is tight right now. She continued that Dave Reckahn is retiring, and his position will need to be filled. Ben mentioned that Mark Gaston may be willing to chair the committee. Steve mentioned that the students at Upstate Institute at Colgate University may be a good resource for grant writing. Chastity mentioned that she will look into who is involved, and that out of the box ideas are necessary.

vii. Northeast Association of Conservation District Employees – Velynda mentioned that a meeting will take place in Lancaster, PA. She, Jeff Parker, and a director will attend from Sunday to Tuesday afternoon.

viii. NCDEA – Velynda mentioned that the mid-year meeting was moved to the northeast region, and will be held in Manchester, NH on June 18. Committee members arrive on Monday. Tuesday, District visits will begin. A short PowerPoint presentation will take place for 6 districts, followed by a site visit. Day 2 will include a half day with field tours of projects. Wednesday through Friday will include meetings to arrange training sessions at the national meeting, and a change to the bylaws to include Native Americans. The national meeting will be held in San Antonio TX in January or February.

ix. New York Invasive Species Advisory Committee – Caitlin mentioned that her membership to the NYISAC was approved, and she is listed as the representative for Soil and Water Conservation Districts. She attended a joint ISAC and Invasive Species Council on April 26 at Peebles Island Visitor Center. The draft New York State Invasive Species Comprehensive Management Plan was reviewed and discussed. Presentations were given by iMapInvasives and the Invasive Species Research Institute.

xi. Municipal Assistance Subcommittee – Kelly mentioned that there is nothing new to report.

x. Operations Manual Committee – Steve mentioned that there is nothing new to report. Scott mentioned that the manual has been posted, and is available for review on SharePoint. Judy B. inquired if it would be printed for Districts. Scott replied that he is not certain. Chastity mentioned that a copy may be made that can be easily updated. Steve mentioned that this is a living document that changes. Scott mentioned that the electronic version has a search function for ease of use.

xi. TAC – Steve mentioned that TAC holds meetings as needed, and a meeting has not been held recently. He continued that he will pass along any important information as it comes up.

xii. CDEA Golf Tournament – Doug mentioned that the golf tournament will take place Thursday July 26 in Canastota. He continued that the registration notification should be sent out soon. Kelly mentioned that registration was sent yesterday. Kristin W. mentioned that Doug will send her the necessary information she needs for the tournament.

xiii. Other - Kelly mentioned that Jessica Verrigni's brother passed away unexpectedly. Steve mentioned that a card will be sent on behalf of CDEA.

VII. Old Business

i. Insurance – Kristin W. mentioned that she would like to switch companies to allow for better communication with insurance agents. She continued that a request for added insurance from the college that hosted the NYS Envirothon was made. Policies are not in place,

and there is no way to get that insurance. Extra insurance has not existed for the past 2 years, and the Envirothon still takes place. Kristin W. would like to have an insurance agent that is located close to her District to review insurance protocol. Chastity inquired about the price. Kristin W. replied that she will clarify the price.

ii. Update for CDEA stormwater online 4 hr. course – Kelly mentioned that there were problems with the audio track that was recorded at SUNY Brockport. She continued that her office purchased a recorder to re-record the slides. Josh LaFountain has spent a lot of time making sure the product is professional. A signup sheet was available at the Water Quality Symposium for District staff members who were willing to test the new online tool and would also receive the training. Josh is working with Kristin W. to send the test link to the District employees who signed up to take the trial run. Kristin W. created a page on the CDEA website for the online training. People will log in, complete the form, check a box for SWCD employee, and pay for the course with PayPal. They will then receive a link to 4 hour class with a passcode, and complete the training and the quizzes. A link will then be available with a passcode and information for the DEC. Certificates and wallet cards will be automatically generated and emailed. Kristin W. will receive an email when people register and pay for the training. Kelly inquired about the cost for the training.

- **A motion was made by Caitlin, seconded by Kristin W. to set the price of the CDEA stormwater online 4 hour course at \$250. Carried.**

Suspended at 1:44 p.m.

Reconvened at 1:54 p.m.

iii. 2018 Water Quality Symposium – Chastity passed out a summary sheet to everyone in attendance. Steve inquired about the AV cost. Chastity replied that the hotel charged for screens, podiums, microphones, extension cords, etc., and money was not saved by omitting AV. Ben mentioned to include AV in the 2019 price. Chas mentioned that AV can be given as a comp. She continued that a better, more transparent cancellation policy is still needed, and needs to be sent out at the state level. Ben mentioned that when the cancellation deadline arrives, an email could be sent out state wide stating that refunds cannot take place at this time due to the deadline. Steve mentioned that a letter to each board chairman should be sent detailing the cancellation policy and refunds. Chastity mentioned that a few situations are acceptable for refunds, such as emergencies. She continued that some complications arose for NRCS staff staying for 1 night, because CDEA offered government rate rooms in addition to breakfast. For the 2019 event, a separate instructor sign up will be developed to track compensation. She continued to please encourage people to bring silent auction items that are nonperishable. Items will be ordered including a new CDEA banner, and wine glasses with the new logo. Kelly mentioned that the process may be more efficient if 1 company could be utilized for shirts, wine glasses, and banners with new CDEA logo. Chastity included that the evaluation forms were reviewed, and people recommended moving the location around the state. She continued that prices are higher outside of central NY and this may decrease attendance. Kelly inquired if the Double Tree could offer a price for a 2 year contract. Chastity replied that she will ask the top 3 hotels for a 2 year contract price. Caitlin mentioned that she will send the RFP to the Radisson. Velynda mentioned that her Division meeting was a challenge due to the number of people in attendance who sat at different tables. She continued that it was hard to hear the report. Chastity

mentioned that food cannot be taken out of the banquet room, but a quick lunch could be taken then the larger Divisions could utilize a meeting room that offers a quiet space. She continued that lunch could begin 15 – 20 minutes earlier if classes let out early to extend Division meetings. Steve mentioned that if Division meetings take place outside of lunch, attendance may decrease. Kelly mentioned that Division meetings should be included in the packet. Kristin B. mentioned that there are low quantities of new employee gifts. She continued that knives are a useful gift. Kristin W. mentioned that thumb drives would be a useful gift for new employees. Judy B. mentioned to research 4 Imprint for new employee gifts. Caitlin mentioned that she will research wine glasses. Doug mentioned that Chastity did an amazing job organizing this year's event.

iv. Follow up on NYS ESC Certification & MOU - Kelly mentioned that the training and exam took place at the Water Quality Symposium, 4 people failed, and 6 people passed. She continued that a conference call took place regarding the exam. She noticed from the evaluations that time constraints for the exam were an issue for the attendees. Steve inquired if this exam is different from the CPESC exam. Kelly replied that this exam is specific to New York State, and is a 3 hour exam. She continued that the training course was not beneficial or well recieved. Steve inquired about other instructors for the class. Kelly replied that District staff members who are current trainers for the 4 hour course can teach it. She continued that the steering committee agreed to extend the exam by half an hour. Kelly, PJ and Ellen are revamping the course and will create an outline for what needs to be changed, and discuss improvements that can be made. These items will be presented to the steering committee, and the exam and course will be revamped before it is rolled out to the public.

v. Renewal of Ronny Raindrop trademark- deadline 2019 – Caitlin mentioned that she emailed TMOOfficialNotices@USPTO.GOV on April 14 requesting information regarding the application for renewal. She has not heard back and will follow up. Chastity inquired about a budget to purchase new Ronny Raindrop costumes. Steve replied there is no line in the budget. Kelly mentioned that the costumes are expensive and cost \$3,000 or \$4,000. Kristin W. mentioned new costumes can be added to the budget for next year.

vi. 2 Hour NYS DEC MS4 inspector training program for Districts - No movement until new MS4 permit is issued – Kelly mentioned that the new permit will not be released until 2019.

vii. Other old business

- Doug inquired how people feel about moving the CDEA booth at the NYS Fair to the pond and sharing a space with our conservation partners. He continued that CDEA has always had our own identity, and costs should be considered and reviewed. Judy L. mentioned that she thought about building a permanent structure as well. Caitlin mentioned that the current CDEA location is branded and people know where to find us. Kelly mentioned that the location change was discussed with the fair committee, but it was uncertain who would be responsible for paying for the new location. Steve mentioned that the NYS Fair will not pay for the new location, and the construction costs will be shared by partners utilizing the new space. Judy B. mentioned that sharing a space with NRCS has

many benefits, but CDEA is often confused with NRCS, and by keeping the locations separate, identity confusion will decrease. Kelly inquired if Ag and Markets has leverage to construct a new building. Judy L. replied yes because Ag and Markets oversees the fair. Steve inquired who will own and maintain the building if multiple partners pay for construction. Kristin W. mentioned that CDEA is locked into the current booth location for 2018. Doug mentioned that his District can offer an excavator to haul stone if needed. Judy L. mentioned that she will take these questions to the fair committee.

VIII. New business

- Velynda mentioned that awards for directors and employees are due June 15. She continued that she encourages people to submit a nomination.
- Scott mentioned that his region may change from the current Division 3 – 6. He continued to please invite him to Division meetings or trainings.
- Steve mentioned that the Committees List was reviewed. He inquired about the need for a civil service committee. Chastity mentioned that Brian Steinmuller was going to inquire about adjusting or reevaluating the questions on the civil service exam. Kelly mentioned that the civil service exam is a problem because questions are outdated. Steve mentioned there is no one on the civil service committee. Chastity mentioned that she will follow up with Brian. Steve continued that the NYS Envirothon lead is Blanche. Velynda mentioned that the NYS Envirothon committee members list will be submitted to CDEA in August. Chastity will follow up with Blanche regarding the committee members. Steve continued that the Water Quality Symposium committee chair is listed as Chastity Miller, the technical subcommittee chair is listed as Kelly, and planning is Greg Albrecht. The administration subcommittee is listed as vacant. Steve mentioned that a Managers and Administrators Conference was not discussed, and inquired if this should be considered for the fall in perhaps November. He continued that no one is interested in being the chair of the Administrative Committee. The Education subcommittee chair and the Invasive Species Committee are listed as Caitlin Stewart. AEM Outreach is listed as Judy L. Chastity inquired about the NYS Fair Committee. Steve replied that division responsibilities cover those committees.
- Steve mentioned that bylaw changes should be discussed at the next CDEA meeting.
- Scott mentioned that he is happy to assist people with any CREP questions they may have.

X. Next meeting – TBD in July or August, 2018.

XI. Adjournment

- **A motion was made by Caitlin, seconded by Ben to adjourn at 3:31 p.m. Carried.**

Respectfully submitted

A handwritten signature in dark ink, appearing to read "Caitlin Stewart", written in a cursive style.

Caitlin Stewart
CDEA Secretary

Division 5

Clinton County

- Gearing up for a busy Summer
- Technician Dave Wilfore has been busy delivering the District's No-Till Drill for spring seedings
- We have scheduled 2 Scrap Tire Round Ups for the month of June
- 2 interns have been hired to assist with our WQIP grants Roadside Erosion assessments, hydroseeding roadsides, and various other projects
- The District purchased a trailer mounted Wheatear Post Pounder to assist landowners with fencing projects for rotational grazing
- Round 21 AgNPS grant closing out, Round 22 & 23 projects to begin soon

Essex County

- CWICNY RRAMP Grant program is moving forward
 - o Applications have been submitted, ranked and approved
 - o Municipalities are moving forward with projects
 - o A statewide meeting is tentatively set for November 8 in Cortland.
- Tree Sale was a great success this year
- Completed Envirothon and Environmental Field Days.
- Will be working hard on Rain garden/rain barrel projects this summer along with Ag NPS and CRF projects.

Franklin County

- Working on contracting for the 4 CAFO grants. Planning for round 2 of CAFO grants.
- Contracts received and soon to be bidding Round 23 Ag Non Point. Planning for the next round of applications for Round 24.
- We have had 2 very successful workshops this spring so far. We had over 25 participants at an Arbor Day tree planting event, and over 34 participants at a silvopasture workshop all thanks to Kristin! Allycia is planning a June 8 Grazing workshop with Troy Bishopp, it is a very interesting farm and we are hoping for a great turn out!
- Implementing our part C programs including soil health with our no-till drill, school implementation projects, water testing, and Conservation in the Community.
- Kristin is also working implementing the Lake Champlain Basin grant she received for culvert inventories!
- Allycia has been working on reaching out to our plain sect producers with AEM along with visiting a newly formed produce auction for outreach.
- Our staff is gearing up for a summer of culvert surveying, AEM planning and site visits, forestry planning and implementation, workshops, presentations at summer camps, our local fair and a very busy field season.
- Franklin Academy won our regional Envirothon for the 4th year in a row and also the overall event, setting a record for our event. The Franklin Academy Team went on to the State Event and placed 9th and won the Aquatics Station!!!!
- Karen is organizing an Agricultural Progressive Day at Brushton Moira School for June 1, over 400 students from grades 3 to 8 and 13 stations, so over 40 volunteers!
- Franklin County has a very busy summer and we are looking forward to it!

Hamilton County

- Successful 2018 Tree and Shrub Sale

- Well Water Testing Program started in May
- Hydroseeding has begun
- Abby Bobbette has started as our summer Intern
- Successful Envirothon event
- Arbor Day Poetry Contest – 15 senior citizens submitted poems based on this year's theme death of a tree.
- Earth Day Poster Contests – 2 entries.
- Awarded contract to Adirondack Watershed Institute to complete our 25 Year Lake Monitoring Report
- Updating our Quality Assurance Plan for the Lake Monitoring Program
- Regional Inlet Invasive Plant Program Planning has begun management for Japanese knotweed.

Warren County

- Hydroseeding just began for us and we are very happy with the new T-75. Easier to maneuver and quieter.
- Several stormwater projects with communities have started. We are shifting more towards green infrastructure type projects through grants and our programs.
- We will be starting our county budget request in July, as our meeting is in August. Things look positive, but you never know.
- We will be submitting for 2 NYSDEC WQIP grants this round.

Division 6 Report

June 2018

Albany County

- Applied for and received funding through the Capital Mohawk PRISM for an Invasive Species Billboard Roadshow.
- Held a successful tree sale with approximately 50 more customers than last year.
- Coordinated the Capital Region Envirothon with Schoharie, Montgomery, Rensselaer and Schenectady County SWCD staff, with 14 teams total.
- Held our spring fish program
- Continue to serve on the Farmland Protection Plan advisory committee
- Hydroseeding season has started – seeded 12,000 sq. ft. with the Town of Berne Highway Department.

