

**PACD District Employees Committee
Zoom Meeting
June 25, 2024
10:00 AM**

Minutes

Welcome and Roll Call

Sandy Thompson welcomed everyone and called the meeting to order at 10:02 AM.

Committee members in attendance: Jamie Knecht, Wayne; Sandy Thompson, McKean; Jeff Holcomb, McKean; Jeff Pflug, Beaver; Holly Kaplan, Lehigh; Kate Wehler, Elk; Rob Shannon, Centre; Jenna St. Clair, Schuylkill

Guests in attendance: Brenda Shambaugh, PACD; Holly Miller, PACD; Matt Miller, PACD; Willie Null, Clearfield; Tara Mlodzienski, Pike; John Dryzal, Cambria

Minutes of Previous Meetings

The minutes of the previous meeting were emailed for review.

It was moved by Kate Wehler and seconded by Rob Shannon to approve the minutes of the January 12, 2024, meeting. Motion carried.

Conservation District Training Opportunities

Brenda Shambaugh, PACD Executive Director, shared information on training opportunities coordinated by PACD and provided a list showing 2024 & 2025 training opportunities offered by PACD.

Leadership Development Program

Matt Miller, PACD Leadership Development Program Manager, shared information on 2024 & 2025 training opportunities coordinated by PACD and Leadership Development.

NACD Summer and NE Meetings

Sandy Thompson reported that NACD's Summer Meeting will be hosted with the NACD Northeast Region Meeting in Boston, MA from August 9-14, 2024. Registration info along with the agenda and other materials are available on NACD's website. Sandy recommended attending the Northeast Region Tour, Historic Tour of Boston, on August 11. This tour acts as a fundraising event for the Northeast region to be able to offer training events. A stipend that covers registration fees is available to staff that have never attended a Northeast Region Meeting. The Northeast region award nominations for conservation district staff and leadership are being accepted until July 12, 2024.

She also mentioned the Convene Webinars which are sponsored by the National Conservation District Employees Association (NCDEA) are available for free to conservation district staff. In July, two webinars will be offered:

How to Work with (Almost) Anyone, Thursday, July 18th, 12:30 pm - 1:30 pm Eastern

Difficult Personalities: How to Navigate Relationships with Clients, Co-Workers and Others Who May Have Borderline Personality Disorder, Narcissism, and other Challenging Personalities, Wednesday, July 24th, 12:30 pm - 2:00 pm Eastern.

Sandy sent the registration link out to the managers list.

Identify and Assess District Staff Needs

Sandy Thompson and others expressed a need for Practice Keeper Training – With many entities requesting PK submissions, in-person training for conservation district staff would be beneficial. If staff were able to bring plans to enter into PK during a training that would be a great way to learn. Brenda Shambaugh stated that PK training discussions have been taking place with DEP and it is in the planning stage.

Brenda gave a report about the upcoming JAC meeting. She reviewed the agenda and encouraged conservation district staff and directors to attend.

Adjourn

It was moved by Jeff Pflug and seconded by Kate Wehler to adjourn the meeting. Motion carried.

The meeting was adjourned at 10:59 AM.