



Conservation District of Southern Nevada
7080 La Cienega St. Ste 100
Las Vegas, Nevada 89119
Phone: 877-944-7749
Fax: 702-589-4759
www.cdsn.org

MINUTES

Conservation District of Southern Nevada Board Thursday, December 20, 2018 3:00 P.M. – 5:00 PM

Supervisor Attendees: Chris Magee – Chair & Incorporated Cities Rep, Shane Ammerman – Vice Chair, Rachel Lewison - Treasurer, Jared Tasko – Clark County Alternate, Mark Damron - Supervisor

Absent: Supervisor, Eric King

Guests: Catherine Jorgenson - D.A. Clark County, Angela O’Callaghan – Cooperative Extension, Bettina Scherer – Conservation Districts Program Manager (by conference line)

- 1) **Call to Order:** notice of conformance with Nevada Open Meeting Law requirements. Mr. Magee called the meeting to order at 3:15 PM.
- 2) **Introductions:** Board Supervisors and guests each introduced themselves
- 3) **Public Comment:** *(No action may be taken on a matter not listed on the posted agenda. Comments will be limited to three (3) minutes. Please clearly state your name for the record. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairman, or by majority vote.)*. Request from Angela O’Callaghan to speak on item #18 in-between agenda items 5 & 6. No objections from the board to do so.
- 4) **Approval of the Agenda:** Motion passed unanimously.
- 5) **Approval of the Minutes from April 20, 2017 CDSN Board Meeting:** Motion to approve passed unanimously.
- 6) **Appointment of Supervisors:** *Appoint up to two supervisors to fill vacant seats for the remainders of the terms, ending 12/31/18 and 12/31/20. For possible action.* Request to Board from Chair Magee to start considering potential candidates. Vice Chair Ammerman mentioned City of Henderson candidate but was not at this meeting. D.A. Jorgenson mentioned we have to fill within a certain amount of time. Need motion once we have potential candidates.

Program Manager Scherer provided feedback and said they would not look unfavorably on us but to invite possible candidates to our meeting. Supervisor Damron to check on candidate that was interested at last election of supervisors (from sandbag company?)

- 7) **Election of Secretary:** *Elect a secretary for the remainder of the term. For possible action.* No volunteers that already hold positions or supervisor in attendance. Magee & Ammerman to continue with basic duties until position filled. Board at large discussed waiting until we fill two positions. No action necessary.

- 8) **Natural Resources Conservation Service (NRCS) Status Report and Update:** *Receive a status report from Teri Knight, NRCS District Conservationist. Trail until next meeting as Teri was out.*
- 9) **Financial Items:** *Receive reports and recommendations from Rachel Lewison. Following discussion, take appropriate action on the following financial items. **For possible action on all.***
- a) Review bank statements and financials: Receive update from Rachel Lewison. \$600 used for Pumpkin event. Discussion about what CDSN funding vertical it should be attributed to (Xmas tree funds likely).
 - b) Pay non-routine, administrative bills: Reconcile last of Zion Grant to close out. Leave \$25 overpayment on our books until updated policies are formally adopted. Paid IRS invoice.
 - c) Credit Card(s). Investigate w/ Wells Fargo options available. No action at this time. Have PayPal to pay electronically if needed.
- 10) **Discussion and possible amendment of minutes from March 16, 2017:** *Amend the March 16, 2017 minutes. **For possible action.** After discussion with D.A. Jorgenson, no need to amend and the record should stand as is. No action required.*
- 11) **NvACD Insurance Pool Pact:** *Discuss the possibility of joining the program and consider possible action. **For possible action.** Passed out information provided for insurance plan that would cover multiple options and help lower costs by including multiple entities such as CDSN into a pool of insured. Would / could cover vehicles, volunteers, supervisors etc. Due on the 1st. Once submitted, a cost will be presented for consideration. Contact Insurance lead for additional information with emphasis on breakdown for supervisors and potential volunteers. Would begin July 1st. Might be some overlap with existing insurance. Treasurer Lewison to check with former board member Williams to see where he left his work on previous insurance. No action required.*
- 12) **Resource Needs Assessment with NvACD:** *Discuss the possibility of starting the program and consider possible action. **For possible action.** Looking for partner CD's to participate (6 total). Potential of Cooperative Extension assisting in the process and creation of formal program. Bettina Scherer, Conservation Districts Program Manager provided background information / details.*
- Grant awarded and 3 planners will be hired to assist with putting in place revitalized worker requirements. Build resources concerns inventory then identify causes followed by addressing the causes. Soil, water, air, plant & animal plus energy & human process. Help prioritize Farm Bill spending; supposed to be led by local CD's. Gauge interest related to who wants to and who is capable.
- \$4000 grant would come after the process was completed. Possible to utilize current resources and position at Cooperative Extension dedicated to CDSN activities. Range could be checklist: soil erosion, plant vigor, insufficient water needs or quality, inadequate habitat etc. Federally vetted process to follow. Commitment not defined by date as of yet but the sooner the better. Follow up, due diligence with entities and discuss further with Bettina at the next meeting. No action required.
- 13) **CDSN Financial Policies and Procedures:** *Discussion on policy and procedures for adoption. **For possible action.** Need to finish travel, contracts, employees as starting point. Use County policy where it makes the most sense and applies. If our own policy or modified, can't pay more than or exceed County policies. POOL/PACT also has training element that may be used. No action required.*

