



IDAHO SOIL & WATER CONSERVATION COMMISSION

REGULAR MEETING VIA TELECONFERENCE NOTICE & AGENDA

Idaho Soil & Water Conservation Commission
December 12, 2019, 10:00 a.m. to 12:00 p.m. MT

Location: Idaho Water Center, 322 E Front St, Suite 560, Conference Room, Boise
TELECONFERENCE # 1-877-820-7831 Passcode: 922837

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 (for 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
ACTION ITEMS		
4.	ADMINISTRATIVE	
*# a.	MINUTES 1. November 12, 2019, Special Meeting 2. November 12, 2019, Listening Session ACTION: Approve	Chairman Wright
*# b.	FINANCIAL REPORT 1. Financial Reports for the month ended November 30, 2019 ACTION: Approve	Young

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission consideration

Thursday, Dec. 12, 2019 Meeting Agenda

Date of Notice: Dec. 5, 2019

NON-ACTION ITEMS			
#	c.	ADMINISTRATOR'S REPORT <ul style="list-style-type: none"> • Activities • State Level Memorandum of Agreement (MOA) and Conservation Cooperator Acknowledgement with NRCS and Districts • Extension of Conservation Technical Assistance Agreement with NRCS • January Joint Meeting with Idaho Association of Soil Conservation Districts • FY 2020 Commission Meeting Schedule ACTION: None, for information only	Murrison/Young
	5.	PROGRAMS	
#	a.	RULEMAKING UPDATE ACTION: None, for information only	Dalzell
	6.	OTHER REPORTS ACTION: None, for information only	Commissioners, Staff
POSSIBLE ACTION ITEMS			
	7.	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> ACTION: Move to enter Executive Session pursuant to Idaho Code § 74-206(1)(f) for the purpose of discussing pending litigation, or controversies not yet being litigated but imminently likely to be litigated with legal counsel. <u>Roll Call Vote</u>	Chairman Wright
	a.	PENDING LITIGATION The Commission will discuss pending or imminent litigation with legal counsel. ACTION: For information and possible action to direct legal counsel to act in pending or imminent litigation.	Chapple Knowlton
ADJOURN <i>The next Regular Commission Meeting is tentatively scheduled for January 13, 2020, at 10:00 a.m. MT in Boise, Idaho.</i>			Chairman Wright

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission consideration

Thursday, Dec. 12, 2019 Meeting Agenda

Date of Notice: Dec. 5, 2019

ITEM #4a: MINUTES

Action: Commissioner Roemer made a motion to *approve the September 26, 2019 minutes as submitted*. Commissioner Olson seconded the motion. Motion carried by unanimous vote.

Action: Commissioner Olson made a motion to *approve the October 23, 2019 minutes as submitted*. Commissioner Roemer seconded the motion. Motion carried by unanimous vote.

ITEM #4b: FINANCIAL REPORTS

Action: Commissioner Roemer made a motion to *approve the Financial Reports for the month ended on August 31, 2019*. Commissioner Olson seconded the motion. Motion carried by unanimous vote.

Action: Commissioner Olson made a motion to *approve the Financial Reports for the month ended on September 30, 2019*. Commissioner Roemer seconded the motion. Motion carried by unanimous vote.

Action: Commissioner Olson made a motion to *approve the Financial Reports for the month ended on October 31, 2019*. Commissioner Roemer seconded the motion. Motion carried by unanimous vote.

ITEM #4c: ADMINISTRATOR'S REPORT

Action: None taken.

Meeting recessed at 12:59 AM.

Meeting reconvened at 1:15 PM.

ITEM #5a: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT NEGOTIATED RULE MAKING

Action: Commissioner Olson made a motion to *adopt the proposed rule for Docket No. 60-0501-1901 Resources Conservation and Rangeland Development Program as posted in the October 2, 2019 Bulletin as the pending rule*. Commissioner Roemer seconded the motion. Motion carried by unanimous vote.

ITEM #5b: DISTRICT MATCH ALLOCATIONS

Action: Commissioner Roemer made a motion to *approve FY 2020 District Allocation Matching Funds as shown in Attachment 5b-1 with 1% rescission for immediate disbursement*. Commissioner Olson seconded the motion. Motion carried by unanimous vote.

