



# Idaho Soil & Water Conservation Commission

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

**Date and Time:**

Thursday, August 17, 2023  
10:00 AM – 1:46 PM MT

**Location:**

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

### MINUTES

**COMMISSION MEMBERS PRESENT:**

Erik Olson (Chairman) (Zoom)  
Wendy Pratt (Vice-Chair) (Zoom)  
Karen Sharpnack (Secretary) (Zoom)

Joan Cloonan  
Richard Savage (Zoom)  
Blake Hollingsworth

**COMMISSION STAFF PRESENT:**

Delwyne Trefz  
Terry Hoebelheinrich  
Jenna Ditzel  
Meghan Brooksher (Zoom)  
Julie Downer

Brenda Charles  
Melonie Ziegler  
Joe Peterson  
Loretta Strickland  
Bill Lillibridge (Zoom)

**PARTNERS AND GUESTS PRESENT:**

Travis Jones, IASCD  
Devin Fielding, IASCD (Zoom)

David Perkins, OAG  
Karla Freeman, Kootenai-Shoshone SWCD (Zoom)

**ITEM #1: WELCOME, SELF-INTRODUCTIONS, AND ROLL CALL****PRESENTED BY: CHAIRMAN OLSON**

Chairman Olson called the meeting to order at 10:00 a.m.

Roll call: Chairman Eric Olson, Commissioners Wendy Pratt, Karen Sharpnack, Richard Savage, Blake Hollingsworth, and Joan Cloonan were present. Commissioner Mitch Silvers was not in attendance.

**ITEM #2: AGENDA REVIEW****PRESENTED BY: CHAIRMAN OLSON**

Action: None taken

### **ITEM #3: PARTNER REPORTS**

#### **PRESENTED BY: CHAIRMAN OLSON**

Travis Jones introduced himself as the new Idaho Association of Soil Conservation Districts Executive Director and explained his background as an Ag advisor and state policy advisor.

Action: None taken

### **ITEM #4: MINUTES**

#### **PRESENTED BY: CHAIRMAN OLSON**

Chairman Olson presented the May 18<sup>th</sup> ISWCC meeting minutes.

Action: Commissioner Cloonan made a motion to approve the May 18th minutes as submitted. Commissioner Sharpnack seconded the motion. Motion carried by unanimous vote.

Chairman Olson presented the June 22<sup>nd</sup> ISWCC meeting minutes.

Action: Commissioner Cloonan made a motion to approve the June 22nd minutes after amending them by deleting items 9 and 10. Commissioner Pratt seconded the motion. Motion passed unanimously.

### **ITEM #5: STRATEGIC PLAN & PERFORMANCE REPORT UPDATE**

#### **PRESENTED BY: DELWYNE TREFZ**

Commissioner Sharpnack requested that it be noted that there is a concern with how the office staff are having to learn LUMA and deal with all its glitches, and that it is taking time away from the jobs that they were hired to do.

Mr. Trefz provided updates of the 2024 – 2027 Strategic Plan.

Action: Commissioner Cloonan made a motion to approve the draft of the FY 2024-2027 Strategic Plan. Commissioner Hollingsworth seconded the motion. Motion carried by unanimous vote.

Mr. Trefz provided an update of the FY 2023 Performance report. Commissioner Pratt mentioned that the SWCC field workers are doing a great job in her division (Division IV).

Action: Commissioner Pratt made a motion to approve the 2023 Performance Report. Commissioner Hollingsworth seconded the motion. Motion passed unanimously.

### **ITEM #6: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM (RCRDP) UPDATE**

#### **PRESENTED BY: TERRY HOEBELHEINRICH**

Mr. Hoebelheinrich explained the objectives of the RCRDP Program. He explained the specifics of who is eligible for the loans and that there are collateral requirements. He gave an update for RCRDP FY 2023. The setting of FY 2024 interest rates was discussed.

Commissioners also discussed increasing the loan amounts which the administrator is

authorized to approve without the Board's review from the current \$75,000 to \$100,000. Chairman Olsen recommended this topic be included as an action item on a future Board meeting agenda.

Action: Commissioner Hollingsworth made a motion to make no changes to current RCRDP interest rates. Commissioner Cloonan seconded the motion. Motion passed unanimously.

Meeting recessed at 11:48 AM.

Meeting reconvened at 12:03 PM.

#### **ITEM #7: FISCAL AND BUDGET REPORT**

##### **PRESENTED BY: MELONIE ZIEGLER**

Ms. Ziegler presented the FY 2023 Budget to Actual Expenditures, reported period highlights, and provided a current statement of cash position. She asked the commissioners to advise her on the level of detail and the format they prefer in her monthly financial reports. This led to a discussion during which commissioners confirmed they are generally satisfied with the detail and format Ms. Ziegler is using in her presentations.

Ms. Ziegler also provided an update on progress made towards completing the agencies FY 2025 Budget Request. She will ask Commissioners to act on the completed budget request in a special meeting before the September 1<sup>st</sup> deadline for submitting the request to the Division of Financial Management and the Legislative Services Office.

Action: Noting that the FY 2025 Budget Request as presented was not in its final form, Commissioner Cloonan made a motion to disapprove the request. Commissioner Hollingsworth seconded the motion and it passed unanimously.

#### **ITEM #8: REPORTS**

##### **PRESENTED BY: COMMISSIONER PRATT, STAFF**

Commissioner Pratt shared what she learned at the Governor's Water Summit. She learned about the condition of stream flows and aquifers in Idaho. Mr. Lillibridge reported on the projects he is working on this year. He said one project needs to be done by the end of September, but they don't have all the permits yet.

Action: None taken

#### **ITEM #9: DISTRICT SUPPORT SERVICES & WQPA UPDATE**

##### **PRESENTED BY: LORETTA STRICKLAND**

Ms. Strickland gave the District Support Services & WQPA Update. She began with the District Survey Summary and Update. Also presented was a District Allocations update and a FY 2024 WQPA update.

Action: None taken.

**ITEM #10: ADMINISTRATOR'S REPORT**

**PRESENTED BY: DELWYNE TREFZ**

Mr. Trefz announced that Brent Ure has been hired as a Natural Resources Conservationist serving districts in Division V. He announced that Joe Peterson will be leaving his position as a Natural Resources Conservationist serving Division III districts. He spoke about the upcoming all staff meeting the next week and the IASCD conference schedule for November. He shared the Commission Meeting Schedule.

Action: None taken.

**ADJOURN**

The meeting was adjourned at 1:46 PM. The next regular Commission Meeting is scheduled for September 21, 2023, in Boise.

Respectfully submitted,

Karen Sharpnack, Secretary