

## BOARD MEETING MINUTES MARCH 8, 2023

### ATTENDEES:

- DIRECTORS:** Faye Andrashko, Vince Garland, Frank Johnson, Trent Jones, Shirley Powell, Bobby Vanlandingham, Richard Wilkins
- STAFF:** Kathy Clarke, Brandon Dillistin, Joanna Balderson, Lowery Becker, Kelly Brann, Aaron Saunders
- PARTNERS:** Lucee Kossler (NRCS), Marissa Roland (DCR), Brent Hunsinger (FOR), Drew Gladwell (NNLC)

### CALL TO ORDER:

Vice Chairman Frank Johnson opened the meeting at 12:34PM.

### MINUTES:

The Minutes from the February 8, 2023 Board Meeting were presented for review. *Richard Wilkins moved to accept the Minutes as presented. Faye Andrashko seconded the motion. Motion carried unanimously.*

### TREASURER'S REPORT:

The Treasurer's Reports for February 2023 were accepted as presented and filed for audit.

### BUSINESS:

#### 1. Letter to VSWCB – Human Resources (HR) Needs of SWCDs (see attached):

Kathy Clarke explained that since the COVID-19 pandemic, her workload has grown to include more HR-related tasks so she has been seeking and participating in HR-centered trainings available through entities such as Fred Pryor and the Society for Human Resource Management (SHRM). As a result, she has developed a greater understanding of employer responsibilities and the valuable role that HR professionals serve. She recently provided a brief overview of the fundamentals of HR and SWCD history to her Area III counterparts which proved instrumental in identifying their collective needs. Those needs have been captured in a template letter to be used by Area III SWCDs for championing the Virginia Soil & Water Conservation Board (VSWCB) to seek dedicated funding to address the HR support needs of Virginia's SWCDs (see attached). *Richard Wilkins moved to approve the signing and submission of the letter on behalf of the NNSWCD. Trent Jones seconded the motion. Motion carried unanimously.*

#### 2. VCAP 2023 Round 3 Application Approvals (see attached):

- a. Paul Leslie (Northumberland County) VCAP Contract #08-23-005 Living Shoreline  
Total estimated cost: \$29,750.00      Total estimated cost-share \$23,800.00
- b. Lisa Vodvarka (Northumberland County) VCAP Contract #08-23-006 Living Shoreline  
Total estimated cost: \$18,950.00      Total estimated cost share \$15,160.00

The Board was surveyed to identify any known conflicts of interest, none were noted. *Richard Wilkins moved to approve the submission of VCAP Contracts #08-23-005 and #08-23-006 to the VASWCD VCAP Review Committee for further consideration. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**3. 2023 NNSWCD Producer Conference: Thursday March 16<sup>th</sup> @ Westmoreland Fire Dept.**

Kelly Brann reminded everyone of the NNSWCD Producer Conference on March 16<sup>th</sup> at the Westmoreland Volunteer Fire Department in Montross (see attached flyer).

**4. New Vehicle Purchase**

Brandon Dillistin presented the *NNSWCD New Vehicle Comparison and Decision Paper* outlining the staff's research and recommendations for trading in the 2007 Chevrolet Silverado 1500 on a 2023 model full-size pickup (see attached). After narrowing down the scope to a 2023 Chevrolet Silverado 1500 WT, the staff obtained quotes from three Chevrolet dealerships in close proximity: 1) Northern Neck Chevrolet - \$36,443.00, 2) Tappahannock Chevrolet - \$41,974.00, and 3) Radley Chevrolet - \$42,702.00. A discussion ensued. *Bobby Vanlandingham moved to approve trading in the 2007 Chevrolet Silverado 1500 pickup to Northern Neck Chevrolet on the purchase of a 2023 Chevrolet Silverado 1500 WT for the final price of \$36,443.00. Shirley Powell seconded the motion. Motion carried unanimously.*

**COMMITTEE REPORTS:**

**AG COMMITTEE** – Brandon Dillistin presented *Recommendations from the Technical Staff* (see attached). The individual items brought to the Board for approval were:

**I. FY23 Round 3 VACS Approvals: Non-COIA Applications Totaling \$48,498.25**

*Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**II. Conservation Plan Approvals**

**A. NRCS Conservation Plan # 7433A7220HU - Louis G. Basye**

*Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously. (Louis G. Basye was not present at the meeting.)*

**B. NRCS Conservation Plan # 7433A7210U6 - Heritage Farm LLC**

*Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**III. Withdrawal of Request for Additional \$100,000 VACS Funding**

Brandon Dillistin stated that the additional \$100,000 for VACS funds formally requested during the February 2023 Board Meeting were no longer needed as a supplemental allocation of \$500,000 from DCR had been uncovered. Although those bonus funds were not identified in the NNSWCD's FY23 Cost-Share and Technical Assistance Grant Agreement, they were listed on pages 24-25 of the *VSWCB Policy and Procedures on SWCD Cost-Share and Technical Assistance Funding Allocations (Fiscal Year 2023)*. *Richard Wilkins moved to withdraw the NNSWCD's request for a transfer of \$100,000.00 in FY23 CB VACS funding along with associated Technical Assistance as approved at the February 8, 2023 Board Meeting. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**EDUCATION COMMITTEE** – Lowery Becker noted that there will be a meeting on March 14<sup>th</sup> at 1:30PM to review the 2023 scholarship applications.

**FINANCE COMMITTEE** – Kathy Clarke noted that the Committee will need to meet prior to the next Board Meeting to address FY23 Budget Amendments.

LEGISLATIVE COMMITTEE – see attached report.

**COOPERATING AGENCY & STAFF REPORTS:**

DCR – Marissa Roland - see attached report.

NRCS – Lucee Kossler – see attached report.

NNLC – Drew Gladwell – see attached report.

FOR – Brent Hunsinger – see attached report.

VCE – Trent Jones – see attached report.

AREA III/VASWCD/NACD – Frank Johnson reported that he had recently attended the 2023 NACD Annual Meeting in New Orleans. He noted that it provided a valuable opportunity to reflect on the national work of SWCDs in comparison to the state and local levels and reaffirmed his belief that an ongoing presence at these meetings is warranted. He has copied Chairman Pickett and the District Managers on an email he submitted to the Soil and Water Conservation Society with an open idea for a future presentation. The 2024 NACD Annual Meeting is slated to take place in San Diego, CA.

STAFF – Kathy Clarke - see attached report.

STAFF – Brandon Dillistin - see attached report.

STAFF – Joanna Balderson – see attached report

STAFF – Lowery Becker – see attached report.

STAFF – Kelly Brann – see attached report.

STAFF – Aaron Saunders – see attached report.

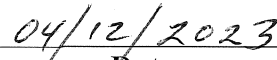
**NEW BUSINESS:**

**NEXT MEETING:** Wednesday, April 12, 2023 at 6PM in the NNSWCD Conference Room

**ADJOURNMENT:**

*Bobby Vanlandingham moved to adjourn the meeting. Richard Wilkins seconded the motion. Motion carried unanimously.* The meeting adjourned at 2:31PM.

  
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Robert E. Pickett, Chairman

  
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Date