ITEM #5c: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM UPDATE

Action: None taken

ITEM #6: OTHER REPORTS

Action: None taken

ITEM #7: EXECUTIVE SESSION

Action: Commissioner Olson made a motion to *enter Executive Session pursuant to Idaho Code § 74-206(1)(f) for the purpose of discussing pending litigation or controversies not yet being litigated but imminently likely to be litigated with legal counsel*. Commissioner Roemer seconded the motion. Motion carried by unanimous roll call vote.

Executive Session Commenced at 1:28 PM

Executive Session ended at 2:21 PM

No action was taken.

ITEM #7: OPEN SESSION and ADJOURN

The meeting was adjourned at 2:23 PM. The next Commission Meeting will be held via teleconference on December 12, 2019 at 9:00 AM MT.

Respectfully submitted,

Erik Olson, Secretary

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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

IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC MEETING & TELECONFERENCE LISTENING SESSION

Date and Time:

Tuesday, November 12, 2019
4:08 PM – 5:06 PM MT

Location:

Riverside Hotel, Cinnabar Room
2900 W. Chinden Blvd.
Boise, Idaho 83714

MINUTES

COMMISSION MEMBERS PRESENT:

Norman Wright (Chair)
Erik Olson (Secretary)

Cathy Roemer (Vice-Chair)

COMMISSION STAFF PRESENT:

Teri Murrison
Delwyne Trefz

Crystal Rosen
Loretta Strickland

PARTNERS AND GUESTS PRESENT:

Paul Calverley, Ada SWCD
Kent Foster, Ada SWCD
Daniel Calverley, Ada SWCD
Stephanie Rael, ADA SWCD
Jane Sandstrom, Lemhi SWCD
Jim Dixon, West Side SWCD
Marita Poulson, Power SWCD
Sarah Garcia, Bonner SWCD
Tom Daniel, Boundary SCD
Ralph Thier, Valley SWCD
Ivan Permann, Power SWCD
Shantel Chapple Knowlton, Office of the Attorney General

Bill Bitzenburg, Twin Falls SWCD
Steve Schuyler, NRCS
Chris Simons, Multiple SWCDs
Andrea McRae, Owyhee CD
Chuck Kiester, Owyhee CD
Cassie Olson, Boundary SCD
Leann Daman, Benewah SWCD
Karla Freeman, Kootenai-Shoshone SWCD
Mike Sommerville, IASCD / Canyon SWCD
Art Beal, Squaw Creek SWCD
Kathy Wright, Citizen

ITEM #1: WELCOME, SELF-INTRODUCTIONS, AND ROLL CALL

Chairman Wright called the meeting to order at 4:08 p.m.

Roll call: Chairman Norman Wright, Commissioners Cathy Roemer, and Erik Olson were present. Commissioner Trebesch was absent.

ITEM #2: AGENDA REVIEW

Action: None taken.

ITEM #3: LISTENING SESSION

Action: None taken

ITEM #4: ADJOURN

The meeting was adjourned at 5:06 p.m. The next Commission Meeting will be via teleconference on December 12th, 2019.

Respectfully submitted,

Erik Olson, Secretary

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**IDAHO SOIL & WATER
CONSERVATION COMMISSION**

ITEM # 4b

TO: CHAIRMAN WRIGHT AND COMMISSIONERS ROEMER, OLSON, AND TREBESCH
FROM: JILL YOUNG, SENIOR FINANCIAL SPECIALIST
DATE: DECEMBER 4, 2019
RE: FINANCIAL REPORTS, FISCAL MATTERS

FINANCIAL REPORTS

The monthly Financial Report and the monthly Fund Summary Report for the month ending November 30, 2019 will be available at your meeting on December 12, 2019. They are not accompanying this meeting agenda, because the statewide financial reports needed to compile our board meeting reports will not be available until December 5, 2019. I will have the report emailed to the Chairman and Commissioners by the end of the day Tuesday, December 10.

COMMISSIONER HONORARIUMS

Below is a schedule of the honorarium balances as of November 30, 2019. Included in the schedule is the days and amounts budgeted for each Commissioner for FY20. We are in good standing with the travel budget for Commissioners as we have spent 36.4% of the honorarium allocation and 23.7% of the operating allocation to date.