Fulton County

No Report

Montgomery County

No Report

Rensselaer County

No report

Saratoga County

No Report

Schenectady County

No Report

Schoharie County

No Reprot

Washington County

- Closed out Ag Nonpoint Rounds 17, 18, 19, & 20 in the last several months
- Round 21, 22, & 23 Ag Nonpoint: finalizing designs and preparing for BMP system implementation this summer. Projects include; stream bank protection, 4 riparian buffers, 2-3 manure storages, covered barnyard, 2 silage leachate collections
- CAFO Waste Storage Grant Round 1: working with engineers on designs
- VT RCPP: 2nd farm awarded funds; will match Rnd 23 AgNPS grant
- AEM: sugar bushes & orchard interested in NY Grown and Certified; 3A plans & 5B BMP evaluations
- Hired intern to do NAACC assessments
- No-till drill
- Tree Sale- orders down
- Fish Program
- Envirothon
- WQIP application

Division VII Report
June 2018
Submitted By Erin Sommerville

Dutchess County

- NAACC inventories are planned for multiple watersheds this summer. (City of Beacon, Great Spring Creek-Wappinger Creek Watershed, East Branch-Wappinger Creek Watershed).
- Working on a Culvert Prioritization Plan for the Town of Stanford.
- DCSWCD recently purchased Emriver model for use at schools, community events, and other educational events.
- Assisting the Dutchess County MS4 Coordination Committee with a Stormwater Management Officer training to be held mid-June.
- A new Tree Risk Assessment Program has been started.
- A Grazing Workshop will be held on June 16th.
- Recently planted willows for a 100' Streambank stabilization project in Poughkeepsie.
- 435 feet of streambank stabilization projects in permitting.
- Working on 2 wetland disturbance permits.
- Assisting municipalities with dry hydrant design and permitting.

The Lower Hudson Coalition of Conservation Districts is beginning planning for the SENY Stormwater Conference to be held in Beacon, NY on October 17th, 2018.

Frank Bratt Report
June 6, 2018

- Megan McAnn of Orleans County submitted a request for payment of \$421.00 relative to her award under the January 2018 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Katie Sommerfeldt of Orleans County submitted a request for payment of \$394.22 relative to her award under the January 2018 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Katie Capiello of Ontario County submitted a request for payment of \$245.00 relative to her award under the January 2018 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Corrina Aldrich of Washington County submitted a request for payment of \$125.00 relative to her award under the January 2018 round of funding. Approved by Judy Bennett and sent to Member @ Large. She will not be using the remaining \$50 that was awarded to her.
- Ian Priestly of Wayne County submitted a request for payment of \$250.00 relative to his award under the January 2018 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- At this time there are no open scholarships.
- An email was sent out reminding people of the upcoming round of funding.
- Received 2 applications for the June 2018 round of funding totaling \$1,000.00.
 - Laura Bestehorn, Genesee County SWCD - \$500 for QuickBooks Training
 - JoAnne Humphreys, Oneida County SWCD, \$500 for Level 1 Applied Fluvial Geomorphology
 - Angel Hinickle, Tompkins County SWCD, \$500 for Level 1 Applied Fluvial Geomorphology
 - Avery Barber, family member – Cortland County, \$500 for Ecology and Fundamentals of Organic Agriculture
- Sent an email to Division Reps with the applications attached for their review.
- After ranking the following are recommended for funding under the June 2018 round of funding totaling \$1,500.

• Laura Bestehorn	\$ 500.00
• JoAnne Humphreys	500.00
• Angel Hinickle	500.00



Meeting Minutes
August 21, 2018
Holiday Inn
441 Electronics Parkway, Liverpool NY 13088

Executive Committee Members

Steve Lorraine, President
Chastity Miller, Vice President
Caitlin Stewart, Secretary
Kristin White, Treasurer
Doug Kierst, Member at Large

Partners

Judy Littrell, NYS SWCC
Blanche Hurlbutt, NYACD
Victor DiGiacomo, NYS SWCC
Ed Henry, NRCS

Division Representatives

Judy Bennett, Division I
Raeanne Dulanski, Division III
Velynda Parker, Division IV
Kristin Ballou, Division V
Ben Luskin, Division VI
Erin Somerville, Division VII
Ann Marie Calabro, Division VIII

Absent

Kelly Emerick, Division II
Brian Steinmuller, NYS SWCC
P.J. Emerick, NYS SWCC
Scott Fickbohm, NYS SWCC
Greg Kist, NRCS



Minutes

I. Call to Order – Steve called the meeting to order at 10:04 a.m. with introductions.

II. Reading and approval of the June 2018 meeting minutes.

- **A motion was made by Judy B., seconded by Kristin W. to approve the minutes. Carried.**

III. Correspondence - Steve mentioned that no correspondence was received.

IV. Treasurer's Report – Kristin W. mentioned that she emailed the incorrect version of the report and passed out a hard copy of the correct report at the meeting. Kristin W. continued that the New York State Envirothon teams from Nassau and Suffolk counties haven't paid the team registration fee yet, and that is noted in the Envirothon receivables. Steve inquired about the insurance line. Kristin W. replied that she is still waiting for funds to come in. Steve inquired about the Ronny Raindrop amount. Kristin W. replied that the money covers the trademark

renewal. Doug inquired if the trademark renewal is annual. Caitlin replied the trademark is renewed every 10 years.

- **A motion was made by Caitlin, seconded by Chastity to accept the Treasurer's report. Carried.**

V. Reports

i. Division Reports

a. Division I – Judy B. shared her report, appended to the minutes.

b. Division II – Kelly provided a written report, appended to the minutes. Doug mentioned that his county is busy with construction and has received a lot of complaints from the public and the media regarding the installation of a manure storage waste facility.

c. Division III – Raeanne mentioned that her Division is busy with construction.

d. Division IV – Velynda shared her report, appended to the minutes.

e. Division V – Kristin B. shared her report, appended to the minutes.

f. Division VI – Ben mentioned that his Division is conducting NAAC assessments, and is working on AEM Tier 3A's. Ben continued that construction has been slow due to delayed and incomplete engineering designs. NRCS funds are on hold, and bids are slow to come in. Several projects will begin in the next month. Issues arise with obtaining bids that are often out for months due to a lack of response from the contractors. These issues make the process difficult for farmers who refuse to put bids out to contractors they do not know.

g. Division VII – Erin mentioned that her division is conducting NAAC assessments, and is planning for culvert replacements. Erin continued that a training session for highway departments will be held in October. She mentioned that one of her Districts inquired about how other Districts assist with waste tire disposal. Steve replied that scenarios vary across the state. Doug replied that his District takes the tires to a landfill for shredding. Judy B. replied that the cost in her county has risen to \$3.50 due to increasing disposal costs. Judy L. replied to follow up with Montgomery County SWCD for information about their program. Doug replied that his District has an agreement with a steel plant that takes clean tires and melts them down to use as a Carbon source, and they partner with Seneca Meadows for a topping for the landfill. Doug continued that tires may be brought to any transfer station in Madison County. Erin inquired about recommendations for alternatives. Doug replied that the lugs are large on farm tires, and a tub grinder processes wood and tire waste.

h. Division VIII – Ann Marie submitted her report, appended to the minutes.

ii. Partnership Reports

a. NYS SWCC – Victor mentioned that it may be a banner year for Round 24. Judy L. mentioned that, as of yesterday afternoon, 85 applications were already received. Victor

continued that interviews are being conducted to fill the AEA, agriculture land protection and secretary positions, and SWCC should return to almost a full staff in the near future. He continued that the State Committee office has received requests for AEM year 13 closeouts from the comptroller's office, and the State Committee has contacted Districts to gather the information required for the audits. It is important to file time sheets, tier worksheets, and other documents that the State Committee does not require in case an audit takes place. To date, all Districts have responded with the correct data for the audit. A 2 day state wide meeting may be scheduled for late November or early December and may include panel discussions, a non-point reviews and team building. Judy L. mentioned that the 2 day state wide meeting will not overlap with CCA. Chastity mentioned that she would be happy to assist with locating a hotel for the meeting.

Judy L. mentioned that 43 CAFO waste storage proposals were accepted with funding around \$15 million. Steve inquired if there was a minimum score requirement. Victor replied that he believes there was. Judy L. thanked those who attended Empire Farm Days, and thanked Kristin W. for assisting with set up. Judy L. continued that the table did not receive a lot of traffic during the 3 days. Kristin W. mentioned that she heard that the tent was small, and it was difficult for fair goers to walk inside the tent due to space constraints. Judy L. mentioned that she spoke with the person in charge of the Ag and Markets tent and relayed that the tent was not well marked, vendors said foot traffic was low, and visitors use golf carts to navigate the fair and miss many exhibits. Judy L. continued that Theresa sent a survey out to the Ag and Markets divisions for feedback. Kristin W. mentioned that the main tent had much more traffic, and people walked through that area. Kristin W. inquired if it would be possible to move into the main tent. Judy L. replied that the decision needs to be made by CDEA. Victor mentioned that other employees mentioned to him that Empire Farm Days attendance is significantly lower from where it was 5 to 7 years ago. Kristin W. mentioned that a large sign may draw people in. Judy L. agreed. Doug inquired if there is a fee to be located in the main tent. Kristin W. replied that CDEA has never been asked to pay a fee, but the main tent may cost \$80 for 3 days. Kristin W. continued that CDEA and Ag and Markets should not separate. Chastity mentioned that a banner should be made with the new CDEA logo. Judy L. mentioned that the Empire Farm Day discussion will continue. She continued that Lakewood Vineyards was awarded the 2018 State Agricultural Environmental Management (AEM) State Farm award, and Schuyler County SWCD was acknowledged for providing technical assistance to advance AEM practices. She continued that this year's applications were great, and thanked the Districts who applied. She mentioned that AEM hats and shirts are available, and Districts can order more directly through the shirt company as needed. Judy L. continued that she and Julie continue work on the storyboard project, information has been collected, and a reminder will be sent to Districts who have not yet responded. Steve inquired why electronic signatures are not accepted for applications. Judy L. replied that she will take this concern back to the State Committee. Chastity mentioned that she thought it was beneficial to remove the questions that were omitted, and have the opportunity to return to previous sections and easily change responses. Steve mentioned that the process is smooth, and a few minor changes would make it even easier. Doug mentioned that the process could be simplified with just a budget and summary. Chastity mentioned that some Districts who need funds may not qualify because water quality is too clean and funds are not available until there is a pollution problem. Judy L. mentioned that these discussions should continue at the TAC and managers meetings.

b. NYACD – Blanche shared her report, appended to the minutes. Steve inquired if resolutions can be brought forward at the annual meeting. Blanche replied yes. Blanche inquired if NYACD branded grocery bags could be handed out at the CDEA booth during the New York State Fair. Kristin W. replied yes.

c. NRCS – Ed mentioned that there is still uncertainty with the Farm Bill at the national level. Ed continued that the House and the Senate passed versions of the Farm Bill with significant differences, and until the bill is passed, NRCS can't proceed with applications, and applications may be changed. He continued that the agency is involved with discussions in Washington, and supports combining programs to gain efficiencies. A new Part 2 for assessment tools may be created. Employees must learn a new process to get the applications through, and this slows things down. At the state level, NRCS is doing everything possible to move forward, but the agency does not have materials for FY 19 Farm Bill dollars. The focus is on working together with AEM planning, and preparing the applicants as much as possible through the EQIP and CSP programs. Greg Kist will retire, and there is no succession plan in place due to uncertainty in Washington. GIS, grasslands, and soil health specialists are leaving, and those positions are not slated to be filled. All filling of positions is managed from Washington, spinning into the F Pack, and adding challenges to NRCS. The west area supervisor position has not been filled, but is advertised. New York is down 130 staff, 20 are true vacancies, and some positions may never be refilled. Regarding grant opportunities, RCPP and Conservation Innovation are still available. Ed mentioned that it is important for grants to be re-signed up in Easy Feds Grants to prevent delays. NRCS staff can try to help and are willing to help. Ed mentioned that Greg does stress the need for partnerships and their importance, and communication is important. Steve inquired if Greg's job has been advertised. Ed replied yes. Ed continued that a retirement party will take place on September 12 and all are welcome. Judy L. mentioned that Sonny Perdue will visit New York State Wednesday or Thursday. Ed mentioned that no information of Mr. Perdue's visit was passed along to him. Judy B. mentioned that it has taken a very long time for a Soil Conservationist position to be filled due to human resources, and if it is not filled in the next few weeks, the position will be lost. Ed mentioned that it is important to be persistent and vocal in order for job positions to be filled, and he will do what he can. Velynda inquired if the open soil conservation position in Steuben County will open again or be left vacant. Ed replied that NRCS will try to refill positions, but is constantly told to reprioritize at the local level. Velynda inquired about New York's outcome from the conservation planner certification program listening session in June. Ed replied that feedback was good, input from New York was well received, the group was vocal, and improvements to the planning process will be discussed. Ed mentioned that the National Conservation Planning Partnership is serious about making improvements, and recognizes the importance of being a customer service facing and minded organization. Ed continued that comments are still being accepted for the planning process.

VI. Committee / Meeting Reports

i. Conservation Skills Workshop – Chastity mentioned that the registration form was emailed last week. She continued that the committee has worked hard on this year's event. Velynda mentioned that the class selection is excellent, and her District's new technician has 4

classes she wants to take on the same day. Velynda mentioned that she forwarded the information to NRCS staff. Judy L. mentioned that she sent the registration information to Dennis to forward to the NRCS listserv.

ii. Envirothon Committee – Blanche mentioned that the 2019 event is scheduled for May 22 and 23 at Hobart and William Smith Colleges. She continued that the 2019 national event will be held in Raleigh, North Carolina. Blanche continued that the Mount Academy of Ulster County received first place at the 2018 national Envirothon competition. Planning for the New York State Envirothon is right on track.

