



# Idaho Soil & Water Conservation Commission

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## IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC MEETING & TELECONFERENCE

**Date and Time:**

Tuesday, November 19, 2013  
From 11:00 am – 12:30 pm MST

**Location:**

Boise Hotel and Conference Center  
3300 Vista Ave  
Boise, Idaho

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### APPROVED MINUTES

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**COMMISSION MEMBERS PRESENT:**

Norman Wright  
David Radford

Jerry Trebesch

**COMMISSION STAFF PRESENT:**

Teri Murrison  
Cheryl Wilson  
Allan Johnson  
Chuck Pentzer  
Karie Pappani

Terry Hoebelheinrich  
Delwyne Trefz  
Jan Webster  
Carolyn Firth  
Loretta Strickland

**PARTNERS AND GUESTS PRESENT:**

Ann Vonde -Attorney General Office  
Dallan Nalder-Oneida SWCD  
Chris Hatch-Franklin SWCD  
Kerry Thompson-Wood River SCD  
James Hardcastle-Bear Lake SWCD  
Charles Kiester-Owyhee SCD  
Wendy Green-Adams SWCD  
Lisa Transtrum-Bear Lake SWCD  
Cathy Bolin-Clearwater SWCD  
Lynn Rasmussen-Nez Perce SWCD  
Kathy Noble-Blaine SCD  
Linda O'Hare-Bonner SCD  
Ryan Blatle-East Side SWCD  
Stan Maloney-Weiser River SWCD  
Herman Collins-Bonner SWCD  
Kyle Wilson-Nez Perce SWCD  
Jinny Cash-Idaho SWCD  
Paul Kleint-Valley SWCD  
Kevin Dugar-Camas CD  
Art Beal-Squaw Creek SCD  
Tracy Hill-Nez Perce SWCD

Tom Daniel-Boundary SCD  
Chris Simons-Balance Rock/Twin Falls SWCD  
Jennifer Jenson-Bear Lake SWCD  
Frank Walker-Latah SWCD  
Bob Simpson-Blaine SCD  
Aaron Andrews-Blaine SCD  
Garl Drake-Teton SCD  
John Mussler-Franklin SWCD  
Gordon White-Clearwater SWCD  
Sharona Olson Wood River SCD  
Rene' Riddle-Boundary SCD  
Megan Heward-East & West Cassia SWCD  
Lyla Dettmer-Franklin SWCD  
Benjamin Kelly-IASCD  
Vicki Lukehart-Weiser River SCD  
Lori Kent-Canyon SCD  
Curtis Beyeler-Lemhi SWCD  
Brenda Moyer-Camas CD  
Dave Huggins-Latah SCD  
Robbie Taylor-Madison/Clark/IDEA  
Amanda Hall-Nez Perce SWCD

Dennis Tanikuni-Idaho Farm Bureau  
Barb Messick-Gooding/Wood River SWCD  
Matt Woodard-East Side SWCD  
John Saili-Blaine SCD  
Delbert Winterfield-East Side SWCD  
June Winterfeld-East Side SWCD

Terry Kramer-Balanced Rock SWCD  
Bev Swainston-Blaine SCD  
Gina Millard-Owhyee SWCD  
Michael Swartz-Canyon SCD  
Sean Maloney-Weiser SCD

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1 **ITEM #1: WELCOME AND ROLL CALL**

2 Chairman Wright called the meeting to order at 11:07 am. Roll call: Chairman Norman Wright,  
3 Commissioners David Radford and Gerald Trebesch were present.