Commissioner	Days Budgeted/ Traveled to Date	Benefit Costs included in Honorariums	Honorariums Budgeted	Expended to Date	Projected Balance/ (Overage)
Wright	30 / 8	\$132	\$1,632	\$906	\$726
Roemer	20 / 4	\$88	\$1,088	\$348	\$740
Trebesch	10 / 4	\$44	\$544	\$215	\$329
Vacant	20 / 0	\$88	\$1,088	\$0	\$1,088
Olson	20 / 5	\$88	\$1,088	\$509	\$579
Totals		\$442	\$5,442	\$1,978	\$3,464

RECOMMENDED ACTION: Approve November financial reports

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**SOIL & WATER
CONSERVATION
COMMISSION**

H. Norman Wright
Chairman

Cathy Roemer
Vice Chairman

Erik Olson
Secretary

Gerald Trebesch
Commissioner

Vacant
Commissioner

Teri Murrison
Administrator

MEMO

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS ROEMER,
TREBESCH, AND OLSON**
FROM: TERI MURRISON, ADMINISTRATOR
DATE: DECEMBER 2, 2019
RE: ADMINISTRATOR'S REPORT

Activities

Since my last report in November, the following activities have taken place:

- IASCD's Annual Conference in Boise
- Idaho Environmental Forum Board meetings, moderated panel (*Idaho's Loss of Farm and Ranch Lands: a Looming Crisis?*), participated in IEF Transition meeting (as incoming Chair in 2020)
- Submitted plan for 1% General Fund recession in FY 2020, 2% reduction in FY 2021
- JFAC Orientation meeting with Jill Young

State Level Memorandum of Agreement (MOA) and Conservation Cooperator Acknowledgement with NRCS and Districts

The partners will meet to review potential changes on Friday, December 20th.

Extension of Conservation Technical Assistance Agreement with NRCS

You may remember at your last meeting, Curtis Elke, NRCS State Conservationist, notified us that he wants us to refill all 3 vacant and soon-to-be-vacant field office staff positions. We are working with DFM to accurately determine our overhead costs to insure the Commission's costs are covered by the agreement in light significant cost increases and budgetary constraints. Jill Young will bring you up to date on progress at your meeting. Attached is a draft copy of her overhead cost analysis so far.

January Joint Meeting with Idaho Association of Soil Conservation Districts

Steve Becker will discuss the scheduled January Joint Meeting with IASCD.

FY 2020 Commission Meeting Schedule The following is the current Meeting Schedule for FY 2020. As always, we will make changes in the schedule as the Board directs.

Date & Time	Meeting, Location	Meeting Type
December 12, 2019, 10 am – 3 pm MT (if necessary)	Regular meeting, 322 E. Front Street, Suite 560, Boise	Teleconference
January 13, 2020	Regular meeting, 322 E. Front Street, Suite 560, Boise	Teleconference
February 17, 2020, 1 pm – 5 pm MT, held in conjunction with Strolling Supper and Ag Summit	Regular meeting, 322 E. Front Street, Suite 560, Boise	In person or teleconference (TBD)
April 9, 2020, 10 am – 3 pm, MT	Regular meeting, 322 E. Front Street, Suite 560, Boise	In person
May 14, 2020, 10 am – 3 pm, MT	Regular meeting, 322 E. Front Street, Suite 560, Boise	In person
June 11, 2020, 10 am – 3 pm, MT and TBD (Joint Meeting with IASCD Board)	Regular meeting, 322 E. Front Street, Suite 560, Boise Special Joint Board Meeting with IASCD, location and time TBD	In person In person

REQUESTED ACTION: For information only

Attachments:

