



IDAHO SOIL & WATER CONSERVATION COMMISSION

REGULAR MEETING NOTICE & AGENDA

Idaho Soil & Water Conservation Commission
February 18, 2021, 9:00 a.m. to 1:00 p.m. MT

Location: Idaho Water Center, 322 E Front St, Suite 560, Conference Room, Boise

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

[ZOOM Meeting Link](#)

Zoom Meeting ID: 939 0021 9981 Zoom Password: 416413

*In order to ensure compliance with social distancing requirements at the meeting, we ask that any person planning on attending the meeting in person provide forty-eight (48) hour notice to Crystal Rosen at (208) 332-1790. Pursuant to the city of Boise's Public Health Emergency Order 20-10, persons attending the meeting in person are required to wear face covering that completely cover their nose and mouth.

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 so indicate 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.

The Commission will occasionally convene in Executive Session, pursuant to Idaho Code § 74-206(1). 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.

	1.	WELCOME, SELF-INTRODUCTIONS, AND ROLL CALL	Chairman Wright
	2.	PARTNER REPORTS (information only)	
*	3.	AGENDA REVIEW (potential action item) The Agenda may be amended by formal Board action, if necessary, at the meeting. If so, a motion that states the reason for the amendment and the good faith reason the item was not included in the original agenda will be made and approved by the Board.	Chairman Wright
NON-ACTION ITEMS			
#	4.	DISCUSSION WITH IDAHO ASSOCIATION OF SOIL CONSERVATION DISTRICTS BOARD A. Commission identification of District-desired changes and Path Forward Plan <ul style="list-style-type: none">• Work conducted to-date• Work requiring additional resources and/or legislation to complete• Legislative Meetings with Representative Gibbs, Senator Harris, others• Path Forward Timeline to assess District support for possible funding distribution changes	Murrison/Trefz Wright/Becker

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission consideration

Thursday, Feb. 18, 2021 Meeting Agenda

Date of Notice: Feb. 11, 2021

		B. Idaho Association of Soil Conservation Districts Subcommittee and Board Recommendations to Commission <u>ACTION:</u> None, for discussion only	
	5.	REPORTS <i>Commissioners and staff only, no discussion</i> <u>ACTION:</u> None, for information only.	Commissioners, Staff
ACTION ITEMS			
*#	6.	MINUTES 1. January 14, 2020 <u>ACTION:</u> Approve.	Chairman Wright
*#	7.	FINANCIAL REPORTS 1. December 31, 2020 2. January 31, 2020 <u>ACTION:</u> Approve.	Misnick
*#	8.	OMNIBUS RULEMAKING PROCESS <u>ACTION:</u> "Pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of this rule is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens. These rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws. The expiration of these rules without due consideration and processes would undermine the public health, safety, and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules. Therefore, we are adopting this temporary rule to be effective upon <i>sine die of the 2021 session of the Idaho Legislature</i> . The approval is conditional and will only become effective if the rules are not otherwise approved or rejected by the Legislature and/or not extended pursuant to the Idaho Administrative Procedure Act, including sections 67-5291 and 67-5292, Idaho Code."	Murrison
*#	9.	ADMINISTRATOR'S REPORT <ul style="list-style-type: none"> Activities Payment of National Association of State Conservation Agencies (NASCA) Dues for 2021 Email Communications Disclosure Meeting Schedule for FY 2021 <u>ACTION:</u> Approve payment of 2021 NASCA Dues	Murrison
POSSIBLE ACTION ITEMS			
	10.	EXECUTIVE SESSION <i>Executive Session is closed to the public. Under the relevant Idaho Code Section(s) noted below, any Board action will be taken publicly in open session directly following Executive Session.</i> <u>ACTION:</u> Move to enter Executive Session pursuant to Idaho Codes § 74-206(1)(d) for the purpose of discussing a loan application and § 74-206(1)(b) for employee review. <u>Roll Call Vote</u>	Chairman Wright

(*) Action Item

(#) Attachment

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Thursday, Feb. 18, 2021 Meeting Agenda

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#	a.	RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM The Commission will convene in Executive Session to consider approval or denial of a loan application. <ul style="list-style-type: none"> • Loan Application #A-740 <u>ACTION:</u> For consideration and possible action outside of Executive Session	Hoebelheinrich
	b.	EMPLOYEE REVIEW The Commission will conduct an employee evaluation. <u>ACTION:</u> For information and possible action outside of Executive Session.	Chairman Wright
RECONVENE AND ADJOURN <i>The Commission will reconvene to take any action resulting from Executive Session and to adjourn. The next Regular Commission Meeting will be on March 18, 2021, at 10:00 AM MT in Boise, Idaho.</i>			



**SOIL & WATER
CONSERVATION
COMMISSION**

H. Norman Wright
Chairman

Cathy Roemer
Vice Chairman

Erik Olson
Secretary

Gerald Trebesch
Commissioner

Wendy Pratt
Commissioner

Teri Murrison
Administrator

MEMO

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS
ROEMER, OLSON, TREBESCH, AND PRATT**
FROM: TERI MURRISON, ADMINISTRATOR
DATE: FEBRUARY 10, 2021
**RE: DISCUSSION WITH IDAHO ASSOCIATION OF SOIL
CONSERVATION DISTRICTS BOARD**

**A. Commission Identification of District-Desired Changes and Path
Forward Plan**

Work Conducted To-Date

As you know, over the course of the last year the topic has arisen of changes Districts would like us to make. As a result, we have solicited suggestions from District Boards and in December our Board reviewed those changes identified. In short, repetitively mentioned changes (and any actions we have already taken to address them) include:

1. Include more District perspectives in decision making: Board discussed reactivating non-voting advisory board, Commissioners reaching out to individual supervisors, attending meetings (virtually)
2. Rebuild trust in Board/Boise through increased interactions: see #1 above, staff have been attending District meetings (virtually)
3. Work closely with Districts at the field staff level:
 - a. field staff now attending (virtually) monthly District meetings
 - b. online resources significantly reorganized and updated
4. Build strong relationships with IASCD, other partners:
 - a. Updated online roles and responsibilities to clarify expectations and responsibilities of each partner
 - b. Work closely to determine legislative education/outreach strategies and outcomes – in progress, working on reestablishing shared goals
 - c. Increasing Legislative and Governor's Office interactions – held Committee leadership briefings, met with concerned legislators, more frequent updates to and from Governor's Office
5. Communicate with Districts more effectively:
 - a. Monthly updates continue, reports at Division meetings shortened, lengthy memos avoided where possible, more concise – one page where possible
 - b. Reports required from Districts are in process of being evaluated (after District outreach on funding completed). Among suggestions: reduce number/combine annual plan with annual performance report for previous year, eliminate reports that have "no meaning" or utility

- c. Purchase Zoom license to help field staff attend more meetings remotely - done
- 6. Technical Assistance:
 - a. More flexibility desired: Increased flexibility by adding more discretionary hours to field staff, simplified project award transfer process
 - b. Reviewing assignment of TA field staff time in Division 4 now to address concerns about unequal distribution of field staff, renegotiating CREP commitment that consumes ~3,200 field staff hours in Division 4 and 6, additional assistance in other divisions will require more staff or funding to contract out
- 7. Increase Outreach on Behalf of Districts
 - a. Address complaints that newsletter focuses too much on Commission: began a multi-year series of articles on willing Districts in December, better balancing coverage of Districts with that of Commission staff providing technical assistance to Districts
- 8. Don't make "mandatory" directives to Districts: adjusting tone of communications about the fiduciary and statutory obligations of Districts
- 9. Update District Reference Manual, simplify instructions and remove "shalls" and "musts": several supervisor and District staff have volunteered to assist when Delwyne begins his annual update in May.

Work Requiring Additional Resources and/or Legislation to Complete:

- 1. TRS2 tasks including new supervisor and staff orientation, more District outreach, education, and training – both in person and on website/webinar (beyond resources already available),
- 2. Additional technical assistance hours for District support in divisions 1,2,3, and 5.
- 3. Attain additional funding for projects: request to utilize \$500,000 of RCRDP loan funds for WQPA cost share pilot project put on hold for more District input in 2021 and more favorable Legislative climate in 2022
- 4. Change Trustee and Benefits funding statute: as a result of conversations with Representative Gibbs and Senator Harris, the Governor's Office and others, we have begun a robust District outreach effort to vet potential changes (see below) and possibly present agency legislation to the 2022 Legislative Session for consideration
- 5. Increase District Capacity through more technical assistance: currently evaluating workload in Divisions 4 and 6 to redistribute more equitably. In discussions with Ground Water Users to increase CREP coverage and funding which could permit more time to go to Districts.
- 6. Reduce loan program bureaucracy: Commissioners appointed in January (Pratt, Olson) to work with Loan Officer and recommend changes to program/process in March.

Legislative Meetings with Representative Gibbs, Senator Harris, others

As discussed above, Chairman Wright, Commissioner Olson, Delwyne Trefz, and I participated in two meetings with concerned legislators to discuss a path forward. After our first meeting, the legislators asked us to meet again to discuss:

How we got here (past history), Where does the money go (that is appropriated to Personnel and Operating Funds), How does one District receiving more match affect the rest of the Districts, how much it would cost if the Legislature appropriated full 2:1 match for FY 2022, and how do the majority of District Boards want to restructure match funding (we don't yet know but proposed a timeline for determining that). We'll review the materials presented to the Legislators at your meeting and discuss the Path Forward below.

Path Forward Timeline to assess District support for possible funding distribution changes

We'll review the timeline at your meeting. Because the process we currently use to allocate funds to Districts is stipulated in statute--§22-2727 IC—and administrative rule—IDAPA 60.05.01 Subchapter B—changes to the process will require changes to statute and rule, which will require the support of the Governor's office and legislative action.

To get a firm understanding of the specific changes Districts would like to see, staff are meeting with each District. We've divided the state between four staff with Bill Lillibridge responsible for attending District meetings in Divisions I and II, Loretta Strickland for Division III, George Hitz for Division V, and Delwyne Trefz for Divisions IV and VI. During February meetings we are collecting District's suggestions. In March, we'll return to each District with a list of all the suggestions we've collected and ask each District board to formally act to select which they prefer.

This methodology will accomplish two important things:

- 1) Assure any legislative changes we propose is coming directly from District Boards, not individuals.
- 2) Provide solid data regarding the number of Districts in favor of each suggested change.

As of February 11th, staff have participated in 33 District meetings and have collected a wide range of ideas regarding how District Boards believe the funds distribution process could be improved. Delwyne will provide an update on this effort during your March and April meetings. In May, staff will recommendations for proposed consideration of agency legislation by the Governor's office.

B. Idaho Association of Soil Conservation Districts Subcommittee and Board Recommendations to Commission

President Becker and members of his Board and Benjamin Kelly, Executive Director, will also be at your meeting to present the recommendations of the IASCD Subcommittee and Board for desired changes to the Commission. Subcommittee recommendations noted by Benjamin Kelly in his summary of the Jan. 14th Subcommittee meeting included:

Suggestions for ISWCC to be sent to IASCD

Consensus to have the Attorney General's office supply webinar training and walk-through legal issues where districts can be sued.

Mark Hyndman moved ISWCC Board have 2 voting commission positions appointed from districts, selected from 3 names given by IASCD drawn from district supervisors, and if those names are not deemed sufficient or chosen, 3 more names to be supplied in perpetuity.

Joan Coonan moved IASCD look at the fundamental way Technical Assistance is distributed including but not limited to: a process that allows funding for diversified Technical Assistance to all districts through grants, and provide a list of local expertise (vendors/consultants) to cut down on overhead. Seconded and Passed.