- **A motion was made by Velynda, seconded by Caitlin to approve the 2019 Envirothon Committee including Blanche Hurlbutt (chair), Kristin White (treasurer), Cal Lewis (vice chair), Robert Shenk, Allan Fagan, Chastity Miller, JoAnn Kurtis, Betsy Ukeritis, MaryLynne Malone, Miranda Palmer, Chelsea Bartlett, Ernie Swift, and Dean Moore (oral presentation advisor). Carried.**

Blanche inquired if Frank Bratt scholarship funds could be donated to the New York State Envirothon. Velynda replied that there is a line item in the budget for the New York State Envirothon under the silent auction and bucket raffle, and funds go into the Frank Bratt scholarship. Kristin W. replied that \$20,000 must remain in the Frank Bratt Scholarship account at all times, and \$3,000 comes from bucket raffle and silent auction for the scholarships that are being paid. Steve mentioned that this would be reflected in the 2019 budget if we were to change this.

iii. Frank Bratt Scholarship – Judy B. shared her report, appended to the minutes.

iv. State Fair Committee – Kristin W. shared her report, appended to the minutes. She mentioned that the booth is set up and ready to go thanks to the committee and Christopher Creelman of her office. Some handouts have the old CDEA logo but will still be passed out to the public. New polo shirts were purchased from a local printing company in Auburn and look fantastic. 7 shifts remain to be filled. Velynda mentioned that she sent the shift request to her Division twice to encourage volunteers to sign up. Kristin W. mentioned that she will speak with Judy L. about a permanent building at the New York State Fair for Ag and Markets and other partners. Judy L. mentioned that Greg Kist spoke with her about a permanent building located near the birthing area and water feature. Kristin W. mentioned that a new location would be a positive change for the partners because the Horticulture building is hosting more and more vendors. Doug thanked Kristin W. for her hard work. Judy L. mentioned that she will email the shift request again. Kristin W. thanked everyone who signed up for a shift, and their volunteerism is appreciated. Steve mentioned that the continuation of the fair booth should be critically discussed if foot traffic is low and shifts are difficult to fill. Steve continued that a combined booth with Ag and Markets, NRCS, and NYACD would help fill shifts. Ed mentioned that he agreed with Steve, and fully supports the opportunity to support partners, share a booth, and have a presence at the fair to serve the public. Steve mentioned that we should be there to serve the public, but the process needs to be efficient. Caitlin mentioned that she always runs out of giveaway items during her shift. Caitlin continued that she would like to help move this initiative forward to move the booth to a new location and join forces with partners. Judy L.

mentioned that she will look into who needs to be contacted in Albany and at the State Fair committee to change the location of the booth, and conservation partners will be included in the conversation. Doug mentioned that getting in touch with the fairgrounds staff may be a challenge.

v. Environmental Education Foundation Committee – Ben mentioned that a PayPal account was set up for the New York State Envirothon and will remain active. The annual meeting is scheduled for September 11 at Doug's office for the yearly face to face. Dave Reckhan will retire, but he may possibly stay on the committee. Ben requested that people let the committee know of grant opportunities. Steve inquired if advertising is in place for the Go Fund Me page. Blanche replied yes, and it is now closed. Judy L. inquired about the events that the EEF funds. Ben replied that the majority of the funds support the Envirothon. Judy L. inquired if the New York State Agricultural Society has been researched for grant opportunities. Ben mentioned that Blanche sends out a list of grant opportunities. Chastity asked Judy L. to please send a list of grant ideas for the Envirothon.

vi. National Conservation District Employees Association – Velynda mentioned that classes are being organized for a meeting that will take place at the end of January or early February in San Antonio, Texas. She continued that half or full day tracks will be offered on Wednesday. She is chairing the professional track and will offer a certified planners course to assist with credits. Steve mentioned that everyone should attend a national event to understand the differences that exist among Districts in different states. Steve continued that attending the event helps us to understand New York's issues and the great opportunities and challenges that exist for working with partners. Velynda mentioned that even though it is expensive to send a board member, the networking, learning experiences, and opportunities to share ideas are invaluable. Jeff serves on the Natural Resource Policy Committee for NCDEA, and is an alternate for the Farm Bill Task Force. New website is in the process.

vii. Northeast Association of Conservation District Employees – Velynda mentioned that a meeting takes place today at 11 a.m. She continued that both she and Jeff Parker were unable to attend but provided a report. She sits on the Performance Outcome and Accountability committee (POA) for the national conservation planning process. The POA met in Virginia in early August and members discussed ways to move the process forward and meet goals. Velynda forwards the Water Quality Symposium packet and Conservation Skills registration to this group and encourages people from other states to attend these trainings. President Tim Ryley feels that these trainings offer excellent educational opportunities. Velynda also forwards CDEA News to the membership.

viii. New York Invasive Species Advisory Committee – Caitlin mentioned that the next meeting is scheduled for October 10, 10am at the Saratoga Spa State Park (Gideon Putnam Room). The next tentative meeting date is set for December 18, location TBD.

xi. Municipal Assistance Subcommittee – No report was submitted.

x. Operations Manual Committee – Steve mentioned that there is nothing new to report. Velynda mentioned that she will update the manual with the Department of Labor form.

xi. TAC – Steve mentioned that Ben attended the most recent meeting on his behalf. Ben mentioned that a new buffer policy is being established modeled after cover crops. He continued that payment for maintenance and implementation will take place over 3 year period to ensure that construction is done correctly. The cover crop policy will be modified, allowing money to be transferred at the end of the grant period from 1 farmer to another who is able to plant more cover crops. Cover crop funds won't be returned, and farmers who receive a transfer must already be in the grant system. Extensions may be applied during the 4th year. Regarding Climate Resiliency Farming, different percentages of the funds will be shifted among the 3 tracks, and people have different opinions of where the money should go for cover crops, flairs, and buffers. Judy L. mentioned that Washington County provided an excellent tour. Ben mentioned that attendees toured a complex silage system, and many questions were asked during the tour, offering a great educational opportunity. Steve thanked Ben for attending the meeting in his stead.

Ann Marie joined the meeting at 11:48 a.m.

xii. Other – No other business was discussed.

VII. Old Business

i. Update for CDEA stormwater online 4 hr. course – Kristin W. mentioned that an email was sent requesting any interested District to test the program. Steve mentioned that the course is moving forward.

ii. Follow up on NYS ESC Certification and MOU – No update provided.

iii. Renewal of Ronny Raindrop trademark – Caitlin mentioned that she completed the paperwork sent by the Patent and Trademark Bureau. Caitlin continued that the renewal fee is \$1,650.00 for another 10 years, Kristin W. wrote a check, and the check was mailed to renew the trademark. Chastity inquired if new Ronny Raindrop costumes are needed. Caitlin replied yes. Velynda mentioned that Cortland County SWCD purchased a costume specifically for their District. Caitlin inquired if each District in Division V who utilizes the costume could contribute money to purchase a new one. Velynda mentioned that, historically, CDEA alternated funds over a specific time frame to purchase new costumes, and allow updates for old costumes that were still in good shape. Chastity inquired about a company that could make the costume from a pattern. Doug mentioned that a costume quote was received for approximately \$3,000. Chastity inquired if other companies could create the costumes. Blanche replied that it was difficult to locate companies to make the costumes. Judy B. mentioned that costumes could be brought to a future meeting for assessment. Velynda mentioned that Lenny Croote organized costume assessment a few years ago at the Water Quality Symposium, and shoes and gloves were missing, and many costumes were damaged from years of use. Chastity mentioned that another costume assessment could be organized for the 2019 WQS. Steve mentioned that costumes were not budgeted for this year, and that they should be in the budget for next year.

Suspended at 12:00 p.m. for lunch.

Reconvened at 12:29 p.m.

iv. Elections – Steve and Doug mentioned that they will not run again. Steve continued that odd number Division Representatives are up for election this year. Judy B. mentioned that she terms out this year, but has options for a replacement in mind. Chastity mentioned that a Vice President candidate is needed, and to please think about candidates.

v. Media relations - Doug mentioned that he and his coworkers spend a lot of time dealing with media relations. Doug continued that information is provided by his District to the media including the work that his District accomplishes. His District has received bad press on Facebook, at town hall meetings, and from the public regarding a manure storage facility that is being installed in a rural part of the county. Very little that is being reported on is based on fact. The media doesn't reach out, and this is a problem. A lot of time is spent explaining the facts at meetings and on phone calls, and those facts are often misconstrued. Doug mentioned that this type of bad press is the future of what will happen when the public doesn't want manure storage facilities installed. Chastity mentioned that she always has to explain what an ag district is. Ed inquired about a public affairs position in CDEA, and mentioned that the protestors are always difficult to deal with. Doug mentioned that Districts should be aware of this situation. Steve mentioned that more media trainings should be offered. Judy L. mentioned that she had a conversation with Brian about media training being offered outside of the Water Quality Symposium and Conservation Skills workshop. Judy L. continued that regional trainings should be organized and hosted with a focus on dealing with difficult stations, crisis management, when to respond to social media, working with government officials, and highlighting success stories. She continued that timing is a challenge, and media instructors are needed. Judy L. requested feedback on locations and time of year for the media trainings. Doug replied early April. Steve replied Rochester, Syracuse, and Albany. Judy L. mentioned that a few trainings could be held in January, and a few in April. Chastity mentioned that handouts would be helpful, and a director training would be beneficial. Steve mentioned that Association of Counties meetings would be a good platform for AEM presentations and this outreach would be positive and assist us with getting back on their radar.

vi. 2 hr. NYS DEC MS4 inspector training program for Districts – No report provided.

vii. 2018 Water Quality Symposium – Doug passed out the hotel RFP spread sheet. Chastity inquired about the needs of each Division. Kristin B. mentioned that only a few new employee gift items remain with the old CDEA logo and the new gift items will be ordered with the new logo. Chastity inquired about the budget for the new employee gifts. Steve replied that the gift items are part of the WQS budget. Steve mentioned that enough items should be ordered to cover several years.

- **A motion was made by Velynda, seconded by Ben to allow Kristin B. to purchase 100 multitools and 100 USBs for the new employee gift items. Carried.**

Erin inquired about awards dates. Chastity mentioned that it was difficult to get rooms for awards recipients. Steve mentioned that the hotel may allow some rooms to be reserved in advance for the families of award recipients, and cancel those rooms if they are not filled.

Velynda mentioned that the winners of the bucket raffle and silent auction should be announced during cocktail time. She continued that, last year, the new format conflicted with the timing of the DJ. She continued that it is difficult to get through 80 items, and streamlining is a challenge. She mentioned that Thursday is the best time to announce the winners to allow for as much time as possible for bidding. Chastity mentioned that entertainment could be scheduled for Tuesday and Wednesday, and not Thursday. Kristin B. mentioned that tickets could be pulled, a list could be made, and people could pick up the item. Steve mentioned that this discussion would be revisited at future meetings. Judy L – mentioned that each Division bring 1 item for the silent auction, and that would save a lot of time passing out many items.

Chastity discussed highlights from the RFP spreadsheet that summarized the top 5 hotels, including room costs, number of rooms, and milk. Chastity continued that Google Docs streamlined the bid process. She continued that 2019 is CNMP year, and attendance will be boosted from 2018, which came in at 333 attendees. Chastity mentioned that the DoubleTree and Holiday Inn are similar. Doug mentioned that the Holiday Inn was recently renovated with room modifications and socialization places, and that the hotel would be offered to only WQS attendees. Chastity mentioned that the Holiday Inn offered complimentary screens, the DoubleTree charged for the use of their AV equipment. She continued that the Holiday Inn charges \$10 for a weekly room rental, with a maximum of \$2,000, and the DoubleTree offered free cheese for the Banquet. Ed inquired about the total cost estimate. Chastity mentioned that it is difficult to determine because changes do take place. Steve mentioned that, looking at the spread sheet, the Holiday Inn and the DoubleTree are very similar. Judy L. inquired how the DoubleTree and Holiday Inn were to work with. Chastity replied that they both were very accommodating. Chastity mentioned that the AV bill total could decrease by half if people brought 4 screens for presentations. Caitlin inquired about the survey responses, and if people enjoyed Syracuse or if they wanted the WQS to be held at a different location. Chastity replied that some people wanted the WQS moved to a new location and many people loved the amenities at the DoubleTree. She continued that some people did have some complaints about the DoubleTree. Velynda mentioned that a clause should be developed for the 2 year contact with an opt out time. Velynda mentioned that she enjoyed the DoubleTree. Chastity mentioned that she will inquire if the DoubleTree could accommodate the food requests from the survey, and that rooms increased by \$10 from 2018 to 2019 for the DoubleTree.

- **A motion was made by Velynda, seconded by Kristin W. to hold the 2019 Water Quality Symposium at the DoubleTree by Hilton, East Syracuse. Carried.**

Chastity mentioned that she sent an email requesting course ideas state wide and contacted the planning committee for ideas. Steve inquired about a meeting. Chastity replied that she is working on organizing a meeting. Chastity mentioned the benefits of new instructors. Velynda mentioned that finding new instructors for courses is a challenge.

Caitlin mentioned that some resource fair vendors have not yet paid. She continued that she will send the list to the CDEA Executive Board and Division Reps for vendor follow ups and thanked everyone for their assistance.

Ann Marie mentioned that a new MC is needed for the Awards Banquet.

Chastity mentioned that Kelly Emerick is searching for a new chair for the non ag track committee. Steve mentioned that he will reach out to people.

vi. Other old business – No other business was discussed.

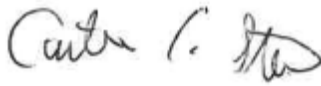
VIII. New business – No other business was discussed.

X. Next meeting – TBD in October or November.

XI. Adjournment

- **A motion was made by Caitlin, seconded by Doug to adjourn at 1:58 p.m. Carried.**

Respectfully submitted



Caitlin Stewart
CDEA Secretary

Division I Report August 21, 2018

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Hosting the WNY Soil Health Alliance Workshop on August 28 in Stafford, NY.
- Working on the 10 NY Grown & Certified Grants. We are hoping that all of these will be installed this year.
- Almost finished with a Round 20 grant. Will be completed this year and we will be able to close it out.
- Submitted 1 grant application for CAFO Waste Storage.
- Submitted 4 grant applications for the AgNPS Round 24 to include a total of 23 farms.
- Continuing to assist NRCS through our Contribution Agreement.
- Working with farmers on the installation of BMP's utilizing AgNPs, FLOWPA and Part C funds.
- Assisted the County EDA with hydro-seeding and the installation of Jute mesh in a ditch that was relocated for the construction of a new facility.
- Had a phenomenal year for fish sales this year.

