

**PACD Executive Council Meeting
Toftrees Resort and Conference Center, State College, PA
January 18, 2018**

Call to Order

President Charles Duritsa called the meeting to order at 9:45 AM.

Roll Call

Secretary Joseph Dietrick reported that there was a quorum with 42 districts in attendance.

Minutes of the Preceding Meeting

Secretary Joseph Dietrick presented the minutes of the previous meeting.

It was moved by Kelly Stagen (Pike) and seconded by Dennis Beck (Cambria) to approve the minutes of the July 13, 2017, as presented. Motion carried.

President's Report

President Chuck Duritsa provided the following report:

- As a matter of course, PACD will be reviewing a number of things to confirm that we are using our time and money wisely.
- The association applied for a riparian buffer grant from DCNR.
- We also received a Growing Greener Grant for the CREP Outreach Program Office (COPO).
- PACD Administrative Assistant Sandy Austin and Program Manager Terry Fisher have moved on to other adventures. Jann McNamara has joined the team in the Administrative Assistant position. PACD will consider filling the Program Manager position now that we have received the COPO grant.
- Strategic planning took place on January 16, 2018, and had excellent consensus. From this meeting emerged the following seven priorities:
 1. PACD will promote and advocate for conservation districts to elected officials, partners, and the general public.
 2. PACD will help districts with the recruitment, training, and development of directors, managers, and staff.
 3. PACD will help districts attain sustainable, diverse funding.
 4. Strengthen relationships and agreements with state and federal agencies.
 5. Growing Greener
 6. Ensure PACD is adequately staffed and funded.
 7. Foster communication and communication between districts.

Executive Director's Report

Executive Director Brenda Shambaugh thanked the PACD Executive Board and staff for their support and provided the following report:



- We hope to begin the hiring process for the leadership development coordinator soon.
- NRCS provided \$10 Million to NACD to award nationwide for projects. Six Pennsylvania districts applied and three district applications have been approved for funding. We are hopeful that additional district applications may be approved during the next round.
- In the next few months PACD is coordinating a number of events, including: three manure management train-the-trainer workshops, the All Bay Meeting, Chapter 102/105 Technical Training, and agricultural Boot Camp.
- PACD is coordinating a legislative outreach project. Each district has been asked to complete a template that highlights a project and provides information on the money the districts has brought into the county. Each legislator will receive the highlights page for districts in their legislative district.

Election of NACD Director

Chuck Duritsa reported that Cliff Lane has announced his interest in acting as NACD Director and asked for any volunteers or nominations from the floor.

It was moved by Kerry Fetter (McKean) and seconded by Lance Bowes (Venango) to appoint Cliff Lane as NACD Director. Motion carried.

Treasurer's Report

Don Koontz, 2nd Vice President, presented the mid-year financial reports and completed audit for FY 2016-2017 on behalf of Treasurer Ken Meck.

It was moved by Blaine Smith (Blair) and seconded by Donna Zofcin (Forest) to accept the Treasurer's Report. Motion carried.

Report from the PACD Managers Meeting

Chris Thompson, Lancaster Conservation District Manager, provided the following report: The managers met this morning (January 18, 2018) and discussed a number of items, including:

- How to engage legislators
- Maintaining conservation district funding
- Strengthening relationships with partners
- Adams, Bradford, and Lycoming are using drones in their daily work. The group discussed costs and legal issues involved. This seems like an opportunity for the future.
- EPA-required reporting of air emissions relative to animal waste, which is on the horizon.
- Proposed changes to the Dirt, Gravel, and Low Volume Roads Program. There are concerns about having to spend, rather than simply allocating, funds.
- PAG01 coming out for comment this spring and accompanying issues.
- Discussed the conservation district mission. How do districts reaffirm the value that districts bring to the table? The group may use the PACD advisory committee to discuss these issues.
- PACD Executive Director Brenda Shambaugh provided an update on the results of the PACD Strategic Planning.

Karl Brown provided some additional information about the new rules for the Dirt, Gravel, and Low Volume Roads Program.

New Business

Introductions

President Duritsa and the members of the PACD Executive Board introduced themselves and talked about their backgrounds and activities

Proposed Bylaws Change – Region Director Eligibility

The proposed change to the PACD bylaws, which would make associate directors eligible to serve as PACD region director, was provided for review.