- Overhead Cost Analysis

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Overhead Cost Analysis

ITEM #4c-1

Billing Description	Cost Basis/Description	FY18		Cost per	FY19		Cost per	CTA cost	FY20		Cost per	CTA count	CTA cost	FY21	
		Quantity	Amount	employee	Quantity	Amount	Employee		Quantity	Amount	Employee			Quantity	Amount
State Treasurer's Warrant Count		312	185	0.5929	425	245	0.5765	11.52941	526	350	0.6654	25	16.63		297
Statewide Accounting	(State Controller Transactions)	11034	3682	0.3337	11532	3978	0.3450	34.49532	13059	5316	0.4071	100	40.71		7172
Statewide Payroll	(yearly total of employees/pay period)	581	2687	4.6248	579	2942	5.0812	401.1818	668	3538	5.2964	91.0909091	482.45		4650
General Liability	Protection against tort claims/employee legal	18	11432	635.1111	22	8323	378.3182	1134.955	22	19328.16	878.5527	3	2635.66		20464
Cyber Security		18	100	5.5556	22	100	4.5455	13.63636	22	100	4.5455	3	13.64		100
Office 365	Email only subscriptions							123.03		4735.67			210.87		
Endpoint protection	# of licenses (3 office 365)	18	308.04	17.1133	22	306	13.9091	41.72727	22	180	8.1818	3	24.55		
Annual IT support	FTE positions and # of supported devices	18	25012.13	1389.5628	22	28392.18	1290.5536	3871.661	22	50879.85	2312.7205	3	6938.16		
Internet/Security State Network	FTE positions	18	515.09	28.6161	22	633.49	28.7950	86.385	22	1882.38	85.5627	3	256.69		
ITA billing (governance)	FTE positions and system expenditures	18	275.25	15.2917	22	407.76	18.5345	55.60364	22	573.37	26.0623	3	78.19		
			44196.51	2096.8020		45327.43	1740.6585	5774.2043		86883.43	3321.9943		10697.54		

Sent this question to Risk using their contact form on Nov 26:

I was wondering what the overall monetary effect be on our agency's (Soil and Water Conservation Commission) General Liability annual cost if we were to lose 4 FTPs? Is that particular billing based solely on an agency's FTP count? What other agency characteristics play into the cost? Also when we are billed for insurance each year, what time period is covered and what time period is used for the amount billed? I apologize for so many questions. We are trying to conduct some indirect cost analysis for grant negotiation purposes. Thank you for any input you can provide.

****Faith Cox from Risk Management called on 11/29/19 to relay the following information:**

Currently the allocation system is based on a 10 year rolling average of claims for the entire state with an additional actuarial analysis. The lower General Liability cost in FY19 was an anomaly due to the need to lower reserves; expect for future years' general liability costs to be at least what they were in FY20 and possibly more due to an upward trend in employee tort claims filed.

Additional info: Charges for FY20 are for costs incurred during FY18 - runs 2 years behind. Due to this, we shouldn't expect ITS to have SWCAP like billings until FY22 at least.

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MEMO

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS ROEMER, TREBESCH,
AND OLSON**
FROM: CORRINE DALZELL, RULES REVIEW OFFICER
DATE: DECEMBER 2, 2019
RE: RCRDP RULEMAKING UPDATE, DOCKET # 60-0501-1901

At the November 12, 2019 Commission meeting, the Board adopted the proposed RCRDP Rules as pending.

On November 15, 2019 we submitted the omnibus dockets to DFM to be printed in the Special Edition November Bulletin – this included the notice of vacation of #60-0000-1900 and pending combined rule #60-0000-1900F. On November 20, 2019 Dennis Stevenson of DFM, informed me that he made necessary changes to our omnibus docket (#60-0000-1900F). Dennis incorporated the RCRDP rule changes (#60-0501-1901) into the omnibus combined rule docket (#60-0000-1900F). I have attached a copy of this revised rule for your reference.

Since the RCRDP rule changes have been incorporated into the omnibus pending rule, a notice of vacation will be posted vacating the original RCRDP docket #60-0501-1901. A copy of the Notice to Vacate this docket was received by our agency on November 26, 2019 and is attached for your reference. I have also attached a copy of the e-mail communication between Dennis and myself for your reference.

REQUESTED ACTION: For information only

ATTACHMENTS:

- Revised Notice of Omnibus Rulemaking Docket No. 60-0000-1900F
- Notice of Vacation of Proposed Rulemaking Docket No. 60-0501-1901
- Copy of the e-mail communication from DFM

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IDAPA 60 – IDAHO STATE SOIL AND WATER CONSERVATION COMMISSION**DOCKET NO. 60-0000-1900F****NOTICE OF OMNIBUS RULEMAKING – ADOPTION OF PENDING FEE RULE**

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2020 Idaho State Legislature for final approval. Pursuant to Section 67-5224(5)(c), Idaho Code, this pending rule will not become final and effective until it has been approved by concurrent resolution of the legislature because of the fee being imposed or increased through this rulemaking. The pending fee rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution unless the rule is rejected.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending fee rule. The action is authorized pursuant to Section 22-2718, 22-2727, and 22-2730, Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending fee rule and a statement of any change between the text of the proposed fee rule and the text of the pending fee rule with an explanation of the reasons for the change:

This pending fee rule adopts and re-publishes the following existing and previously approved and codified chapter(s) that are consolidated into a new chapter under IDAPA 60, rules of the Idaho State Soil and Water Conservation Commission:

