



IDAHO SOIL & WATER CONSERVATION COMMISSION

REGULAR MEETING & AGENDA
Idaho Soil & Water Conservation Commission
May 14, 2015, 8:00 a.m. to 2:00 p.m. MT

Len B. Jordan Bldg., 650 W. State, Boise
Rm B09 (across from the Galley)

TELECONFERENCE # 1-877-820-7831 Passcode: 922837

The Commission will occasionally convene in Executive Session, pursuant to Idaho Code § 67-2345.
 Executive Session is closed to the public.

AMERICANS WITH DISABILITIES ACT COMPLIANCE

The meeting will be held in facilities that meet the accessibility requirements of the Americans with Disabilities Act. If you require special accommodations to attend, participate in, or understand the meeting, please contact the Idaho Soil & Water Conservation Commission at (208) 332-1790 or Info@swc.idaho.gov so advance arrangements can be made.

Members of the public may address any item on the Agenda during consideration of that item. Those wishing to comment on any agenda item are requested to indicate so on the sign-in sheet in advance. Copies of agenda items, staff reports and/or written documentation relating to items of business on the agenda are on file in the office of the Idaho Soil & Water Conservation Commission in Boise. Upon request, copies can be emailed and will also be available for review at the meeting.

	1.	WELCOME, SELF-INTRODUCTIONS, AND ROLL CALL	Chairman Wright
	2.	AGENDA REVIEW <i>Agenda may be amended after the start of the meeting upon a motion that states the reason for the amendment and the good faith reason the item was not included in the original agenda.</i>	Chairman Wright
	3.	PARTNER REPORTS <i>Typically include NRCS, IASCD, IDEA, Dept. of Admin, Attorney General, DFM, OSC, etc.</i>	
	4.	ADMINISTRATION	
*#	a.	Minutes 1. April 23, 2015 ACTION: Approve	Chairman Wright

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

Thurs. May 14, 2015 Reg. Meeting Agenda

Date of Notice: May 7, 2015

*#	b.	Financial Report (not attached - will be handed out at the Commission mtg) 1. April 30, 2015 ACTION: Approve	Murrison
	c.	Administrator's Report <ul style="list-style-type: none"> • Agricultural Pollution Abatement Plan Update • In-House Fiscal Transition Progress • Activities ACTION: For information only	Murrison
#	d.	Draft 2016-2019 Strategic Plan ACTION: For information only	Murrison
	5.	PROGRAMS	
#	a.	DISTRICT SUPPORT SERVICES <ul style="list-style-type: none"> • Distribution of Annual District Survey ACTION: For information only	Trefz
#	b.	Total Maximum Daily Load Program Update <ul style="list-style-type: none"> • FY 2015 Status Report • FY 2016 Workload & Employee Assignments • Program needs (met and unmet) ACTION: For information only	Trefz
#	c.	RANGELAND CONSERVATION & RESOURCE DEVELOPMENT PROGRAM <ul style="list-style-type: none"> • Program Activities and Loan Fund Financial Reports ACTION: For information only	Hoebelheinrich
	6.	OTHER BUSINESS	
	a.	Reports ACTION: For information only	Commissioners, Staff
	7.	EXECUTIVE SESSION <i>Executive Session is closed to the public. Under the relevant Idaho Code Sections noted below, all Board action will be taken publicly in open session directly following Executive Session.</i> ACTION: Move to enter Executive Session pursuant to Idaho Code § 67-2345(d), for the purpose of reviewing Loan Applications.	
#	a.	RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM Pursuant to Idaho Code § 67-2345(d), the Commission will convene in Executive Session for the purpose of reviewing Loan Applications. <ul style="list-style-type: none"> • Loan #A-693 • Loan #A-694 • Loan #A-695 ACTION: For information only	Hoebelheinrich
	8.	RECONVENE IN OPEN SESSION to ADJOURN. <i>The next regular meeting is scheduled for June 11, 2015, in Boise.</i>	

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

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Idaho Soil & Water Conservation Commission

650 W. State St., Room 145 • Boise Idaho 83720
Telephone: 208-332-1790 • Fax: 208-332-1799

IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC MEETING & TELECONFERENCE

Date and Time:

Thursday, April 23, 2015
8:00 am – 1:00 pm MST

Location:

Len B. Jordan Building
650 W State St, Rm B09
Boise, Idaho

DRAFT MINUTES

COMMISSION MEMBERS PRESENT:

Norman Wright (Chair)	Jerry Trebesch (Secretary)
Roger Stutzman (Vice-Chair)	David Radford
Leon Slichter	

COMMISSION STAFF PRESENT:

1 Teri Murrison	Terry Hoebelheinrich
2 Delwyne Trefz	Carolyn Watts
3 Cheryl Wilson	Chuck Pentzer
4	

PARTNERS AND GUESTS PRESENT:

6 Harriet Hensley, Office of the Attorney General
7 Kristina Fugate, Office of the Attorney General
8 Art Beal, Idaho Association of Soil Conservation Districts
9 Benjamin Kelly, Idaho Association of Soil Conservation Districts
10 Travis Thomason, Natural Resources Conservation Service
11

12

ITEM #1: WELCOME AND ROLL CALL

14 Chairman Wright called the meeting to order at 8:15 a.m.

15 Roll call: Chairman Norman Wright, Commissioners Leon Slichter, Jerry Trebesch, Dave Radford
16 and Roger Stutzman were present.

17

ITEM #2: AGENDA REVIEW

19 Action: None taken

20

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22 **ITEM #3a: PARTNER REPORTS**

23 The following partners reported: Travis Thomason (NRCS), Art Beal (IDEA), and Benjamin Kelly
24 (IASCD).

25 Action: None taken

26

27 **ITEM #3b: Conservation Delivery System of the Future MOA**

28 Action: Commissioner Radford moved to authorize the Chairman to sign, if the partners decide
29 to redo the existing Partnership agreement. Commissioner Trebesch seconded. Carried by
30 unanimous vote.

