

AGENDA
STATE SOIL CONSERVATION BOARD MEETING
Tuesday, October 29, 2013 9:15 AM
The Nature Conservancy
620 E Ohio Street
Indianapolis, IN

- I. 9:15 AM: Call to Order**
- II. Approve Minutes September 2013**
- III. Clean Water Indiana**
 - a. Clean Water Indiana Grants-Bob Eddleman
 - b. CREP and Water Quality Update-Logan Garner
- IV. Soil and Water Conservation Districts**
 - a. Temporary Supervisor Appointments
 - a. Hancock-Tara Henry
 - b. LaGrange-Tara Henry
 - c. Vigo-Nathan Stoelting
- V. SSCB Report**
 - a. Task Force Sub-Committee Recommendations Discussion-Larry Clemens
 - b. Federal Shutdown and District Operations-Larry Clemens
- VI. ISDA Updates**
 - a. Technical Report-Mike Johnson
 - b. Agricultural Affairs-Jordan Seger
 - c. Accountability and Technology-Deb Fairhurst
 - d. District Support-Laura Fribley
- VII. Conservation Partner Reports**
 - a. IASWCD Report
 - b. IDEM Report
 - c. DNR Report
 - d. Purdue Report
 - e. FSA Report
 - f. NRCS Report
- VIII. Public Comment**
- IX. Next Meeting**
- X. Meeting Adjourn**

*****PLEASE NOTE*****

This agenda is in DRAFT FORM. Open Door Law does not prohibit the public agency from changing or adding to its agenda during the meeting.



Grants Committee Warren Baird Bob Eddleman Scott Ham

Clean Water Indiana 2014 Grant Committee Proposal

Thirty-three applications, representing 68 districts, were submitted for the 2014 Clean Water Indiana Grants round for a total of \$2,142,550 (See Table 1 and maps titled "2014 CWI Multi-District Grant Proposals" and "2014 CWI Multi-District Grant Proposals-Lead Districts and Breakdown of Funds Requested".) Applicants could apply for up to \$25,000 a year for up to three years in the following categories: Cost Share, Professional Assistance, and Adult Education (limit \$1,000 per year). Applications totaled \$1,496,450 in Cost Share, \$604,100 in Professional Assistance and \$42,000 in Adult Education. (Chart 1)