IDAPA 60

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

This pending rule vacates the following proposed rules previously promulgated under this docket number as part of the omnibus proposed rulemaking under IDAPA 60, rules of the Idaho State Soil and Water Conservation Commission:

- (VACATED) IDAPA 60.05.01, *Rules for Administration of the Idaho Resource Conservation and Rangeland Development Program*
- (VACATED) IDAPA 60.05.04, *Rules for Allocation of Funds to Conservation Districts*

Any amendments to the text of the pending rule have been made in accordance with Section 67-5227, Idaho Code. The original text of the proposed rule was published in the June 19, 2019 Idaho Administrative Bulletin (Special Edition), [Vol. 19-6SE, pages 7497 through 7504](#).

In compliance with the Governor's Red Tape Reduction Act (Executive Order No. 2019-02), the Idaho Soil and Water Conservation Commission has combined two rules into one new chapter designated under IDAPA 60.05.01 "Rules of the Idaho State Soil and Water Conservation Commission." IDAPA 60.05.01 and 60.05.04, promulgated under docket 60-0000-1900 have been consolidated into one chapter containing two subchapters (A and B) as part of the pending rulemaking. This further simplifies the rules but makes no substantive changes to the previously codified rules.

Additionally, a proposed rulemaking promulgated under docket no. [60-0501-1901](#) that published in the October 2, 2019 Administrative Bulletin, and has been adopted as pending by the Commission, makes substantive changes in Sections 103 and 151 and these have been incorporated into the new chapter designated under IDAPA 60.05.01. The vacation of proposed rule 60.05.01 in this docket makes it necessary to incorporate the changes from 60-0501-1901 into the new chapter to ensure the changes are made to the correct rule chapter being promulgated for final legislative approval.

FEE SUMMARY: The preceding section and the attached rules provide a specific description of the fee or charge imposed or increased by this rulemaking. This rulemaking does not impose a fee or charge, or increase a fee or charge, beyond what was previously approved and codified in the prior rules. Rule 60.05.01.102.05 states, "[t]he applicant is required to cover all costs incurred for loan closure, title insurance, and recording fees."

IDAHO STATE SOIL & WATER CONSERVATION COMMISSION
IDAPA 60**Docket No. 60-0000-1900F**
Omnibus Notice – Pending Fee Rule

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year:

This rulemaking is not anticipated to have any fiscal impact on the state general fund because the FY2020 budget has already been set by the Legislature, and approved by the Governor, anticipating the existence of the rules and fees being reauthorized by this rulemaking.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning this pending fee rule, contact Corrine Dalzell, Rules Review Officer, (208) 332-1792.

Dated this 29th day of August, 2019.

Corrine Dalzell
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

IDAPA 60 – IDAHO STATE SOIL AND WATER CONSERVATION COMMISSION

60.05.01 – RULES OF THE IDAHO STATE SOIL AND WATER CONSERVATION COMMISSION

000. 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. ()

001. TITLE AND SCOPE.

01. Title. *The title of this chapter is IDAPA 60.05.01, “Rules of the Idaho State Soil and Water Conservation Commission.”* ()

02. 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.* ()

002. -- 009. (RESERVED)

010. DEFINITIONS.

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

- 01. Applicant.** *An eligible applicant as defined in Section 22-2717, Idaho Code.* ()
- 02. 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.* ()
- 03. 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.* ()
- 04. Board of Supervisors.** *Governing body of a district as provided in Section 22-2717(25), Idaho Code.* ()
- 05. Certify.** *To confirm formally as true, accurate, or genuine.* ()
- 06. Commission.** *The Idaho State Soil and Water Conservation Commission as defined in Section 22-2718, Idaho Code.* ()
- 07. Conservation District or District.** *A soil (and water) conservation district as defined in Section 22-2717, Idaho Code.* ()
- 08. 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.* ()
- 09. Contractee.** *The applicant when the loan has been closed and recorded.* ()
- 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.* ()
- 11. District.** *A Conservation District, Soil Conservation District, or Soil and Water Conservation District as defined in Section 22-2717, Idaho Code.* ()
- 12. Eligible Land.** *Private, state, county, or federal lands within the state of Idaho.* ()
- 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.* ()