31

32 **ITEM #4a: MINUTES**

33 1. December 10, 2014

34 Action: Commissioner Stutzman moved to approve with the following changes:

- 35 • Commissioner Radford was present via teleconference, and
- 36 • Correspondence received from Kyle Wilson and Tom Gehring regarding the technical
37 assistance process is included in the Minutes.

38 Commissioner Trebesch seconded the motion. Carried by unanimous vote.

39

40 2. February 16, 2015

41 Action: Commissioner Radford moved to approve, Commissioner Stutzman seconded the
42 motion. Carried by unanimous vote.

43

44 **ITEM #4b: FINANCIAL REPORTS**

45 Action: Commissioner Trebesch moved to approve the February and March financial reports as
46 submitted. Commissioner Slichter seconded the motion. Carried by unanimous vote.

47

48 **ITEM #4c: ADMINISTRATOR'S REPORT**

49 Action: None taken

50

51 A break was taken at 9:55, and the meeting resumed at 10:20.

52

53 **ITEM #4d: FY 2016 Budget Blueprint**

54 Action: Commissioner Radford moved to approve the Budget Blueprint as submitted,
55 Commissioner Slichter seconded the motion. Carried by unanimous vote.

56 **ITEM #4e: Draft 2016-2019 Strategic Plan**

57 Action: None taken

58

59 **ITEM #5a: DISTRICT SUPPORT SERVICES**

60 Action: None taken

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63 **ITEM #5b: RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM**

64 Action: None taken.

65

66 **ITEM #7: EXECUTIVE SESSION**

67 Action: Chairman Wright moved to convene in Executive Session pursuant to Idaho Code 67-
68 2345(d) for the purpose of reviewing a delinquent loan. Commissioner Trebesch seconded the
69 motion. Motion carried by unanimous roll call vote.

70

71 Administrator Murrison, Terry Hoebelheinrich and Carolyn Watts were invited to remain for the
72 Executive Session and open session adjourned at 12:24 p.m. Executive Session commenced at
73 12:25 p.m. and ended at 1:05 p.m.

74

75 Commissioners reconvened in Open Session at 1:06 p.m. No action was taken.

76

77 **ITEM #8: ADJOURN:**

78 The regular meeting was adjourned at 1:11 p.m. The next Commission Meeting will be held in
79 Boise on Thursday, May 14, 2015.

80

81 Respectfully submitted,

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83

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85

86 Jerry Trebesch, Secretary



IDAHO SOIL & WATER CONSERVATION COMMISSION

Item #4c

TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, STUTZMAN, SLICHTER, AND TREBESCH
FROM: TERI MURRISON, ADMINISTRATOR
DATE: MAY 5, 2015
RE: ADMINISTRATOR'S REPORT

Agricultural Pollution Abatement Plan (APAP) Update

An APAP stakeholder meeting was held in Boise on Friday, May 1st. We had approximately 15 people attending and reviewed the entire draft APAP. Shelly Gilmore is making final edits and will circulate the draft for group review. The Governor's office will also review it, and Shelly will be at your June meeting to present a draft for your approval.

In-House Fiscal Transition Progress

We began advertising the finance specialist position in the last week of April as an internal promotional opportunity for classified state employees. As a result of limited responses, we've extended the application period (to classified state employees) and opened recruitment to non classified (appointed) and public candidates for an additional two weeks. We'll interview candidates sometime in May and the successful candidate will begin on July 1st.

In the meantime, Admin continues to perform its usual tasks and Commission staff have scheduled training with the Controller's office, Office of Group Insurance, etc. We are establishing policies to govern internal fiscal control and separation of duties, as well as personnel and other necessary policies.

Activities

May is a big month for youth educational activities. Chairman Wright will judge and three of our staff will volunteer at the Envirothon this year. In addition, we have at least one volunteer at events sponsored by the Idaho Rangeland Resources Commission, and four or five at the North Idaho Forestry Contest. The June issue of Conservation the Idaho Way will feature many of these youth activities.

Preparations for the July Conservation Summit and Tour continue, and I have identified the new Utah administrator! By the time of your meeting I should have an update on their possible participation.

I will attend the NASCA Board Retreat at the end of May. As director of the Pacific Region, I will report on the conservation activities of Idaho, Washington, and Oregon. On our agenda for discussion, NASCA Executive Director Mike Brown, along with NRCS Western Regional Conservationist Astor Boozer, are co-chairing the new National Conservation Planning Partnership Leadership Team. The team's purpose is to reinvigorate conservation planning as the foundation for voluntary conservation delivery. The team includes representatives the Core Conservation Partnership (NASCA, NACD, NRCS, NCDEA, and NARC&DC) and has committed to develop a multi-year comprehensive action plan by the Fall of 2015.

I will speak at the Idaho Water Users Association's Summer Water Law & Resources Seminar in June. The topic is Sowing Seeds of Stewardship: addressing agricultural water pollution the Idaho Way.

RECOMMENDED ACTION: For information only



IDAHO SOIL & WATER
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Item # 4d

TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, STUTZMAN, SLICHTER, AND TREBESCH
FROM: TERI MURRISON, ADMINISTRATOR
DATE: MAY 5, 2015
RE: DRAFT FY 2016-2019 STRATEGIC PLAN UPDATE

The attached Draft Strategic Plan has been distributed to the district review committee (Steve Becker, Art Beal, Dennis Tanikuni, Benjamin Kelly, and Chris Simons) this week. I received three comments back from members of that committee (Chris Simons, Art Beal, and Steve Becker), saying that it incorporated district input at the December brainstorming meeting and looked good.

A copy of the draft was sent out April 29th to the entire 557 newsletter subscriber list, which includes all 50 districts, many of their supervisors, and their administrative assistants. The list also includes IASCD and IDEA representatives.

To date, response has been slim. Thirty-seven of the list clicked through to review the document, although the email invitation to review the draft was opened by 155 of those on the list.

The Lewis District (LSCD) reviewed it and commented as follows:

On page 4 under qualify TA – where it has # of landowners served. The LSCD was wondering if that could be changed to % of producers, acres (possibly % of private acres) to show in the smaller counties that a large % of the producers are being assisted. Like here in Lewis county the there are about 375 producers as compared to Latah county which has about 1,000 producers (according to NRCS report). So if they both serve say 30 producers the % served is much higher in Lewis County than Latah, simply because of the number of producers.