Niagara County SWCD reported the following:

- Applied for 1 CAFO waste storage grant.
- Applied for 1 Ag Non Point grant.
- Continuing to assist the USDA NRCS with engineering support for their projects.
- Continuing to work on the Japanese knotweed eradication program and are extending the program into other parts of the County.
- Awarded funding for a mink reproductive/deformities study in the Eighteenmile Creek Area of Concern. QAPP is under review and project to determine the status of a beneficial use impairment will start this fall.

Cattaraugus County SWCD reported the following:

- Ag NPS Program - Several projects currently under construction. We will be submitting 2 applications for Round 24.
- CAFO Storage & Transfer Grant - We have one project from the Round 1 signup under construction, and have submitted 2 projects under Round 2.
- Southern Tier Ag Industry Enhancement Grant Program - Partial closeout submitted for several completed projects. It appears there will be some funds remaining to award to farms who were determined eligible but funding was exhausted after the final signup period ended.
- Hydroseeding - Bob & Megan have been busy with our new hydroseeder seeding road ditches and banks. Most of these projects will be funded through the Lake Erie Watershed Protection Alliance and a WQIP grant that we received.
- Streambank Projects - We have 5 streambank projects that are essentially ready to go and will likely be completed by the time of your meeting.

- Flood Control Dam maintenance - We have been working on the annual O&M work on 16 flood control dams originally installed by NRCS in the 1960's & 70's. Work includes mowing, brush & debris removal, etc.

Genesee County SWCD reported the following:

- Invasive Species Workshop to be held on August 25th.
- Submitted 1 grant applications for CAFO Waste storage.
- Submitted 3 grant applications for AgNPS Rd 24 .
- Working on EPA and GLRI projects
- GCSWCD has also been working on AgNPS, CRF, NAACC projects that are underway at this time.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative



Division II Report

August 2018

Report from Cayuga, Livingston, Monroe, Onondaga, Ontario, Seneca, Wayne, Yates

Cayuga: Verbal report provided by Doug Kierst during meeting. See meeting minutes.

Livingston: No Report Provided

Monroe:

- In the process of re-classifying and interviewing to fill clerk position at the District. Kristin White, Seneca SWCD, has been acting bookkeeper since February to assist our office. **Thank you Kristin!**
- In the process of creating a new position with our Civil Service office to add staff for capacity at the Monroe office.
- Working with the Genesee River Watershed Coalition to implement Agricultural BMPs for sediment reduction within the watershed under EPA's Great Lakes Restoration Initiative program.
- Working with the Genesee River Watershed Coalition to implement Agricultural BMPs for sediment reduction within the watershed under NRCS Regional Conservation Partnership Program.
- Working with the Genesee River Watershed Coalition to create a database of Agricultural BMPs to track implementation efforts and benefits throughout the watershed.
- Inspecting cover crop projects for termination and payment under AgNPS Round 20 & 21; Beginning to work on closing out AgNPS Round 20.
- Working on coordinating an Aerial Erosion Hazard Index Project through NYS Part B funding to assess coastal erosion using aerial drone photography along the Rochester Embayment.
- Partnering with Monroe County Department of Environmental Services to plan, design and implement Algal Turf Scrubbers as a pilot project in the nearshore area of Lake Ontario.
- Prepared and hosted our 2018 Tree, Shrub and Plant Program at the Monroe County ecopark distributing over 16,000 trees, shrubs and groundcovers.
- Hosted the 2018 local Envirothon competition at Monroe County's Ellison Park on May 17th. Brighton Team advanced to State Competition and placed 11th overall.
- Continue to provide erosion and Sediment control construction inspections on development sites, including weekly inspections on three different County owned projects.
- Hosted 5 NYS DEC Endorsed 4 Hour E&SC Training sessions from January through June. Will begin to host again in October with the first class scheduled for the 3rd in the Town of Chili.
- Staff developed an online 4 Hour E&SC Training that was released to Districts to test and provide comments. Looking to launch this on the CDEA website soon!
- Working with the Steering Committee for the NYS Erosion and Sediment Control Certificate Program to update the training course to release at a later date.
- Held 5 WNY Stormwater Training Series Classes at Monroe Community College February through June. The planning for the 2019 training series has begun.
- Working on 3 projects under WQIP Round 12 including a regional stormwater pond facility, a riparian buffer project, and a stream restoration project.
- Working on 2 projects under WQIP Round 14 for Stream Restoration on Black Creek with engineering from Dave Denick and a Nature-Based Shoreline project with Monroe County Parks on Irondequoit Bay.
- Developing tree planting plans for 3 Monroe County Parks under the US Forest Service grant for forest canopy restoration due to Emerald Ash Borer Impacts.
- Continue to implement our Culvert Assessment program within the watersheds from our grant award.

Onondaga: No Report Provided

Ontario: No Report Provided

Seneca:

- Jim Malyj, District Manager, will be retiring; his last day is September 28th.
- In regards to the flooding on August 14th, the hardest hit area was the Lodi Point lake frontage area on Seneca Lake in the Town of Lodi. However, there were several other areas in the Southern half of the County that also got hit hard including the Sheldrake Point area in Ovid and the Village of Interlaken in the Town of Covert. At first glance it doesn't appear that Agriculture got hit that hard and it doesn't appear that there is much crop damage or even erosion in the crop fields. Most devastation seems to be localized to road ditches, drainage ways and streambanks. There are still approximately 5+ road closures including NYS Rte 89 and I would say close to 100 culvert & driveway repairs.

Wayne:

- Busy with the summer season.
- Haven't had any updates to our program from last year but are continuing to address specific conservation projects related to contracts through various partners.

Yates: No Report Provided

Submitted by,

Kelly Emerick
Executive Director
Monroe County SWCD
NYS CDEA Division II Representative



NYSCDEA, Inc. Division IV Report

- ✓ **Looking at holding a joint meeting in early September with NYACD to discuss the resolutions that will be presented at the NYACD annual meeting in October.**
- ✓ **Districts are busy with construction projects**
- ✓ **Several counties in Division IV received flood damage from the recent storm event. ACE (Army Corp of Engineers) have issued emergency regional permit for Broome, Chemung, Chenango, Cortland, Monroe, Onondaga, Ontario, Schuyler, Seneca, Steuben, Tioga, Wayne and Yates Counties.**
- ✓ **Districts have submitted applications for the Round 24 AgNPS**
- ✓ **Steuben has been assisting The Nature Conservancy on conducting NAAC assessments in the eleven municipalities in the Cohocton Watershed consisting on grant entitled Flood Smart Communities.**

Division 5 Report – August 21, 2018

Clinton County

- No report

Essex County

- Working on 2 new rain gardens at the fairgrounds through a WQIP grant
- Completing roadside erosion assessments in the Champlain Watershed
- Watershed education for summer youth programs also in the Champlain Watershed
- Continuing to help coordinate the statewide discussion of the Rural Roads Active Management Program
- Closing out 3 AGNPS grants and implementing our first CRF grant under round 2
- Assisting Trout Unlimited with another Dam removal on the West Branch outside on Lake Placid
- Installing rain harvesters at the Lake Placid and Westport schools through a LCBP Grant

Franklin County

- Applied for a WQIP for culvert replacements in the town of Franklin. Assisted with 2 other applications within the county.
- 1 CAFO grant under construction and the other 3 are out to bid.
- Waiting for engineering review on a Round 23 and working on 3 applications for Round 24.
- County fair was the week of August 3-12, our booth was a huge hit this year as our focus was on pollinators and highlighting our programs. For kids day we had a variety of crafts relating to soil conservation and pollinators.
- A lot of field work being completed by the staff including forest inventories, timber marking, culvert assessments, road side erosion assessments, and invasive species mapping. Kristin and our intern have covered a lot of ground this summer!
- Our AEM program is also doing amazing. Lots of new Tier 1s and 2s, along with updates and plans being written. Lots of field visits! Allycia has also been attending the local produce auction that has just started in the county. She has been assisting with a lot of water questions for baking and commercial kitchens.
- Holding a septic workshop geared towards waterfront homeowners on August 23
- Planning a Legislative Tour for the Champlain Watershed Improvement Coalition of NY, in Franklin County to tour the projects implemented in our county

Hamilton County

- Conservation education presentations and information booths educated over 1,244 people of all ages.
- Began lake monitoring program.
- Water testing program for well water and beach enumerations
- Invasive Species Awareness Week – 3 presentations attended by 71 people.
- Staff attended the Innovations in Invasive Species Prevention, Education, and Management Summit and terrestrial invasive plant management training.
- 16 press releases published
- Completed road bank stabilization project using Turf Reinforcement Mats
- Organizing invasive plant management efforts throughout the county
- Hydroseeding throughout the county
- Organized “Take a Rake” workshop
- Boat plastic recycling
- Assisting County Highway DPW with culvert installation and roadwork projects along waterways
- Assisting Town Highway DPW with invasive species management

Warren County

- We are entering into multiple equipment and project agreements with the county, partially due to new DPW Chief. We have been asked out on numerous sites the past few months to provide ESC and WQ assistance.
- Our community conservation program has been doing well this year and we have funded multiple small projects and programs ranging from agriculture to ponds, wq sampling and symposiums.
- We have our county budget review on September 4th. Things look positive, but you never know.
- We submitted for 2 NYSDEC WQIP grants this round and will be submitting 3 LCBP grants.
- We have a new provisional hire in our District technician position...no I didn't fire Dean, he is the Senior DT. Maren (pronounce like Mars) Alexander has been interning with us since last year and with the support that we have through the county, state and grants, we have more than enough work now and want to add more programs. She is a great fit and you will meet her in March. I have her freaking out about the Civil Service exam and I am saying that for Mr. Lorraine's mean streak of humor....
- Lots of work this year!

NYS CDEA August 21, 2018
Division VIII Report

Suffolk County: Ann Marie Calabro

Grants/Funding: 2018 Deer Exclusion Fence, Fuel Tank Replacement Program, Nutrient Management, Pesticide Sprayer Retrofit, Farm Tire Recycling, Agrichemical Handling Facilities, Soil Health Sampling/Testing and Equipment Rental Program

Municipal Assistance: Inventory and Evaluate (I&E) several areas for bluff erosion and stability, South Harbor Road Drainage Swale, LIRR Ronkonkoma Green Infrastructure

Education/Outreach: Farm Net Presentation, Soil Health Field Day with CCE and AFT, DEC 4 Hour Course for Nassau and Suffolk Counties, Soil Health Guide and 3 Workshops for Homeowners and Landscapers, Updating District Website, Agriculture in the Classroom

New Hires/Team Members: Stay Tuned... we are in the process of hiring two new soil technicians ☺

New York City: Shino Tanikawa

We are working on a live webcam project to monitor CSO discharges in the Newtown Creek. We are partnered with the Newtown Creek Alliance and the Stormwater Infrastructure Matters Coalition to install a camera and live stream footage of a CSO.

We are about to complete a feasibility study for a trash wheel for the Bronx River and the Gowanus Canal. This is a partnership project with the NYCDEP, Bronx River Alliance and the Gowanus Canal Conservancy. Trash wheels are more effective in removing floatables from waterways and have enormous educational value because of their visibility. We are hoping to be able to install a trash wheel in one or both waterways in the near future.

We received a small grant from the Hudson River Foundation to build stormwater capture planters on the bulk head of a private property on the Newtown Creek. We will have planters connected to the downspouts as well as sitting areas so that workers from the commercial building on the property can use the area for passive recreation. The commercial building has green roofs with public programming managed by the NYC Audubon. Our project will be complementary to the green roof programming.

Nassau County: David Ganim

We purchased an Oyster sorter.
The sorter will be used to help seed Oyster Bay with baby oysters, and in turn, improve the water quality of the bay.

Water Chestnut Pull in Wantagh's Mill Pond
Removed lots of water chestnut from the pond with the NYSDEC

Bird Banding
Banded Black Skimmers, Terns, Oyster Catchers and various songbirds

Spartina Planting in Port Washington
We planted Spartina alterniflora and Spartina patens in Port Washington
This was in an effort to eradicate Phragmites australis from the pond

Public Outreach Program
Sergiy has been working hard to reach people through social media posts and events.
Since the program began early last year, our numbers have increased nearly by nearly 98%
This outreach has also helped the district partner with new groups and had led to the district's involvement in new projects

Office Hours: Monday through Thursday 7:30 a.m. to 4:00 p.m.
Friday 7:30 a.m. through 3:00 p.m.

Putnam County: Lauri Taylor

Putnam County used 2016 Part C funds to design and complete engineering for a GI Stormwater Plan for the County owned Tilly Foster Farm. Now we are using 2017 funds to actually implement the plan and hope to have construction completed by the end of the year. The County had made a few improvements and an addition to a building in 2016 which also increased the amount of impervious surface. The farm drains to a NYC Watershed Reservoir so we needed to address all the stormwater. Since it's a public "Park" we are also going to have educational signs as part of the plan to showcase the different green infrastructure stormwater BMPs. The District also assisted with the re-construction of the pond and has developed a fish stocking plan to be implemented this fall.

The District has partnered with Friends of the Great Swamp (FrOGS) to place educational signs along county highways for educational and awareness that people are in the Great Swamp Watershed which is designated by the NYS DEC as a Critical Environmental Area and an important Bird Area.

Putnam County had 2 tornados touch down in May that caused a tremendous amount of damage. The District was able to connect the agricultural landowners and USDA FSA in order to gain assistance for the damage.

As part of the Keep Putnam Farming initiative we try to hold 2 Farmers Potluck Dinners to provide and agency opportunities and to allow for networking among the farmers. We were able to hold one the end of June which was well attended with great food.

The District has been involved the few weeks in creating our 2019 Budget

The District as part of the Lower Hudson Coalition of Conservation Districts has been working on the agenda for our Annual Stormwater Conference which will be held on October 17th.

