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

**Meeting Minutes**

**Meeting Date: 11/14/2022**

Meeting Location: HSWCD Conf. Room – Bert Harris Center

**DRAFT**

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  Y  Y  Y  Y  N |
| 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  N  Y |
|  |  |  |  |

**Meeting Scheduled Start: 1:00 P.M. Call to Order: @ 1:08 P.M.**

**Public Meeting Announcement Read by Chairman**

1. **Welcome & Introductions**
2. **Approval of Agenda –** Motion to approve agenda as presented (Smith/Deen) Unanimous Approval.
3. **Approval of Meeting Minutes October 18, 2022 –** Bishop edited Executive Director’s report, bullet 5 removing “Lykes was single local organization awarded”. Date of meeting in Minutes edited to read 2022 rather than 2222. Motion made to approve the minutes with two noted edits (Wohl/Deen). Unanimous Approval.
4. **Financial Activity**
5. **Overview & Approval of Financial Reports- October 2022 –** Review by Bishop of October Financial Reports. Motion to approve (Wohl/Smith). Unanimous approval.
6. **FY 2021-2022 Budget Amendments # 2** - Final Budget Amendments for FY 21-22 were presented by Bishop. Motion to approve all Budget Amendments (Deen/Smith.

Unanimous Approval.

**V. Agency Partner Updates**

**a. FDACS –** Bishop shared the Executive Order from FDACS Commissioner Fried to

temporarily suspend, for 60 days, the IV process due to damages from Hurricane

Ian. No Action

1. **MIL** –Bishop reported MIL Evaluations are above required amount. FDACS

Supervisor of the MILs came to see the new equipment, John Deere Gator & Trailer, and was very pleased with the purchase. No Action.

1. **NRCS** –. Torres shared the results of the Local Working Group Meeting held on Nov. 2, participation was excellent and results will be presented by Bishop at the USDA-NRCS State Technical Committee meeting. Various Hurricane Ian Recovery Programs were reviewed. No Action
2. **HCBCC –** No Report

**VI. Old Business**

1. **CD Investments –** Bishop reported the status of purchasing new CDs with an

investment firm. She will continue to provide the requested reports/forms to the firm.

No Action.

**VII New Business**

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

**b.** **IV Temporary Suspension** – Discussed in Agency Partner Updates Agenda item.

**c. Vacant Positions** – Bishop shared the BMP Technician position has been offered to

Phil Lewis from Polk County. FDACS required the background screening be

completed prior to us proceeding with hiring. Bishop also shared some ideas she is

considering for the vacant MIL Technician position, perhaps a hybrid of MIL Data

Entry Technician/HSWCD Outreach Coordinator. Supervisors supported the

concept, so Bishop will proceed with the details. No Action.

**VIII. Executive Director’s Report**

**Items presented:**

* Polk SWCD voted last month to be officially dissolved.
* Based on ED Evaluations, HSWCD outreach & education efforts were discussed.
* Outreach projects shared at the SE – SWCD Employee Annual Meeting in TN last week were shared.
* Monitoring of the Federal Inflation Reduction Act will take place because USDA- NRCS referred to it at the SE SWCD Employee Annual Meeting with statements that SWCD will have a role in this new program.
* The City of Avon Park inspection will be scheduled before the end of the year.

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

**X. Supervisor Comments**

Smith – None

Deen – None

Fentress – Status of PL 566 on Fisheating Creek

Newly appointed County Planning & Zoning Members are producers in

the Ag Industry.

Wohl – None

Causey – Comments of appreciation were presented to Fentress as her term ends this

year. She was presented with an engraved desk clock as a token of the

Entire Board’s appreciation for her dedication and commitment to HSWCD.

Meeting Adjourned at 2:25 p.m.

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

**Post Meeting Action Items**

|  |  |  |
| --- | --- | --- |
| ***Action*** | ***Assigned To*** | ***Deadline*** |
|  |  |  |
| *Continue to work to purchase CD if rates meet criteria as set by Board* | *J. Causey & S. Bishop* | *Dec. 30, 2022* |
| *Present the Local Working Group Summary*  *to USDA-NRCS State Technical Committee* | *S. Bishop & C. Torres* | *TBA* |
| *Participate in Ag Venture Program* | *S. Bishop* | *Nov. 15 - 17, 2022* |
| *Research the Fish Eating Creek Structure History* | *S. Bishop &*  *Highlands Co.* | *December 20, 2022* |
| *Prepare 2021-2022 Annual Report* | *S. Bishop* | *December 20, 2022* |
| *Explore the creation of a new hybrid MIL/HSWCD Position with FDACS & BOS* | *S. Bishop* | *Until filled* |
| *Monitor the Inflation Reduction Act for involvement of SWCD* | *S. Bishop* | *Unknown* |
| *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* |