

**WHITE COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

MONTHLY BOARD MEETING MINUTES

September 12, 2023

The regular monthly board meeting of the White County Soil and Water Conservation District was called to order at 7:20 a.m., September 12, 2023, by Chairman Bryan Tomm in the conference room of the USDA building.

DIRECTORS PRESENT: Bryan Tomm, Mark Colbert, and Laura Whitsitt.

DIRECTORS ABSENT: Brandon Barbre and Kent Williams.

DISTRICT PERSONNEL: Jewel Brooks, Administrative Coordinator, and Heidi Uselton, Resource Conservationist.

NRCS PERSONNEL: Tyler Pokojski, Soil Conservationist.

MINUTES:

Motion was made by Mark Colbert, seconded by Larura Whitsitt, to approve August 15, 2023, board meeting Minutes as printed. Motion carried.

TREASURER'S REPORT:

Motion was made by Laura Whitsitt, seconded by Mark Colbert, to approve the Treasurer's Report for August. Motion carried.

SWCD STAFF REPORTS:

ADMINISTRATIVE COORDINATOR'S REPORT: Jewel Brooks, Administrative Coordinator, presented a report as attached and information for Streamline Website platform development. Mark Colbert made a motion, seconded by Laura Whitsitt, to approve the report and Chairman's signature of the Streamline Subscription Agreement for the first year; motion carried.

RESOURCE CONSERVATIONIST'S REPORT: Heidi Uselton, Resource Conservationist, presented a report as attached. Laura Whitsitt made a motion to approve the report, seconded by Mark Colbert; motion carried.

NRCS REPORT: Tyler Pokojski, Soil Conservationist, presented a report as attached.

EMPLOYEE TIME SHEETS / TRAVEL REPORTS:

Motion was made by Mark Colbert, seconded by Laura Whitsitt, to approve employee timesheets. Motion carried.

CORRESPONDENCE:

- IDOA-BLWR August-September Report by Debbie Gray was provided.

OLD BUSINESS:

- NRCS Administrative invoice for August work was reviewed.
- TNC Grant 4947-0006 – August report from Rita Becker Forler and a Quarterly Performance Report/Invoice submitted to TNC by Jewel Brooks was reviewed. An invoice for the next advance of funds will be submitted as requested by Shawn Gamble, TNC Lead Grants Specialist. Motion was made by Laura Whitsitt, seconded by Mark Colbert, to approve Rita's final report and payment of the final monthly agreed upon amount for period ending August 31, 2023; motion carried.
- Correspondence sent to the White County Board Chairperson and Commissioners requesting the SWCD's annual contribution for consideration was reviewed. Chairman Tomm will attend the meeting on September 14 at 9 a.m.

NEW BUSINESS:

- FY 2024 NRCS Admin and CRP Contribution Agreement information was provided. Motion was made by Mark Colbert, second by Laura Whitsitt, for SWCD staff to continue work on the Agreements; motion carried.
- NRCS Training Needs Inventory information was provided. Chairman Tomm requested that Heidi submit her TNI for approval by the September 22 deadline.
- FY 2023 Comptroller's Annual Financial Report (AFR) was presented. Mark Colbert made a motion, seconded by Laura Whitsitt, to approve submission of the report and notary of the vote; motion carried.
- FY 2023 IDOA Internal Control Checklist and FMP Part II were presented. Motion was made by Laura Whitsitt, seconded by Mark Colbert, to approve; motion carried.

NEXT BOARD MEETING:

The next board meeting will be held on October 10, 2023, at 7:15 a.m., in the conference room of the USDA Service Center building.

ADJOURNMENT:

Without further business, motion was made by Laura Whitsitt, seconded by Mark Colbert, to adjourn. Motion carried; meeting adjourned at 8:00 a.m.