It was moved by Mark Kimmel (York) and seconded by Kelly McLaughlin (Allegheny) to accept the proposed change to the PACD Bylaws, Article V (Executive Board), Section 1 (Membership). Motion carried 26 to 15.

Proposed Bylaws Change – Executive Board Voting Rights

The proposed change to the PACD bylaws, which clarifies an apparent conflict in the PACD bylaws, was provided for review. It provided a vote for each voting member of the PACD Executive Board, regardless of how many may be from a single district.

It was moved by Bill McFadden (Lehigh) and seconded by Tim Ferrence (Luzerne) to approve the proposed change to the PACD Bylaws, Article VIII (Region Directors), Section 1 (Election of Region Directors). Motion carried.

Reports, motions, and resolutions from the Conservation Committee

Committee Chairman Adam Cotchen provided the following report:

- The PACD Conservation Committee met on January 27, 2018, with a quorum.
- Brenda Shambaugh provided an update on the January 16 PACD Strategic Planning Session.
- The committee received a legislative update on:
 - HB 1932 that proposes to shorten the review time for permit processing.
 - The Conservation District Fund Allocation Program, which appears to be safe for this fiscal year. There is still a need to educate legislators and others about the fund.
 - The district highlights project that Brenda is coordinating for outreach to legislators
- The committee also discussed the importance of the role of conservation districts in combatting invasive species.
- The conservation committee had no motions to bring before the council.

Reports, motions, and resolutions from the District Employees Committee

Committee Chairwoman Sandy Thompson provided the following report:

- The PACD District Employees Committee met on January 17, 2018, with a quorum.
- The committee discussed conservation district training opportunities.
- Molly Burns provided an update on the status of the Leadership Development Coordinator. PACD will move forward with reserving space for the Management Summit and hiring a coordinator as soon as a signed contract is in place.
- The committee discussed training needs for district staff. Bucks is planning safety training and a one-day course in Excel, which are open to other districts on a space-available basis.
- The Timber Harvest Plan Packet has been updated to better correspond with the current E&S

manual. The SCC is going to provide the packet to DEP for approval.

- Lance Bowes with Venango is going to work with the committee on some basic, template individual development plans for various staff positions that include benchmarks.
- Sandy is looking for nominations for the NACDE Awards. The NE Regional Meeting is here in Pennsylvania in mid-July. We would like to have names by mid-May. Awards are District Employee (Regional); District Employee (Local); and District Leader Award (Regional).
- The group also discussed the Northeast NACD Capacity Building Pilot Project, outreach to Non-traditional groups, and avenues for enabling paid internship opportunities. The committee is hoping that PACD may be able to play a role in this.
- The District Employees Committee had no motions to bring before the council.

Reports, motions, and resolutions from the Education and Outreach Committee

Acting Committee Chairwoman Kelly Stagen provided the following report:

- The PACD Education and Outreach Committee met on January 17, 2018 without a quorum.
- The committee viewed a demonstration video on the PACD photo library. This was produced by Jessie Albright from Allegheny County who has taken the lead on this project. So far 100 photos have been added to the library for conservation districts to use. The committee will now work on guidelines for the library.
- The Education and Outreach Committee had no motions to bring before the council.

Reports, motions, and resolutions from the Legislative Committee

Acting Committee Chairwoman Donna Fisher provided the following report:

- The PACD Legislative Committee met on January 17 without a quorum present.
- Brenda notified the committee that the resolution opposing the abbreviated review period, which the committee previously approved, would come before council today.
- PACD has been meeting with Rep. Zimmerman, prime sponsor of HB 1932, the legislation requiring that all nutrient management permits be deemed approved if not acted upon by the authorizing agency within 90 days. PACD also met with the House Agriculture Committee staff and stakeholders to develop legislation strengthening the requirements for nutrient management planners. The group is meeting again in the end of February to further work on the legislation.
- PACD Executive Director Brenda Shambaugh reported the implementing legislation allowing the state to spend money was passed in the fall. PACD is focusing on new tools for conservation districts to use when continuing to network with legislators.
- Brenda urged all districts to complete their portion of the *District Highlights* project. The project should be completed by the end of January, at which time PACD will send each PA House and Senate member the pages highlighting districts in their legislative district. Brenda urged conservation districts to follow up with their legislators in February.
- The PACD Legislative Committee had no motions to bring before the council.

Reports, motions, and resolutions from the Operations Committee

Chairman Mike Price reported that the committee met with a quorum on January 17 and had two items to bring before the council.