- 14) **Update CDSN Annual report and final financial summary:** *Receive status report from Chris Magee and consider possible action. For possible action.* Annual report ratified / approved unanimously.
- 15) **CDSN Education Coordinator Report:** *Receive a report from Mark Damron regarding CDSN education activities.* No updates at this time.
- 16) **CDSN Website:** *Discuss options for new website and consider possible action. For possible action.* Website and domain separate. GoDaddy would renew website but could not without domain renewal. Domain invoice or whoever originally obtained the domain missed renewal in July of 2017. Need to purchase former site domain as it's dropped not or seek out different extension (.com, .org, .gov). Magee to look options and restore website. Motion approved unanimously.
- 17) **CDSN Legislature: Recommendation** – *Discuss next steps to pursue a parcel fee per SB 476 of the 2015 Legislative Session.* For possible action. Remove from agenda until we have a plan to support with stakeholders.
- 18) **University of Nevada Cooperative Extension (UNCE):** *Receive a status report from Angela O'Callaghan Discuss possible programming partnership and consider possible action. For possible action.* Discuss possible grant process and desire to organize / hire people to keep track of what community gardeners need with seasonality in mind and examples of local successes. Insure gardens we have, stay. Consider farmers markets, feeding the hungry, truck farm etc. Create community to share plant viability, how to prevent vandalism, common meeting locations to discuss, and bulk seed purchases.
- Magee & Ammerman discuss Commissioners feedback to create a central location with urban agriculture tools, guidance, contacts and work with Cooperative Extension to provide needs assessment. County Alternate Tasko inquired about potential Food Council interaction? Map out gardens, deserts, famers markets. Cooperative Extension is updating the school water conservation Wat-r-our chances program. Suggest working with Waterstart, SNWA and CCSD. Ammerman to set up meeting with Commissioners & Angela with proposed plan.
- No motion at this time. Bring back as agenda item once we have meetings with others involved (Cooperative Extension) and detailed proposal.
- 19) **CDSN Public Service Announcement (PSA):** *Receive status report from Chris Magee and Eric King regarding PSA. For possible action.* No updates at this time
- 20) **CDSN Programs and Events:** *Receive status reports on the following programs, discuss and consider possible action. For possible action on all.*
- a) **Christmas Tree Recycling, Dec.-Jan.:** *Update from Rachel – still doing counts. Pumpkins start back up in March with planning for games / events.*
 - b) **Sustainable Partnership Program, ongoing:** *Receive a status report from Shane Ammerman.* No updates at this time
 - c) **Southern Nevada Strong (SNS) Regional Plan, ongoing:** *Receive a status report from Supervisors.* No updates at this time
- 21) **Supervisor Reports:** *Receive reports from Supervisors.* Review of items to complete / tasks from meeting.
- 22) **Public Comment:** *(No action may be taken on a matter not listed on the posted agenda. Comments will be limited to three (3) minutes. Please clearly state your name for the record. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairman, or by majority vote.)*

22) Adjournment.

Note: CDSN is pleased to accommodate members of the public with disabilities. If special arrangements for the meeting are required, please notify CDSN at (702) 830-3202, at least three days prior to the meeting. Please contact Randy Williams by email at randy@tforganics.com; or phone 307-248-0493 to obtain supporting material for the agenda.

23) The next date and location for a regular meeting of the CDSN Board is tentatively scheduled for Thursday, February 22nd, 2018 at 3:00 p.m. in the NRCS/CDSN Conference Room.

Note: CDSN is pleased to accommodate members of the public with disabilities. If special arrangements for the meeting are required, please notify CDSN at (702) 830-3202, at least three days prior to the meeting. Please contact Shane Ammerman by email at sla@clarkcountynv.gov; or phone 702-455-5010 to obtain supporting material for the agenda.

This meeting has been properly noticed and posted at the following locations:

Clark County Government Center 500 S. Grand Central Parkway, Las Vegas,	Nevada Division of Environmental Protection 2030 E. Flamingo Rd.
Clark County Library 1401 E. Flamingo Rd. Las Vegas, NV 89119	Conservation District of Southern Nevada Website
Natural Resources Conservation Service 7080 La Cienega St. Las	Open Meeting Law Website at:

Submitted By:

Chris Magee, CDSN Chair

Date