Final consideration of the Plan (along with review of any other comments we receive) will take place in June. The Board must adopt a final Strategic Plan at the June meeting to meet DFM's submittal deadline of July 1st.

RECOMMENDED ACTION: For information only

Attachments:

- Draft FY 2016-2019 ISWCC Strategic Plan

DRAFT FY 2016-2019 Strategic Plan

Conservation the Idaho Way: sowing seeds of stewardship



Idaho Soil & Water Conservation Commission

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Conservation the Idaho Way: Sowing the Seeds of Stewardship

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CHAIRMAN'S MESSAGE



The Conservation Commission was created in 1939 during the Dust Bowl to address significant soil erosion issues. At the time, there were more than 27 million acres of land in Idaho had serious soil erosion problems.

The first order of business was to form soil conservation districts at the county level. Farmers and ranchers were elected directors of the districts, providing leadership on project priorities. As districts formed, NRCS and the Conservation Commission provided technical assistance to assist with stewardship projects.

*Today there are 50 soil and water conservation districts located from Bonners Ferry to Montpelier. Their efforts are guided by 5-year plans containing conservation goals and prioritized projects and activities. We provide funding and technical staff to empower districts - the boots on the ground - to get **things done.***

While we began working 75 years ago to reduce soil erosion, our efforts now include soil, water, plants, air, and animal conservation activities, as well. This FY2016-2019 Strategic Plan provides our detailed roadmap for sowing seeds of stewardship across this great State.

H. Norman Wright, Chairman

Conservation the Idaho Way: Sowing the Seeds of Stewardship



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CONSERVATION THE IDAHO WAY

Idaho is endowed with a magnificent blend of diverse natural landscapes — rivers, lakes, mountains, forests and desert canyons -- combined with rich and fertile agricultural lands well suited for growing a wide variety of crops and raising livestock. People who work in Idaho agriculture have deep roots in the land. They know that caring for the land will reap benefits for future generations.

"Conservation the Idaho Way" reflects the conviction that the very best way to care for and enhance the soil, water, air, plants and wildlife is through voluntary, locally led projects. Our philosophy is to use the state's natural resources to benefit Idaho people while maintaining and improving those resources for future generations.

MISSION

We facilitate coordinated non-regulatory, voluntary, and locally-led conservation by federal, state, and local governments including Idaho's conservation districts and other partners to conserve, sustain, improve, and enhance soil, water, air, plant, and animal resources. (IC 27:22)

SLOGAN

Conservation the Idaho Way: sowing seeds of stewardship

VISION

Conservation in Idaho reflects locally-led natural resource conservation leadership and priorities, is voluntary and incentive-based, non-regulatory, and demonstrates scientifically sound stewardship. The Conservation Commission and local conservation districts are the primary entities to lead coordinated conservation efforts with partners to provide landowners and land-users with assistance and solutions for natural resource concerns and issues.



Conservation the Idaho Way: Sowing the Seeds of Stewardship



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GUIDING PRINCIPLES

- Address legislative intent and statute
- Benefit the environment and Idaho's agricultural-based economy
- Benefit conservation districts' locally led, voluntary, non-regulatory priorities and projects
- Benefit the Commission's ability to serve and meet statutory authorities
- Promote fiscal responsibility
- Strengthen existing and build new conservation partnerships
- Incorporate valid scientific data and practices
- Benefit conservation work on natural resource priority issue area.
- Promote innovative conservation measures



CORE FUNCTIONS

The Conservation Commission focuses on three core functions:

1. Providing support to Idaho's 50 locally led, volunteer conservation districts.
2. Providing incentive-based and general conservation programs and services.
3. Supporting services and programs in a fiscally prudent, inclusive, and transparent manner.

KEY EXTERNAL FACTORS

There are key external factors that could affect the agency's ability to meet the goals and objectives contained in this Strategic Plan. They include:

- Changing demographics and land use designations.
- State and federal regulatory pressure and mandates that could shift priorities and resources away from current activities.
- Changing economics and pressures of agricultural and natural resources dependent industries which could result in significant increases or decreases in conservation program participation.
- Changing economics of state and federal budgets, which could result in additional agency cuts or fewer conservation dollars available to be spent in the state.

Conservation the Idaho Way: Sowing the Seeds of Stewardship



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CORE FUNCTIONS & KEY PERFORMANCE MEASURES

GOALS	OBJECTIVES	KEY PERFORMANCE MEASURES	BENCHMARKS
1. Support Districts' voluntary conservation efforts	Provide districts w/technical and capacity building assistance	<ul style="list-style-type: none"> ▪ Conduct annual survey to identify satisfaction with services & programs 	<ul style="list-style-type: none"> ▪ % of districts satisfied with services & programs
		<ul style="list-style-type: none"> ▪ Assist in updating 5-Year Plans 	<ul style="list-style-type: none"> ▪ # district 5-Year Plans updated
		<ul style="list-style-type: none"> ▪ Conduct annual technical & comprehensive assistance request process, assign field staff reasonable/flexible discretionary time 	<ul style="list-style-type: none"> ▪ Quantify and track assistance provided <ul style="list-style-type: none"> ▪ # of technical assistance hours requested/awarded ▪ # served with projects ▪ # new projects ▪ # ongoing projects ▪ # landowners served
2. Provide Conservation Programs & Services	Incentive-Based Programs	Resource Conservation & Rangeland Development Program (RCRDP) Make low interest conservation loans	<ul style="list-style-type: none"> ▪ Quantify and track: <ul style="list-style-type: none"> ▪ # of new loans ▪ Total \$ loaned in prior FY
		Conservation Reserve Enhancement Program (CREP) Provide technical leadership and oversight to reduce ground water use, improve water quantity and quality, enhance wildlife habitat, and decrease the risk of agriculture-related chemical and sediment runoff in Eastern Snake River-Plain Aquifer.	<ul style="list-style-type: none"> ▪ Quantify & track: <ul style="list-style-type: none"> ▪ # contracts ▪ # of acres ▪ # contracts certified (achieving program goals) ▪ # certified acres