Rockland County: No Report

Westchester County: No Report

Submitted By: Ann Marie Calabro, Division VIII Representative

NYACD Report for CDEA August 21, 2018 meeting;

Annual Meeting;

NYACD Annual meeting Tuesday, October 23rd-Thursday, October 25th with a tour Tuesday afternoon beginning at 2:00 p.m. by the Madison Co. SWCD staff, Annual business meeting will be Wednesday, October 24th beginning at 1:00-3:00 p.m. We have several training sessions scheduled along with guest speakers; Pat Hooker, Deputy Sec. Food & Ag., Leonard Jordan, Acting Chief NRCS, & Eric Hansen, NACD. Jill Kasow, Director & Council Leg. Comm. Rural Resources will be present to speak on the resolution process.

We presently have three resolutions to present & are waiting for Warren & Delaware to forward their resolutions. The deadline is 8/31 & they will be provided to all Districts no less than 30 days prior to the annual meeting.

Registration for the annual event has begun; Early bird 8/14-8/31, on-time 9/1-9/15, late 9/16

Past Resolutions;

Waterfront Revitalization: S7799 (Senate) The Senate passed the bill after the Assembly came back with change request. The former Assemblyman that sponsored this bill when first present passed away unexpectedly this year. The Assemblywoman [Carrie Woerner](#) -- **District 113**

112 Spring Street, Suite 205, Saratoga Springs, NY 12866 Telephone 518-584-5493
Fax: 518-584-5496

323 LOB, Albany, NY 12248 Telephone 518-455-5404
Fax: 518-455-3727

woerner@nyassembly.gov

has reviewed this bill. NYACD & the local Districts will need to reach out to Assemblywoman [Woerner](#) in November before the next session begins to educate her and address any concerns she may have to support this bill. This will also help move the bill forward in the Assembly.

WQIP Eligibility: We've have met with Senator O'Mara's office and educated his staff on the reasons behind our request to meet with the NYS DEC & O'Mara to discuss this resolution. Presently I have not received any further information for a meeting with either NYS DEC or O'Mara's staff. I will continue to reach out to them & hopefully be able to schedule a face-to-face meeting.

4-Way Partners: We will be meeting again in September after the State Committee meeting.

2019 Legislative Days: It is still too early to schedule a date, but most likely will be held in early March. Will notify everyone once date has been set.

Next NYACD Board meeting will be September 20th at 7:00 p.m. teleconference

Frank Bratt Report
August 21, 2018

- Active Frank Bratt Scholarships:

<u>Name</u>	<u>Award Date</u>	<u>Amount</u>
JoAnne Humphreys	June 2018	\$ 500.00
Angel Hinickle	June 2018	<u>500.00</u>
		\$1,000.00

- Laura Bestehorn of Genesee County submitted a request for payment of \$500.00 relative to her award under the June 2018 round of funding. Approved by Judy Bennett and sent to Member @ Large.

New York State Conservation District Employees' Association, Inc.
Empire Farm Days/State Fair Booth Committee Report
August 2018

Empire Farm Days

Another year in the books! We were in the tent with Ag & Markets near the USDA tent. The feedback that I've received was that attendance was down compared to when we were in the main tent and that it was a little bit crowded. I've mentioned this to Judy Littrell and they are talking about plans for next year.

State Fair Booth

The booth is all set up and ready to go!! The committee and Christopher Creelman from Seneca County SWCD put up the booth on Friday August 17th. We have incorporated the new logo with a new banner and table cloth. The old logo is still on some of the brochures leftover from last year, but we're still using them. We've purchased new polos this year with the new logo as well. They look nice.

There are still shifts available. I am working Saturday August 25th and Sunday September 2nd by myself. I've also picked up the morning shift on Sunday August 26th.

We will be working with Judy Littrell to see about getting a permanent building up to house Ag & Markets, us, and other agencies at the fair. We will keep the Board posted on this progress.

I want to thank everyone who is working again this year. It is much appreciated.

Kristin White, Chairperson
Seneca County SWCD





Meeting Minutes
November 13-14, 2018
Water's Edge Inn
3188 State Route 28
Old Forge, NY 13420

Executive Committee Members

Steve Lorraine, President
Chastity Miller, Vice President
Caitlin Stewart, Secretary (via
phone and in person)
Kristin White, Treasurer

Partners

Blanche Hurlbutt, NYACD

Division Representatives

Judy Bennett, Division I
Kelly Emerick, Division II
Raeanne Dulanski, Division III
Velynda Parker, Division IV
Kristin Ballou, Division V
Ben Luskin, Division VI

Absent

Doug Kierst, Member at Large
Erin Somerville, Division VII
Ann Marie Calabro, Division VIII
Judy Littrell, NYS SWCC
Brian Steinmuller, NYS SWCC
Ed Henry, NRCS



Minutes

I. Call to Order – Steve called the meeting to order at 10:34 a.m. with introductions.

II. Reading and approval of the August/September 2018 meeting minutes.

- A motion was made by Velynda, seconded by Kristin W to approve the minutes.
Carried.

III. Correspondence - Steve mentioned that no correspondence was received.

IV. Treasurer's Report – Kristin W. mentioned that Seedway has not paid the \$300 registration fee for the 2018 Farmers Market Resource Fair. She continued that Nassau and Suffolk Counties have not paid the NYS Envirothon registration fees. Blanche mentioned that she reached out to both counties, they have a foundation, and are working on the situation. Blanche continued that Rob Carpenter is on the foundation, and if the counties don't pay, the amount will be added on to next year's cost. Kristin W. mentioned that the Ronny Raindrop trademark was paid.

- **A motion was made by Judy B., seconded by Velynda to accept the Treasurer's report. Carried.**

V. Reports

i. Division Reports

a. Division I – Judy B. shared her report, appended to the minutes.

b. Division II – Kelly shared her report, appended to the minutes.

c. Division III – Raeanne mentioned that her Division is busy with construction, will hold a joint meeting with Divisions V on December 12, and is wrapping up projects. She continued that staffing changes have taken place throughout the Division.

d. Division IV – Velynda mentioned that she did not reach out to her Division for reports, no Districts submitted a report, and no questions were brought to her attention. She continued that a joint meeting with NYACD was held, 4 out of 10 Districts attended, and 2 Districts brought Directors. She mentioned that another joint NYACD meeting will be scheduled in January, and 2 Directors in Division IV are now NYACD directors. She mentioned that Steuben County held a soil health workshop and organized a Tidy Whitey Demonstration. She continued that all Districts are working on grants.

Discussion took place regarding RCPP issues.

Discussion took place about NRCS liquidated damages and cost recovery and how to assess them, if a conversation should take place at the national level, and the need for a 4-way partnership meeting.

e. Division V – Kristin B. shared her report, appended to the minutes.

f. Division VI – Ben mentioned that he reached out to his Division and didn't hear back from Districts. He continued that this year's construction season was slow, and Districts are focusing on cover crop checks, paperwork, and grant planning. He mentioned that 7 out of 8 counties attended the Division VI meeting, Schenectady County toured a composting facility, and Albany County let a Technician go. He mentioned that he placed an order for fertilizer tablets, and the price is the same as last year at \$63 per box.

g. Division VII – No report was submitted.

h. Division VIII – No report was submitted.

ii. Partnership Reports

a. NYS SWCC – No report was submitted.

b. NYACD – Blanche mentioned that resolutions were brought forward at the annual meeting. She continued that Cortland County SWCD submitted a resolution at the

federal level, another resolution focused on EQIP including support, examples, and documentation. Work continues on the 2 resolutions that failed.

Discussion took place about the EPF fund for Warren and Onondaga counties. Issues revolved around money not in the EPF. There was \$1,000,000 in the EPF, then senators pulled out funds to support special projects. A class should be organized at the Water Quality Symposium to discuss how EPF money works, and how to speak with elected officials about the EPF. It is important to make sure the legislators are educated about the adverse impacts of carving out money for the line item. A resolution should be written and represented by NYACD. Until the resolution is passed, it is important for Districts to receive education about how the EPF functions.

Blanche continued that the new Division II rep is Maureen Leupold, and Division III is the only Division without a rep. She continued that the NACD national meeting is February 2, 2019, and New York reps will attend. Legislative Day is March 4-5, 2019, rooms will be reserved at the Hampton Inn on Wolf Road at a rate of \$113, and a meeting room has been reserved in the Legislative building for Tuesday morning. She mentioned the importance of making sure all Legislative Day attendees give the same message. She is in the process of making Legislative Day appointments, and will send out a request to determine who Districts and Directors wish to meet with. She mentioned concerns about new elections and changes to committee heads.

Blanche thanked Madison County SWCD for the tour that went well despite the rain. She thanked Steve Lorraine. She continued that locations are being researched for next year's NYACD Annual Meeting. Blanche inquired if CDEA would consider a 2019 meeting for directors, managers and admin. She mentioned that Sam Cassella is the new NYACD President.

c. **NRCS** – No report was submitted.

VI. Committee / Meeting Reports

i. Conservation Skills Workshop – Chastity mentioned that attendance was the same as last year, no major issues occurred, and comments went out shortly after the event. She continued that discussion took place regarding the Geology class.

ii. Envirothon Committee – Kristin W. and Blanche mentioned that things are going well, crew socks with the Envirothon logo are being sold as a fundraiser, and t-shirts will be selected. Blanche continued that the committee is still waiting on the food bill. She continued that test writers are working on their exams, discussion took place about changing the allowance of 4 member teams at the NYS Envirothon to align with the national requirements of 5 member teams, and work continued on the travel policy.

iii. Frank Bratt Scholarship – Judy B. shared her report, appended to the minutes.

iv. State Fair Committee – Kristin W. mentioned that there is nothing new to update. Kristin mentioned that she wishes to step down from the committee. Kristin mentioned that perhaps the new educator at Ontario County would be interested, and that the committee needs a chairperson and secretary.

v. Environmental Education Foundation Committee – Chastity mentioned that new members are needed for the committee, a conference call was held last week, 3 District members are needed, and all other positions are filled. She continued that she knows of at least 2 people who are interested in joining the committee. Chastity mentioned that Caitlin will include an announcement for committee members in the January CDEA News.

vi. National Conservation District Employees Association – Velynda mentioned that online registration is available for the meeting in San Antonio, Texas before December 15, the registration fee includes everything but tours, and there are 11 tours to choose from. She continued that breakout sessions will be held for topics such as marketing, water quality, soil health, basics of digital communication, the climate change tool, District messages and outreach and building capacity. She continued that the Association is working on a few more sessions that are pending approval, registration is open through January, and rooms are available at the Marriot Hotel on the Boardwalk.

vii. Northeast Association of Conservation District Employees – Velynda mentioned that a meeting needs to be planned, things have been quiet, and a branding contact can be emailed at northeastrep@nacd.org.

viii. Municipal Assistance Subcommittee – Kelly mentioned that the subcommittee has not met, the 4 Hour Erosion and Sediment Control course certified trainer updates are received from the trainers via email, and, at end of year, and Dave Gasper will have an updated list on who hasn't taught any classes within the year. Kelly continued that in order to be on the list, instructors must teach a class once a year. She mentioned that NYS Certified instructors can be put on the list to become certified trainers for the course, but some of those that have become certified don't wish to teach, and this needs to be addressed to ensure that the Districts retain a large enough cadre of instructors to be a reliable source of training for the NYSDEC so that it doesn't become outsourced. She continued that requirements for instructing are listed on NYSCDEA website. Discussion took place regarding who and where people can teach and the costs that are charged for the courses.

Discussion took place regarding RRAMP, and the importance of making the Subcommittee aware of the idea. Another meeting will be held at the beginning of next year. An inventory will take place to detail what other areas are doing. If Districts have a rep from their local watershed groups, they should share that information with Kristin Ballou at Franklin County and Corrina Aldrich at Washington County. Discussion also took place regarding funding. Next steps include the need for some assessments funding resources for projects and plans across the state.

ix. Operations Manual Committee – Steve mentioned that a new Sexual Harassment Law will be added, as well as an extension for sexual harassment training, but not policy. Discussion took place regarding on who needs to take the training, and when.

x. TAC – Chas mentioned that CRF Round 4 RFP will be out January 19, due April 1, with a May list. She continued that CRF Round 4 includes 3 tracks: T1- \$1,000,000, T2- \$790,000 and T3 \$510,000. She mentioned that the Ag NPS Round 25 RFP will be out in

March, due May, with a July list. She continued that the CAFO Round 3 RFP will be out in January. Discussion took place regarding the Riparian Forested Buffer Policy and costs.

xi. Other – No other business was discussed.

VII. Old Business

i. Update for CDEA stormwater online 4 hr. course – Kelly mentioned that the course is ready, the webpage has been worked on, and payment issues have been addressed. She mentioned that Josh LaFountain from her office is going to assist Kristin, then a trial test run will take place.

ii. Follow up on NYS ESC Certification and MOU – Kelly mentioned that the training and exam are under review by John Dunkle, and from the Steering Committee's Technical Subcommittee initial review, some more calculations will be added to the training course. She continued that the class and exam will be offered at the Water Quality Symposium.

Discussion took place regarding MOU with the New York State Department of Environmental Conservation. The MOU is not needed, but what is needed is an agreement with Chemung County. Kelly mentioned that she has a copy of a template agreement from the CDEA for other services and will work on developing the agreement between Chemung County SWCD and the CDEA and have a target date for signature by January 2019.

iii. Renewal of Ronny Raindrop trademark – Caitlin submitted her report, appended to the minutes.

iv. 2 hr. NYS DEC MS4 inspector training program for Districts – Kelly mentioned that no movement will be taken until the new MS4 permit is issued, and the draft permit will be open for comments. Kelly continued that a program is being developed that is similar to the 4 hour class.

v. Administration Conference / Training – Discussion took place about if the annual Managers Meetings will be held, the need to find a chairperson to manage the administration track, and the high expenses associated with holding the meeting. Discussion continued regarding admin meetings and trainings, the ability to combine costs with other partners, if an admin conference would be organized and held, training needs, ways to cut costs, and a location for the training.

- **A motion was made by Judy B., second by Raeanne to not combine the 2019 Administrative Conference with the 2019 NYACD Annual Meeting. Motion carried with one abstention.**

vi. Managers Meeting and other statewide trainings – Discussion took place regarding the Sexual Harassment Training, and the issues that occurred because information was not provided, and the need for conversations to occur regarding potential policy changes that affect Districts.

Caitlin joined the meeting in person at 2:55 p.m.