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- 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.* ()
- 15. Financial and Match Report.** *Documentation certified by the Board of Supervisors that:* ()
- a.** *Itemizes local funds and services received by a district during the previous fiscal year; and* ()
- b.** *Describes how state base and match funds were utilized during the previous fiscal year.* ()
- 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.* ()
- 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.* ()
- 18. Fund.** *The RCRDP fund established pursuant to Section 22-2730, Idaho Code.* ()
- 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:* ()
- a.** *Five (5) year plans;* ()
- b.** *Financial and match reports; and* ()
- c.** *Performance reports.* ()
- 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.* ()
- 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.* ()
- 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.* ()
- 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.* ()
- 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.* ()
- 25. Organizations.** *A group of two (2) or more persons structured and managed to pursue a collective goal on a continuing basis.* ()
- 26. Other Funds.** *Funds to be dedicated to conservation practice implementation costs which are not*

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from the RCRDP fund or provided by the applicant. ()

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

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. ()

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. ()

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

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

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

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. ()

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

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. ()

011. ABBREVIATIONS.

01. RCRDP. The Idaho Resource Conservation and Rangeland Development Program. ()

02. NRCS. United States Department of Agriculture Natural Resources Conservation Service. ()

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

012. PROGRAM POLICY.

01. 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. ()

02. 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. ()

03. Filing Applications. An application may be filed at anytime during the program year. ()

04. 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. ()

013. PROGRAM OBJECTIVES.

01. Objectives. The objectives of the RCRDP are to: ()

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- a. Conserve soil resources. ()*
- b. Conserve water resources. ()*
- c. Improve riparian areas for multiple use benefits. ()*
- d. Protect or improve existing beneficial uses of the state's waters. ()*
- e. Conserve and improve fish and wildlife habitat. ()*
- f. Increase agricultural productivity of cropland, orchards, pasture and hayland, rangeland, and woodland. ()*
- 02. 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. ()*
- 014. -- 055. (RESERVED)**
- 056. RESPONSIBILITIES.**
- 01. District.** *The local District must: ()*
- a. Receive the conservation plan for program participation. ()*
- 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. ()*
- c. Assign a priority of high, medium, or low to the project. ()*
- d. Forward conservation plans to the Commission with a recommendation for funding. ()*
- e. Prepare and forward to the Commission special practice requests. ()*
- 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. ()*
- 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. ()*
- 02. Commission.** *The Commission must: ()*
- a. Review and evaluate applications. ()*
- b. Approve loans, if: ()*
- i. The applicant has adequate assets for security to protect the state from risk of loss. ()*
- ii. There is reasonable assurance that the borrower can repay the loan. ()*
- iii. Money is available in the RCRDP fund. ()*

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- c. Disapprove loans for reasons including but not limited to: ()*
- i. The purpose of the loan is to pay for conservation plan practices that have been implemented prior to Commission approval. ()*
- ii. If all the requirements in Paragraph 056.02.b. of these rules are not met. ()*
- 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. ()*
- e. After loan approval, execute a promissory note and other security documents with the applicant for loan repayment. ()*
- f. Not less than once per year, determine the loan interest rate not to exceed six percent (6%) annually. ()*
- g. Prepare an annual report showing RCRDP accomplishments and benefits resulting from use of loan and grant funds. ()*
- h. Administer and monitor loan proceeds to assure that the intent of the law is met. ()*
- i. Approve or disapprove special practice requests. ()*

057. APPLICATION FOR LOAN.

- 01. How to Apply.** Any applicant desiring a loan from the RCRDP fund must: ()
- 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. ()*
- 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. ()*
- 02. 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. ()
- 03. Application Form.** The application must be on a form prescribed by the Commission and include: ()
- a. Name of applicant, and the location, size, and type of agricultural enterprise. ()*
- b. Identification and extent of the resource problem (erosion, plant community deterioration, water loss, water quality, low production, etc.). ()*
- c. Statement of applicant's objectives and expected benefits. ()*
- d. Estimate of costs of implementing the project and of total loan funds needed. ()*
- i. Applicant must be required to supply at least five percent (5%) of the total project costs through personal funds or in-kind services. ()*

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

058. SPECIAL PRACTICE(S) APPROVAL FOR LOANS.

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

059. -- 080. (RESERVED)
081. 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: ()