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GOALS	OBJECTIVES	KEY PERFORMANCE MEASURES	BENCHMARKS
	General Conservation Programs & Services	Total Maximum Daily Load (TMDL) Implementation Planning Program – subject to DEQ priorities, write plans/ designated lead for voluntary ag/grazing projects on listed/impaired waterways	<ul style="list-style-type: none"> ▪ Quantify & track: <ul style="list-style-type: none"> ▪ # of new plans assigned by DEQ ▪ # plans completed ▪ # in progress ▪ # pending
		Ground Water Quality/Nitrate Priority Areas - Facilitate cooperative ground water protection, promote and support implementation of water quality projects to maintain and enhance ground water quality	<ul style="list-style-type: none"> ▪ Quantify & track: <ul style="list-style-type: none"> ▪ # acres treated ▪ Nitrates reduced (#s) ▪ Phosphorus reduced (#s) ▪ Sediments reduced (tons)
3. Build Support for Voluntary Conservation	Conduct outreach and communication – educate/inform public, decision makers, partners, and other stakeholders	Maintain Facebook & Twitter content about voluntary conservation activities of Commission and districts	<ul style="list-style-type: none"> ▪ Quantify: <ul style="list-style-type: none"> ▪ # of Facebook posts ▪ # of Twitter tweets
		Publish monthly newsletter about voluntary conservation activities of Commission and districts	<ul style="list-style-type: none"> ▪ Quantify # of subscriptions

DRAFT FY 2016-2019 Strategic Plan

Conservation the Idaho Way: sowing seeds of stewardship

C.L. "Butch" Otter, Governor

Board

H. Norman Wright, Chairman
Roger Stutzman, Vice Chair
Gerald Trebesch, Secretary
Dave Radford, Member
Leon Slichter, Member

Administrator

Teri Murrison

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FY 2016 WORK PLAN & INTERNAL PERFORMANCE INDICATORS

GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
1. Support District conservation efforts			
	1.1 Provide technical assistance	Technical assistance available to districts that request services (as resources allow)	<ul style="list-style-type: none"> ▪ Conduct inventory of available field staff hours ▪ Invite district requests through formal allocation process ▪ Convene Division stakeholder workgroup(s) to rank and recommend awards ▪ Leadership Team allocates district support time: <ul style="list-style-type: none"> ○ ~40% of available field staff time to technical assistance ○ ~10% of available field staff time to general discretionary hours ▪ Provide technical assistance to awarded projects and on discretionary basis as time permits ▪ Conduct pilot project with Div. 2 to determine feasibility of using task-based assistance requests, adjust process if warranted ▪ Convene division Technical Assistance Work Group (TAWG) meetings (6), review prior year's processes

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GOALS	OBJECTIVES	PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
	1.2 Provide comprehensive assistance	Comprehensive assistance and capacity building assistance services provided to districts as resources allow	<ul style="list-style-type: none"> ▪ See deliverables above relating to process for awarding district requests ▪ Field staff attend district board meetings min. of once per quarter
		All districts update 5-Year Plans annually	<ul style="list-style-type: none"> ▪ Assist districts that request service
		Statutory requirements met for annually holding district budget hearing	<ul style="list-style-type: none"> ▪ Conduct annual budget/unmet needs for implementation of water quality improvement projects as identified/prioritized in 5-year, other plans in June ▪ Disseminate results to Board, public, decision-makers as appropriate
		Districts aware of potential capacity building opportunities with other partners	<ul style="list-style-type: none"> ▪ Identify new partnership and funding opportunities, notify districts, facilitate connections
	1.3 Distribute State Funding	Base allocations distributed in compliance with IDAPA 60.05.04	<ul style="list-style-type: none"> ▪ Distribute by July 31 ▪ Annually award district requests for available funding for capacity building activities. Distribute funds by July 31
		\$100,000 in operating funds distributed annually (equal distribution to each district)	<ul style="list-style-type: none"> ▪ Distribute by July 31
		\$50,000 distributed annually to districts for capacity building/outreach purposes	<ul style="list-style-type: none"> ▪ Solicit requests, set awards for following fiscal year by June 15th ▪ Distribute by July 31st of each year ▪ Districts report on funds use by 12/20

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
		Funds distributed annually subject to local matching formula in IDAPA 60.05.04.	<ul style="list-style-type: none"> ▪ Advise districts in timely documenting submission of the receipt of local matching contributions ▪ Districts submit reports detailing local matching funds by August 15th ▪ Convene workgroup annually to review Financial & Match Reports, make recommendations to Conservation Commission by August 30th ▪ Assess and recommend need for 10% holdback due to economy ▪ Distribute state matching funds by September 30th of each year
2. Provide Conservation Programs & Services			
Incentive-Based Programs			
	2.1 Resource Conservation & Rangeland Development Program (RCRDP)	Low interest loans provided to individual borrowers for conservation practices and equipment	<ul style="list-style-type: none"> ▪ Increase loan portfolio by a minimum of the annual CPI increase ▪ Set %s and terms, monitor, evaluate, revise loan policies annually ▪ Support Commissioner Loan Committee to review and recommend actions to Board
		Loan review process conducted timely	<ul style="list-style-type: none"> ▪ Conduct annual tracking of two loan applications, report results to Board