Art Beal moved that the publication reflect all parties and coordinated closely with the partners of the actual publication. Seconded and Passed.

Mark Hyndman moved to have transparency in budgetary information that districts need to know and in a more consumable manor. Seconded and Passed.

IASCD may have additional recommendations to present at your meeting for discussion.

REQUESTED ACTION: None, for discussion only.

ATTACHMENT:

- Commission Path Forward presentation to Legislators

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AGENDA

- Introductions
- How Did We Get Here? *Recap Current Situation, 1/19 meeting (Wright, Olson, Legislators)*
- Where Does the Money Go? *FY 2021 Commission T&B, Personnel, & Operating Funds to Districts (Murrison)*
- How Does One District's Match Affect the Rest? *Demonstration of match funding model (Trefz)*
- How Much Would Full 2:1 Match Cost GF? *(Trefz)*
- How Do Majority of Districts Want to Restructure Match Funding? *Involve All Districts on Match and Other Issue Discussions. Timeline for Agency Legislation. (Murrison)*
- Other Topics/Next Steps? *(All)*

PATH FORWARD DISCUSSION JAN. 26, 2021

Idaho Soil & Water Conservation Commission

How Did We Get Here?

5-10 mins

(Wright, Olson, Legislators)

Conservation the Idaho Way: Sowing the Seeds of Stewardship



Where Does the Money Go?

5 – 10 mins

How much of GF Appropriation for Personnel and Operating Goes to Districts?

(Murrison)

Where does \$2.73M go?

House Ag Affairs January 2021		established 1939			
REVENUES		FY 2017	FY 2018	FY 2019	FY 2020
	General Fund	\$2,730,900	2,759,200	2,659,200	2,723,600
	Receipts	300	33,400	11,100	0
	RCRDP Loan Program	910,800	889,100	722,600	937,439
	SRF Loan Program	86,300	92,300	92,300	77,282
	Federal Grant Funds	0	170,900	201,800	193,144
	Total	\$3,728,300	3,944,900	3,687,000	3,931,465
EXPENDITURES		FY 2017	FY 2018	FY 2019	FY 2020
	Personnel Costs	\$1,331,000	1,368,500	1,620,127	1,343,950
	Operating Expenditures	290,500	329,800	341,802	317,968
	Capital Outlay	74,100	111,200	3,425	0
	Trustee/Benefit Payments	1,353,200	1,253,200	1,253,200	1,240,700
	RCRDP Loan Disbursements	604,200	939,100	305,800	486,077
	DEQ Loan	\$73,700	79,700	104,700	134,800
	Federal Grant Funds	0	136,600	270,000	179,881
	Total	\$3,726,700	\$4,218,100	\$3,899,054	\$3,703,376

Conservation the Idaho Way: Sowing the Seeds of Stewardship

Slide # 6

SOIL & WATER
CONSERVATION COMMISSION

FY 2020 FIELD STAFF HOURS ALLOCATED TO SERVICES/PROGRAMS*

Program/Service	Total Hours Allocated
District Support <i>(includes Technical Assistance, Discretionary Hours, District/Division/IASCD Meetings, and Administrative Recordkeeping)</i>	15,938
CREP	3,620
Ground Water Quality	213
TMDL	3,586
Special Services (Engineering)	160
Leave	3,105
Total Field Staff Hours	26,622**

**Hours include proportional share of leave and administrative time (meetings, timekeeping, training, recordkeeping, etc.)*

*** FY 2020 was a leap year with one extra day*

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Conservation the Idaho Way: Sowing the Seeds of Stewardship



FY 2021 COMMISSION PERSONNEL & OPERATING FUNDS TO DISTRICTS

DISTRICT SUPPORT *consumes 59% OF FIELD STAFF HRS*
PROGRAMS AND SERVICES *consume 41% OF FIELD STAFF HRS*

Personnel	FTPs	Total Hours	Loaded Rate/hr.*	Total Cost to GF Personnel & Operating Funds
Engineer	2	3,518	\$75.25*	\$ 264,730
WQRC	11	12,420	\$64.84*	\$ 805,326
total	13	26,622		\$ 1,070,055**

* Loaded hours are projected at the beginning of the fiscal year. They reflect all costs to support field staff including salary/benefits, operating, and agency administration. These include SWCAP charges (SCO, AG, STO, DFM, DHR, etc.), phone, cybersecurity, IT and data communications, rent, fleet and fuels, equipment, etc.

**Adjusted for rounding.

T&B TO DISTRICTS IN FY 2020

Trustee & Benefits

— includes deductions for 1% h/b (\$12,532)

Base (\$8,500 per District)	\$ 425,000
Operating (2,000 per District)	\$ 100,000
Capacity Building (\$800 per District)	\$ 40,000
Regional Capacity Building (\$1,668 per Division 1-6)	\$ 10,000
<u>Local Match</u>	<u>\$ 665,700</u>

Total T&B \$ 1,240,700*

*adjusted for rounding

TOTAL COMMISSION GENERAL FUND APPROPRIATION FY 2020

Funding To/From GF	Amount
Trustee & Benefits (pass through directly to Districts)	\$ 1,240,700
Personnel & Operating to Districts	\$ 1,070,055
Total GF to Districts	\$ 2,310,755
GF to Other Services/Programs	\$ 412,845
Total General Fund Appropriated	\$ 2,723,600

How Does One District's Match Affect the Rest?

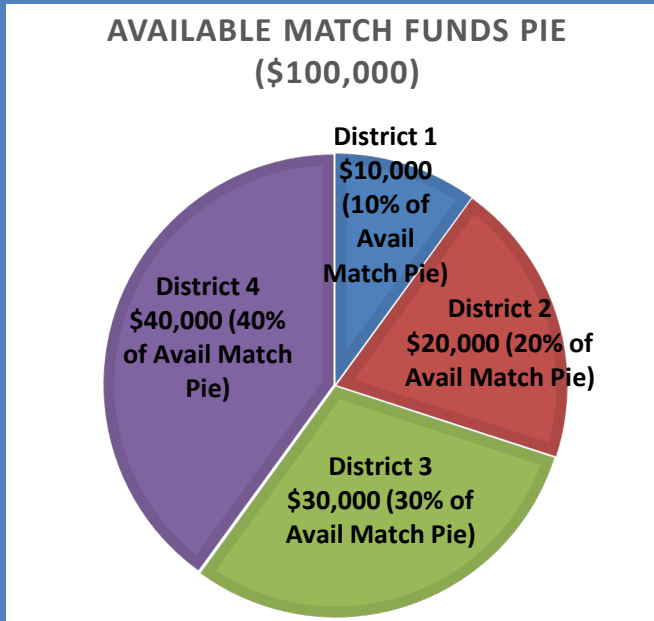
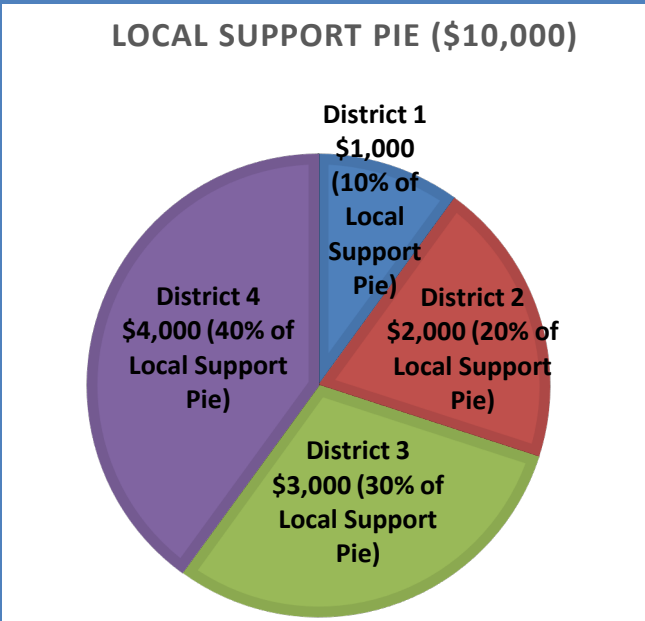
5 mins

Demonstration of match funding formula

(Trefz)

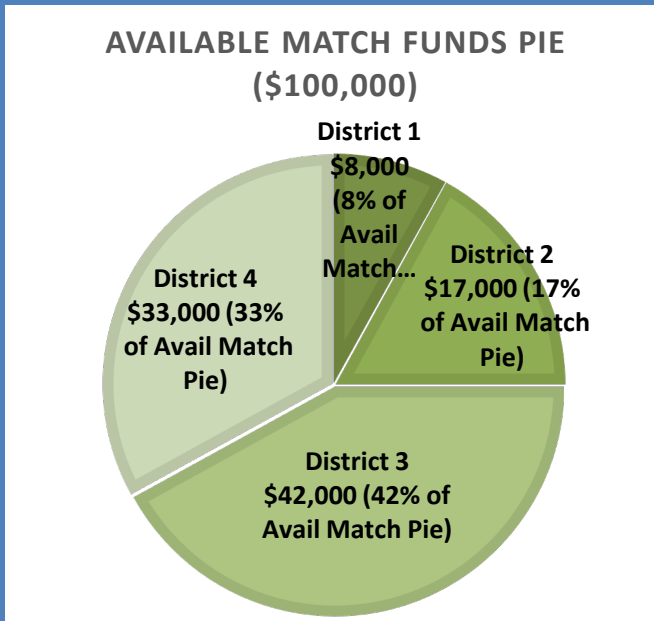
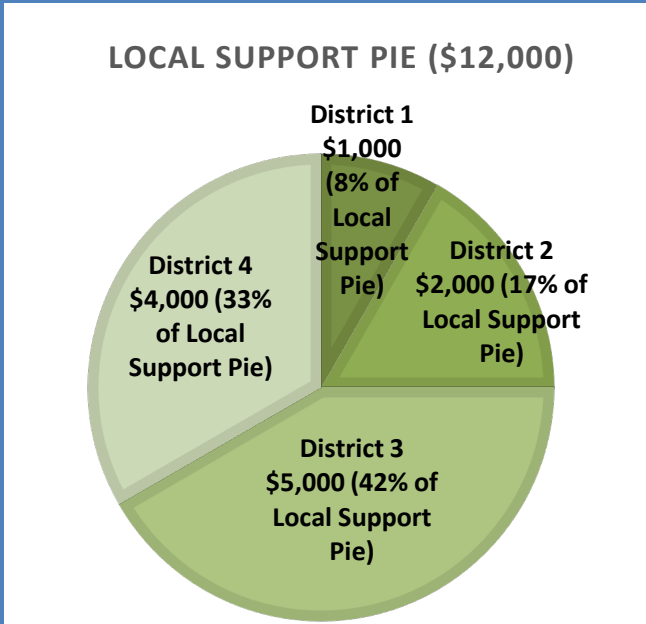
Example ONE

DISTRICT	LOCAL SUPPORT REC'D	% OF TOTAL LOCAL SUPPORT REC'D
1	\$1,000	10%
2	2,000	20%
3	3,000	30%
4	4,000	40%
TOTAL	\$10,000	100%



Example TWO

DISTRICT	LOCAL SUPPORT REC'D	% OF TOTAL LOCAL SUPPORT REC'D
1	\$1,000	8%
2	2,000	17%
3	5,000	42%
4	4,000	33%
TOTAL	\$12,000	100%



How Much Would Full 2:1 Match Cost the GF in FY 2022?