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- 01. Preventing Degradation.** Preventing or abating pollution and other environmental degradation. ()
- 02. Benefiting the Community.** Benefiting the community by means such as outdoor recreational opportunities or enhancing the appearance of the area. ()
- 03. Benefiting Habitat.** Benefiting fish and wildlife habitat. ()
- 082. -- 100. (RESERVED)**
- 101. CREDIT GUIDELINES.**
- 01. Standards for Acceptable Loans.** There must be adequate assets and collateral for security to protect the state from risk of loss. ()
- 02. 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. ()
- 03. 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. ()
- 04. Field Inspections.** The Commission may require a field inspection in order to: ()
- a.** Determine loan and security positions, provide repayment estimates and verify assets. ()
- b.** Indicate the applicant's management ability. ()
- c.** Secure a complete and accurate description of collateral for the security agreement. ()
- 05. Additional Information Required for Loans Secured with Real Estate.** Where real estate is offered as collateral the following information must be provided: ()
- a.** A legal description of the offered collateral. ()
- b.** Real estate appraisal, consisting of at least one (1) of the following: ()
- i.** Copy of appraisal made by a licensed professional appraiser approved by the Commission. ()
- ii.** Copy of the most recent property tax assessment. ()
- 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. ()
- c.** A map designating the location of the real estate. ()
- 06. 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. ()
- 102. LOAN CLOSURE AND ADMINISTRATION.**
- 01. Servicing and Documentation.** All loans must be assigned to a loan officer (Commission employee) who must be responsible for servicing the loan. ()

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02. Loan Securing Documents. *Following approval of the application, the Commission, must prepare all necessary loan securing documents.* ()

03. 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.* ()

04. 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.* ()

05. Cost Incurred. *The applicant is required to cover all costs incurred for loan closure, title insurance, and recording fees.* ()

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. ()

01. 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.* ()

02. Submitting Vouchers and Bills. ()

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.* ()

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.* ()

03. 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.* ()

04. 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.* ()

104. -- 125. (RESERVED)

126. REPAYMENT OF LOAN.

01. 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.* ()

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02. 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.* ()

03. 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.* ()

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. ()

128. -- 150. (RESERVED)

151. LOAN POLICIES.

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

152. -- 199. (RESERVED)

SUBCHAPTER B – RULES FOR ALLOCATION OF FUNDS TO CONSERVATION DISTRICTS

200. ALLOCATION OF FUNDS TO DISTRICTS.

01. 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.* ()

02. 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.* ()

03. 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.* ()

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.* ()

b. *The district shall submit any required documents by a date established by the Commission.* ()

04. 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.* ()

012. -- 999. (RESERVED)

IDAPA 60 – IDAHO SOIL AND WATER CONSERVATION COMMISSION

**60.05.01 – RULES FOR ADMINISTRATION OF THE IDAHO RESOURCE CONSERVATION
AND RANGELAND DEVELOPMENT PROGRAM**

DOCKET NO. 60-0501-1901

NOTICE OF RULEMAKING – VACATION OF PROPOSED RULEMAKING

AUTHORITY: In compliance with Section 67-5221, Idaho Code, notice is hereby given that this agency is vacating the proposed rulemaking initiated under this docket. This action is authorized by Sections 22-2718 and 22-2731, Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for vacating the proposed rulemaking originally initiated under this docket number (60-0501-1901).

ISWCC originally initiated this rulemaking to modify Sections 103 and 151, which would expedite the loan process by allowing applicants to begin construction before liens are filed and allow a higher maximum loan limit for applicants.

As part of the rulemaking process that reauthorized the rules of the Commission (docket nos. 60-0000-1900 and 60-0000-1900F), chapters 60.05.01 and 60.05.04 were consolidated into a single, renamed chapter, 60.05.01, “Rules of the Idaho State Soil and Water Conservation Commission.” The changes proposed in this rulemaking were incorporated into the consolidated chapter that was adopted as pending and published in the November 20, 2019 Special Edition Idaho Administrative Bulletin under Docket No. 60-0000-1900F.

Because the two rule chapters were consolidated into one chapter, this chapter will be null and void once the current temporary expires at the end of the 2020 legislative session. For that reason, this proposed rulemaking is hereby vacated.

The complete text of the vacated proposed rule was published in the October 2, 2019 Idaho Administrative Bulletin, [Vol. 19-10, pages 359-361](#).

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on questions concerning the vacation of this proposed rulemaking, contact Corrine Dalzell at corrine.dalzell@swc.idaho.gov, (208) 332-1792.