VI. Committee / Meeting Reports (continued)

xiii. New York Invasive Species Advisory Committee – Caitlin mentioned that she attended the October 10 meeting at the Saratoga Spa State Park. Department of Environmental Conservation staff members gave a spotted lanternfly update during announcements and updates. They mentioned that dead adult spotted lanternflies were found in Yates and Monroe counties in shipping materials, and 1 dead adult was found on the grill of a car during a road check. Road checks are being implemented by DEC, DOT, and state police, and public education is a priority. Caitlin passed out spotted lanternfly materials including brochures, stickers, and temporary tattoos provided by DEC. Bernd Blossey presented Invasive Plant Biocontrol Research Needs, and mentioned the importance of monitoring species thought to be endangered by invasive species, as well as target and non-target plants and animals in the release sites of biocontrol agents. Blossey also mentioned that biocontrol will never eradicate an invasive species. He continued that acres treated, number of hours spent treating, and number of invasive species killed is not an appropriate measure of success for biocontrol, and measuring the demography of the species of concern (target and non-target species) is essential to recording accurate results. He mentioned that abundance of an invasive species does not automatically equate to a problem. Purple loosestrife, in one case study, comprised 40% of the plant population, and did not show adverse impacts to that ecosystem.

VII. Old Business (continued)

vii. 2018 Water Quality Symposium – Chastity provided an update on all classes and instructor needs. Discussion took place regarding classes that are still being organized. Chastity mentioned that costs will remain the same as last year, and registration may be out by December 1.

Caitlin mentioned that IMap Invasives inquired about instructing at the Water Quality Symposium. She continued that after 2 IMap Invasives class cancellations in 2017 and 2016, she strongly felt this course should not be offered due to the problems the cancellation caused attendees and other course instructors who absorbed more participants.

Steve inquired about the safety training. Chastity replied that the training will address safety issues. Steve mentioned that the use of photos, especially photos of children, and waivers should be addressed in the Facebook course. Kristin W. mentioned the complications that arise when Districts post copyrighted information, as well as when Facebook accounts are publically linked to individuals.

Chastity mentioned that some track chairs and presenters still need to submit their course descriptions. She continued that the AEM class was not offered, the hotel accommodations have been completed, and classes need to be finalized. She continued that Division meetings will still be held during lunch, separate rooms will be offered, but people must first eat their lunch in the ballroom. Velynda mentioned that she will contact Chastity to reserve a separate room for her Division meeting.

Caitlin mentioned that Farmers Market and Resource Fair vendors will be charged the same fee. Kristin W. mentioned that she can take credit card payments for the registration fee over the phone. Caitlin mentioned that she will again follow up with Seedway, who has not paid their 2018 registration fee. Kristin mentioned that she made an invoice for Seedway in September. Velynda mentioned that she will also follow up with Seedway and cc Caitlin and Kristin W. in her email.

Chastity mentioned that she will purchase name tags, rooms must be reserved by February 12, and extra rooms will be reserved for each night. She continued that award deadlines must be set well before February 12 to accommodate awards recipients who wish to stay overnight after the banquet. Steve mentioned that CDEA awards applications need to be sent out soon. Chastity replied that the awards committee is working on sending out requests.

Chastity mentioned that regular attendees can register for just banquet separately, and instructors will be separately registered. Kristin inquired about the registration procedure for an individual who instructs and attends the banquet. Chastity mentioned that the individual will register for both.

Chastity mentioned that she received a quote for an AV package. She continued that at last year's event, Districts brought projectors and laptops for each room, but the hotel still charged a screen fee of \$125 per day per room. Steve mentioned that CDEA should pay for the hotel's AV package. Caitlin mentioned that she will draft a letter to all instructors to check equipment before their presentation to make certain the technology works. Chastity mentioned that the technical employee at the hotel is helpful. She continued that extension cords are needed. Caitlin mentioned that she will follow up with John Persch about extension cords. Steve mentioned the importance of double checking with the hotel for any hidden AV charges.

Kristin B. mentioned that new banners, table cloths, and wine glasses need to be ordered with the new CDEA logo. Velynda inquired about a company. Chastity replied 4 Imprint.

- **A motion was made by Velynda, seconded by Caitlin to authorize Chastity to purchase banners, and table cloths. Carried.**

Kristin mentioned that the 2015 expense for wine glasses was \$360, and in 2012 the expense was \$201 and glasses were purchased from the Canandaigua NY Wine and Grape Foundation. Chastity mentioned that 200 stemless wine glasses cost \$3 per glass, and 500 cost \$2.63 per glass.

- **A motion was made by Velynda, seconded by Kelly to authorize Caitlin to purchase 500 pub glasses for the Farmers Market and Resource Fair. Carried.**

Velynda mentioned that bucket raffle winners will be announced during cocktail hour, and the same room has been reserved to display the items. She continued that she will ask Dean Moore to announce the winners and organize the runners. Chastity mentioned that storing frozen items for the silent auction and bucket raffle is an issue due to limited freezer space, and people should be advised to bring only nonperishable items unless they can address refrigeration needs. Ben

mentioned that he will set up rooms for donated items. Kristin B. mentioned that new employee gifts were ordered, and that she requested an updated list of new employees. Ben mentioned that John Persh and Dustin Lewis are working on the gun raffle and new ideas. Kelly inquired about an MC. Chastity replied that an MC has not been suggested. Kristin W. mentioned that the CDEA group photo will be taken Wednesday night instead of Thursday. She continued that it is important to remind people to bring payment (debit, credit, or cash) at the time of winning to streamline the payments for the bucket raffle. Velynda mentioned that she and Raeanne are not responsible if items are taken by people other than the winners.

Discussion took place about using Square as a platform for Symposium credit card payments. Chastity mentioned that she can add a link to the registration forms for online credit card payments. Steve inquired about the number of people who pay with credit cards. Kristin W. replied that the number increases every year, the credit card fee for the 2018 symposium was \$471.55, and the credit card fee for the 2017 symposium was \$448. Kristin W. mentioned that she will create a square account and email the link to Chastity to update the symposium registration form.

viii. Other old business – Steve mentioned that a draft of the 2019 budget is needed, and asked if Kristin W. could send the draft to Chastity and Steve. Kristin W. mentioned that she will send Chastity and Steve a draft 2019 budget.

VIII. New business

i. Treasures position and other CDEA nominations – Kristin W. mentioned that she wishes to step down as Treasurer, and would like to find someone to take on the position. Steve mentioned that the CDEA Treasurer doesn't necessarily need to be a clerk, but the person does need to know how to run Quick Books. Kristin W. mentioned that she will continue her position until March. Steve mentioned that CDEA will get the word out about the need for a new Treasurer. Chastity mentioned that she will let Nichelle know that the Treasurer position needs to be filled. Kristin W. mentioned that the filing cabinet must be transferred, and the Treasurer is also responsible for providing Envirothon and State Fair reports.

Steve mentioned that Doug's position as Member at Large, and Chastity's position as Vice President will also need to be filled. Steve continued that odd Divisions will be up for election. Steve mentioned the importance of encouraging younger employees to get involved, and anyone can run for an Executive Committee position even if they have no previous experience with being a Division Representative.

Kristin B. mentioned that Jerry Carlson will give an update of Emerald Ash Borer and spotted lanternfly at the symposium.

IX. Next meeting – TBD for January 2019, held at the Double Tree in Syracuse. Steve mentioned that 1 p.m. start time for this overnight meeting would be appropriate.

X. Adjournment

- **A motion was made by Caitlin, seconded by Chas to adjourn at 4:00 p.m. Carried.**

Respectfully submitted

A handwritten signature in blue ink that reads "Caitlin Stewart". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the word "Stewart".

Caitlin Stewart
CDEA Secretary

Division I Report November 13, 2018

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Hosting the WNY Soil Health Alliance Workshop on December 19 in Batavia, NY.
- Working on the 10 NY Grown & Certified Grants.
- Working on closing out a Round 20 grant.
- Were awarded a CAFO Waste Storage grant.
- Continuing to assist NRCS through our Contribution Agreement.
- Installed several BMP's utilizing AgNPs, FLOWPA and Part C funds.
- Our District Manager, Dennis Kirby, is retiring at the end of the year and we are in the process of hiring a new District Manager.

Genesee County SWCD reported the following:

- We have been busy closing out some projects.
- Jared Elliot, District Technician, has left employment.
- Molly Cassatt, District Manager, is filling the position of District Technician.
- Searching for a new District Manager.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative



Division II Report

November 2018

Report from Cayuga, Livingston, Monroe, Onondaga, Ontario, Seneca, Wayne, Yates

Cayuga: No Report Provided

Livingston: No Report Provided

Monroe:

- New Principal Office Account Clerk, Teresa VanEpps, started on October 2, 2018.
- Created a new position with our Civil Service office to add staff for capacity at the Monroe office; looking to fill that vacancy in early 2019.
- Currently taking applications and interviewing to fill vacancy for Soil & Water Resource Technician position after Molly Swearingen accepted a position with NYS DEC Region 8 in August.
- Working with the Genesee River Watershed Coalition to implement Agricultural BMPs for sediment reduction within the watershed under EPA's Great Lakes Restoration Initiative program.
- Board of Directors and Executive Director decided to not participate any further in the NRCS Regional Conservation Partnership Program that was funded in the Genesee River Watershed for Agricultural BMP implementation.
- Continue to work with the Genesee River Watershed Coalition to create a database of Agricultural BMPs to track implementation efforts and benefits throughout the watershed; Currently have a contract with Bergmann Associates to create such database and working on purchasing separate server space to host through Monroe County.
- Working on closing out AgNPS Round 20; Working on implementation of BMPs through AgNPS Round 21.
- Finalizing our Aerial Erosion Hazard Index Project through NYS Part B funding to assess coastal erosion using aerial drone photography along the Rochester Embayment.
- Partnering with Monroe County Department of Environmental Services to plan, design and implement Algal Turf Scrubbers as a pilot project in the nearshore area of Lake Ontario.
- Hosted the 2018 Conservation Field Days event at Monroe County's Ellison Park on September 18-20th with 910 students attending from 13 schools.
- Continue to provide erosion and Sediment control construction inspections on development sites, including weekly inspections on three different County owned projects.
- Continue to host NYS DEC Endorsed 4 Hour E&SC Training sessions where one was held on October 3rd and another coming up on November 29th.
- The online 4 Hour E&SC Training is ready to be released. Working with NYS DEC to get a page created on the NYS CDEA website.
- Continue to work with the Steering Committee for the NYS Erosion and Sediment Control Certificate Program to update the training course to release at the 2019 Water Quality Symposium.
- Working on developing the 2019 WNY Stormwater Training Series Classes at Monroe Community College for February through June.
- Continue to work on 3 projects under WQIP Round 12 including a regional stormwater pond facility, a riparian buffer project, and a stream restoration project.
- Continue to work on 2 projects under WQIP Round 14 for Stream Restoration on Black Creek with engineering from Dave Derrick and a Nature- Based Shoreline (NBS) project with Monroe County Parks on Irondequoit Bay. Currently, accepting Requests for Qualifications for a consultant for the NBS project.

- Procured and received trees to start tree planting for 3 Monroe County Parks and one NYS Park under the US Forest Service grant for forest canopy restoration due to Emerald Ash Borer Impacts.
- Continue to implement our Culvert Assessment program within the watersheds from our grant award and finish prior to the end of the year.

Onondaga: No Report Provided

Ontario:

- Work continues on active agricultural grants, WQIP grants and various other funded projects.
- Currently focusing on assisting the agricultural community with tire recycling programs and working with Finger Lakes Land Trust on highlighting Conservation Easements.
- Alaina Robarge joined Ontario County SWCD as a Conservation District Educator in July.

Seneca:

- Jim Malyj retired on September 28, 2018 as District Manager.
- Erin Peruzzini has been promoted to District Manager.

Wayne: No Report Provided

Yates: No Report Provided

Submitted by,

Kelly Emerick
Executive Director
Monroe County SWCD
NYS CDEA Division II Representative

Division 5 Report

Clinton County

- The District's No-Till Drill seeded down 288 acres
- Planned and cost shared 459 acres of cover crops
- We had 4 Scrap Tire Round Ups and collected over 3,000 tires for recycling
- 2 interns were hired to assist with our WQIP grants Roadside Erosion assessments, hydroseeding roadsides, and various other projects
- Hydroseeded almost 10 linear miles of roadside ditches
- Assisted 3 towns to apply for and implement RRAMP grants
- The District purchased a trailer mounted post pounder to assist landowners with fencing projects for rotational grazing, 2 grazing projects were assisted.
- Closed out our Round 21 Ag NPS grant, construction under way on Round 22 project.
- A new technician has been hired to work on developing our AEM program

Essex County

- Dave Reckahn is officially retired from Essex County. Alice Halloran is the new manager.
- Olivia was a summer intern and has been added on as a new technician. Essex county is in the process of hiring another technician as well.
- We are closing out 3 AgNPS grants.
- Our CRF Round 2 grant just finished construction for the season.
- We are working with farms on three new CRF Round 3 grants.
- Amy oversaw the completion of part of our WQIP Green Infrastructure grant this year and is working on plans for next year.
- Our LCBP mini grant for grazing and cover crops is wrapping up and we plan to apply for several LCBP grants. Laura and Owen ran the Wacky Water program funded by the LCBP.
- We had tire drives in 3 locations in the county.
- We are overseeing a timber harvest and just awarded a bid for another harvest in Westport.
- We planted trees in riparian areas with partner organizations.
- Olivia just finished up the ARRA assessments and we continue to work with the county and towns to plan projects in previously identified areas for next year.
- Our office is in a state of transition with Dave's retirement and our change in staff, as well as our impending move, so we're busy but looking forward to good things ahead!

Franklin County

- Construction season is coming to an end
- We are closing out 1 CAFO Round 1, have 2 more ready for construction in the spring and another under engineering.
- POW for 2 Ag NPS Round 24's
- Our Ag NPS Round 23 is trying to figure out plans to continue.
- Field work is still going, Allycia and Kristin are surveying culverts and just finished up some hydroseeding.
- 712.9 acres of cover crops were planted through our soil health program.
- We are applying for Lake Champlain Basin Grants in many different categories.

