

**PACD District Employees Committee**  
**Ramada Conference Center, State College, PA**  
**July 11, 2011**

**Welcome and Roll Call**

Sandy Thompson welcomed everyone and called the meeting to order at 1:45 pm.

*Committee Members in Attendance:* Don Bowser, Fayette; Joseph Dietrick, Westmoreland; Larry Kehl, Berks; Bob Robinson, Wyoming; Lynn Sandieson, Crawford; Gary Stokum, Washington; Bob Sweitzer, Centre; Sandy Thompson, McKean.

*Guest in Attendance:* Bill McFadden, Lehigh; Judy Becker, Northumberland; Jacquelyn Rouse, Sullivan; Earl Brown, Erie; Chad Moshier, Potter; Wayne Sweitzer, York; John Dryzal, Cambria; Jennifer Lentz Kovacs, Bedford; Jim Bence, Bedford; Karen Ely, DEP; Susan Marquart, NRCS; Larry Martick, Adams; Gary Smith, NRCS; Donald McNutt, Lancaster; Vic Cappucci, Wyoming.

**Minutes of Previous Meeting – January 19, 2011**

*It was moved by Bob Robinson and seconded by Lynn Sandieson to approve the minutes of the January 19, 2011 meeting. Motion carried.*

**Report from 102/105 Workgroup – Karen Ely, SCC**

DEP is working on the delegation agreement; legal will review the draft and the State Conservation Commission has seen a draft. They are looking for volunteers for a 102 administrative manual subcommittee, and also for a subcommittee on Chapter 105.

**Report from the E&S Training Workgroup – Molly Burns**

Molly Burns reported that PACD put on two weeks of E&S Technical Training in May of 2011 through a grant from the Department of Environmental Protection. The training was a success, and PACD is working with DEP to get funding to do the training again next year. We are hoping that this can become an annual event.

**NCDEA Representative – Sandy Thompson**

Sandy Thompson reported that the National Association of Conservation Districts (NACD) Northeast Regional Meeting is taking place August 7-9, 2011 in Plymouth, Massachusetts. The Northeast Association of Conservation Districts Employee Association has activities scheduled during the meeting, and Sandy encouraged anyone who is interested to attend.

**Training/Mentoring Program for New Managers – Karen Ely, SCC**

During the management summit, it was recommended that someone develop a structured training/mentoring program for new managers. They are hoping to have new managers come to Harrisburg to meet the support staff from the State Conservation Commission and other agencies. They would like to have a mentoring program, where a new manager is paired with a manager who has been with districts from at least five years. This person can act as a resource for the new manager, and be available for questions. A monthly or bi-monthly conference call may be arranged between new managers, the Department of Environmental Protection, and the State Conservation Commission, so that they have the opportunity to ask questions and discuss. There is a list of resources to provide to new managers to help them in their transition.

**NACDE Conservation Awards – Sandy Thompson**

The Northeast Association of Conservation District Employees (NACDE) is taking nominations for three award categories: District Employee – Regional; District Leader; and District Employee – Local.

*It was moved by Larry Kehl and seconded by Don Bowser to nominate Ron Rohall for the district leader award. Motion carried.*

*It was moved by Larry Kehl and seconded by Joseph Dietrick to nominate Rich Kadwill for the district employee award – regional. Motion carried.*

*It was moved by Joe Dietrich and seconded by Bob Sweitzer to nominate Chotty Sprenkle for the district employee award – local. Motion carried.*

**Adjournment**

*It was moved by Bob Robinson and seconded by Lynn Sandieson to adjourn at 2:23 pm. Motion carried.*

DRAFT