- Proposed Policy Opposing an Abbreviated Permit Review Period

It was moved by Dennis Beck (Cambria) and seconded by Bill McFadden (Lehigh) to approve the following policy:

PACD opposes legislation to shorten the permit review period for Erosion and Sedimentation, Nutrient Management, and National Pollutant Discharge Elimination System plan reviews and permit approval.

Motion carried.

- Armstrong Resolution Regarding Distribution of UGWF by the SCC
A copy of the proposed resolution was provided for review.

It was moved by Jim Shaner (Beaver) and seconded by Bill Kahler (Lycoming) to approve the Armstrong resolution regarding distribution of unconventional gas well funds by the State Conservation Commission. Motion failed.

Reports, motions, and resolutions from the Ways & Means Committee

Committee member Don Koontz provided the following report:

- The PACD Ways and Means Committee met on January 17, 2018 with a quorum.
- The committee reviewed the 2017/2018 mid-year financial reports and draft budget for fiscal year 2018/2019.
- The committee was informed that the mortgage on the PACD building has been paid off and that the amount of the monthly payments has been absorbed into the budget as proposed.
- Fiscal year 2018/2019 is the last year in the three-year dues and budget projection. The Ways and Means Committee voted to recommend that another three-year projection for the PACD dues and budget be developed for fiscal years 2019/2020 through 2021/2022.
- It was noted that the built-in dues increase has not resulted in any reduction in members paying dues.
- The committee had no motions to bring before the council.

Report from the PA State Conservation Commission

Executive Secretary Karl Brown provided the following report:

- The SCC hopes to have the leadership development coordinator contract in process soon.
- He noted that it is good to keep in mind that Pennsylvania's districts are blessed in terms of the amount and diversity of available funding and resources. Advocacy for the districts crucial in order to maintain what we have.
- Funding for the Dirt, Gravel, and Low Volume Roads program has gone from \$4 million to \$28 million per year and accountability is important. He encouraged district boards to be diligent in their fiduciary duties.
- Advocacy on behalf of the districts and conservation is also key for encouraging common-sense laws and regulations.
- Tim Schaeffer, DEP's new Deputy Secretary for Water Programs, is truly interested in solving problems and will be a great advocate and partner for districts.

Chris Thompson added that the managers also discussed the need for diverse knowledge of programs on the State Conservation Commission, particularly the need for commission members that are knowledgeable about the Chapter 102 program.

Report from the PA Department of Environmental Protection

Fred Fiscus, Chief of the Conservation District Support Section for DEP, provided the following report:

- DEP still has \$1 Million in the Bay ag planning reimbursement program. They sent out a reminder last September and October. Landowners can be reimbursed for the cost of nutrient management and certain other plans. April 1 is the deadline. Districts can contact their field representatives with any questions.
- Bay nutrient management agreements are in process.
- There were a number of flooding issues as a result of the last storm. If anyone is looking for information on flood recovery, DEP does have a storm-flood recovery webpage. It has a wide number of fact sheets about managing and removing debris, sanitizing flooded homes, and many other post-flood cleaning and other useful information.

Report from the USDA Natural Resources Conservation Service

Denise Coleman provided the following report:

- Denise thanked Brenda and the PACD Executive Board for having NRCS at the meeting and welcoming them as partners.
- Positive news came out last week with regard to the Chesapeake Bay. With regard to nitrogen trends, 50% of our streams are improving. For phosphorous, 38% are improving.
- She stressed that the districts play a key role in maintaining local conservation. Our country is fortunate to have a local movement, spawned by the dust bowl, to conserve our soil and water resources. NRCS came first, but the districts came soon after because our leaders realized the necessity of local guidance and involvement.
- She encouraged the districts to keep federal funding in mind. Every year NRCS puts out millions of dollars in funding within the state.
- All of the progress that we have made in this state have been due to voluntary conservation. She urged everyone not to lose sight of what we have accomplished, and continue to accomplish, through voluntary conservation.
- She invited Chris Strohmaier with Chester to report on their Regional Conservation Partnership Program (RCPP) program. Chris reported that they and their partners applied for \$4.5 million to put practices in the Bay Watershed. They were awarded \$3.6 million in the Bay for conservation.

President Duritsa called for any further business. With none forthcoming, he thanked the board, the staff, and the membership.

Adjournment

The meeting was adjourned at 11:25 AM.