- Just held a Livestock Mortality Workshop that we had about 20 people at...We are hoping to have another in the spring.
- Like everyone else we are working on planning for Part C, tree sale, more workshops and community outreach.
- Symposium planning is coming along. The dates are March 12-15 at the Double Tree in Syracuse!

Hamilton County

- Conservation education presentations and information booths educated over 465 people of all ages.
- Completed lake monitoring program on 21 lakes in county.
- Water testing program for well water and beach enumerations
- Organized and held Conservation Field Day - 66 students participated
- Attended and presented at the NYACD Annual Meeting. Caitlin was presented the Robert "Bob" VanLare award in recognition of dedication and commitment to the New York State Envirothon and educational programs in the field of conservation and the Best Education / Outreach Media Story by a SWCD for the Districts in the News award.
- Assisted Towns of Lake Pleasant and Arietta with Aquatic Invasive Species grant administration
- 9 press releases published
- Completed road bank stabilization project using Turf Reinforcement Mats in Wells and Morehouse
- Completed invasive plant management efforts throughout the county
- Hydroseeding 5 miles throughout the county
- Assisted with shoreline stabilization projects
- Assisting County Highway DPW with culvert installation
- Assisted with culvert permit for Village of Speculator
- Assisting Wells Highway DPW with invasive species management
- Assisted Long Lake Fire Department with dry hydrant repair
- Turbidity control for waterline installation
- Assisted county with Cathead Mountain and East Mountain emergency tower installation projects

Warren County

- We are wrapping up our Community Conservation Program, (Part C) for the year. We offer mini grants to communities, schools, etc for natural resource projects and it has been well received. We are looking to improve outreach for next year.
- As part of Part C we are purchasing a sandbagging machine for the county and communities to use for projects and hazard mitigation. This is through GSA Advantage! Which is run by the feds and is all pre-bid. However, it was much more difficult to deal with this group than trying to get a pig into the slaughterhouse...no wonder the public has a general dislike for the feds.
- Our County budget allocation is initially approved, now the draft county budget heads to the full board. With the way things are going around here I am keeping fingers crossed.
- We are submitting 3 LCBP grants – habitat/stormwater, education and outreach and invasive species.
- Three staff will be attending the managers conference in Cooperstown.

**Frank Bratt Report
November 13, 2018**

- Active Frank Bratt Scholarships:

<u>Name</u>	<u>Award Date</u>	<u>Amount</u>
Angel Hinickle	June 2018	500.00

- JoAnne Humphreys sent an email cancelling her scholarship through the June 2018 round of funding. She has left the employment of the Oneida County SWCD.
- Have started to receive applications for the January 2019 round of funding.

Renewal of Ronny Raindrop trademark report

On September 26, 2018, the Notice of Acceptance Under section 8 and the notice of registration renewal under section 9 was renewed and accepted by the United States Patent and Trademark Office. She continued that she printed and filed the notice of acceptance and renewal.



Meeting Minutes
November 13-14, 2018
Water's Edge Inn
3188 State Route 28
Old Forge, NY 13420

Executive Committee Members

Steve Lorraine, President
Chastity Miller, Vice President
Caitlin Stewart, Secretary (via
phone and in person)
Kristin White, Treasurer

Partners

Blanche Hurlbutt, NYACD

Division Representatives

Judy Bennett, Division I
Kelly Emerick, Division II
Raeanne Dulanski, Division III
Velynda Parker, Division IV
Kristin Ballou, Division V
Ben Luskin, Division VI

Absent

Doug Kierst, Member at Large
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Ann Marie Calabro, Division VIII
Judy Littrell, NYS SWCC
Brian Steinmuller, NYS SWCC
Ed Henry, NRCS



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Discussion took place about NRCS liquidated damages and cost recovery and how to assess them, if a conversation should take place at the national level, and the need for a 4-way partnership meeting.

e. Division V – Kristin B. shared her report, appended to the minutes.

f. Division VI – Ben mentioned that he reached out to his Division and didn't hear back from Districts. He continued that this year's construction season was slow, and Districts are focusing on cover crop checks, paperwork, and grant planning. He mentioned that 7 out of 8 counties attended the Division VI meeting, Schenectady County toured a composting facility, and Albany County let a Technician go. He mentioned that he placed an order for fertilizer tablets, and the price is the same as last year at \$63 per box.

g. Division VII – No report was submitted.

h. Division VIII – No report was submitted.

ii. Partnership Reports

a. NYS SWCC – No report was submitted.

b. NYACD – Blanche mentioned that resolutions were brought forward at the annual meeting. She continued that Cortland County SWCD submitted a resolution at the

federal level, another resolution focused on EQIP including support, examples, and documentation. Work continues on the 2 resolutions that failed.

Discussion took place about the EPF fund for Warren and Onondaga counties. Issues revolved around money not in the EPF. There was \$1,000,000 in the EPF, then senators pulled out funds to support special projects. A class should be organized at the Water Quality Symposium to discuss how EPF money works, and how to speak with elected officials about the EPF. It is important to make sure the legislators are educated about the adverse impacts of carving out money for the line item. A resolution should be written and represented by NYACD. Until the resolution is passed, it is important for Districts to receive education about how the EPF functions.

Blanche continued that the new Division II rep is Maureen Leupold, and Division III is the only Division without a rep. She continued that the NACD national meeting is February 2, 2019, and New York reps will attend. Legislative Day is March 4-5, 2019, rooms will be reserved at the Hampton Inn on Wolf Road at a rate of \$113, and a meeting room has been reserved in the Legislative building for Tuesday morning. She mentioned the importance of making sure all Legislative Day attendees give the same message. She is in the process of making Legislative Day appointments, and will send out a request to determine who Districts and Directors wish to meet with. She mentioned concerns about new elections and changes to committee heads.

Blanche thanked Madison County SWCD for the tour that went well despite the rain. She thanked Steve Lorraine. She continued that locations are being researched for next year's NYACD Annual Meeting. Blanche inquired if CDEA would consider a 2019 meeting for directors, managers and admin. She mentioned that Sam Cassella is the new NYACD President.

c. **NRCS** – No report was submitted.

VI. Committee / Meeting Reports

i. Conservation Skills Workshop – Chastity mentioned that attendance was the same as last year, no major issues occurred, and comments went out shortly after the event. She continued that discussion took place regarding the Geology class.

ii. Envirothon Committee – Kristin W. and Blanche mentioned that things are going well, crew socks with the Envirothon logo are being sold as a fundraiser, and t-shirts will be selected. Blanche continued that the committee is still waiting on the food bill. She continued that test writers are working on their exams, discussion took place about changing the allowance of 4 member teams at the NYS Envirothon to align with the national requirements of 5 member teams, and work continued on the travel policy.

iii. Frank Bratt Scholarship – Judy B. shared her report, appended to the minutes.

iv. State Fair Committee – Kristin W. mentioned that there is nothing new to update. Kristin mentioned that she wishes to step down from the committee. Kristin mentioned that perhaps the new educator at Ontario County would be interested, and that the committee needs a chairperson and secretary.

v. Environmental Education Foundation Committee – Chastity mentioned that new members are needed for the committee, a conference call was held last week, 3 District members are needed, and all other positions are filled. She continued that she knows of at least 2 people who are interested in joining the committee. Chastity mentioned that Caitlin will include an announcement for committee members in the January CDEA News.

vi. National Conservation District Employees Association – Velynda mentioned that online registration is available for the meeting in San Antonio, Texas before December 15, the registration fee includes everything but tours, and there are 11 tours to choose from. She continued that breakout sessions will be held for topics such as marketing, water quality, soil health, basics of digital communication, the climate change tool, District messages and outreach and building capacity. She continued that the Association is working on a few more sessions that are pending approval, registration is open through January, and rooms are available at the Marriot Hotel on the Boardwalk.

vii. Northeast Association of Conservation District Employees – Velynda mentioned that a meeting needs to be planned, things have been quiet, and a branding contact can be emailed at northeastrep@nacd.org.

viii. Municipal Assistance Subcommittee – Kelly mentioned that the subcommittee has not met, the 4 Hour Erosion and Sediment Control course certified trainer updates are received from the trainers via email, and, at end of year, and Dave Gasper will have an updated list on who hasn't taught any classes within the year. Kelly continued that in order to be on the list, instructors must teach a class once a year. She mentioned that NYS Certified instructors can be put on the list to become certified trainers for the course, but some of those that have become certified don't wish to teach, and this needs to be addressed to ensure that the Districts retain a large enough cadre of instructors to be a reliable source of training for the NYSDEC so that it doesn't become outsourced. She continued that requirements for instructing are listed on NYSCDEA website. Discussion took place regarding who and where people can teach and the costs that are charged for the courses.

Discussion took place regarding RRAMP, and the importance of making the Subcommittee aware of the idea. Another meeting will be held at the beginning of next year. An inventory will take place to detail what other areas are doing. If Districts have a rep from their local watershed groups, they should share that information with Kristin Ballou at Franklin County and Corrina Aldrich at Washington County. Discussion also took place regarding funding. Next steps include the need for some assessments funding resources for projects and plans across the state.

ix. Operations Manual Committee – Steve mentioned that a new Sexual Harassment Law will be added, as well as an extension for sexual harassment training, but not policy. Discussion took place regarding on who needs to take the training, and when.

x. TAC – Chas mentioned that CRF Round 4 RFP will be out January 19, due April 1, with a May list. She continued that CRF Round 4 includes 3 tracks: T1- \$1,000,000, T2- \$790,000 and T3 \$510,000. She mentioned that the Ag NPS Round 25 RFP will be out in

March, due May, with a July list. She continued that the CAFO Round 3 RFP will be out in January. Discussion took place regarding the Riparian Forested Buffer Policy and costs.

xi. Other – No other business was discussed.

VII. Old Business

i. Update for CDEA stormwater online 4 hr. course – Kelly mentioned that the course is ready, the webpage has been worked on, and payment issues have been addressed. She mentioned that Josh LaFountain from her office is going to assist Kristin, then a trial test run will take place.

ii. Follow up on NYS ESC Certification and MOU – Kelly mentioned that the training and exam are under review by John Dunkle, and from the Steering Committee's Technical Subcommittee initial review, some more calculations will be added to the training course. She continued that the class and exam will be offered at the Water Quality Symposium.

Discussion took place regarding MOU with the New York State Department of Environmental Conservation. The MOU is not needed, but what is needed is an agreement with Chemung County. Kelly mentioned that she has a copy of a template agreement from the CDEA for other services and will work on developing the agreement between Chemung County SWCD and the CDEA and have a target date for signature by January 2019.

iii. Renewal of Ronny Raindrop trademark – Caitlin submitted her report, appended to the minutes.

iv. 2 hr. NYS DEC MS4 inspector training program for Districts – Kelly mentioned that no movement will be taken until the new MS4 permit is issued, and the draft permit will be open for comments. Kelly continued that a program is being developed that is similar to the 4 hour class.

v. Administration Conference / Training – Discussion took place about if the annual Managers Meetings will be held, the need to find a chairperson to manage the administration track, and the high expenses associated with holding the meeting. Discussion continued regarding admin meetings and trainings, the ability to combine costs with other partners, if an admin conference would be organized and held, training needs, ways to cut costs, and a location for the training.

- **A motion was made by Judy B., second by Raeanne to not combine the 2019 Administrative Conference with the 2019 NYACD Annual Meeting. Motion carried with one abstention.**

vi. Managers Meeting and other statewide trainings – Discussion took place regarding the Sexual Harassment Training, and the issues that occurred because information was not provided, and the need for conversations to occur regarding potential policy changes that affect Districts.

Caitlin joined the meeting in person at 2:55 p.m.

VI. Committee / Meeting Reports (continued)

xiii. New York Invasive Species Advisory Committee – Caitlin mentioned that she attended the October 10 meeting at the Saratoga Spa State Park. Department of Environmental Conservation staff members gave a spotted lanternfly update during announcements and updates. They mentioned that dead adult spotted lanternflies were found in Yates and Monroe counties in shipping materials, and 1 dead adult was found on the grill of a car during a road check. Road checks are being implemented by DEC, DOT, and state police, and public education is a priority. Caitlin passed out spotted lanternfly materials including brochures, stickers, and temporary tattoos provided by DEC. Bernd Blossey presented Invasive Plant Biocontrol Research Needs, and mentioned the importance of monitoring species thought to be endangered by invasive species, as well as target and non-target plants and animals in the release sites of biocontrol agents. Blossey also mentioned that biocontrol will never eradicate an invasive species. He continued that acres treated, number of hours spent treating, and number of invasive species killed is not an appropriate measure of success for biocontrol, and measuring the demography of the species of concern (target and non-target species) is essential to recording accurate results. He mentioned that abundance of an invasive species does not automatically equate to a problem. Purple loosestrife, in one case study, comprised 40% of the plant population, and did not show adverse impacts to that ecosystem.

VII. Old Business (continued)

vii. 2018 Water Quality Symposium – Chastity provided an update on all classes and instructor needs. Discussion took place regarding classes that are still being organized. Chastity mentioned that costs will remain the same as last year, and registration may be out by December 1.

Caitlin mentioned that IMap Invasives inquired about instructing at the Water Quality Symposium. She continued that after 2 IMap Invasives class cancellations in 2017 and 2016, she strongly felt this course should not be offered due to the problems the cancellation caused attendees and other course instructors who absorbed more participants.

Steve inquired about the safety training. Chastity replied that the training will address safety issues. Steve mentioned that the use of photos, especially photos of children, and waivers should be addressed in the Facebook course. Kristin W. mentioned the complications that arise when Districts post copyrighted information, as well as when Facebook accounts are publically linked to individuals.

Chastity mentioned that some track chairs and presenters still need to submit their course descriptions. She continued that the AEM class was not offered, the hotel accommodations have been completed, and classes need to be finalized. She continued that Division meetings will still be held during lunch, separate rooms will be offered, but people must first eat their lunch in the ballroom. Velynda mentioned that she will contact Chastity to reserve a separate room for her Division meeting.

Caitlin mentioned that Farmers Market and Resource Fair vendors will be charged the same fee. Kristin W. mentioned that she can take credit card payments for the registration fee over the phone. Caitlin mentioned that she will again follow up with Seedway, who has not paid their 2018 registration fee. Kristin mentioned that she made an invoice for Seedway in September. Velynda mentioned that she will also follow up with Seedway and cc Caitlin and Kristin W. in her email.