5 mins

(Trefz)

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Potential GF Appropriations To Conservation Districts In FY2022

Conservation District	FY2021 T&B Funds Allocated Per Existing Statute As Base, Operations & Match Allocations*	Options For FY2022 Allocations	
		SCENARIO A Status Quo, Approve Recommended Budget & Distribute Per Existing Statute	SCENARIO B Increase Appropriation to Fund Full 2:1 Match (Reqs Add'l \$220,050 Appropriation)**
Ada	\$ 60,500.00	\$ 60,500.00	\$ 60,500.00
Adams	\$ 18,114.49	\$ 20,838.03	\$ 24,300.00
Balanced Rock	\$ 20,431.95	\$ 23,859.51	\$ 28,333.33
Bear Lake	\$ 24,561.38	\$ 28,956.57	\$ 35,137.30
Benewah	\$ 16,017.75	\$ 17,991.31	\$ 20,500.00
Blaine	\$ 10,500.00	\$ 28,479.15	\$ 34,500.00
Bonner	\$ 26,501.47	\$ 29,228.28	\$ 35,500.00
Boundary	\$ 20,431.95	\$ 24,692.54	\$ 29,445.33
Bruneau River	\$ 13,148.52	\$ 11,698.61	\$ 12,100.00
Butte	\$ 21,601.71	\$ 25,870.68	\$ 31,018.00
Camas	\$ 16,238.46	\$ 18,091.20	\$ 20,633.33
Canyon	\$ 27,053.25	\$ 30,476.84	\$ 37,166.67
Caribou	\$ 23,122.68	\$ 27,388.89	\$ 33,044.63
Central Bingham	\$ 14,748.67	\$ 15,419.30	\$ 17,066.67
Clark	\$ 18,776.62	\$ 21,736.97	\$ 25,500.00
Clearwater	\$ 43,606.49	\$ 40,465.25	\$ 50,500.00
Custer	\$ 17,121.30	\$ 19,214.89	\$ 22,133.33
East Cassia	\$ 17,121.30	\$ 18,490.73	\$ 21,166.67
East Side	\$ 21,535.50	\$ 26,861.03	\$ 32,340.00
Elmore	\$ 21,535.50	\$ 23,984.36	\$ 28,500.00
Franklin	\$ 18,004.14	\$ 24,671.07	\$ 29,416.67

* FY2021 Allocations are based on \$1,111,782.60 available for distribution to Districts after 5% of the original appropriation (\$1,228,100) was rescinded.

Conservation District	FY2021 T&B Funds Allocated Per Existing Statute As Base, Operations & Match Allocations*	Options For FY2022 Allocations	
		SCENARIO A Status Quo, Approve Recommended Budget & Distribute Per Existing Statute	SCENARIO B Increase Appropriation to Fund Full 2:1 Match (Reqs Add'l \$220,050 Appropriation)**
Gem	\$ 17,397.19	\$ 19,864.14	\$ 23,000.00
Gooding	\$ 18,445.56	\$ 20,688.19	\$ 24,100.00
Idaho	\$ 21,535.50	\$ 24,483.78	\$ 29,166.67
Jefferson	\$ 20,983.72	\$ 29,477.99	\$ 35,833.33
Kootenai-Shoshone	\$ 12,756.76	\$ 14,517.84	\$ 15,863.33
Latah	\$ 30,639.78	\$ 40,590.11	\$ 50,666.67
Lemhi	\$ 22,749.40	\$ 23,534.89	\$ 27,900.00
Lewis	\$ 19,328.40	\$ 22,486.10	\$ 26,500.00
Madison	\$ 17,673.07	\$ 19,739.29	\$ 22,833.33
Minidoka	\$ 23,742.60	\$ 23,984.36	\$ 28,500.00
Nez Perce	\$ 60,500.00	\$ 60,500.00	\$ 60,500.00
North Bingham	\$ 12,927.81	\$ 13,796.18	\$ 14,900.00
North Side	\$ 23,742.60	\$ 28,479.15	\$ 34,500.00
Oneida	\$ 28,708.57	\$ 35,221.33	\$ 43,500.00
Owyhee	\$ 15,465.97	\$ 16,243.34	\$ 18,166.67
Payette	\$ 20,431.95	\$ 23,035.46	\$ 27,233.33
Portneuf	\$ 35,329.87	\$ 45,122.35	\$ 56,716.67
Power	\$ 19,880.17	\$ 27,230.60	\$ 32,833.33
Snake River	\$ 19,880.17	\$ 23,110.38	\$ 27,333.33
South Bingham	\$ 12,707.10	\$ 13,496.53	\$ 14,500.00
Squaw Creek	\$ 19,273.22	\$ 22,361.25	\$ 26,333.33
Teton	\$ 18,060.42	\$ 20,592.80	\$ 23,972.67
Twin Falls	\$ 19,880.17	\$ 23,110.38	\$ 27,333.33
Valley	\$ 27,240.85	\$ 31,097.12	\$ 37,994.67

	<u>FY2021</u>	<u>Options For FY2022 Allocations</u>					<u>FY2021</u>	<u>Options For FY2022 Allocations</u>				
		<u>SCENARIO A</u>	<u>SCENARIO B</u>					<u>SCENARIO A</u>	<u>SCENARIO B</u>			
	T&B Funds Allocated Per Existing Statute As Base, Operations & Match Allocations*	Status Quo, Approve Recommended Budget & Distribute Per Existing Statute	Increase Appropriation to Fund Full 2:1 Match (Reqs Add'l \$220,050 Appropriation)**				T&B Funds Allocated Per Existing Statute As Base, Operations & Match Allocations*	Status Quo, Approve Recommended Budget & Distribute Per Existing Statute	Increase Appropriation to Fund Full 2:1 Match (Reqs Add'l \$220,050 Appropriation)* *			
Conservation District							Conservation District					
* * The amount of match due each District in scenario A and B is estimated using the average value of the match-eligible local support received by each District over the last 3 years. Assumes current \$50k/District cap on match allocations.							Weiser River	\$ 25,949.70	\$ 29,477.99	\$ 35,833.33		
							West Cassia	\$ 17,121.30	\$ 18,490.73	\$ 21,166.67		
* * For Scenarios A and B, the amount of State match Districts would receive was estimated by using the average value of the match-eligible local support received by each District over the last 3 years. Assumes no change in current \$50k/District cap on match allocations.							West Side	\$ 24,294.37	\$ 31,675.45	\$ 38,766.67		
							Wood River	\$ 18,445.56	\$ 22,785.75	\$ 26,900.00		
							Yellowstone	\$ 16,017.75	\$ 17,991.31	\$ 20,500.00		
							Total	\$ 1,111,782.66	\$ 1,282,100.00	\$ 1,502,149.26		

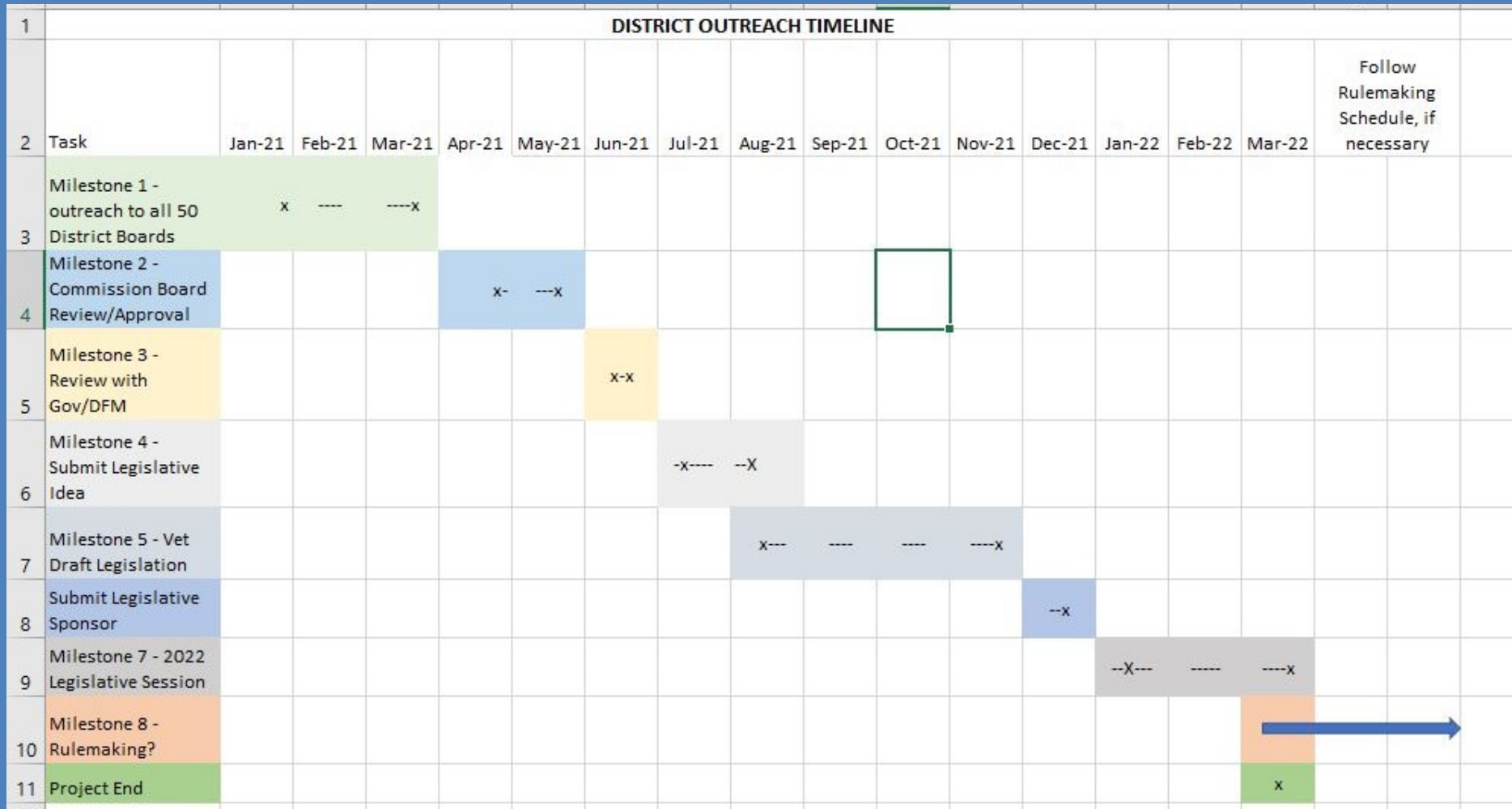
How Do Majority of Districts Want to Restructure Match Funding?

How Do We Include All Districts, Keep
Legislators Informed, and Develop Agency
Legislation?

7 mins

Timeline (Murrison)

OUTREACH, PROCESS



MILESTONE 1

Project Start: Jan. 27, 2021

In person outreach to all 50 Districts, complete by Mar. 31, 2021

Present/discuss in newsletter, emails to all Districts, and at Spring IASCD Division meetings Each Board votes in public noticed meeting on preferred T&B distribution method to Districts. Results aggregated.

Seek input from IASCD, IDEA. Review progress monthly with Governor's Office, Legislators - including House, Senate Ag, Sen. Harris, Rep. Gibbs, and others if desired

(outreach team - Delwyne, Loretta, Bill, supplemented by Teri and Commissioners)

MILESTONE 2

Start: April 1, 2021 – May 20, 2021

Commission Board reviews (Apr. 15), approves (May 20)

Reviews results of District canvas, Board discusses submission of proposed agency legislation (concept) to Gov for approval, refines with input from Districts, Legislators, stakeholders, and approves Legislative Idea submission to Governor at the May 20th meeting.