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
		Program marketed to agricultural landowners	<ul style="list-style-type: none"> ▪ Develop and update marketing plan annually ▪ Conduct annual review of prior year's marketing efforts ▪ Provide regular training to all field staff and districts as identified in Marketing Plan.
	2.2 State Revolving Loan Fund	Existing loan and/or future loans serviced	<ul style="list-style-type: none"> ▪ Service and track existing loan ▪ If RCRDP resources become fully committed, seek re-capitalization from the Department of Environmental Quality (DEQ)
	2.3 Conservation Reserve Enhancement Program (CREP)	Ground water usage reduced, water quantity and quality improved, wildlife habitat enhanced, and the risk of agriculture-related chemical and sediment runoff in Eastern Snake River Plain Aquifer decreased via program efforts	<ul style="list-style-type: none"> ▪ Serve as lead agency for statewide program, provide technical leadership and oversight ▪ Conduct annual leadership and regular interagency meetings ▪ Strive to achieve goals and objectives for the CREP program as outlined in the 2006 agreement with the USDA Farm Service Agency as feasible ▪ Work to achieve increased program goals as outlined in CREP annual reports ▪ Submit annual report to Farm Service Agency and other partners
	<i>Unfunded: Water Quality Program for Agriculture (WQPA)</i>	Funding pursued to reactivate water quality implementation grant funding program	<ul style="list-style-type: none"> ▪ Report annually to Board ▪ Work with partners to identify and secure new funding

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
	<i>Unfunded: Conservation Improvement Grants</i>	Funding pursued to reactivate program to provide cost sharing for conservation practices, evaluate feasibility of funding the program.	<ul style="list-style-type: none"> ▪ Report annually to Board ▪ Work with partners to identify and secure new funding
General Conservation Programs & Services			
	2.6 Total Maximum Daily Load (TMDL) Implementation Planning Program	Timely implementation plans written for approved TMDLs on listed/impaired waterways	<ul style="list-style-type: none"> ▪ In coordination with DEQ, complete existing TMDL Agricultural Implementation Plans within 18 months of approval of TMDL by EPA ▪ Initiate assigned addendums, and assist with five-year reviews on existing DEQ Sub-basin Assessment (SBA) TMDLs ▪ Conduct annual meetings with six DEQ regional offices to coordinate activities , conduct Interagency meetings with DEQ/ other partners ▪ Provide technical assistance to districts implementing BMPs outlined in implementation plans (as requested in allocation process and resources allow)
	2.7 Ground Water Quality/Nitrate Priority Areas <i>(unfunded, but some work done through district technical allocation process)</i>	Reduce nitrate contamination in Nitrate Priority Areas	<ul style="list-style-type: none"> ▪ Provide technical assistance to districts through allocation process (see 1.1, above) ▪ Meet responsibilities as outlined in the Cooperative Agreement and in agreement with the updated Idaho Agricultural Pollution Abatement Plan as resources allow
	2.8 Idaho Agricultural Pollution Abatement Plan	Guidance document in support of the abatement of agricultural non-point source pollution updated every 10 years	<ul style="list-style-type: none"> ▪ Implement strategies as funding is available ▪ Work with other state agencies and stakeholders to increase funding for implementation measures

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
	<i>Unfunded: Watershed Improvement District Services (low effort maintenance)</i>	Per statute, provide mechanism for creation/discontinuance of Watershed Improvement Districts	<ul style="list-style-type: none"> ▪ Respond to formation and dissolution requests
	<i>Unfunded: Idaho OnePlan Services (minimum level of maintenance)</i>	Promote OnePlan Conservation Planning system	<ul style="list-style-type: none"> ▪ Make annual report to Partner Executive Committee on potential for enhancements, ongoing funding, and operation ▪ Pursue funding to develop web-based infrastructure as available ▪ Evaluate relevant statute to determine need to adjust requirements for steering committee, etc. and ensure flexibility for continued participation and funding
	<i>Unfunded: Carbon Sequestration Program</i>	Sequester carbon and reduce greenhouse gas emissions associated with agricultural and forestry practices, management systems, and land uses on cropland, forest land, and rangeland	<ul style="list-style-type: none"> ▪ Monitor support for program and seek funding if reactivated ▪ Monitor ongoing carbon issues
3. Build Support for Conservation			
	3.1 Partner Participation	Commission engaged in district issues, meetings, activities/districts engaged in Commission issues, meetings, activities	<ul style="list-style-type: none"> ▪ Conduct annual district listening session to solicit input from partners ▪ Administrator attend district meetings (5-10), tours (4) ▪ Invite districts to present results of capacity building funding distributed prior year from Board

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
		Districts satisfied with services & programs	<ul style="list-style-type: none"> ▪ 85% of technical & comp assistance awards accomplished to districts' satisfaction ▪ Annual survey demonstrates maintenance or improvement in district satisfaction ▪ Conduct annual Listening Session, address emerging issues as they arise ▪ Prepare, disseminate 1 page district fact sheets to Legislature
		Transparency & involvement maximized, info regarding services and activities shared	<ul style="list-style-type: none"> ▪ Post regular and special public meeting agendas online, provide supporting documentation, and minutes/audio ▪ Utilize online video streaming to encourage participation
		Important district/Commission news and updates shared regularly	<ul style="list-style-type: none"> ▪ Utilize field staff, social media, Commission website, newsletter, and email distribution lists to keep districts informed
	3.2 Internal and External Communications	Staff, public, partners, and others informed of progress - successes and challenges	<p>Internal Outreach</p> <ul style="list-style-type: none"> ▪ Distribute Monthly Updates to staff for presentations at district meetings, and their own knowledge ▪ Conduct bi-weekly LTeam (leadership) video conferences ▪ Conduct monthly ATeam (all staff) video conferences ▪ Conduct annual All Staff meetings, communicate info, training <p>External Outreach</p> <ul style="list-style-type: none"> ▪ Publish monthly newsletter for districts, public, partners, Legislature and Executive Branch, maintain presence on social media ▪ Attend Governor's Capitol for the Day (3), legislative events ▪ Encourage newsletter reprinting (Farm Bureau, etc.) ▪ Publish Performance Measures Report (Sept. 1) ▪ Distribute newsletters through businesses resources permitting ▪ Make presentations to germane committees, JFAC (district fact sheets included), IASCD participate in presentations ▪ Plan & execute tri-state Commission meeting, tour