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5 **ITEM #2: REVIEW AGENDA**

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7 **ITEM #3a: RCRDP UPDATE**

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9 **ITEM #3b: DISTRICT SUPPORT SERVICES**

10 Mr. Trefz presented district input on the technical assistance allocation process and Commission  
11 staff/TAWG recommendations for potential changes to the process. Potential changes included:

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- 13 • Districts will continue to be required to submit requests in March for technical assistance during  
14 the following fiscal year. The Commission will adjust the amount of discretionary and district  
15 support hours to allow for some additional flexibility.
  - 16 • Each IASCD Division will determine their own evaluation process for a 1-year pilot program to  
17 begin in March 2014, including whether or not to utilize the TAWG-developed criteria in FY  
18 2012. At the end of the year, the Commission will evaluate all processes used, will solicit input  
19 from the TAWG and districts, and based on lessons learned, will adopt a single process for all  
20 Divisions to follow in March 2015.
  - 21 • Request form - Commission will enable spell checking of fields, simplify request form to 2 pages  
22 including written description of project, total number of hours requested (not including travel  
23 time), narrative paragraphs on project support (in place of letters of support), plans for  
24 publicizing, permitting, and maintaining the project, and signed district certification form.
  - 25 • Within the existing ranking criteria, extra points will be awarded to districts that haven't had  
26 project awards in recent (3 year) history.
  - 27 • Commission staffing patterns may be adjusted to cover district needs in situations where  
28 geographic conditions and skillsets permit.
  - 29 • Districts awarded technical assistance will be able to request reallocation of project hours if they  
30 don't use them all on the awarded project. Requests to reallocate awarded project time must be  
31 preapproved by Delwyne Trefz, the District Support Services Specialist, and the affected field  
32 staff's direct supervisor.
  - 33 • Delwyne will educate district staff, supervisors, and Commission staff on the process as needed  
34 to ensure everyone understands. Commission technical assistance staff can participate in district  
35 deliberations on possible assistance requests if available and Delwyne will attend meetings  
virtually as requested to assist districts in brainstorming possible assistance requests.

36 Action: Commissioner Radford moved to accept recommendations as presented by staff. Chairman  
37 Wright seconded the motion. Motion carried by unanimous vote.

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39 **Public Comments/Questions**

40 After the presentation on the recommendations, the floor was opened for comments and questions  
41 (*answers are indicated in italics*). They included:

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- What is the definition of “struggling districts”? [*Those districts that haven’t received Commission support in the last three years or that lack the technical expertise to take on planning, projects, BMPs, TMDLs, etc.*]
  - Are there still two types of technical assistance? [*Yes, they continue to be as defined by the TAWG - technical assistance and comprehensive assistance (capacity building.)*]
  - How does a district know how much time to request? [*By consulting with Commission field staff, Delwyne.*]
  - How can a struggling district gain knowledge and training? [*Through IDEA, the Commission, NRCS, IASCD, and others as available.*]
  - Districts need more discretionary time for flexibility and brainstorming on possible projects.
  - Need strong communication between the Commission and districts during the process.
  - Districts need grant writing and networking assistance.
  - Commission staff should be used as a tool. Districts should request assistance, but Commission should evaluate the requests.
  - Alternative 2 that districts design own criteria and priorities should be respected. The onus should rest on supervisors to decide what they need, allocate staff hours, determine how to spend them.
  - How do districts know how many hours have been spent on awarded projects? [*Commission will issue a report at the end of each fiscal year.*]
  - Districts should request a project by deliverables, Commission should figure out and assign hours based on staff knowledge of what the project will take.

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64 **ITEM #4 LISTENING SESSION**

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- Districts should have written procedures on how to file for and achieve a name change with the Secretary of State.
  - The Commission should work to increase the amount of base funding districts receive and help increase overall funding. [*As part of the Executive Branch of Government, state agencies don’t and can’t lobby the Legislature. That is the purview of the Association.*]
  - The Commission should work to reduce the cost of district audits required by statute. [*Again, the purview of the Association.*]
  - The Commission should inform districts exactly what is required to conduct an audit pursuant to statute. [*Delwyne Trefz will distribute a written memo clarifying the requirements found in statute.*]
  - Districts appreciated the staff training provided by the Commission at the Conference.

76 **ITEM #5: ADJOURN:**

77 Meeting was adjourned at 12:55 pm. The next Commission meeting is scheduled for Thursday,  
78 December 12, 2013, in Boise.

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82 Gerald Trebesch, Secretary