Check in with Legislators - including House, Senate Ag, Sen. Harris, Rep. Gibbs, and others if desired, IASCD, IDEA.

(Delwyne leads presentation, Teri assists with outreach)

MILESTONE 3

Start: June 4, 2021 – June 12, 2021

Meet with Gov Office to preview legislative idea

For approval to submit idea

Check in with Legislators - including House, Senate Ag, Sen. Harris, Rep. Gibbs, and others if desired , IASCD, IDEA

(Delwyne, Teri)

MILESTONE 4

Start: July 10, 2021 – Aug. 14, 2021
Submit Legislative Draft

Approximate date to submit idea (7/10)

If idea approved by Governor, draft Proposed Legislation

Board to approve submission by Aug. 14

(Delwyne, Teri, Shantel)

MILESTONE 5

Start: July Aug. 14, 2021 – Nov. 22, 2021
Extensively Vet Legislation

Hold public hearing for comments (Sep. 16)

Review at Fall Division meetings, IASCD annual meeting, take public and other stakeholder comments

Advise Legislators - including House, Senate Ag, Sen. Harris, Rep. Gibbs, and others if desired, Governor's Office, IASCD, IDEA of results

Identify appropriate legislative sponsor

(Delwyne, Loretta, Teri, Commissioners)

MILESTONE 6

Due: by Dec. 11, 2021

Submit Legislative Sponsor to Gov's Office

(Teri)

MILESTONE 7

Start: Jan. 10, 2022 – Mar. 31, 2022
Legislative Session

Dates approximate

Districts, IASCD, Commissioners educate Legislators

Present to Senate and House Ag for consideration and advancing to both Houses and for Governor's signature, if approved

(Delwyne, Loretta, Teri, Commissioners)

MILESTONE 8

Start: March 31, 2022

Determine if Rule must be promulgated. If yes,

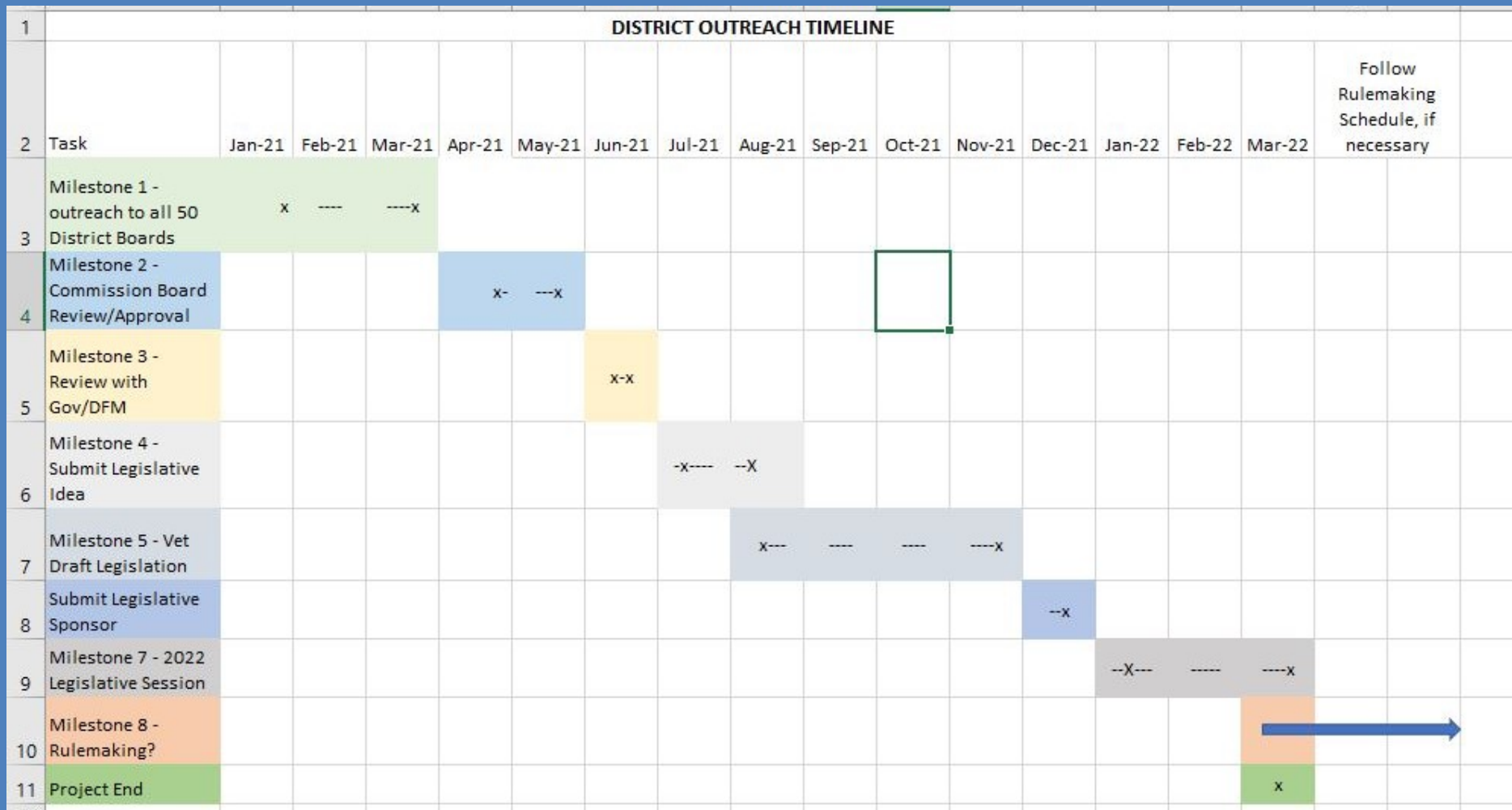
Draft temporary rule to make effective immediately, begin negotiated rulemaking... follow process through Mar. 31, 2023

(Delwyne, Teri, Shantel, Commissioners)

MILESTONE 9

If not necessary to promulgate rules, Process ends with sine die, Mar. 2021. If Rules necessary, Commission would enact Temporary Rule and proceed with negotiated rulemaking and if approved, process would end March 2022.

OUTREACH, PROCESS



Next Steps?

10 mins

Other topics?

(All)

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Idaho Soil & Water Conservation Commission

322 E Front St, Suite 560 • Boise Idaho 83702
Telephone: 208-332-1790 • Fax: 208-332-1799

ITEM #6

IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC MEETING & TELECONFERENCE

Date and Time:

Thursday, January 14, 2021
10:02 AM – 1:46 PM MT

Location:

322 E. Front St., Suite 560
Boise, Idaho 83702

MINUTES

COMMISSION MEMBERS PRESENT:

Norman Wright (Chair) (Zoom)
Erik Olson (Secretary) (Zoom)
Wendy Pratt (Zoom)

Cathy Roemer (Vice-Chair) (teleconference)
Jerry Trebesch (teleconference)

COMMISSION STAFF PRESENT:

Teri Murrison
Brenda Charles
Delwyne Trefz
George Hitz (Zoom)
Terry Hoebelheinrich (teleconference)

Crystal Rosen
Rachel Misnick
Chuck Pentzer (Zoom)
Joe Peterson (Zoom)

PARTNERS AND GUESTS PRESENT:

LeAnn Daman, Benewah SCD
Lynn Tominaga, IGWA (Zoom)
Sarah Garcia, Bonner SCD (Zoom)

Joan Cloonan, Ada SWCD
Maureen Pepper, NRCS (Zoom)
Shantel Chapple Knowlton, OAG (Zoom)

ITEM #1: WELCOME AND ROLL CALL

Chairman Wright called the meeting to order at 10:02 a.m.

Roll call: Chairman Norman Wright, Commissioners Cathy Roemer, Jerry Trebesch, Erik Olson, and Wendy Pratt were present.

ITEM #2: PARTNER REPORTS

Action: None taken

ITEM #3: AGENDA REVIEW

Action: None taken.

ITEM #4: ADMINISTRATOR'S REPORT

Action: None taken.

ITEM #5: DISTRICT SUPPORT SERVICES UPDATE

Action: None taken.

ITEM #6: ANNUAL CONSERVATION RESERVE ENHANCEMENT PROGRAM (CREP) REPORT

Action: None taken.

ITEM #7: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM UPDATE

Action: None taken.

ITEM #8: REPORTS

Action: None taken.

ITEM #9: MINUTES

Action: Commissioner Roemer made a motion to *approve the November 5, 2021 Regular Meeting minutes as submitted*. Commissioner Pratt seconded the motion. Motion carried by unanimous vote.

Action: Commissioner Olson made a motion to *approve the December 10, 2020 Special Meeting minutes as submitted*. Commissioner Trebesch seconded the motion. Motion carried by unanimous vote.

ITEM #10: FINANCIAL REPORTS

Action: Commissioner Olson made a motion to *approve the Financial Reports for the month ended October 31, 2020*. Commissioner Pratt seconded the motion. Motion carried by unanimous vote.

Action: Commissioner Roemer made a motion to *approve the Financial Reports for the month ended November 30, 2020*. Commissioner Trebesch seconded the motion. Motion carried by unanimous vote.

ITEM #11: EXECUTIVE SESSION

Action: Commissioner Pratt made a motion to *enter Executive Session pursuant to Idaho Code § 74-206(1)(b) for employee review*. Commissioner Roemer seconded the motion. Motion carried by unanimous roll call vote.

Executive Session commenced at 12:59 PM.

Executive Session concluded at 1:44 PM.

No action was taken.

ITEM #7: OPEN SESSION and ADJOURN

The meeting was adjourned at 1:46 PM. The next Commission Meeting will be held on February 18, 2021 in Boise.

Respectfully submitted,
Erik Olson, Secretary

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IDAHO SOIL & WATER CONSERVATION COMMISSION

ITEM #7

TO: CHAIRMAN WRIGHT AND COMMISSIONERS ROEMER, TREBESCH, PRATT, OLSON
FROM: RACHEL MISNICK, SENIOR FINANCIAL SPECIALIST
DATE: FEBRUARY 11, 2021
RE: FINANCIAL REPORTS, FISCAL MATTERS

FINANCIAL REPORTS

The Financial Detail and Fund Summary year-to-date reports for the month ended December 31, 2020 is enclosed. The Financial Detail and Fund Summary year-to-date reports as of January 31, 2021 will be sent under separate cover and will be available at the meeting.

FY 2022 BUDGET HEARING

Our budget hearing to present the FY22 budget request to JFAC was held on Friday, January 22. The Governor's recommendation left the Commission's budget request unchanged other than the removal of the Technical Records Specialist 2 position.

FY 2022 BUDGET SETTING

The JFAC budget setting date is scheduled for February 22, 2021.

COMMISSIONER HONORARIUMS

Below is a schedule of the honorarium balances as of February 5, 2021. Included in the schedule are the amounts budgeted for each Commissioner for FY21. We are in good standing with the travel budget for Commissioners as we have spent 41% of the honorarium allocation.

