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Board Meeting Minutes February 11, 2026

Attendees:

Directors: Greg Basye, Benson Braxton, Vince Garland, Frank Johnson, Robert Pickett
Stephanie Romelczyk, Aaron Rowland, Bobby Vanlandingham, Lewis Walker, Richard Wilkins

Staff: Joanna Balderson, Kelly Brann, Brandon Dillistin, Aaron Saunders, Tina Withers

Partners: Olivia Leatherwood (DCR), Lucee Kossler (USDA/NRCS)

Others: Cliff Mullin

Call to Order:

Chairman Robert Pickett opened the meeting at 12:32PM.

Minutes:

The minutes from January 14, 2026, Board Meeting were presented for review. ***Richard Wilkins moved to accept the Minutes as amended. Bobby Vanlandingham seconded the motion. Motion carried unanimously.***

Treasurer's Report:

The Treasurer's Report for January 2026 was accepted as presented and filed for audit.

Business:

1. VCAP Approvals

a) 2026 Round 7 Application Approvals (see attached)

Paul Irizarry (Northumberland County) VCAP Contract #08-26-017 Living Shoreline

Total Estimated Cost: \$47,052.75 Total Estimated Cost-Share: \$30,000.00

The Board was surveyed to identify any known conflicts of interest; none were voiced.

Richard Wilkins moved to approve the payment of VCAP Contract #08-26-01.

Frank Johnson seconded the motion. Motion carried unanimously.

b) Application Name Correction for Payment

A request was submitted for a correction the payee's name on Contract #08-26-003 for reimbursement. The contract was approved for Scott Stevens and the request is to

update the payee name to Topside LLC. ***Vince Garland moved to approve the correction. Benson Braxton seconded motion. Motion carried unanimously.***

2. Producer Conference: Thursday, March 5th at Menokin Road Farm

Kelly Brann shared a flyer and encouraged those interested in attending to register by February 25th (see attached).

3. **2026 Area III Spring Meeting: Thursday, April 2nd at Saudé Creek Vineyards, Lanexa, VA**
Kelly Brann shared that the 2026 Area III Spring Meeting will be held April 2, 2026 at Saudé Creek Vineyards in Lanexa, VA. Directors were encouraged to attend.
4. **Call to Support VCAP – Legislative Update**
Kelly Brann shared a flyer encouraging everyone to support VCAP by submitting the new form. Robert Pickett shared VCAP legislative updates.

Committee Reports:

Ag Committee – Brandon Dillistin presented recommendations from the Technical Staff for review (see attached). The individual items brought to the Board for approval were:

- a) **FY26 Round 4 VACS/WFA Approvals: Non-COIA Applications totaling \$87,006.15 (see attached).**
Richard Wilkins moved to approve Round 4 applications for WP-1 practice. Greg Bays seconded the motion. Motion carried unanimously.

Legislative Committee – Robert Pickett, Committee Chair, announced he attended a zoom meeting that provided updates on VCAP and other legislative bills.

Operations Committee – Kelly Brann reported that the Operations Committee met on February 5, 2026. The DRAFT Minutes and Recommendations from that meeting were presented for review (see attached). The individual items brought to the Board for approval were:

1. **NNSWCD Cell Phones for Staff (see attached)**
2. **NNSWCD Acceptable Use Policy and NNSWCD Mobile Communication Device (MCD) and Telephone Use Policy (see attached)**
3. **Associate Director - Guidelines (see attached)**
4. **Honorary Associate Director Guidelines (see attached)**
5. **NNSWCD Director Emails**
Greg Bays moved to approve the Operations Committee Recommendations 1-4 as outlined. Benson Braxton seconded the motion. Motion carried unanimously. Lewis Walker moved to approve the Operations Committee Recommendation 5 as outlined. Aaron Rowland seconded the motion. Motion carried unanimously.

Partner Agency Reports:

- DCR – Olivia Leatherwood – see attached report
- NRCS – Lucee Kossler – see attached report
- PC/PWR – Robert Pickett – see attached report
- VCE – Stephanie Romelczyk – see attached report

Staff Reports:

- District Operations Manager** – Kelly Brann – see attached report
- District Technical Manager** – Brandon Dillistin – see attached report
- Financial Administrative Assistant** – Joanna Balderson – see attached report
- Education Conservation Specialist** – Lowery Becker – see attached report
- Agricultural Conservation Specialist** – Aaron Saunders – see attached report
- Administrative Assistant** – Tina Withers – see attached report

New Business:

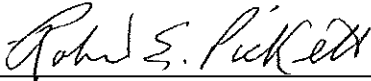
Kelly Brann discussed moving the FOIA/COIA training to the August meeting instead of the October meeting. Kelly also noted that online training is available through DCR.

Greg Basye moved to hold the FOIA/COIA training at the August meeting. Vince Garland seconded the motion. Motion carried unanimously.

Next Meeting: Wednesday, March 11, 2026, at 12:00PM in the NNSWCD Conference Room.

Adjournment:

Richard Wilkins moved to adjourn the meeting. Braxton Benson seconded the motion. Motion carried unanimously. The meeting adjourned at 2:01PM.



Robert E. Pickett, Chairman

Date

