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MINUTES
BOARD OF DIRECTORS MEETING
Thursday, December 19, 2024
Cedar Run Brewery, 12801 Hazelwood Drive, Nokesville, VA 20181

In-person Attendees:

John Price, Director – Chairman
Jenny Reed, Director – Vice-Chairman
Mansimran Kahlon, Director - Treasurer
Nancy Vehrs, Director – Secretary
Jim Gehlsen, Associate Director
Harry Glasgow, Associate Director
Will Lintner, Associate Director
Andrew Uglow, Associate Director
Casey James, NRCS District Conservationist
Debbie Cross, Conservation District Coordinator – DCR
Kim Lowther, Education Specialist
Nicole Slazinski, Urban Conservation Specialist
Jack Bourdon, Agriculture Conservation Specialist
Alex Murphy, Conservation Specialist
Josie Anderson, Water Quality Specialist
Veronica Tangiri, Water Quality Manager
Seth Hatfield, Conservation Specialist
Amanda Curtis, Wetland Studies & Solutions, Inc.
Amy Connelly, Wetland Studies & Solutions, Inc.

Absent:

Thomas Bolles, Director – VCE Agent

Virtual Zoom Meeting Attendees:

N/A

Board of Directors Meeting, December 19, 2024

Casey James, NRCS District Conservationist (*written report below*)

Environmental Qualities Incentives Program (EQIP) –

Current Contracts

- EQIP- 2014 – 2 active contracts Fauquier Co- \$654,536.28
- EQIP- 2018- 32 active contracts 1 Fairfax, 4 Prince William, 10 Loudoun, 17 Fauquier
\$3,327,820.

Conservation Stewardship Program (CStP) –

Current Contracts

- 8 Active General CSP Contracts. 4 in Fauquier 3 in Loudoun 1 in Arlington for \$502,529.60
- 37 Active CSP-GCI Contracts, 3 in Prince William, 8 in Loudoun, and 26 in Fauquier
\$137,675.68

Outreach/Agency Activities/Events (dates)

Upcoming Training Opportunities in the Area (Joint Employee Development (JED), Webinars, Field Days)

- JED Tuesday December 10th

Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent

Mr. Bolles unable to attend.

Debbie Cross, Conservation District Coordinator – DCR (written report submitted)

Ms. Cross stated that quarterly reports are due on January 15, 2025.

Staff needs to complete the IT Security Awareness training by December 20, 2024.

Grant Agreement Reminders:

- Review of Annual Plan of Work – SWCDs must conduct a mid-year review of the Annual Plan of Work and record the date reviewed in the board meeting minutes.
- Long-range/Strategic Plan Annual Review – Needs to be conducted at least once during the FY by the Board and recorded in the board meeting minutes.
- Review of the Desktop Procedures for District Fiscal Operations – SWCDs must ensure that the Desktop Procedures is annually reviewed by the District Board or their Finance Committee and the review documented in the official minutes.

See attached for Ms. Cross's complete report.

Board of Directors Meeting, December 19, 2024

Other Business

Discuss dates, times, and locations for the Finance, Board & Personnel committee meetings

The board made the decision to hold the Finance Committee meetings quarterly at 12:00 noon on the 2nd Thursday of the month before the TRC meetings at 1:00 p.m. They will be held at the Virginia Cooperative Extension Office, Conference Room D.

The Board meetings will continue to be held on the 3rd Thursday of every month at 1:00 p.m. at Wetland Studies and Solutions, 5300 Wellington Branch Dr #100, Gainesville, VA 20155.

The next Personnel Committee meeting will be set once all resumes have been received and reviewed for the District Manager’s position.

Discuss the Outreach event on Saturday, January 11, 2025 at Windy Knoll Farm. Snow date Saturday, February 8, 2024

Mr. Hatfield stated that the snow date is the same day as the Native Plant Symposium. Mr. Mohr will contact Helen Taylor to re-schedule a snow date.