Commissioner	Benefit Costs included in Honorariums	Honorariums Budgeted	Expended to Date	Projected Balance/ (Overage)
Wright	\$132	\$1,632	\$462	\$1,170
Roemer	\$88	\$1,088	\$535	\$533
Trebesch	\$44	\$544	\$377	\$167
Pratt	\$88	\$1,088	\$431	\$657
Olson	\$88	\$1,088	\$431	\$657
Totals	\$440	\$5,440	\$2,235	\$3,205

RECOMMENDED ACTION:

- Approve the Financial Reports for the month ended December 31, 2020
- Approve the Financial Reports for the month ended January 31, 2021

ENCLOSED:

- Financial Detail Report for December 31, 2020
- Fund Summary Report for December 31, 2020

TO BE SENT UNDER SEPARATE COVER:

- Financial Detail Report for January 31, 2021
- Fund Summary Report for January 31, 2021

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SWC DETAIL FINANCIAL REPORT AS OF DECEMBER 31, 2020

GENERAL FUND & OTHER FUNDS		PERSONNEL			OPERATING			CAPITAL OUTLAY			TRUSTEE & BENEFITS			CASH			
FY20 INDEX		ACTUAL EXPENSE Thru End of Current			ACTUAL EXPENSE Thru End of			ACTUAL EXPENSE Thru End of			ACTUAL EXPENSE Thru End of Current			PLUS TOTAL			ACTUAL CASH BALANCE
		BUDGET	Month	BALANCE	BUDGET	Current	BALANCE	BUDGET	Current	BALANCE	BUDGET	Month	BALANCE	BEG CASH AT 7/1/20	REC TO DATE	LESS TOTAL EXP TO DATE	End of Current
	7101 MANAGEMENT ADMIN	376,200	167,759	208,441	41,397	28,646	12,751							417,597	330	196,406	221,522
	7111 MANAGEMENT BOARD	5,000	1,700	3,300	8,927	1,852	7,075							13,927		3,552	10,375
	7201 FIELD STAFF	444,000	203,976	240,024	87,979	47,181	40,798							531,979	91	251,157	280,912
	7301 PROGRAMS	202,800	99,335	103,465	44,718	20,350	24,367							247,518	29	119,686	127,861
	7310 DISTRICT ALLOCATIONS										1,016,700	950,378	66,322	1,016,700		950,378	66,322
	7320 DISTRICT CAPACITY BLDG										150,000	100,000	50,000	150,000		100,000	50,000
	7350 CREP	154,600	66,874	87,726	28,680	14,532	14,148							183,280	24	81,406	101,898
	TOTAL GENERAL FUND 0001	1,182,600	539,645	642,955	211,700	112,561	99,139	0	0	0	1,166,700	1,050,378	116,322	2,561,000	474	1,702,584	858,890
			45.63%			53.17%		N/A for FY 2021					90.03%			66.47%	
	7316 FEDERAL GRANT-NRCS CTA	0		0			0							1,602	0	1,602	0
	7317 NFWF GRANT	0		0										(12,131)	0	0	(12,131)
	TOTAL FEDERAL FUND 0348	0	0	0	0	0	0	0	0	0	0	0	0	(10,529)	0	1,602	(12,131)
																-15.21%	(12,131)
	7325 SWC PROFESSIONAL SERV				30,000	2,270	27,730							26,121	74	(2,199)	23,996
	TOTAL DEDICATED FUND 0450	0	0	0	30,000	2,270	27,730	0	0	0	0	0	0	26,121	74	(2,199)	23,996
						7.57%										-8.39%	
LOAN FUNDS		PERSONNEL			OPERATING			CAPITAL OUTLAY			CASH				BALANCE SHEET		
FY20		ACTUAL EXPENSE thru End of Current			ACTUAL EXPENSE Thru End of			ACTUAL EXPENSE Thru End of			PLUS TOTAL			ACTUAL CASH BALANCE	LOANS PAID OUT, NOTES		
		BUDGET	Month	BALANCE	BUDGET	Current	BALANCE	BUDGET	Current	BALANCE	BEG CASH AT 7/1/20	REC TO DATE	LESS TOTAL EXP TO DATE	End of Current	NOTES RECEIVABLE 7/1/20	COLLECTIONS /ADJUSTMENTS TO DATE	NOTES RECEIVABLE End of Cur period
	7351 RCRDP LOAN ADMIN	175,400	77,859	97,541	153,100	43,279	109,821				7,127,177	358,312	138,203	7,347,286	2,496,840	16,721	2,197,747
	TOTAL RCRDP ADMIN 0522-00,01	175,400	77,859	97,541	153,100	43,279	109,821	0	0	0	7,127,177	358,312		7,347,286		(315,814)	
			44.39%			28.27%		0					0.00%				
	7361 REVOLVING LOAN - DEQ				30,000	869	29,131				28,296	78,350	79,140	27,506	209,978	0	138,523
	TOTAL DEQ LOAN 0529-16	0	0	0	30,000	869	29,131	0	0	0	28,296	78,350	79,140	27,506		(71,455)	
																ADV FROM PAYMENTS/ADJ END OF CUR	
						2.90%							74.21%		ADV FROM 168,563	TO DATE (75,112)	PERIOD 93,450

Soil and Water Conservation Commission
FY2021 YTD Financial Summary Through December 31, 2020

Updated: [2/11/2021](#)

Fund Summaries					Appropriation																
Fund Source		General Fund				Federal Grants				Professional Services				RCRDP Loan Administration				Revolving Loan			
Personnel Funds																					
		Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining					Budget	Expenditures	Expenditures Projected	Remaining				
		\$1,182,600	\$ 460,871	\$ 717,875	\$ 3,854	\$ -	\$ -	\$ -	\$ -					\$ 175,400	\$ 77,859	\$ 92,367	\$ 5,174				
Operating Funds																					
		Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures		
		\$ 211,700	\$ 112,561	\$ 77,969	\$ 21,170	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 2,270	\$ 12,730	\$ 15,000	\$ 153,100	\$ 43,279	\$ 94,511	\$ 15,310	\$ 30,000	\$ 869		
	</																				

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**SOIL & WATER
CONSERVATION
COMMISSION**

H. Norman Wright
Chairman

Cathy Roemer
Vice Chairman

Erik Olson
Secretary

Gerald Trebesch
Commissioner

Wendy Pratt
Commissioner

Teri Murrison
Administrator

MEMO

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS ROEMER, TREBESCH,
OLSON, AND PRATT**
FROM: TERI MURRISON, ADMINISTRATOR
DATE: FEBRUARY 9, 2021
RE: RCRDP RULEMAKING UPDATE, DOCKET # 60-0501-2100

On January 21, 2021, I presented our docket to the Senate Agricultural Affairs Committee. The Committee voted unanimously to recommend passage to the Senate. On February 2, 2021, I presented it to the House Agricultural Affairs Committee. It also passed that Committee unanimously and will be presented to the House with a do pass recommendation.

On February 4, I received the attached memorandum from DFM about the process of preparing Administrative Rules for Post – *Sine Die* should they not be extended via a concurrent resolution of both the Senate and House floor. A copy of the memo is attached.

Our Omnibus Rule was presented this year as a fee rule because in Section 102.05 under Cost Incurred it states: “The applicant is required to cover all costs incurred for loan closure, title insurance, and recording fees.”

After discussions with the Office of Administrative Rulemaking we realized we had been interpreting “fee or cost too broadly” and were told that we could proceed with the rule as a non-fee rule this year. We have to do temporary omnibus rulemaking again because we classified the rule as a fee rule last year.

As directed by DFM, we are presenting the attached Notice of Omnibus Rulemaking – Adoption of Temporary Rule for your authorization. A copy of the Temporary Rule as it will be adopted is attached. The deadline to submit this notice to DFM is March 4, 2021.

REQUESTED ACTION: Motion should be made as follows:

“Pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of this rule is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens.

These rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws.

The expiration of these rules without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules.

Therefore, we are adopting this temporary rule to be effective upon *sine die* of the 2021 session of the Idaho Legislature. The approval is conditional and will only become effective if the rules are not otherwise approved or rejected by the Legislature and/or not extended pursuant to the Idaho Administrative Procedure Act, including sections 67-5291 and 67-5292, Idaho Code.”

ATTACHMENTS:

- Rulemaking Update, Feb. 4, 2021, DFM
- Omnibus Rulemaking – Non-Fee Temporary Notice
- Proposed Temporary Rule for Adoption

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State of Idaho
DIVISION OF FINANCIAL MANAGEMENT
Executive Office of the Governor

BRAD LITTLE
Governor

ALEX J. ADAMS
Administrator

ITEM #8-1

February 4, 2021

MEMORANDUM

TO: Executive Branch Agency/Department Heads
Rules Review Officers

FROM: Alex J. Adams

SUBJECT: **Preparing Administrative Fee Rules for Post-Sine Die**

In order to ensure the continuity of administrative rules following the adjournment of the 2021 Legislative session, this memo outlines the process that agencies will need to complete prior to **March 4, 2021**. While each agency must take these steps now, these temporary fee rules are conditional and will only become effective at *sine die* if the pending fee rules are not otherwise approved or rejected by the Legislature and/or not extended pursuant to the Idaho Administrative Procedure Act, including sections 67-5291 and 67-5292, Idaho Code.

1. Agencies must submit a completed Notice of Adoption of Temporary Rule form to DFM by March 4th.
 - A template Notice is enclosed for fee rules only.
 - Rules should be adopted as submitted to the 2021 Legislature.
 - a. The Fee Rules expire upon Sine Die if not approved by the legislature via concurrent resolution of both the Senate and House Floor.
 - b. The Non-Fee Rules that became final rules after the 2020 legislative session, expire on June 30th, 2021, if the legislature does not extend them pursuant to the Idaho Administrative Procedure Act, section 67-5292, Idaho Code. Guidance will be forthcoming to re-adopt non-fee rule chapters if they are allowed to expire. Non-fee rules will be addressed by DFM after *sine die*.
 - No ARRF will be required.
 - Please submit completed Notices to adminrule@dfm.idaho.gov.
2. If rulemaking authority is vested in a board or commission – not agency staff – the board or commission must convene to properly authorize the Notice. This is required by law. Please work closely with your attorney to ensure the Notice is properly authorized.
 - The meeting must be scheduled in a timeframe to submit a completed Notice of Temporary Fee Rulemaking to DFM prior to the March 4 deadline.
 - The motion should be made as follows:

“Pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of this rule is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens.

These rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws.

The expiration of these rules without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules.

The Governor has also found that the fee(s) or charge(s) being imposed or increased is/are justified and necessary to avoid immediate danger to the agency/department/board/commission's budget, to the state budget, to necessary state functions and services, and to avoid immediate danger of a potential violation of Idaho's constitutional requirement that it balance its budget.

Therefore, we are adopting this/these temporary fee rule(s) to be effective upon *sine die* of the 2021 session of the Idaho Legislature. The approval is conditional and will only become effective if the rules are not otherwise approved or rejected by the Legislature and/or not extended pursuant to the Idaho Administrative Procedure Act, including sections 67-5291 and 67-5292, Idaho Code.”

3. DFM will publish the fee notices of temporary rulemaking at or shortly after *sine die* with the rules having an effective date as of *sine die*.
4. For these temporary fee rules only, agencies do not have to accept written comments pursuant to 67-5222(a) as its requirement and deadline applies to “publication of the notice of *proposed* rulemaking in the bulletin” (emphasis added). Robust opportunity for public input on the fee rules occurred during 2020 rulemaking. The 2020 temporary fee rules were acted upon in open public meetings/hearings that allowed public comment throughout the rulemaking process.
5. Each agency must keep all records of this rulemaking process for at least two (2) years pursuant to Idaho Code § 67-5225. Please ensure the record is thorough and complete.

