

**PACD District Employees Committee
Zoom Meeting
July 9, 2021
1:00 PM**

Minutes

Welcome and Roll Call

Chairwoman Jamie Knecht welcomed everyone and called the meeting to order at 1:05 PM.

Committee members in attendance: Jamie Knecht, Wayne County; Sandy Thompson, McKean County; Jenna St. Clair, Schuylkill County; Holly Kaplan, Lehigh County

Guests in attendance: Amy Brown, PACD; Brenda Shambaugh, PACD; Holly Miller, PACD; Diane Young, PACD; Matt Miller, PACD; Susan Marquart, NRCS; Shane Kleiner, DEP; Willie Null, Clearfield County; Shirley Snyder, Northumberland County; Kelly Stagen, Pike County; Paul Irwin, Allegheny County; Chris Thompson, Lancaster County; Adam McClain, Adams County; Nancy DiFiore, NRCS

Minutes of Previous Meeting

The minutes of the previous meeting were emailed for review.

There was no quorum; therefore, a motion was not made to approve the minutes of the January 12, 2021, meeting.

Conservation District Training Opportunities – PACD

Holly Miller, PACD Program Manager, shared information on training opportunities coordinated by PACD and provided a list showing all 2021 and some 2022 training opportunities offered by PACD.

Leadership Development Program – Matt Miller

Matt Miller, PACD Leadership Development provided an update on the 2021 Management Summit and shared information on training opportunities in 2021 and 2022 coordinated by PACD and Leadership Development.

Diversity, Equity & Inclusion (DEI) Survey

Sandy gave a brief history of the survey previously sent to Districts. Kelly shared what NACD is doing to address DEI and how we might be able to bring that down to State level. She encouraged the Committee to review the Toolkit available at <https://nacdn.net/org/about-nacd/dei/>.

Identify and Assess District Staff Needs

Jamie asked if there were additional needs not addressed by upcoming training opportunities. Jamie and Jenna expressed a need for help with their districts' 102/105 filing and tracking systems. Brenda suggested they add a request for Fall training through the new E&S Mentor Program.

Other Business

There was a positive response from the Committee following a brief discussion concerning the option to continue meeting virtually one to two weeks prior to the JAC once we return to an in-person format.

Adjourn

It was noted that the next meeting will take place in January 2022.

The meeting was adjourned at 1:55 PM.

DRAFT