Dated this 14th day of November, 2019.

Corrine Dalzell, Rules Review Officer
Idaho Soil and Water Conservation Commission
corrine.dalzell@swc.idaho.gov
P.O. Box 83720
Boise, ID 83720-0083
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Corrine Dalzell

From: Dennis Stevenson
Sent: Monday, December 02, 2019 10:40 AM
To: Corrine Dalzell; DFM Admin Rules
Cc: Alex J. Adams; Colby Cameron; Teri Murrison
Subject: RE: IDAPA 60 Proofs for the December (19-12) Bulletin

Good Morning Corrine,

I believe this is more of a process issue than a legal one. The Board's action of approving the consolidation of the two chapters into a new chapter under the Omnibus rulemaking, for all intents and purposes, rendered the current 60.05.01 null and void. That is why 60-0501-1901 had to be vacated. There is no way to finalize changes to a chapter that will expire at the end of the session.

It seemed logical based on the Board's approval of the consolidation and pending rule docket 60-0501-1901 that those changes would be included in the new chapter also.

At this point, we can leave it as is and argue that this is a logical outgrowth of these two rulemakings, or we can publish a correction notice and remove the changes from 60-0501-1901 from the Omnibus and the agency can re-promulgate these changes after the session.

Please let me know how you would like to proceed.

Best Regards,



Dennis Stevenson
Administrative Rules Coordinator
 Office of the Administrative Rules Coordinator
 Division of Financial Management
 Executive Office of the Governor
 State of Idaho
 (208) 854-3095

Confidentiality Statement: This electronic message contains information from the Office of the Administrative Rules Coordinator, Division of Financial Management, and is confidential or privileged. The information is intended solely for the use of the individual(s) or entity(ies) named above. If you have received this e-mail in error, please notify us immediately by telephone at 208-854-3900, or by e-mail reply, and delete the message. Thank you.

From: Corrine Dalzell <Corrine.Dalzell@swc.idaho.gov>
Sent: Monday, December 02, 2019 9:37 AM
To: DFM Admin Rules <AdminRules@dfm.idaho.gov>
Cc: Alex J. Adams <Alex.Adams@dfm.idaho.gov>; Colby Cameron <Colby.Cameron@dfm.idaho.gov>; Teri Murrison <Teri.Murrison@swc.idaho.gov>
Subject: RE: IDAPA 60 Proofs for the December (19-12) Bulletin

Thank you for your work on putting our 2019-2020 rule dockets together. We have been working on our rule dockets with the assistance and input from DFM and OAR staff throughout the process. We understand that omnibus is new and unexplored terrain and therefore has some potential issues that arise during the process.

As you know, the changes made to our agency's omnibus rule were made on November 20, 2019, just prior to the special bulletin deadline and incorporated the rule changes that we were promulgating under a separate docket (Docket #60-0501-1901). Our Board had met on November 12, 2019 and approved as pending the rule changes under this separate docket prior to you consolidating those changes into the pending rule published in the November 20th bulletin. There was not sufficient time for the Board to meet again to approve consolidating those changes into the pending rule that was published on November 20th.

The changes that your office made to our omnibus rules bulletin have created a need to vacate Docket #60-0501-1901. While our agency staff understand and agree to this process, due to the tight deadline, we again do not have time to have the Board meet and approve this action.

Also, please see the attached docket proof with comments for potential changes.

Thank you for your guidance and assistance.

Corrine Dalzell

Loan Assistant/Social Media Manager/RRO
Idaho Soil & Water Conservation Commission
322 E. Front St., Suite 560
Boise, ID 83702
(208)332-1792

From: DFM Admin Rules <AdminRules@dfm.idaho.gov>
Sent: Tuesday, November 26, 2019 5:14 PM
To: Corrine Dalzell <Corrine.Dalzell@swc.idaho.gov>
Cc: Alex J. Adams <Alex.Adams@dfm.idaho.gov>; Colby Cameron <Colby.Cameron@dfm.idaho.gov>
Subject: IDAPA 60 Proofs for the December (19-12) Bulletin

Hi Corrine,

Please see the docket proof for the December bulletin. Please let us know if this ok to publish or if you have revisions no later midday on Monday, December 2nd. I'll be back in the office that day, but of us will be in the office tomorrow and Friday, if need be.

Thank you, and have a wonderful Thanksgiving!



Jay Shaw
Publishing Specialist / Rules Analyst
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