IDAPA 60 – IDAHO SOIL AND WATER CONSERVATION COMMISSION

DOCKET NO. 60-0501-2100

NOTICE OF OMNIBUS RULEMAKING - ADOPTION OF TEMPORARY RULE

EFFECTIVE DATE: The effective date of the temporary rule(s) being adopted through this omnibus rulemaking is upon the adjournment date of the first regular session of the 66th Idaho State Legislature (sine die).

AUTHORITY: In compliance with Sections 67-5226, Idaho Code, notice is hereby given this agency has adopted a temporary rule. The action is authorized pursuant to Sections 22-2718, 22-2727 and 22-2730, Idaho Code.

DESCRIPTIVE SUMMARY: The following is the required finding and concise statement of its supporting reasons for adopting a temporary rule:

This temporary rule adopts the following chapter(s) under IDAPA 60:

- *60.05.01, *Rules of the Idaho State Soil and Water Conservation Commission (*New Chapter)*

TEMPORARY RULE JUSTIFICATION: Pursuant to Section(s) 67-5226(1), Idaho Code, the Governor has found that temporary adoption of the rule is appropriate for the following reasons:

These temporary rules are necessary to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens. These temporary rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws. The expiration of these rules without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules.

FEE SUMMARY: This rulemaking does not impose a fee or charge.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the temporary rule, contact Teri Murrison, Rules Review Officer, (208)332-1790.

DATED this 17th day of February, 2020.

Teri Murrison
Rules Review Officer
Idaho Soil & Water Conservation Commission
322 E. Front St., Suite 560
P.O. Box 83720
Boise, ID 83720-0083
Phone: (208) 332-1792
Fax: (208) 332-1799

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IDAPA 60 – IDAHO STATE SOIL AND WATER CONSERVATION COMMISSION**60.05.01 – RULES OF THE IDAHO STATE SOIL AND WATER CONSERVATION COMMISSION****0. LEGAL AUTHORITY.**

This chapter is adopted by the Idaho State Soil and Water Conservation Commission, under the legal authority of Sections 22-2718, 22-2727, and 22-2730, Idaho Code. (3-20-20)T

1. TITLE AND SCOPE.

1. Title. The title of this chapter is IDAPA 60.05.01, “Rules of the Idaho State Soil and Water Conservation Commission.” (3-20-20)T

2. Scope. The provisions of these rules set forth procedures and requirements for establishing, implementing, and administering a state loan from the RCRDP fund as provided in Sections 22-2730, through 22-2732, Idaho Code, and provide for the allocation of state funds appropriated for distribution to conservation districts pursuant to Section 22-2727, Idaho Code. (3-20-20)T

2. -- 009. (RESERVED)**10. DEFINITIONS.**

For the purpose of these rules, unless the context indicates otherwise, the terms and phrases are used as defined herein: (3-20-20)T

1. Applicant. An eligible applicant as defined in Section 22-2717, Idaho Code. (3-20-20)T

2. Application. The loan request document that sets forth the information required by Section 22-2732, Idaho Code and Subsection 057.03 of these rules, including a conservation plan. (3-20-20)T

3. Base Funding. Funds appropriated to the Commission to be allocated equally to the various soil conservation districts in a sum not to exceed eight thousand five hundred dollars (\$8,500) per district per year. (3-20-20)T

4. Board of Supervisors. Governing body of a district as provided in Section 22-2717(25), Idaho Code. (3-20-20)T

5. Certify. To confirm formally as true, accurate, or genuine. (3-20-20)T

6. Commission. The Idaho State Soil and Water Conservation Commission as defined in Section 22-2718, Idaho Code. (3-20-20)T

7. Conservation District or District. A soil (and water) conservation district as defined in Section 22-2717, Idaho Code. (3-20-20)T

8. Conservation Plan. A conservation plan as defined in Sections 22-2717 and 22-2732, Idaho Code that sets forth the information required by Subchapter A. of these rules. (3-20-20)T

9. Contractee. The applicant when the loan has been closed and recorded. (3-20-20)T

10. Coordinated Resource Planning Process. A process that considers all the resources and resource users within a geographical area and encourages active involvement and input from all interested parties. (3-20-20)T

11. District. A Conservation District, Soil Conservation District, or Soil and Water Conservation District as defined in Section 22-2717, Idaho Code. (3-20-20)T

12. Eligible Land. Private, state, county, or federal lands within the state of Idaho. (3-20-20)T

13. Field Office. The local United States Department of Agriculture Natural Resources Conservation Service (NRCS) office usually located with the principal headquarters of the local District. (3-20-20)T

14. Field Office Technical Guide. The primary scientific reference for NRCS that contains technical

information about the conservation of soil, water, air, and related plant and animal resources. Technical guides used in each field office are localized so that they apply specifically to the geographic area for which they are prepared. Copies of the field office technical guides may be obtained from a local District or field office. (3-20-20)T

- 15. Financial and Match Report.** Documentation certified by the Board of Supervisors that: (3-20-20)T

 - a.** Itemizes local funds and services received by a district during the previous fiscal year; and (3-20-20)T
 - b.** Describes how state base and match funds were utilized during the previous fiscal year. (3-20-20)T
- 16. Fiscal Year.** As set forth in Section 67-2201, Idaho Code, the fiscal year will begin on July 1 and close on June 30 of the following year. (3-20-20)T
- 17. Five (5) Year Plan.** The plan reviewed and updated annually by each district pursuant to the Final Agreement to implement an Antidegradation Policy for the State of Idaho (August 18, 1988). The plan will contain the following components, as further specified by Commission policy: physical characteristics, economic condition and outlook, assessment of the District's resource conditions and conservation needs, prioritized objectives, water quality component, and an annual work plan. (3-20-20)T
- 18. Fund.** The RCRDP fund established pursuant to Section 22-2730, Idaho Code. (3-20-20)T
- 19. Funding Criteria.** Criteria considered by the Commission to determine the amount of base and match funding to be allocated to the conservation districts. Criteria may include district budgets, district budget requests, district programs and work plans, and district work load analysis. The following documents may be required on an annual basis in order to consistently apply the criteria to all districts: (3-20-20)T

 - a.** Five (5) year plans; (3-20-20)T
 - b.** Financial and match reports; and (3-20-20)T
 - c.** Performance reports. (3-20-20)T
- 20. Local Funds.** Monies received in the previous fiscal year from local units of government and organizations for the general purposes of a conservation district. Funds received for special projects, used as required match for specific grants or projects, or on a fee-for-service basis will not be used to calculate match funding. (3-20-20)T
- 21. Local Services.** Non-cash contributions received in the previous fiscal year from local units of government and organizations for the general purposes of a conservation district. Services received for special projects, used as required match for specific grants or projects, or on a fee-for-service basis will not be used to calculate match funding. (3-20-20)T
- 22. Local Units of Government.** Any general or special purpose political subdivision of the state which has the power to levy taxes and/or appropriate and spend funds. (3-20-20)T
- 23. Match Funding.** Funds appropriated to the Commission for distribution to conservation districts in excess of base funding not to exceed twice the amount of local funds and services received by each district in the previous fiscal year. (3-20-20)T
- 24. Maximum Allocation.** The total of base funding and match funding allocated to any one (1) conservation district shall not exceed fifty-eight thousand and five hundred dollars (\$58,500) in a fiscal year. (3-20-20)T
- 25. Organizations.** A group of two (2) or more persons structured and managed to pursue a collective goal on a continuing basis. (3-20-20)T

26. Other Funds. Funds to be dedicated to conservation practice implementation costs which are not from the RCRDP fund or provided by the applicant. (3-20-20)T

27. Performance Report. Documentation summarizing conservation activities, projects, and programs implemented by a conservation district during the previous fiscal year. (3-20-20)T

28. Practice or Eligible Practice for Loans. A practice listed in the field office technical guide or a special practice approved under Section 058 of these rules. (3-20-20)T

29. Practice Life. The number of years, with proper maintenance and operation, that a practice is expected to last, as shown in the field office technical guide. (3-20-20)T

30. Program Year. The state fiscal year as provided in Section 67-2201, Idaho Code. (3-20-20)T

31. Project. One (1) or more practices to be installed with a RCRDP loan. (3-20-20)T

32. Rangeland. Land used primarily for the grazing of domestic livestock and wildlife. (3-20-20)T

33. Riparian Areas. Riparian areas are sites directly influenced by free water. They have visible vegetation or physical characteristics that reflect free water influence. Lake shores and stream banks are typical riparian areas. Excluded are sites such as ephemeral streams or washes that do not exhibit the presence of vegetation dependent upon free water in the soil. (3-20-20)T

34. Security. Collateral provided by an approved applicant to secure requested RCRDP funds. (3-20-20)T

35. Special Practice. A practice (not listed in the field office technical guide) that includes a proven, modern technique that is necessary to solve a resource problem and meet program objectives. (3-20-20)T

11. ABBREVIATIONS.

1. RCRDP. The Idaho Resource Conservation and Rangeland Development Program. (3-20-20)T

2. NRCS. United States Department of Agriculture Natural Resources Conservation Service. (3-20-20)T

SUBCHAPTER A – RULES FOR ADMINISTRATION OF THE IDAHO RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM

12. PROGRAM POLICY.

1. Administration. It is the policy of the Commission to administer the Resource Conservation and Rangeland Development Program to provide the greatest benefits to all concerned from the agricultural lands and rangelands within the state. (3-20-20)T

2. Equal Opportunity. Each applicant regardless of handicap, race, age, sex, creed, color or national origin, must be given the opportunity to apply for a loan. (3-20-20)T

3. Filing Applications. An application may be filed at anytime during the program year. (3-20-20)T

4. Use of Loan Money in Conjunction with State or Federal Programs. Requests for state or federal cost-share assistance and for loan approval are handled by different governmental agencies and approval for one does not guarantee approval for the other. (3-20-20)T

13. PROGRAM OBJECTIVES.

- 1. Objectives.** The objectives of the RCRDP are to: (3-20-20)T
 - a.** Conserve soil resources. (3-20-20)T
 - b.** Conserve water resources. (3-20-20)T
 - c.** Improve riparian areas for multiple use benefits. (3-20-20)T
 - d.** Protect or improve existing beneficial uses of the state’s waters. (3-20-20)T
 - e.** Conserve and improve fish and wildlife habitat. (3-20-20)T
 - f.** Increase agricultural productivity of cropland, orchards, pasture and hayland, rangeland, and woodland. (3-20-20)T
- 2. Achieving Program Objectives.** Decisions concerning the use of program funds must be based on achievement of program objectives. The administration of the program must emphasize coordinated resource management planning and decision-making to ensure maximum benefit of funds. (3-20-20)T

14. -- 055. (RESERVED)

56. RESPONSIBILITIES.

- 1. District.** The local District must: (3-20-20)T
 - a.** Receive the conservation plan for program participation. (3-20-20)T
 - b.** Within sixty (60) days of receipt, review and evaluate the conservation plan to determine if the project is consistent with the District’s program goals and objectives. (3-20-20)T
 - c.** Assign a priority of high, medium, or low to the project. (3-20-20)T
 - d.** Forward conservation plans to the Commission with a recommendation for funding. (3-20-20)T
 - e.** Prepare and forward to the Commission special practice requests. (3-20-20)T
 - f.** The local District may assign a priority to practices in the field office technical guide and have that priority ranking apply to all future projects seeking to implement the pre-ranked practices. The local District Board must consider pre-ranking practices at a scheduled Board meeting. The Board’s decision including the name and identification number of the practice(s), the assigned ranking and the recommendation for funding must be reflected in the meeting minutes and be forwarded to the Commission. (3-20-20)T
 - g.** If the local District does not review and evaluate a conservation plan within sixty (60) days of receipt, the Commission may review and evaluate the conservation plan and assign a priority ranking for the project based on the District’s five (5) year plan. (3-20-20)T
- 02. Commission.** The Commission must: (3-20-20)T
 - a.** Review and evaluate applications. (3-20-20)T
 - b.** Approve loans, if: (3-20-20)T
 - i.** The applicant has adequate assets for security to protect the state from risk of loss. (3-20-20)T
 - ii.** There is reasonable assurance that the borrower can repay the loan. (3-20-20)T
 - iii.** Money is available in the RCRDP fund. (3-20-20)T