Discuss the Virginia Forage and Grassland Winter Meeting, Thursday, January 30, 2025

Ms. Dunn asked Directors to let her know if they plan to attend so that she can register them and submit the payment.

Conservation

Approve recommendations from the Technical Review Committee on December 12, 2024

1 Recommended Approval of Plans by BOD Motion: Reed Second: Vehrs Vote: 7-0-2

Crops

Plan	GPIN	Crop	Acres	Nut. Reduction			RPA
				N. (lbs)	P. (lbs)	Sed. (T)	
Gehlsen 12801 Hazelwood Drive (2025 Renewal) 12801 Hazelwood Drive, Nokesville, VA 20181	7491-57-1885	Hay	26.3	16.577	5.852	0.245	<input type="checkbox"/>
Gehlsen 12801 Hazelwood Drive (2025 Renewal) 12801 Hazelwood Drive, Nokesville, VA 20181	7491-57-1885	Specialty Crop	29.2	126.623	12.684	5.414	<input type="checkbox"/>
Latham 2412 James Madison Hwy (2025 Renewal) 2412 James Madison Highway, Haymarket, VA 20169	7301-03-2760	Crop	22.9	87.822	4.912	0.344	<input type="checkbox"/>
Webb Farm 2024 Renewal 10850 Misty Creek Court, Nokesville, VA 20181	7692-22-5904	Pasture	5.3	4.080	1.385	0.073	<input type="checkbox"/>
Grand Totals:			83.7	235.1	24.8	6.1	

Livestock

Plan	GPIN	Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	RPA	Manure Stockpiles?
Webb Farm 2024 Renewal 10850 Misty Creek Court, Nokesville, VA 2	7692-22-5904	Horses	3	163.20	29.8	<input type="checkbox"/>	<input type="checkbox"/>
Grand Totals:			3	163.2	29.8		

4 BMPs and VCAP Completed this Month

Motion:

Second:

Vote:

BMPs

VCAP

Name Address	Contract No.	Practice	Area (sq. feet)	#	Gallons	Final Cost Share
Payne, Janine 13102 Quick Place, Woodbridge, VA 22193	VCAP 35-24-005	Conservation Landscaping	1,387.0	0.000	0.000	\$3,711.09
Baughman, Kathleen 6490 McKee Way, Manassas, VA 20111	VCAP 35-24-007	Conservation Landscaping	382.0	0.000	0.000	\$2,209.39
Baughman, Kathleen 6490 McKee Way, Manassas, VA 20111	VCAP 35-24-006	Conservation Landscaping	2,527.0	0.000	0.000	\$6,356.59
Coutts, Jenny 13385 Marie Drive, Manassas, VA 20112	VCAP 35-24-010	Conservation Landscaping	512.6	0.000	0.000	\$3,253.16
Coutts, Jenny 13385 Marie Drive, Manassas, VA 20112	VCAP 35-24-009	Conservation Landscaping	455.0	0.000	0.000	\$2,604.80
Totals:			5,263.6	0.000	0.000	\$18,135.03

Ms. Vehrs moved to approve the plans. Mr. Kahlon seconded the motion, and it passed by a 4/0/0 vote.

Water Quality Programs Update – Veronica Tangiri

Ms. Tangiri stated that she attended the Legislative meeting while at the Annual Meeting. She and Ms. Anderson are compiling statistics for the quarterly report that will be included in the January newsletter.

Education Programs Update – Kim Lowther

Ms. Lowther stated that she is continuing planning for the Native Plant Symposium that is scheduled for Saturday February 8, 2025, as well as the VAEE conference that is scheduled for February 9-11, 2025. She attended the NAAEE Annual Conference in Pittsburgh, PA. She attended the Project Wild and Aquatic Wild Workshop on November 16th. She conducted the Student Action Project Training on December 11th.

VCAP Update – N. Slazinski

This topic was presented by Ms. Slazinski during the TRC update.

VACS – Seth Hatfield

The District currently has 10 active structural projects and 3 cover crop projects. The cover crop verifications are due by the end of December. The conservation staff will be completing these next week.