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
	3.3 Intergovernmental Relations	Actively-facilitated interaction and participation in other agency programs and projects (local, state, and federal governments)	<ul style="list-style-type: none"> ▪ Develop new partnerships, resources for programs and districts ▪ Provide technical assistance to other agencies (including engineering) ▪ Review rules/policies that impact Commission and/or districts; review proposed and adopted plans, programs, environmental documents, activities and initiatives impacting conservation, take action as appropriate ▪ Convene advisory group as needed to make recommendations to Board and staff
	3.4 Collaborate w/industry associations and other stakeholders	Commission services, programs enhanced by regular interaction and collaboration with associations and other voluntary conservation stakeholders	<p>IASCD</p> <ul style="list-style-type: none"> ▪ Attend IASCD meetings (annual conference, spring and fall division meetings, and Board meetings) ▪ Report at Spring & Fall IASCD Division Meetings ▪ Conduct biannual joint Board meetings to identify and promote common goals and strategy ▪ Form Commission/IASCD leadership planning group, meet as needed ▪ Encourage IASCD participation in monthly Commission meetings via partner reports <p>IDEA</p> <ul style="list-style-type: none"> ▪ Attend IDEA Board meetings biannually and/or when invited ▪ Provide district employee training opportunities as requested and resources permit

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
			<p>Others</p> <ul style="list-style-type: none"> ▪ Meet with resource and ag groups to publicize partnership activities ▪ Attend association meetings including Food Producers meetings weekly during legislative session. ▪ Participate in natural resource groups and processes to attract partners and resources. ▪ Participate in, speak at, and attend field trips and tours, annual conferences, attend meetings, conferences, and other functions to represent the Conservation Commission and promote good stewardship of Idaho's natural resources.
4. Provide Agency & Board Administrative & Support Services			
	4.1 Administer agency	Operations provide fiscally sound, efficient support to achieve mission	<ul style="list-style-type: none"> ▪ Fiscal - Conduct all day to day fiscal activities and: <ul style="list-style-type: none"> ○ Review existing agreements, update ○ Change over from contract fiscal support to ¾ time in-house financial specialist ○ Develop monthly cumulative sub-object budget tracking for expenditures, evaluate internal tracking and monitoring reports for all funds ○ Oversee risk management renewals for property, inventory ○ Facilitate annual audit ▪ HR - Perform regular recordkeeping, evaluation, and planning activities and: <ul style="list-style-type: none"> ○ Recruit, retain highly qualified staff to carry out mission of agency ○ Evaluate field staff annually in March. ○ Update Performance Plans in June for field staff to include technical assistance allocations ○ Update Compensation Policy and Plan annually ○ Annually evaluate employee performance and eligibility for compensation adjustments/bonuses ○ Annually evaluate employee comp ratios and adjust compensation as appropriate and as funding is available ○ Identify and offer advanced training as needed

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
			<ul style="list-style-type: none"> ▪ Fleet Management Regularly maintain fleet <ul style="list-style-type: none"> ○ Replace vehicles at ~150,000 miles ○ Evaluate ATVs for replacement ▪ Facilities – Ensure office and work space is ample, safe, and functional <ul style="list-style-type: none"> ○ Update ongoing contract with NRCS for field staff office space and IT support ○ Secure new office space that meets need for increased Boise FTPs ▪ IT – Provide IT support on a day to day basis <ul style="list-style-type: none"> ○ Evaluate need and implement IT replacement schedule ○ Convert staff file and data retention from local hard drives to centralized, shared system ▪ Operating procedure documentation <ul style="list-style-type: none"> ○ Evaluate and if necessary, update operating manuals for programs, services, and positions
	4.2 Agency governance	Facilitate excellent governance	<ul style="list-style-type: none"> ▪ Assist Commissioners and Governor’s office during appointment process ▪ Support Commissioners to establish & oversee policies, ops ▪ Conduct up to 12 regular monthly Commission meetings annually and special meetings as necessary to conduct business ▪ Staff ad hoc and ongoing committees ▪ Agendas and reports distributed electronically and filed on website Provide Commissioners with laptops to use at Board meetings ▪ Propose legislation, promulgate rules, and issue guidance as necessary ▪ To promote increased access and efficiency, conduct video and teleconference (vs. in person) for Board meetings as feasible

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GOALS	OBJECTIVES	OVERALL PERFORMANCE INDICATORS	FY 2016 WORK PLAN DELIVERABLES
	4.3 Planning & Reporting	Short and long term planning maximizes potential for success and efficacy, findings reported to stakeholders	<ul style="list-style-type: none"> ▪ Develop annual budget, blueprint ▪ Review existing and develop new policies ▪ Develop annually updated Strategic and Work Plans ▪ Deliver annual Performance Measures Report to Governor & Legislature ▪ Make annual reports to Senate and House Agricultural Affairs Committees, other germane committees as appropriate ▪ Inventory staff workload to quantify available resources for services and programs



IDAHO SOIL & WATER
CONSERVATION COMMISSION

Item # 5a

TO: CHAIRMAN WRIGHT, COMMISSIONERS RADFORD, STUTZMAN, TREBESCH, AND SLICHTER
FROM: DELWYNE TREFZ, DISTRICT SUPPORT SERVICES
DATE: MAY 8, 2015
RE: DISTRIBUTION OF ANNUAL DISTRICT SURVEY

This year the district survey is being conducted using SurveyMonkey, a free on-line survey development service.

In response to comments received from districts and staff on the survey some minor revisions were made. The result is a survey focused on efficiently providing the information we need to track district satisfaction with the Commission.

RECOMMENDED ACTION: For information only

Attachment:

- FY 2015 District Survey

2015 District Survey

*** 1. SWCC provides opportunities to share information about district activities (via listening sessions, partner reports at Commission meetings, attending tours and visiting districts, compiling annual reports, conducting trainings, and making monthly field staff presentations at district meetings).**

Strongly Agree Somewhat Agree Neutral Somewhat Disagree Strongly Disagree N/A

2. SWCC has invited our district to serve on important work groups, to comment on new policies and/or processes, and to provide opinions and input on key decisions that impact us.

Strongly Agree Somewhat Agree Neutral Somewhat Disagree Strongly Disagree N/A *

3. The staffing levels and geographic distribution of SWCC engineering and field staff have been sufficient to meet all our technical assistance needs over the past year.