- c. Disapprove loans for reasons including but not limited to: (3-20-20)T

 - i. The purpose of the loan is to pay for conservation plan practices that have been implemented prior to Commission approval. (3-20-20)T
 - ii. If all the requirements in Paragraph 056.02.b. of these rules are not met. (3-20-20)T
- d. Reconsider loan disapproval if the applicant, within fifteen (15) business days after notice of disapproval, requests the Commission, in writing, to reconsider its determination in any matter affecting the loan or the amount of loan funds. Reconsideration of the determination must take place within ninety (90) business days from the date the written request is received at the time, place, and date determined by the Commission. The applicant must be notified of the time, place, and date and must have the right to appear. (3-20-20)T
- e. After loan approval, execute a promissory note and other security documents with the applicant for loan repayment. (3-20-20)T
- f. Not less than once per year, determine the loan interest rate not to exceed six percent (6%) annually. (3-20-20)T
- g. Prepare an annual report showing RCRDP accomplishments and benefits resulting from use of loan and grant funds. (3-20-20)T
- h. Administer and monitor loan proceeds to assure that the intent of the law is met. (3-20-20)T
- i. Approve or disapprove special practice requests. (3-20-20)T

57. APPLICATION FOR LOAN.

- 1. **How to Apply.** Any applicant desiring a loan from the RCRDP fund must: (3-20-20)T

 - a. Prepare and submit a conservation plan. The conservation plan must be presented by the applicant (or representative appointed by the applicant) to the local District Board at a scheduled meeting unless the project includes only practices that have been pre-ranked by the local District in accordance with Paragraph 56.01.f. of these rules. If the project includes only pre-ranked practices, the applicant must submit the conservation plan to the Commission. (3-20-20)T
 - b. Prepare and submit a completed application. The application including all information required under Subsection 57.03 of these rules must be submitted to the Commission. (3-20-20)T
- 2. **Two or More Applicants.** Two (2) or more applicants may install a practice(s) as a group providing the loan can be adequately collateralized and all parties agree to joint and several liability. (3-20-20)T
- 3. **Application Form.** The application must be on a form prescribed by the Commission and include: (3-20-20)T

 - a. Name of applicant, and the location, size, and type of agricultural enterprise. (3-20-20)T
 - b. Identification and extent of the resource problem (erosion, plant community deterioration, water loss, water quality, low production, etc.). (3-20-20)T
 - c. Statement of applicant's objectives and expected benefits. (3-20-20)T
 - d. Estimate of costs of implementing the project and of total loan funds needed. (3-20-20)T
 - i. Applicant must be required to supply at least five percent (5%) of the total project costs through personal funds or in-kind services. (3-20-20)T

- ii. Total RCRDP loan funds combined with other funds cannot exceed ninety-five percent (95%) of total project costs. (3-20-20)T
- e. Applicant's statement of security offered. (3-20-20)T
- f. Applicant's statement of willingness to allow continued monitoring and evaluation of impacts resulting from applied land treatment and management practices. (3-20-20)T
- g. All documentation required under Subsection 101.03 of these rules and any other documentation requested by the Commission needed to determine whether there is reasonable assurance that the applicant can repay the loan. (3-20-20)T
- h. A copy of the applicant's conservation plan which becomes a part of the application for assistance. The conservation plan must include: (3-20-20)T
 - i. A map showing project location and extent of the resource problem. (3-20-20)T
 - ii. The eligible practices to be installed. (3-20-20)T
 - iii. Estimated costs of applying the practices. (3-20-20)T
 - iv. An implementation schedule. (3-20-20)T
 - v. A statement whereby the applicant agrees to properly maintain and operate installed practices. (3-20-20)T
 - vi. Needed clearances, easements and rights of way. (3-20-20)T
 - vii. Any other appropriate documentation needed to complete the implementation of the conservation plan as requested by the local District or Commission. (3-20-20)T

58. SPECIAL PRACTICE(S) APPROVAL FOR LOANS.

- 1. **Special Practice Approval.** A special practice must be approved by the Commission before it becomes an eligible practice. (3-20-20)T
- 2. **Special Practice Requests.** Special practice requests may be prepared by the local District or the Commission and must include: (3-20-20)T
 - a. A description of the proposed practice. (3-20-20)T
 - b. A justification of need for the special practice. (3-20-20)T
 - c. Standards and specifications for the proposed practice. (3-20-20)T
 - d. A statement from the appropriate agency as to the technical adequacy of the special practice in solving the resource problem. (3-20-20)T

59. -- 080. (RESERVED)

81. ENCOURAGING PUBLIC BENEFITS WHEN INSTALLING PRACTICES.

District Boards must encourage persons responsible for any aspect of performing practices to promote public benefit by improving or preserving environmental quality and ecological balance when the practices are being installed. Multiple objective achievement and total resource evaluation and treatment must receive high priority consideration for loan funds. When reviewing loan requests the following considerations must be made: (3-20-20)T

1. **Preventing Degradation.** Preventing or abating pollution and other environmental degradation. (3-20-20)T
 2. **Benefiting the Community.** Benefiting the community by means such as outdoor recreational opportunities or enhancing the appearance of the area. (3-20-20)T
 3. **Benefiting Habitat.** Benefiting fish and wildlife habitat. (3-20-20)T
82. -- 100. (RESERVED)
101. **CREDIT GUIDELINES.**
1. **Standards for Acceptable Loans.** There must be adequate assets and collateral for security to protect the state from risk of loss. (3-20-20)T
 2. **Required Documentation.** The applicant must provide documentation to the Commission sufficient to determine the applicant's ability and willingness to repay the loan. Such documentation may include: financial statements; balance sheets; profit and loss statements; driver's license; income tax returns; budgets; credit reports; estimates/quotes; deeds; leases; and other supporting documents as deemed necessary relative to the size, complexity, and financial responsibility of the individual or entity being financed. (3-20-20)T
 3. **Duty to Inform.** After submitting the application and before funds are dispersed, the applicant must inform and provide documentation to the Commission of any significant change of circumstance that may impact their financial standing or ability to repay the loan. (3-20-20)T
 4. **Field Inspections.** The Commission may require a field inspection in order to: (3-20-20)T
 - a. Determine loan and security positions, provide repayment estimates and verify assets. (3-20-20)T
 - b. Indicate the applicant's management ability. (3-20-20)T
 - c. Secure a complete and accurate description of collateral for the security agreement. (3-20-20)T
 5. **Additional Information Required for Loans Secured with Real Estate.** Where real estate is offered as collateral the following information must be provided: (3-20-20)T
 - a. A legal description of the offered collateral. (3-20-20)T
 - b. Real estate appraisal, consisting of at least one (1) of the following: (3-20-20)T
 - i. Copy of appraisal made by a licensed professional appraiser approved by the Commission. (3-20-20)T
 - ii. Copy of the most recent property tax assessment. (3-20-20)T
 - iii. Evaluation made by Commission or the local District according to its knowledge of the estimated average value of the property in the area in which the project is to be implemented. (3-20-20)T
 - c. A map designating the location of the real estate. (3-20-20)T
 6. **Other Collateral.** Any item having tangible value may be accepted as security for these loans. Condition of the collateral must be updated periodically and additions to the security agreement may be required over time. (3-20-20)T
102. **LOAN CLOSURE AND ADMINISTRATION.**
1. **Servicing and Documentation.** All loans must be assigned to a loan officer (Commission

employee) who must be responsible for servicing the loan. (3-20-20)T

2. Loan Securing Documents. Following approval of the application, the Commission, must prepare all necessary loan securing documents. (3-20-20)T

3. Loan Note and Security Agreement. The loan must be secured by utilizing a promissory note and security document listing the parties and the collateral, as well as terms and conditions of the loan. A mortgage or deed of trust must be executed and recorded with the county recorder where the collateral is located if the collateral is real property. A security agreement and any other necessary documents must be executed if the collateral is not real property. Appropriate financing statements must be executed and filed with the Secretary of State on all collateral consisting of personal property. (3-20-20)T

4. Fund Obligation. Funds must be obligated when all loan conditions established by the Commission have been met and when all necessary loan securing documents are in order and appropriately signed by the applicant. Funds will then be obligated. Upon notification of fund obligation, the applicant who is now the contractee, may complete implementation of the project. (3-20-20)T

5. Cost Incurred. The applicant is required to cover all costs incurred for loan closure, title insurance, and recording fees. (3-20-20)T

103. IMPLEMENTATION OF AGREED TO PRACTICES.

The applicant may, at their own risk, begin installing practices as identified and scheduled in the conservation plan provided the project is not completed before the loan is approved and the conditions of approval are met. Should the applicant choose to begin installing practices prior to the conditions of approval being met, the Commission may require additional title insurance to protect against intervening materialman's liens. The applicant/contractee has the responsibility to obtain appropriate technical assistance to ensure practices are properly designed, constructed, and managed. The applicant/contractee may install practices themselves or contract work out. Whatever method is used, the applicant/contractee is responsible to ensure the quality of materials and workmanship meets the approved standards and specifications for each practice. (3-20-20)T

1. Practice Completion. Upon completion of the scheduled practice the applicant/contractee must notify the provider of technical assistance. The provider of technical assistance must inspect and document the amount and extent of the installed practice and certify its completion if it meets the quality standards and construction specifications of the practice and notify the applicant/contractee. If the practice does not meet practice standards and specifications the applicant/contractee must be notified by the provider of technical assistance, in writing, of the deficiencies and what needs to be done so the practice meets standards and specifications. (3-20-20)T

2. Submitting Vouchers and Bills. (3-20-20)T

a. The provider of technical assistance must provide a written certification of completion of the project to the Commission. The applicant/contractee must submit invoices, vouchers and bills for the project to the Commission. (3-20-20)T

b. Up to ninety-five percent (95%) of loan funds can be disbursed toward submitted bills during the loan installment period. The remaining loan funds will be disbursed upon receipt of written certification of project completion from the provider of technical assistance. (3-20-20)T

3. Warrant Requests. The Commission staff must prepare warrant request(s). The warrant(s) are paid to the order of the contractee(s) and the vendor, and are mailed to the contractee. (3-20-20)T

4. Drawing Loan Funds. The applicant/contractee must implement the practices as scheduled and the contractee may draw loan funds in multiple disbursements during installation of the project. (3-20-20)T

104. -- 125. (RESERVED)

126. REPAYMENT OF LOAN.

1. Repayment of the Loan. Repayment of the loan, together with interest, must commence no later than two (2) full years from the date the note is signed. (3-20-20)T

2. Repayment Schedule. The repayment schedule must be identified in the loan documents with a fifteen (15) year maximum loan period. One (1) month before payment is due, the commission will mail the contractee a notice of payment due. (3-20-20)T

3. First Payment. The first payment is due as required on the signed loan documents as prepared by the Commission. Any additional interest incurred during the installment period of the loan will be added to the first payment notice. (3-20-20)T

