

**PACD Executive Board  
Video Conference Minutes  
January 26, 2021**

**Call to Order**

PACD President Mike Price called the meeting to order at 9:02 a.m.

**Minutes of the Previous Meeting**

The minutes of the December meeting were provided for review.

*It was moved by Kelly Stagen and seconded by Chuck Duritsa to approve the minutes of the previous meeting. Motion carried.*

**Financial Reports**

The December 31, 2020 financial reports were provided for review.

*It was moved by John Akers and seconded by Cliff Lane to file the December 31, 2020, financial reports for audit. Motion carried.*

**Fiscal Year 2021-22 Budget**

In accordance with the PACD budget procedure, the board reviewed *Profit & Loss Budget Performance With % & \$ Difference* to make recommendations for the new budget. Sonia Wasco noted the PACD Ways and Means Committee discussed the budget and dues during their meeting earlier in the month. Kelly Stagen asked for future recommendations from staff about potential travel needs.

**Envirothon Successor Organization**

Per the attached email, the PA Envirothon Board of Directors would like to name PACD as the “Termination of Fund Successor Organization” for its PA Envirothon Endowment with a stipulation that the funds would be distributed to conservation districts for youth conservation education. This would only happen if the Envirothon became non-operational.

*It was moved by Chuck Duritsa and seconded by John Akers to table the motion until the March, meeting, pending review by the PACD attorney. Motion carried.*

**2021 PACD/SCC Joint Annual Conference**

After reviewing the contract from the Holiday Inn Grantville, staff regretfully consider the risk to the association to be too high. The contract allows for cancellation up to 30 days out, but only under specific circumstances. If the event is not prohibited by CDC or state guidelines and we cannot prove that at least 75% of our expected attendees cannot participate due to travel restrictions, we would need to move forward with the meeting and would be subject to overnight



and food and beverage minimums. The board decided to hold off on signing a contract considering the restrictions.

### **National Fish and Wildlife Foundation (NFWF) Grant for DEP**

Brenda recently contacted the board about partnering with DEP on a NFWF grant. Since that time, DEP has decided to apply for a Small Watershed Technical Assistance Grant (up to \$50,000) instead of the larger Innovative Sediment and Nutrient Reduction Grant (\$500,000+). They are still interested in partnering with PACD for administrative support and a small mini-grant program. The application period for this grant will open in February and Brenda will provide additional details as they become available.

### **PACD Executive Director's Report and Legislative Update**

The PACD Executive Director's Report, covering the December activities of the PACD Harrisburg staff, was provided for review. Brenda provided the following verbal report:

- Lisa Jo Suhr is retiring on February 12 and will be greatly missed.
- Holly Miller will be the new PACD Program Manager. Holly is currently our employee of record for NRCS and was formerly the manager for Sullivan County Conservation District. PACD will begin advertising for a new employee of record for NRCS.
- The South East will meet virtually with Aneca Atkinson on Feb. 2. The meeting should feature lively discussion about ePermitting, which went live this week. Many managers have concerns about the requirements for district managers to review and sign off on items.
- PACD received and distributed 66 highlights pages to Pennsylvania legislators and partners.
- Nick Yeagy is working on Clean Water Academy modules on timber harvest, E&S BMP Inspections, and other topics.
- DEP is looking to purchase a drone through our grant and Nick is currently training to be a licensed drone pilot.
- All Bay Meeting planning is in progress. A portion of the event will be open to all districts.
- Shannon Wehinger is working on Agricultural Conservation Training (Boot Camp, Level II, and Conservation Planning). The events will be a combination of in-person and virtual.
- Shannon and Amy are working with Water Words that Work on an exciting outreach marketing project as part of the education and outreach portion of our CREP grant. The project includes focus groups in the Bay, Ohio, and Delaware watersheds, as well as a Spanish-speaking focus group.
- Matt Miller is working on the Virtual Staff Conference and Board Leadership Series. Registration for the staff conference is excellent, but enrollment is low for the Board Leadership Series, which will focus on ethics and conflict of interest, as well as planning. Brenda asked the board to encourage fellow local board members to participate.
- Brenda, Matt, and Amy will be meeting with the SCC to discuss next year's Leadership Development budget and any necessary contract changes.
- The deadline for the current round of NPS mini-grants is this Friday.

### **Adjournment**

*It was moved by John Akers and seconded by Kelly Stagen to adjourn the meeting. Motion carried.*

The meeting was adjourned at 9:41 a.m.