

BOARD OF SUPERVISORS

MEETING MINUTES

Meeting Date: 7/19/2016

Meeting Location: Bert Harris Center, Conference Room III
Sebring, Florida

FINAL - Approved 8/16/2106

Recorded by: Susie Bishop

MEETING LOCATION: BERT HARRIS CENTER, SEBRING, FL
MEETING SCHEDULED START: 3:00 P.M. CALL TO ORDER: @ 3:00 P.M.

Name	Title	Organization	Present
ATTENDANCE			
Dr. John Causey	Chairman	Highlands Soil & Water	Y
Jackie Bailey	Vice Chair	Conservation District	N
Pamela Fentress	Secretary/Treasurer		Y
Scott Kirouac	Supervisor		Y
Doug Deen	Supervisor		N
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Commissioner Jim Brooks	Liaison	Highlands Co. Board of County Commissioners	Y
Susie Bishop	Executive Director	Highlands Soil & Water	Y
Drew Pitts	MIL Manager	Highlands Soil & Water	Y
<u>Other Attendees:</u>			
Laurie Hurner	Extension Director	Highlands Co. Extension	Y
Kayla Nickerson	Env. Spec. III	FDACS-OAWP	Y
Carlos Torres	District Conserv	USDA-NRCS	Y
John Santiago	Student Intern	USDA - NRCS	Y
Ray Royce	Executive Director	HAC	Y
Bill Youngman	Citizen	We The People	

PUBLIC MEETING ANNOUNCEMENT READ BY CHAIRMAN

I. Welcome & Introductions

II. Approval of Agenda

- a. Motion to approve agenda as presented (Fentress/Kirouac) Unanimous Approval.

III. Approval of Minutes 6/21/2016

- a. Meeting Minutes - Motion made to approve minutes as presented (Fentress/Kirouac). Unanimous approval

V. Financial Activity

- a. Financial Reports - Bishop presented the bank reconciliation statements, and financial reports for YTD for the current fiscal year explaining a few of the payments from contracts. The final audit was distributed to the Board with Bishop referring them to page 7 for a comparison of 2014-2015 funds. Motion made to approve the financials as presented (Kirouac/Fentress) Unanimous approval. Causey asked Bishop to create a list of the local impact made by totaling the amount of dollars distributed through the HSWCD to Highlands County and surrounding county producers. This will be proof of the local impact the District has overall.

VI. Agency Partner Updates

- a. NRCS - Torres distributed a guide to a new tool being made available to producers - "Client Gateway". This is for agriculture producers only in an effort for them to have easy access to NRCS conservation assistance. The EQIP contracts for the year are near completion with four total. Torres introduced his student intern, John Santiago.
- b. FDACS - Nickerson announced FDACS is beginning to initiate the new technician contracts with hopes of them being executed soon; definitely by Sept. 30. Best Management Practices projects are currently being paid out of HSWCD Ag NPS & FCO Contracts. Bishop said the delay of the new contracts this year will make it difficult for the HSWCD to create and adopt the 2016-17 General Fund Budget.
- c. MIL Report - Pitts reported he has completed all required evaluations for Qtr. 4 of the 2015-16 contract year. Due to the daily rains he has been able to only complete 5 of the required 23 for Qtr. 1 of this year, but is confident he will meet the required number.
- d. County Extension - CED, Laurie Hurner, reported staff has been busy planning for the next year - all 12 months have been planned. The 4-H camps have been successful this summer. A new camp theme was an Agriculture Camp with a livestock day - the entire week was a huge success. The Okeechobee Extension office has completed its hiring of a new CDE and Regional Dairy Specialist Agent. 4-H barn improvements are taking place with support from the 4-H Foundation and other volunteers. The recent program review was received with positive comments and staff will be submitting their responses soon. Once completed Extension will receive a \$ 10,000.00 stipend for participating in the review. The second soils workshop is being organized.

VII. Old Business

- a. Lake McCoy Project - Fentress reported a conference call took place on July 7. The clauses HSWCD weren't comfortable with the County wasn't comfortable with either, so consequently SWFWMD is making exceptions regarding these clauses solely for the Lake McCoy project. The permit fee has been paid by HSWCD.
- b. AFCD - Annual Meeting - Bishop distributed the agenda for the meeting and announced Steve Smith will be attending as a new Supervisor. He was unopposed to fill the seat of Jackie Bailey, who is retiring. Smith will be sworn in on Jan. 3, 2017.

VIII. New Business

- a. Financial Contribution to Statewide Speech & Poster Contests - Bishop explained why she didn't move forward with this contribution via the e-mail vote by the Board- Fentress asked it be placed on the agenda. Fentress explained the AFCD has the funds to contribute to the contests awards and shouldn't have asked HSWCD

for a \$ 300.00 donation. Motion was made to contribute \$ 150.00 to the contest awards (Fentress/Kirouac). Causey expressed concerns over the decrease, but supports the position of Fentress. Unanimous approval.

- b. NACD 2017 Annual Meeting - Jan. 28 - Feb. 2, 2017 - Bishop shared the location, Denver, Colorado and dates for the Annual Meeting of NACD.

IX. Executive Director's Report

Bishop explained the results of her research into potentially offering direct deposit as an option to producers for their cost share payments. This would alleviate the delay in invoicing FDACS due to waiting on check payments to clear the bank accounts. Forms would have to be developed and Bishop needs to continue to research the steps and acceptance of this proposed change to process of payments. Internal policy of HSWCD could still require two signatures on all payments, whether by direct deposit or check, but the bank accounts would need to be changed to one signature required in order to be able to use online banking for fund transfers. Vote to change banking signature requirements was tabled until additional information is attained and reported back to the board.

X. Citizens Not on the Agenda

None

X. Supervisor Comments

Kirouac - None

Causey - None

Fentress - The FSA office in Okeechobee will get a new Farm Loan Manager. Last month Rick Dantzer attended the county committee meeting and explained they had more latitude than they were led to believe. The TAP adjusters are not getting paid and 12 of 16 Executive Directors statewide have resigned. Danielle Daum has filed to run for Fentress' seat and Fentress announced she plans to roll off of the committee. Fentress will also not seek re-election to the AFCD Board.

Meeting adjourned at 4:26 p.m.

John Causey, Chairman

Pamela Fentress, Secretary

POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Complete payment to Johnson Engineering for the Lake McCoy project as invoiced. Provide any information requested by the County as it pertains to the project	S. Bishop	Sept. 1, 2016
Partner with Highlands County Extension & Highlands County Citrus Growers to organize, advertise and facilitate a follow up Soil Testing Workshop	S. Bishop	August 30, 2016
Continue research on payments to producers via EFT	S. Bishop	August 16, 2016
Continue working with FDACS-OAWP on Contract & Budgets for fiscal year 2016-2017	S. Bishop	Oct. 1, 2016
Attend AFCD Annual Meeting in Ocala	S. Bishop & Supervisors	July 30, 2016
Advertise and interview to fill new positions	S. Bishop & Staff	Oct. 1, 2016
Attain new quotes for HSWCD Highway Roadside sign	S. Bishop	July 30, 2016
Compile total of amount of dollars distributed in the county and surrounding areas via HSWCD	S. Bishop	August 16, 2016
Continue to monitor/facilitate the FECLOG & NRCS work on PL566 structure	S. Bishop	Ongoing
Outreach for MIL	S. Bishop & D. Pitts	Ongoing