***Highlands Soil & Water Conservation District - Board of Supervisors***

**Meeting Minutes**

**Meeting Date: 10/18/2022**

Meeting Location: HSWCD Conf. Room – Bert Harris Center

**FINAL – Approved 11/14/2022**

Recorded by: Susie Bishop

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| --- | --- | --- | --- |
| **Name** | **Title** | **Organization** | **Present** |
| **ATTENDANCE** |  |  |  |
| Dr. John Causey  Steve Smith  Doug Deen  Pamela Fentress  T.J. Wohl  Sara Sebring  Scott Kirouac | Chairman  Vice-Chairman  Secretary/Treasurer  Supervisor  Supervisor  Incoming Supervisor  Liaison | Highlands Soil & Water  Conservation District  Highlands Co. Board of County Commissioners | Y  Y  N  Y  Y  Y  Y |
| Susie Bishop  Drew Pitts  Kayla Nickerson  Carlos Torres | Executive Director  MIL Manager  BMP Tech.  District Cons. | Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  USDA-NRCS | Y  N  Y  Y |
|  |  |  |  |

**Meeting Scheduled Start: 3:00 P.M. Call to Order: @ 3:07 P.M.**

**Public Meeting Announcement Read by Chairman**

1. **Welcome & Introductions**
2. **Approval of Agenda –** Motion to approve agenda as presented (Smith/Fentress) Unanimous Approval.
3. **Approval of Meeting Minutes September 20, 2022 -** Motion to accept minutes as presented. (Fentress/Wohl). Unanimous approval.
4. **Financial Activity**
5. **Overview & Approval of Financial Reports- September 2022 –** Review by Bishop of September Financial Reports. Motion to approve (Wohl/Smith). Unanimous approval. Final Budget Amendments for FY 21-22 will be on November Agenda.

**V. Agency Partner Updates**

**a. FDACS –** Nickerson shared updates on IV and Cost-Share. No Action.

**b. MIL** –Bishop reported MIL Evaluations are above required amount. No Action.

**c. NRCS** –. Torres shared the various Hurricane Ian Recovery Programs available for

agricultural producers and governments. No Action

**d. HCBCC –**Commissioner Kirouac reported on flooding issues due to Hurricane ian.

Also reported on search for new County Administrator and County Budget. No Action

**VI. Old Business**

**a. Update on Lobbyist –** Bishop reviewed the answer received from the Florida

Association of Special Districts which stated funds in the General Fund Bank

Account can be used to hire a lobbyist. Discussion to join with AFCD if they hire

one. Consensus of Board to table any decisions regarding the hiring of a lobbyist.

**c. CD Investments –**  Discussion about options. Motion made to authorize the Chair

and Executive Director shop rates with a goal of purchasing 4 CDs at $ 125,000.00

or up to $500,000.00 total in CDs determined to offer best interest rate on 3 month,

6 month, 9 month and 12 month CDs (Wohl/Fentress). Unanimous approval.

**VII New Business**

**a. Hurricane Ian Relief –** Discussed in Agency Partner Updates Agenda item.

**b.** **Executive Director Evaluation -** Causey reported 4 of 5 evaluations were

received. Bishop scored 404 out of possible 420 total score. No Action Taken.

**VIII. Executive Director’s Report**

**Items presented:**

* Two candidates for the BMP Tech. position will be interviewed this week.
* No applications received to date for the MIL Tech position.
* Local Working Group will be at 9:00 a.m. on Nov. 2. Supervisors were

asked to participate.

* 2021-2022 Annual Report is being prepared.
* Climate-Smart Commodities Projects have been announced.
* Letter received from NRCS regarding the Fisheating Creek Structure.
* Decision to move Nov. 14 meeting time to 1:00 p.m. with annual Board Luncheon at Noon.

**IX. Citizens Not on the Agenda – None**

**X. Supervisor Comments**

Smith – None Deen – None

Fentress – Concerns shared regarding school system shared with 51 teacher

vacancies. There may be a request for funding for soil & seeds

projects in schools.

Wohl – None Causey – None

Meeting Adjourned at 5:02 p.m.

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**John Causey, Chairman Doug Deen, Secretary**

**Post Meeting Action Items**

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| --- | --- | --- |
| ***Action*** | ***Assigned To*** | ***Deadline*** |
| *Prepare Final FY 2021-2022 Budget Amendments* | *S. Bishop* | *Nov. 14, 2022* |
| *Purchase CD if rates meet criteria as set by Board* | *J. Causey & S. Bishop* | *Oct. 30, 2022* |
| *Prepare for Local Working Group Meeting* | *S. Bishop & C. Torres* | *Nov. 2, 2022* |
| *Prepare for Ag Venture Program* | *S. Bishop* | *Nov. 15, 2022* |
| *Research the Fish Eating Creek Structure History* | *S. Bishop &*  *Highlands Co.* | *Nov. 14, 2022* |
| *Prepare 2021-2022 Annual Report* | *S. Bishop* | *Nov. 14, 2022* |
| *Conduct interviews for BMP Tech & MIL Tech Positions* | *S. Bishop* | *Until Filled* |
| *Monitor need for a lobbyist* | *S. Bishop* | *Ongoing* |
| *Continue to monitor and distribute Hurricane Ian Recovery Programs* | *S. Bishop & Staff* | *Ongoing* |
| *Monitor SB 1078, SWCDs statewide* | *S. Bishop* | *Ongoing 2022* |
| *Continue to monitor work of HSWCD Staff & FDACS Staff to complete IV work in priority BMAP areas* | *S. Bishop* | *Ongoing* |
| *Assist FDACS-OAWP with the Cost Share Projects in process* | *S. Bishop* | *Ongoing* |
| *Continue to monitor state budget and future contracts with FDACS-OAWP* | *S. Bishop* | *Ongoing* |