Strongly Agree Somewhat Agree Neutral Somewhat Disagree Strongly Disagree N/A *

4. SWCC helps districts and other conservation partners connect with each other to cultivate new partnerships and funding opportunities.

Strongly Agree Somewhat Agree Neutral Somewhat Disagree Strongly Disagree N/A *

5. Overall we are satisfied with the services and support provided by SWCC.

Strongly Agree Somewhat Agree Neutral Somewhat Disagree Strongly Disagree N/A *

6. Please Rank These SWCC Services in Order of Priority to Your District (1-most important, 13-least important). Only one response per column is allowed.

Additional responses in a column will delete the first response.

	1	2	3	4	5	6	7	8	9	10	11	12	13
Preparation and updating of the Total Maximum Daily Load (TMDL) Implementation Plans for Agriculture	<input type="checkbox"/>												
Low Interest loans for agricultural landowners and land users for conservation equipment and projects	<input type="checkbox"/>												
Technical leadership & oversight for water quantity and quality, wildlife habitat, groundwater usage reduction and reduction of agricultural runoff to the Eastern Snake Plain Aquifer	<input type="checkbox"/>												
Technical assistance to conservation districts	<input type="checkbox"/>												
Facilitate cooperative groundwater protection program, promote voluntary projects to reduce nitrate, phosphorus, and sediment loads	<input type="checkbox"/>												
Comprehensive district-related assistance (capacity building)	<input type="checkbox"/>												
Maintain guidance document to control and abate agricultural nonpoint source pollution	<input type="checkbox"/>												
Promote usage of online conservation planning tools	<input type="checkbox"/>												
Distribute state base and matching funds to conservation districts	<input type="checkbox"/>												
Coordinate voluntary conservation efforts of local, state, and federal agencies	<input type="checkbox"/>												
Oversee creation and discontinuance of watershed improvement districts statewide	<input type="checkbox"/>												
Conservation project grant funding to districts	<input type="checkbox"/>												
Inform conservation districts about the activities of other districts	<input type="checkbox"/>												

7. Please provide any additional feedback about FY 2015 or suggestions for future years in the space below.



IDAHO SOIL & WATER
CONSERVATION COMMISSION

Item # 5b

TO: CHAIRMAN WRIGHT, COMMISSIONERS RADFORD, STUTZMAN, TREBESCH, AND SLICHTER
FROM: DELWYNE TREFZ, DISTRICT SUPPORT SERVICES
DATE: MAY 8, 2015
RE: TOTAL MAXIMUM DAILY LOAD PROGRAM UPDATE

The attached FY2015 TMDL Status Report shows we are on track to complete 8 implementation plans, addendums, or 5-year reviews before the end of FY2015. Our goal for the year was to complete 6 plans, addendums, or 5-year reviews, so we have exceeded our goal! During this same time period, DEQ completed only 3 new plans or addendums, meaning that we are gaining on rather than keeping up or lagging behind our workload.

The attached FY2016 TMDL Workplan identifies the priority plans, addendums and review staff will focus on during 2016. For FY2016 our goal is to complete a total of 8 implementation plans, addendums, or 5-year reviews.

RECOMMENDED ACTION: For information only

Attachment:

- FY2015 TMDL Status Report
- FY2016 TMDL Work Plan by Region

FY2015 TMDL Status Report

Benchmark: 6 Plans, Addendums, or Reviews Completed in FY2015

We are on track to complete 8 Plans, Addendums or Review in FY2015.

REGION	SUBBASIN	TMDL DOCUMENT	STATUS
Clearwater Eileen R.	Palouse River	Cow Creek Temp Addendum	Completed
	Palouse River	Palouse River Addendum	On hold awaiting DEQ's add.
	Clearwater River	Jim Ford Cr 5-Yr Review & Add.	On hold awaiting DEQ's add.
Magic Valley Carolyn F.	Goose Creek	Original TMDL & Temp Addendum	Completed. Currently under review by WAG.
	Walcott Lake	Lake Walcott-Marsh Cr Temp & E. coli Addendum	On hold awaiting DEQ's add.
	Salmon Falls Cr	Salmon Falls Cr 5-Yr Review	Waiting for DEQ to initiate.
Magic Valley Chuck P.	Big Wood River	Big Wood River Temp Addendum	Scheduled for FY16
	Camas Creek	Camas Cr Addendum	On hold awaiting DEQ's add.
	Little Wood River	Little Wood River 5-Yr Review	Complete
Panhandle Mark H.	Clark Fork River	Clark Fork River TMDL	Complete
	St. Joe River	St Joe/St Maries Temp Addendum	Scheduled for FY16
	Coeur d'Alene Lk	CDA Lk Tribs & Fernan Lk Add.	Scheduled for FY16
Salmon Rob S.	Lemhi River	Lemhi R Temp & E. coli Add.	50% Complete. Scheduled for FY16 completion
	Pahsimeroi River	Pahsimeroi R sed, temp & bact Addendum	15% Complete. Scheduled for FY16 completion
Southeast George H.	Portneuf River	Portneuf R Addendum	Scheduled for FY16
	Blackfoot River	Blackfoot R sed, temp & E. coli Addendum	Will be completed by end of FY15
	Bear River	Bear Basin Add. & Salt River TMDL	On hold awaiting DEQ's TMDL & addendum
Southwest Loretta S.	Weiser River	Weiser River 5-Yr Review	Completed
	Brownlee Res.	Wildhorse River 5-Yr Review	Completed
	Lower Boise R.	Lower Boise R TP Addendum	On hold awaiting DEQ's add.
Southwest Jason M.	Owyhee River	Owyhee River temp Addendum	30% Complete. Scheduled for FY16 completion
	Bruneau River	Bruneau River 5-Yr Review	Waiting for DEQ to initiate.
Upper Snake Brian R.	Henry's Fork	Upper/Lower Henry's Fork sed, temp & bact Addendum	Completed. Currently under review by WAG.
	Palisades River	Palisades sed & bact Addendum	Scheduled for FY16
Section 1619 Revisions	Working with DEQ State TMDL staff to revise implementation plans as needed.		70% Complete

