

NDCDEA Directors Meeting
NDFS Conference Room
Bismarck, ND
July 27, 2022

The meeting was called to order by President, Dustin Krueger at 10:00 a.m. A quorum was present.

Directors Present: Dustin Krueger, Darci Gahner, Shannon Anderson, Tokina Mcharry, Matt Olson, Kari Beckman, Stetson Myers, Cassidy Fairbanks, and Chad Thorson.

Directors Absent: Ryan Thorson and Molly Jugovic.

Others Present: Sarah Tunge, Rhonda Kelsch, Lindsay Maddock, and Jodi Delozier.

Minutes:

Minutes from the March 15th, 2022, directors meeting was presented. ***Tokina Mcharry motioned to approve the minutes. Stetson Myers seconded the motion. Motion passed unanimously.***

Financial Report (attachment available):

The financial report was looked over and Darci stated that with all the employee turnover, she's not too sure how many current members there are. 2023 membership brochures will be going out before convention. Darci also stated that she will once again be contacting three non-directors to complete the NDCDEA audit. With no further discussion, ***Shannon Anderson motioned to approve the financial report. Kari Beckman seconded the motion. Motion passed unanimously.***

Old Business:

2022 Urban Conservation and Outreach Workshop (UCOW)-

August 23rd and 24th at Menoken Farms. Agenda is out and deadline to register is August 11th.

2023 Training Topics/Ideas-

- Windbreak Technology Course
- Equipment Training
- Mentorship Program
- Monthly Teams Meeting on a variety of conservation topics
- Leadership Training/Development
- Starting a Watershed Program

- “Tennessee Ladies”-Youth & Education Workshop

2023 Tree Promotion-

The name should probably be changed since the topics covered go way beyond just tree planting. “NDCDEA Annual Meeting” was mentioned. There was also a request that the 319/Watershed program be included back into the workshop. It was discussed and agreed that the 319/Watershed will be invited to participate in the workshop if they setup their own agenda. It will probably have to be held the day before, like they have done in the past with new employee training, since most watershed employees would like to sit in on other district-related topics/breakout sessions.

Benefits Survey-

Sent out every couple of years. Dustin will talk to Ryan since he had the survey format from before and will be emailing it out this fall/winter.

New Business:

NDASCD Convention-

The Association meets on August 2nd to finalize planning for the convention. The convention is November 20th-22nd at the Ramkota in Bismarck. Dustin will know more after the meeting, but the NDCDEA will have their registration table, auction, 50/50 raffle and NDCDEA appreciation award.

Sarah Tunge-Northern Plains Regional Representative-

The North Central & Northern Plains Joint Leadership Meeting will take place on August 16th and 17th in Sioux Falls, SD. Sarah encouraged more employees to attend since it’s a great opportunity to meet other employees from all around and share ideas. It was mentioned that maybe the NDCDEA could possibly sponsor some of the attendees to encourage participation. ***Matt Olson motioned to reimburse the first 10 paid members that want to attend the North Central & Northern Plains Leadership meeting in Sioux Falls, SD. The NDCDEA will reimburse the registration, current mileage rate (\$.585) and hotel. Record of receipts are required for all employees attending under the reimbursement. Cassidy Fairbanks seconded the motion. Motion passed unanimously.***

Conservation Collaborative Grant (CCG)-

Sarah informed the directors that the CCG project is down to its final two logos to choose from, and the website should be up and running by this fall. Sarah is planning on adding an educational component to the second phase of the project as well.

The NDCDEA will include their mission/vision statement, along-side the other partners on this project.

Employee Reference Handbook-

Sarah is working on updating the employees reference handbook to an online version. This would be a State-wide opportunity to cover district employee and supervisor topics. Sarah has been working with NDSU Extension (Jodi Delozier and Lindsay Maddock) and the State Committee, on understanding employee and supervisor roles. The online employee's handbook would be tied in with the NDCDEA website. All the directors will look over the current handbook and discuss with Sarah at November's directors meeting and preapproved before March's meeting.

Rhonda Kelsch-

Starting August 1st, 2022, Rhonda took a position with the NDASCD/LON to be the program director/facilitator between the Districts and the NDASCD. Rhonda will still be doing all her other duties/roles and would still be able to administer the TA and OHF grants if needed. ***Tokina Mcharry motioned to keep Rhonda Kelsch in charge of administering the TA grants and the OHF grants, along with a mentor to learn the administrative roles of the grants. Cassidy Fairbanks seconded the motion. Motion passed unanimously.*** November 1st will be the tree order deadline, with districts committed to those trees/shrubs on that 1st initial order. There was discussion of having two employees on a nursery committee like Big Sioux nursery has in South Dakota.

OHF-

Rhonda is waiting on nine districts to submit their final payment applications and will be pushing even harder for deadlines to keep the process flowing. The 1st OHF batch (March) has been reviewed and is ready to go, but waiting to see on money available, hence the importance of pushing these deadlines. 2nd batching deadline will be sometime the end of August.

NRCS TA Grant-

Rhonda is waiting on NRCS to load the updated tabs in the spreadsheet and doesn't know when that will be done. Rhonda would like NRCS to update their TA grant spreadsheet and maybe use something similar to the District's DART program.

RIPE-

Rhonda informed the directors of the “Rural Investment to Protect our Environment” (RIPE) partnership pilot. This pilot project will invest in farmers and ranchers by offering producers in the four pilot states of Arkansas, Minnesota, North Dakota, and Virginia the opportunity to be fairly compensated for implementing voluntary, NRCS-approved climate-smart conservation practices. This three-million-dollar pilot could be a great reimbursable opportunity for the districts. Rhonda will share more information when it becomes available.

2023 NACD Annual Meeting-

Will be held in Bismarck next summer. More information will be shared when it becomes available.

Master Calendar-

Cody Clemenson, NDFS, contacted Ryan Thorson about a master calendar, or a GSI database for tree plantings. This database could be useful for soil and tree species variances for future plantings. More information at November’s meeting.

Other Business:

No other business discussed.

With no further business to discuss, Matt Olson motioned to adjourn the meeting. Stetson Myers seconded the motion. Meeting adjourned.

Respectfully submitted,

Kari Beckman, Secretary