127. FORECLOSURE.

In the event of a contractee not adhering to the payment terms and conditions of the mortgage, promissory note, or security agreement, the Commission may seek foreclosure according to the laws of the state of Idaho. (3-20-20)T

128. -- 150. (RESERVED)

151. LOAN POLICIES.

The maximum amount of any one (1) loan is six hundred thousand dollars (\$600,000). (3-20-20)T

152. -- 199. (RESERVED)

SUBCHAPTER B – RULES FOR ALLOCATION OF FUNDS TO CONSERVATION DISTRICTS

200. ALLOCATION OF FUNDS TO DISTRICTS.

1. Base Funding. The Commission shall determine the dollar amount to allocate equally to conservation districts on an annual basis. As soon as practicable after the start of the fiscal year, the Commission shall immediately distribute base funding to the districts that submitted the required documents during the previous fiscal year. (3-20-20)T

2. Match Funding. Following determination of base funding, the Commission shall review and approve the additional amount of state appropriations available for proportional allocation to each district in match funding. The amount of match funding allocated will be based upon local funds and services received in the previous fiscal year by each conservation district for the general purposes of the district. Funds received for special projects, used as required match for specific grants or projects, or on a fee-for-service basis will not be used to calculate match funding. Once the required documents for match funding are submitted and determined to be complete, the Commission shall distribute match funding to each district as soon as practicable. (3-20-20)T

3. Required Documents. The Commission may require submission of certain documents prior to allocation of base and match funding to districts. These documents may include five (5) year plans, financial and match reports, and performance reports. (3-20-20)T

a. The Board of Supervisors shall certify in writing that the district has examined all documentation submitted and that the statements and representations in the documents are true and accurate. (3-20-20)T

b. The district shall submit any required documents by a date established by the Commission. (3-20-20)T

4. State Budget Requests. The Commission shall conduct a public hearing to consider the needs of the conservation districts on or before June 15th of each year, giving twenty (20) days' written notice of the hearing to each conservation district and to all other persons requesting notice of the hearing. The Commission shall hear and consider testimony at the hearing and all information submitted by the districts prior to submission of the annual budget request to the legislature and governor based upon the criteria of Subsection 010.19 of this rule. (3-20-20)T

201. -- 999. (RESERVED)

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**SOIL & WATER
CONSERVATION
COMMISSION**

H. Norman Wright
Chairman

Cathy Roemer
Vice Chairman

Erik Olson
Secretary

Gerald Trebesch
Commissioner

Wendy Pratt
Commissioner

Teri Murrison
Administrator

MEMO

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS
ROEMER, OLSON, TREBESCH, AND PRATT**
FROM: TERI MURRISON, ADMINISTRATOR
DATE: FEBRUARY 10, 2021
RE: ADMINISTRATOR'S REPORT

Activities

- Rinker Rock Creek Advisory Board Strategy Meetings
- Biweekly COVID 19 Agency Leadership Calls (DHR, Governor's Office)
- Idaho Environmental Forum Board meeting
- Legislative Committee Presentations (JFAC, Senate Ag and House Ag – Rules, Senate Ag – Annual Performance Report, JFAC Budget Setting Feb. 22nd)
- Future CREP Workload meeting with Lynn Tominaga

Payment of National Association of State Conservation Agencies Dues for 2021

As you know, NASCA represents us at the national level much the same as the National Association of Conservation Districts serves districts. NASCA is our voice in the national partnership with NRCS and has been helpful in assisting state agencies and those they serve. As you know, I've served on the Board and various staff and commissioners have attended NASCA conferences in the past.

The NASCA website lists the following benefits of membership:

- Annual meetings and field staff sharing sessions
- Online resource library
- Educational seminars and webinars
- Ask NASCA – online networking to ask peers in other states for advice on common issues/challenges.
- Helpful tools in use in other state conservation agencies
- Representation on national conservation policies
- Surveys and training.

NASCA's request for payment of \$3,000 in 2021 dues has been received. Your consideration of approval is requested. We have budgeted for their payment.

Email Communications Disclosure

After the last Commission meeting an email went out to all Commissioners giving an update on the status of training provided to Districts on the ISWCC website. Some of the Commissioners "replied all" to the email giving comments. Because all of the Commissioners were on the email chain, we recognize this was an Open Meeting violation.

No action has been taken as a result of this conversation or on the district training issue. In order to cure this violation, we are disclosing the email conversation and have included it as an attachment to the agenda for this meeting.

FY 2021 Commission Meeting Schedule

Date & Time	Meeting, Teleconference to be held	Meeting Type*
Mar. 18, 2021, 10-3, MT	Regular meeting, Regular meeting, 322 E. Front Street, Suite 560, Boise	Video Conf. via Zoom, teleconference
Apr. 15, 2021, 10-3, MT	Regular meeting, 322 E. Front Street, Suite 560, Boise	Video Conf. via Zoom, teleconference
May 20, 2021, 10-3, MT	Regular meeting, 322 E. Front Street, Suite 560, Boise	Video Conf. via Zoom, teleconference
Jun. 10, 2021, 10-3, MT**	Regular meeting, 322 E. Front Street, Suite 560, Boise	Video Conf. via Zoom, teleconference

**While all meetings are scheduled tentatively for video and teleconference, should budgetary rescissions not materialize, regular meetings may again be held in person. In addition, should there be important loan or other Commission business to conduct, the Chairman may call a special meeting via video or teleconference.*

***By statute, the Board is required to meet on or before June 15th to hear District Budget Requests.*

REQUESTED ACTION: Approve payment of NASCA 2021 Dues

ATTACHMENTS:

- NASCA Letter, invoice for 2021 Dues
- Emails, January 18, 2021

[Back to Agenda](#)

From: [Erik J. Olson](#)
To: [Wendy Pratt](#); [Norman Wright](#); [Cathy Roemer](#); [ISWCC Commissioner Gerry Trebesch](#); [Teri Murrison](#)
Cc: [Chapple Knowlton, Shantel](#); [Delwyne Trefz](#)
Subject: Re: District Training Page Complete
Date: Monday, January 18, 2021 5:38:56 PM

Yes I want that too but we are constrained. Like I said its ammo for the Districts to remind the association who they work for. Just my thoughts.

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From: Teri Murrison <Teri.Murrison@swc.idaho.gov>
Sent: Monday, January 18, 2021 4:36:53 PM
To: Erik J. Olson <Erik.Olson@swc.idaho.gov>; Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; Norman Wright <Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>
Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz <Delwyne.Trefz@swc.idaho.gov>
Subject: Re: District Training Page Complete

Thank you, Erik. We want to do more and better. :(

Sent from my Verizon, Samsung Galaxy smartphone

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From: Erik J. Olson <Erik.Olson@swc.idaho.gov>
Sent: Monday, January 18, 2021 5:22:53 PM
To: Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; Norman Wright <Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>; Teri Murrison <Teri.Murrison@swc.idaho.gov>
Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz <Delwyne.Trefz@swc.idaho.gov>
Subject: Re: District Training Page Complete

I completely understand. I think Districts would believe they were getting their bang for the \$1800 in dues paid every year if training was offered. Just another sticking point..

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From: Teri Murrison <Teri.Murrison@swc.idaho.gov>
Sent: Monday, January 18, 2021 4:14:45 PM
To: Erik J. Olson <Erik.Olson@swc.idaho.gov>; Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; Norman Wright <Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>
Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz

<Delwyne.Trefz@swc.idaho.gov>

Subject: Re: District Training Page Complete

When our DAG Harriet told us we shouldn't train in 2011, we handed the Supervisors' Handbook over to them and they said they'd do it. Never have.

When we had Maria she did a training for IDEA one time, I think. Delwyne's done a training or two also. And IDEA has stepped up to fill the void to an extent.

I wish you all could spend time with us in the office. We are working very hard and have no extra time to train Districts in person or more than what we've done on the website.

I realize things could be much better but we have what we have. I fear this could end up like I tease my husband after dinner -

Would you like dessert?

Oh, yes!

What would you like? Cherry pie? Ice cream?

Oh, yes!! Do we have some?

No, I just wanted to know if you'd like that.

We laugh, but I guarantee Districts won't.

Sent from my Verizon, Samsung Galaxy smartphone

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From: Erik J. Olson <Erik.Olson@swc.idaho.gov>

Sent: Monday, January 18, 2021 4:59:11 PM

To: Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; Norman Wright <Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>; Teri Murrison <Teri.Murrison@swc.idaho.gov>

Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz <Delwyne.Trefz@swc.idaho.gov>

Subject: Re: District Training Page Complete

Isn't IASCD responsible for providing supervisor training? I thought that came out of the interim committee or am I mistaken?

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From: Teri Murrison <Teri.Murrison@swc.idaho.gov>

Sent: Monday, January 18, 2021 3:13:53 PM

To: Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; Norman Wright

<Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC
Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>; Erik J. Olson
<Erik.Olson@swc.idaho.gov>

Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz
<Delwyne.Trefz@swc.idaho.gov>

Subject: Re: District Training Page Complete

Just a PS, we will be limited as to how much in person training we can do because of our budget and the loss of the TRS2. We should be careful not to raise expectations and talk in terms of when we have the resources.

Sent from my Verizon, Samsung Galaxy smartphone

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From: Teri Murrison <Teri.Murrison@swc.idaho.gov>

Sent: Monday, January 18, 2021 4:07:59 PM

To: Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; Norman Wright
<Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC
Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>; Erik J. Olson
<Erik.Olson@swc.idaho.gov>

Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz
<Delwyne.Trefz@swc.idaho.gov>

Subject: Re: District Training Page Complete

To clarify, ours isn't user friendly? Contacting IDEA to ask them for ideas is a great idea. Will do!

Sent from my Verizon, Samsung Galaxy smartphone

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From: Wendy Pratt <Wendy.Pratt@swc.idaho.gov>

Sent: Monday, January 18, 2021 4:02:23 PM

To: Teri Murrison <Teri.Murrison@swc.idaho.gov>; Norman Wright
<Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; ISWCC
Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>; Erik J. Olson
<Erik.Olson@swc.idaho.gov>

Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz
<Delwyne.Trefz@swc.idaho.gov>

Subject: Re: District Training Page Complete

I looked at the site and yes, there's a lot of written material, lengthy and not very user friendly in my opinion. In person training to augment the website is good.

I see IDEA is a part of the training resources. Just a thought. Have we ever contacted IDEA directly for their suggestions for the Commission? District employees probably have a very good handle on needs. I realize we're supposed to contact the chairs specifically, I'm only

suggesting this in addition to. -Wendy

From: Teri Murrison <Teri.Murrison@swc.idaho.gov>

Sent: Friday, January 15, 2021 4:12 PM

To: Norman Wright <Norman.Wright@swc.idaho.gov>; Cathy Roemer <Cathy.Roemer@swc.idaho.gov>; Wendy Pratt <Wendy.Pratt@swc.idaho.gov>; ISWCC Commissioner Gerry Trebesch <geraldtrebesch@yahoo.com>; Erik J. Olson <Erik.Olson@swc.idaho.gov>

Cc: Chapple Knowlton, Shantel <shantel.knowlton@ag.idaho.gov>; Delwyne Trefz <Delwyne.Trefz@swc.idaho.gov>

Subject: District Training Page Complete

We've updated our training page to satisfy the comment that we need to provide more training.

See: <https://swc.idaho.gov/home-2/district-documents/district-training/>

We feel very comfortable telling Districts that we have provided a significant amount of training on our website on "how to" ... In person training will be provided when Division meetings start back up and the Conference happens again.

Teri

Teri Murrison, Administrator
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