FY2016 TMDL Work Plan by Region

Benchmark: 6 Plans, Addendums, or Reviews Completed in FY2016

REGION	SUBBASIN	TMDL DOCUMENT	HOURS ALLOCATED
Panhandle Mark H.	St. Joe River	St Joe/St Maries Temp Addendum	580
	Kootenai-Moyie Rivers	Kootenai-Moyie R Temp Addendum	252
Clearwater Eileen R.	Palouse River	Palouse River Addendum	80
	Clearwater River	Jim Ford Cr 5-Yr Review & Addendum	250
Southwest Jason M.	Owyhee River	Owyhee River temp Addendum	400
	Bruneau River	Bruneau River 5-Yr Review	80
	Jordan Creek	Jordan Creek TMDL	350
Southwest Loretta S.	Little Salmon River	Little Salmon R sed & E. coli Addendum	600
	Payette River	Little Willow Cr temp, sed & E. coli Addendum	121
Southwest Delwyne T.	Owyhee River	Owyhee River temp Addendum	200
	Boise River	Lower Boise R. TP Addendum	420
	Section 1619 Compliance Revisions		220
	Coordinate & Review State-wide Plans		200
Magic Valley Carolyn F.	Walcott Lake	Lake Walcott-Marsh Cr Temp & E. coli Addendum	250
	Salmon Falls Cr	Salmon Falls Cr 5-Yr Review	40
	Camas Creek	Camas Cr 5-Yr Review	40
Magic Valley Chuck P.	Big Wood River	Big Wood River Temp Addendum	210
	Camas Creek	Camas Cr 5-Yr Review	80
	Little Wood R.	Little Wood River 5-Yr Review	40
Southeast George H.	Portneuf River	Portneuf River sed, E. coli, etc Addendum	400
	Bear River	Bear Basin Addendum & Salt River TMDL	245
	Salt River	Salt River TMDL	125
Upper Snake Brian R.	Palisades	Palisades sed & bact Addendum	210
	Medicine Lodge Creek	Medicine Lodge Cr. 5-Yr Review	60
	Teton River	Teton River temp Addendum	60
Salmon Rob S.	Lemhi River	Lemhi R Temp & E. coli Addendum	300
	Pahsimeroi River	Pahsimeroi R sed, Temp & Bact Addendum	140



IDAHO SOIL & WATER CONSERVATION COMMISSION

COMMISSION

Item 5c

H. Norman Wright
Chairman

Roger Stutzman
Vice Chairman

Jerry Trebesch
Secretary

Dave Radford
Commissioner

Leon Slichter
Commissioner

Teri A. Murrison
Administrator

**TO: CHAIRMAN WRIGHT, COMMISSIONERS STUTZMAN, RADFORD, SLICHTER,
AND TREBESCH**
FROM: TERRY HOEBELHEINRICH, LOAN OFFICER
DATE: May 8, 2015, 2015
**RE: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM
UPDATE**

Since your last meeting, the following activities have conducted by staff:

Marketing	<ul style="list-style-type: none">•
Loans	<ul style="list-style-type: none">• 2 loan inquiries have been received since the last update• 4 new loan applications• 1 loan denial• \$20,000 loan approved/delegated authority
Delinquencies	<ul style="list-style-type: none">• None
	<ul style="list-style-type: none">• RCRDP Cash Report for April

ACTION: For Information Only

RCRDP FY15 - APRIL 2015

BEGINNING CASH BALANCE at 3/31/2015			\$6,520,116.40	\$6,157,846.48
Increase of Funds	April 2015	Year to Date		
Interest Income:	\$ 1,716.67	\$ 15,844.50		
Loan Interest:	\$ 15,375.85	\$ 123,153.08		
Default Interest: (late fees)	\$ 24.05	\$ 1,777.59		
Principal payments received	\$ 155,436.47	\$ 794,455.29		
Suspense - payment not yet reported	\$ -	\$ 14,382.62		
Expenditure Adjustments	\$ 110.49	\$ 573.49		
Pcard Adjustment	\$ -	\$ -		
Professional Services Refund	\$ -	\$ -		
Payroll Expenditure Adjustment	\$ -	\$ -		
Loan Refunds	\$ 23.45	\$ 34.61		
TOTAL INCREASES	\$ 172,686.98	\$ 950,221.18		
ADJUSTED CASH BALANCE			\$6,692,803.38	\$7,108,067.66
Decrease of Funds	April 2015	Year to Date		
Personnel Costs	\$ (11,649.07)	\$ (126,770.11)		
Operating Expense (Interagency Billing)	\$ (1,475.36)	\$ (62,217.54)		
P Card Payment	\$ (824.69)	\$ (537.36)		
P Card Charges (not yet paid)	\$ 750.67	\$ 750.67		
Expenditure Adjustments	\$ (110.49)	\$ (573.49)		
Loan Disbursements		\$ (224,831.61)		
Suspense Cleared	\$ -	\$ (14,382.62)		
Refund of Revenue	\$ -	\$ -		
Refund from loan Payments	\$ (23.45)	\$ (34.61)		
TOTAL DECREASES	\$ (13,332.39)	\$ (428,596.67)		
ENDING CASH BALANCE at 04/30/2015			\$ 6,679,470.99	\$ 6,679,470.99
3% Minimum Contingency Reserve		\$ (100,239.22)		
Funds Approved - Not Disbursed		\$ (86,949.36)		
Pending Approval				
FUNDS AVAILABLE		\$ 6,492,282.40		
LOAN STATUS REPORT: MARCH 2015				
Outstanding Principal Loan Balance at March 31, 2015		\$ 3,496,743.91		
Disbursements		\$ -		
Principal payments made		\$ (155,436.47)		
Adjustments to STARS balance		\$ -		
ADJUSTED PRINCIPAL LOAN BALANCE as of 04/30/2015			\$ 3,341,307.44	
Previous report number of active loans	91			
New Loans	0			
Loans Paid Off	-6			
Number of active loans	85			
Past Due Accounts	1			