Chastity mentioned that she will purchase name tags, rooms must be reserved by February 12, and extra rooms will be reserved for each night. She continued that award deadlines must be set well before February 12 to accommodate awards recipients who wish to stay overnight after the banquet. Steve mentioned that CDEA awards applications need to be sent out soon. Chastity replied that the awards committee is working on sending out requests.

Chastity mentioned that regular attendees can register for just banquet separately, and instructors will be separately registered. Kristin inquired about the registration procedure for an individual who instructs and attends the banquet. Chastity mentioned that the individual will register for both.

Chastity mentioned that she received a quote for an AV package. She continued that at last year's event, Districts brought projectors and laptops for each room, but the hotel still charged a screen fee of \$125 per day per room. Steve mentioned that CDEA should pay for the hotel's AV package. Caitlin mentioned that she will draft a letter to all instructors to check equipment before their presentation to make certain the technology works. Chastity mentioned that the technical employee at the hotel is helpful. She continued that extension cords are needed. Caitlin mentioned that she will follow up with John Persch about extension cords. Steve mentioned the importance of double checking with the hotel for any hidden AV charges.

Kristin B. mentioned that new banners, table cloths, and wine glasses need to be ordered with the new CDEA logo. Velynda inquired about a company. Chastity replied 4 Imprint.

- **A motion was made by Velynda, seconded by Caitlin to authorize Chastity to purchase banners, and table cloths. Carried.**

Kristin mentioned that the 2015 expense for wine glasses was \$360, and in 2012 the expense was \$201 and glasses were purchased from the Canandaigua NY Wine and Grape Foundation. Chastity mentioned that 200 stemless wine glasses cost \$3 per glass, and 500 cost \$2.63 per glass.

- **A motion was made by Velynda, seconded by Kelly to authorize Caitlin to purchase 500 pub glasses for the Farmers Market and Resource Fair. Carried.**

Velynda mentioned that bucket raffle winners will be announced during cocktail hour, and the same room has been reserved to display the items. She continued that she will ask Dean Moore to announce the winners and organize the runners. Chastity mentioned that storing frozen items for the silent auction and bucket raffle is an issue due to limited freezer space, and people should be advised to bring only nonperishable items unless they can address refrigeration needs. Ben

mentioned that he will set up rooms for donated items. Kristin B. mentioned that new employee gifts were ordered, and that she requested an updated list of new employees. Ben mentioned that John Persh and Dustin Lewis are working on the gun raffle and new ideas. Kelly inquired about an MC. Chastity replied that an MC has not been suggested. Kristin W. mentioned that the CDEA group photo will be taken Wednesday night instead of Thursday. She continued that it is important to remind people to bring payment (debit, credit, or cash) at the time of winning to streamline the payments for the bucket raffle. Velynda mentioned that she and Raeanne are not responsible if items are taken by people other than the winners.

Discussion took place about using Square as a platform for Symposium credit card payments. Chastity mentioned that she can add a link to the registration forms for online credit card payments. Steve inquired about the number of people who pay with credit cards. Kristin W. replied that the number increases every year, the credit card fee for the 2018 symposium was \$471.55, and the credit card fee for the 2017 symposium was \$448. Kristin W. mentioned that she will create a square account and email the link to Chastity to update the symposium registration form.

viii. Other old business – Steve mentioned that a draft of the 2019 budget is needed, and asked if Kristin W. could send the draft to Chastity and Steve. Kristin W. mentioned that she will send Chastity and Steve a draft 2019 budget.

VIII. New business

i. Treasures position and other CDEA nominations – Kristin W. mentioned that she wishes to step down as Treasurer, and would like to find someone to take on the position. Steve mentioned that the CDEA Treasurer doesn't necessarily need to be a clerk, but the person does need to know how to run Quick Books. Kristin W. mentioned that she will continue her position until March. Steve mentioned that CDEA will get the word out about the need for a new Treasurer. Chastity mentioned that she will let Nichelle know that the Treasurer position needs to be filled. Kristin W. mentioned that the filing cabinet must be transferred, and the Treasurer is also responsible for providing Envirothon and State Fair reports.

Steve mentioned that Doug's position as Member at Large, and Chastity's position as Vice President will also need to be filled. Steve continued that odd Divisions will be up for election. Steve mentioned the importance of encouraging younger employees to get involved, and anyone can run for an Executive Committee position even if they have no previous experience with being a Division Representative.

Kristin B. mentioned that Jerry Carlson will give an update of Emerald Ash Borer and spotted lanternfly at the symposium.

IX. Next meeting – TBD for January 2019, held at the Double Tree in Syracuse. Steve mentioned that 1 p.m. start time for this overnight meeting would be appropriate.

X. Adjournment

- **A motion was made by Caitlin, seconded by Chas to adjourn at 4:00 p.m. Carried.**

Respectfully submitted

A handwritten signature in blue ink that reads "Caitlin Stewart". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the word "Stewart".

Caitlin Stewart
CDEA Secretary

Division I Report November 13, 2018

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Hosting the WNY Soil Health Alliance Workshop on December 19 in Batavia, NY.
- Working on the 10 NY Grown & Certified Grants.
- Working on closing out a Round 20 grant.
- Were awarded a CAFO Waste Storage grant.
- Continuing to assist NRCS through our Contribution Agreement.
- Installed several BMP's utilizing AgNPs, FLOWPA and Part C funds.
- Our District Manager, Dennis Kirby, is retiring at the end of the year and we are in the process of hiring a new District Manager.

Genesee County SWCD reported the following:

- We have been busy closing out some projects.
- Jared Elliot, District Technician, has left employment.
- Molly Cassatt, District Manager, is filling the position of District Technician.
- Searching for a new District Manager.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative



Division II Report

November 2018

Report from Cayuga, Livingston, Monroe, Onondaga, Ontario, Seneca, Wayne, Yates

Cayuga: No Report Provided

Livingston: No Report Provided

Monroe:

- New Principal Office Account Clerk, Teresa VanEpps, started on October 2, 2018.
- Created a new position with our Civil Service office to add staff for capacity at the Monroe office; looking to fill that vacancy in early 2019.
- Currently taking applications and interviewing to fill vacancy for Soil & Water Resource Technician position after Molly Swearingen accepted a position with NYS DEC Region 8 in August.
- Working with the Genesee River Watershed Coalition to implement Agricultural BMPs for sediment reduction within the watershed under EPA's Great Lakes Restoration Initiative program.
- Board of Directors and Executive Director decided to not participate any further in the NRCS Regional Conservation Partnership Program that was funded in the Genesee River Watershed for Agricultural BMP implementation.
- Continue to work with the Genesee River Watershed Coalition to create a database of Agricultural BMPs to track implementation efforts and benefits throughout the watershed; Currently have a contract with Bergmann Associates to create such database and working on purchasing separate server space to host through Monroe County.
- Working on closing out AgNPS Round 20; Working on implementation of BMPs through AgNPS Round 21.
- Finalizing our Aerial Erosion Hazard Index Project through NYS Part B funding to assess coastal erosion using aerial drone photography along the Rochester Embayment.
- Partnering with Monroe County Department of Environmental Services to plan, design and implement Algal Turf Scrubbers as a pilot project in the nearshore area of Lake Ontario.
- Hosted the 2018 Conservation Field Days event at Monroe County's Ellison Park on September 18-20th with 910 students attending from 13 schools.
- Continue to provide erosion and Sediment control construction inspections on development sites, including weekly inspections on three different County owned projects.
- Continue to host NYS DEC Endorsed 4 Hour E&SC Training sessions where one was held on October 3rd and another coming up on November 29th.
- The online 4 Hour E&SC Training is ready to be released. Working with NYS DEC to get a page created on the NYS CDEA website.
- Continue to work with the Steering Committee for the NYS Erosion and Sediment Control Certificate Program to update the training course to release at the 2019 Water Quality Symposium.
- Working on developing the 2019 WNY Stormwater Training Series Classes at Monroe Community College for February through June.
- Continue to work on 3 projects under WQIP Round 12 including a regional stormwater pond facility, a riparian buffer project, and a stream restoration project.
- Continue to work on 2 projects under WQIP Round 14 for Stream Restoration on Black Creek with engineering from Dave Derrick and a Nature- Based Shoreline (NBS) project with Monroe County Parks on Irondequoit Bay. Currently, accepting Requests for Qualifications for a consultant for the NBS project.

- Procured and received trees to start tree planting for 3 Monroe County Parks and one NYS Park under the US Forest Service grant for forest canopy restoration due to Emerald Ash Borer Impacts.
- Continue to implement our Culvert Assessment program within the watersheds from our grant award and finish prior to the end of the year.

Onondaga: No Report Provided

Ontario:

- Work continues on active agricultural grants, WQIP grants and various other funded projects.
- Currently focusing on assisting the agricultural community with tire recycling programs and working with Finger Lakes Land Trust on highlighting Conservation Easements.
- Alaina Robarge joined Ontario County SWCD as a Conservation District Educator in July.

Seneca:

- Jim Malyj retired on September 28, 2018 as District Manager.
- Erin Peruzzini has been promoted to District Manager.

Wayne: No Report Provided

Yates: No Report Provided

Submitted by,

Kelly Emerick
Executive Director
Monroe County SWCD
NYS CDEA Division II Representative

Division 5 Report

Clinton County

- The District's No-Till Drill seeded down 288 acres
- Planned and cost shared 459 acres of cover crops
- We had 4 Scrap Tire Round Ups and collected over 3,000 tires for recycling
- 2 interns were hired to assist with our WQIP grants Roadside Erosion assessments, hydroseeding roadsides, and various other projects
- Hydroseeded almost 10 linear miles of roadside ditches
- Assisted 3 towns to apply for and implement RRAMP grants
- The District purchased a trailer mounted post pounder to assist landowners with fencing projects for rotational grazing, 2 grazing projects were assisted.
- Closed out our Round 21 Ag NPS grant, construction under way on Round 22 project.
- A new technician has been hired to work on developing our AEM program

Essex County

- Dave Reckahn is officially retired from Essex County. Alice Halloran is the new manager.
- Olivia was a summer intern and has been added on as a new technician. Essex county is in the process of hiring another technician as well.
- We are closing out 3 AgNPS grants.
- Our CRF Round 2 grant just finished construction for the season.
- We are working with farms on three new CRF Round 3 grants.
- Amy oversaw the completion of part of our WQIP Green Infrastructure grant this year and is working on plans for next year.
- Our LCBP mini grant for grazing and cover crops is wrapping up and we plan to apply for several LCBP grants. Laura and Owen ran the Wacky Water program funded by the LCBP.
- We had tire drives in 3 locations in the county.
- We are overseeing a timber harvest and just awarded a bid for another harvest in Westport.
- We planted trees in riparian areas with partner organizations.
- Olivia just finished up the ARRA assessments and we continue to work with the county and towns to plan projects in previously identified areas for next year.
- Our office is in a state of transition with Dave's retirement and our change in staff, as well as our impending move, so we're busy but looking forward to good things ahead!

Franklin County

- Construction season is coming to an end
- We are closing out 1 CAFO Round 1, have 2 more ready for construction in the spring and another under engineering.
- POW for 2 Ag NPS Round 24's
- Our Ag NPS Round 23 is trying to figure out plans to continue.
- Field work is still going, Allycia and Kristin are surveying culverts and just finished up some hydroseeding.
- 712.9 acres of cover crops were planted through our soil health program.
- We are applying for Lake Champlain Basin Grants in many different categories.

- Just held a Livestock Mortality Workshop that we had about 20 people at...We are hoping to have another in the spring.
- Like everyone else we are working on planning for Part C, tree sale, more workshops and community outreach.
- Symposium planning is coming along. The dates are March 12-15 at the Double Tree in Syracuse!

Hamilton County

- Conservation education presentations and information booths educated over 465 people of all ages.
- Completed lake monitoring program on 21 lakes in county.
- Water testing program for well water and beach enumerations
- Organized and held Conservation Field Day - 66 students participated
- Attended and presented at the NYACD Annual Meeting. Caitlin was presented the Robert "Bob" VanLare award in recognition of dedication and commitment to the New York State Envirothon and educational programs in the field of conservation and the Best Education / Outreach Media Story by a SWCD for the Districts in the News award.
- Assisted Towns of Lake Pleasant and Arietta with Aquatic Invasive Species grant administration
- 9 press releases published
- Completed road bank stabilization project using Turf Reinforcement Mats in Wells and Morehouse
- Completed invasive plant management efforts throughout the county
- Hydroseeding 5 miles throughout the county
- Assisted with shoreline stabilization projects
- Assisting County Highway DPW with culvert installation
- Assisted with culvert permit for Village of Speculator
- Assisting Wells Highway DPW with invasive species management
- Assisted Long Lake Fire Department with dry hydrant repair
- Turbidity control for waterline installation
- Assisted county with Cathead Mountain and East Mountain emergency tower installation projects

Warren County

- We are wrapping up our Community Conservation Program, (Part C) for the year. We offer mini grants to communities, schools, etc for natural resource projects and it has been well received. We are looking to improve outreach for next year.
- As part of Part C we are purchasing a sandbagging machine for the county and communities to use for projects and hazard mitigation. This is through GSA Advantage! Which is run by the feds and is all pre-bid. However, it was much more difficult to deal with this group than trying to get a pig into the slaughterhouse...no wonder the public has a general dislike for the feds.
- Our County budget allocation is initially approved, now the draft county budget heads to the full board. With the way things are going around here I am keeping fingers crossed.
- We are submitting 3 LCBP grants – habitat/stormwater, education and outreach and invasive species.
- Three staff will be attending the managers conference in Cooperstown.

**Frank Bratt Report
November 13, 2018**

- Active Frank Bratt Scholarships:

<u>Name</u>	<u>Award Date</u>	<u>Amount</u>
Angel Hinickle	June 2018	500.00

- JoAnne Humphreys sent an email cancelling her scholarship through the June 2018 round of funding. She has left the employment of the Oneida County SWCD.
- Have started to receive applications for the January 2019 round of funding.

Renewal of Ronny Raindrop trademark report

On September 26, 2018, the Notice of Acceptance Under section 8 and the notice of registration renewal under section 9 was renewed and accepted by the United States Patent and Trademark Office. She continued that she printed and filed the notice of acceptance and renewal.