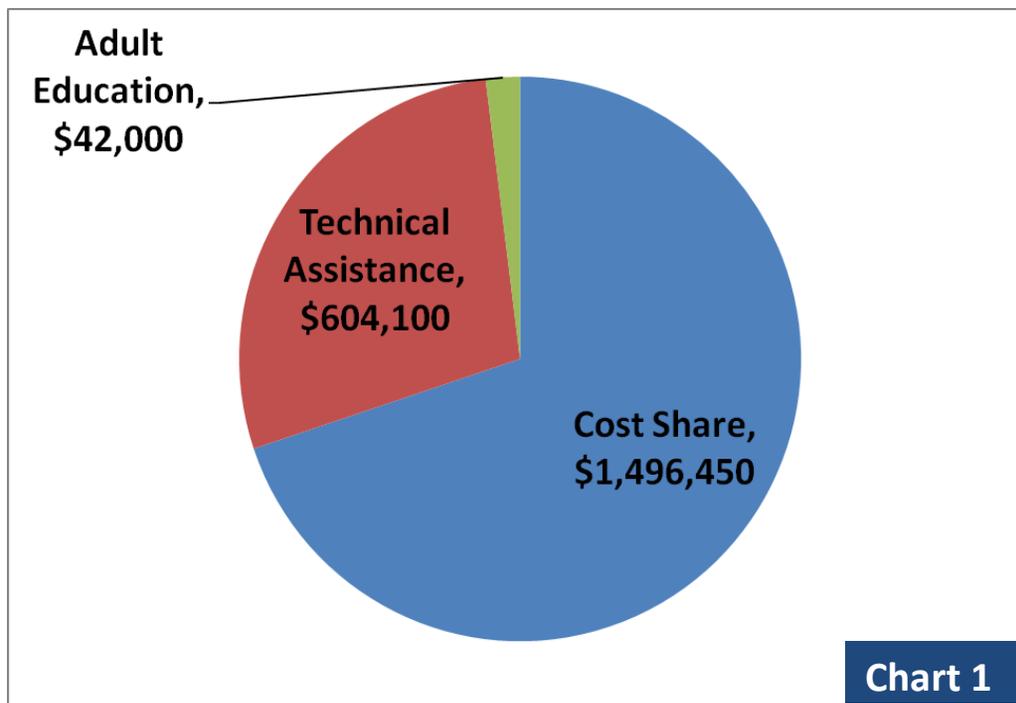


Table 1

Lead District	Participating	Extension?	Amount Requested	Project Title	Cost Share	Technical Assistance	Adult Education
Orange	Washington		\$75,000	Conservation Grazing Practices for Water Quality	\$66,000	\$6,000	\$3,000
Clay	Putnam		\$30,000	Cover Corp, Field Border, Nitrification Inhibitor Cost Share Program	\$30,000		
Daviess	Martin, Pike		\$61,200	Multi County Initiative		\$61,200	
Decatur	Franklin		\$60,000	Implementing Conservation Systems to Improve Soil Health and Reduce Runoff	\$60,000		
Delaware	Madison, Randolph, Blackford, Grant		\$76,000	OFN Specialist, Cover Crop Cost Share, Residential Pond Technical Assistance	\$21,000	\$55,000	
Dubois	Perry, Spencer, Warrick		\$63,000	Caught in the Act! Livestock Management, Soil Health, and Water Quality Improvement Project	\$60,000		\$3,000
Gibson	Pike	A337-13-CWI-008	\$75,000	Gibson and Pike Continuous Cooperative Partnership	\$73,000		\$2,000
Greene	Monroe		\$72,000	Pasture and Forestry Cost Share and Technical Assistance	\$60,000	\$12,000	
Hamilton	Marion		\$30,800	Improving Urban Water Quality by Reducing Nutrients and Soil Erosion with Rain Gardens	\$30,800		
Hendricks	Boone		\$31,800	Cover Crop Demonstration Plot Program	\$14,400	\$14,400	\$3,000
Jasper	Newton, Benton, Lake, Porter		\$49,200	Facilitating High Clearance Seeding of Cover Crop in NW Indiana	\$46,200		\$3,000
Jefferson	Clark, Jackson, Jennings, Scott	A337-13-CWI-003	\$75,000	Better Soil. Cleaner Water. More Profit	\$75,000		
Jennings	Jefferson, Jackson, Scott		\$75,000	Muscatatuck Watershed Incentive Program	\$75,000		
Johnson	Morgan		\$75,000	Johnson/Morgan County Cost Share Program	\$45,000	\$27,000	\$3,000
Knox	Pike, Daviess	A337-11-CWI-197	\$22,500	Tri County Conservation Initiative		\$22,500	
Marion	Hendricks		\$60,000	Grow Smart Program	\$34,000	\$24,000	\$2,000
Miami	Wabash, Kosciusko	A337-12-CWI-009	\$75,000	Miami, Kosciusko, Wabash partnership with Manchester		\$72,000	\$3,000
Perry	Crawford, Harrison		\$75,000	Sustainable Livestock Initiative	\$75,000		
Pike	Gibson	A337-12-CWI-006	\$75,000	Pike Gibson Conservation Initiative		\$75,000	

Posey	Gibson, Pike, Vanderburgh, Warrick		\$51,000	Southwest Indiana Cover Crop Program	\$50,000		\$1,000
Pulaski	Fulton, White		\$75,000	Cover Crops-Above and Beyond	\$ 72,000		\$3,000
Putnam	Owen		\$75,000	Nitrification and Sedimentation Reduction	\$ 50,000	\$25,000	
Ripley	Switzerland, Jefferson		\$75,000	Water Quality and Soil Health Improvement Project	\$75,000		
Shelby	Hancock, Rush		\$73,500	Cover Crops-Reducing Sedimentation and Improving Soil and Water Quality	\$70,500		\$3,000
St Joseph	Marshall, Starke		\$75,000	Conservation Cropping Systems Cost Share	\$72,000		\$3,000
Steuben	LaGrange	A337-12-CWI-007	\$75,000	Cross County Conservation	\$60,000	\$12,000	\$3,000
Tipton	Howard	A337-11-CWI-196	\$75,000	Cover Crop Cost Share	\$75,000		
Vanderburgh	Posey		\$39,250	Two Stage Ditch	\$38,250		\$1,000
Wabash	Miami		\$75,000	Cover Crop Cost Share	\$75,000		
Vermillion	Fountain, Parke, Warren, Boone, Montgomery	A337-12-CWI-008	\$75,000	West Central Improvement Project	\$30,000	\$45,000	
Warrick	Pike		\$75,000	Warrick/Pike Joint County Conservation Technician/Education Cooperative		\$72,000	\$3,000
Washington	Lawrence, Martin, Orange	A337-12-CWI-016	\$72,300	United for Cleaner Water	\$63,300	\$6,000	\$3,000
Clinton*	Carroll, Howard, Tipton		\$75,000	Provide one on one technical assistance		\$75,000	

*District requested application deadline extension due to federal shutdown. Application was received 17 days after deadline.

The grants committee and the district support specialists reviewed the grant applications, and recommend funding 10 grants (see maps titled “2014 CWI Multi-District Grant Recommendations” and “2014 CWI Multi-District Grant Recommendations –Lead Districts and Breakdown of Funds Requested” and Tables 2 and 3).

Table 2

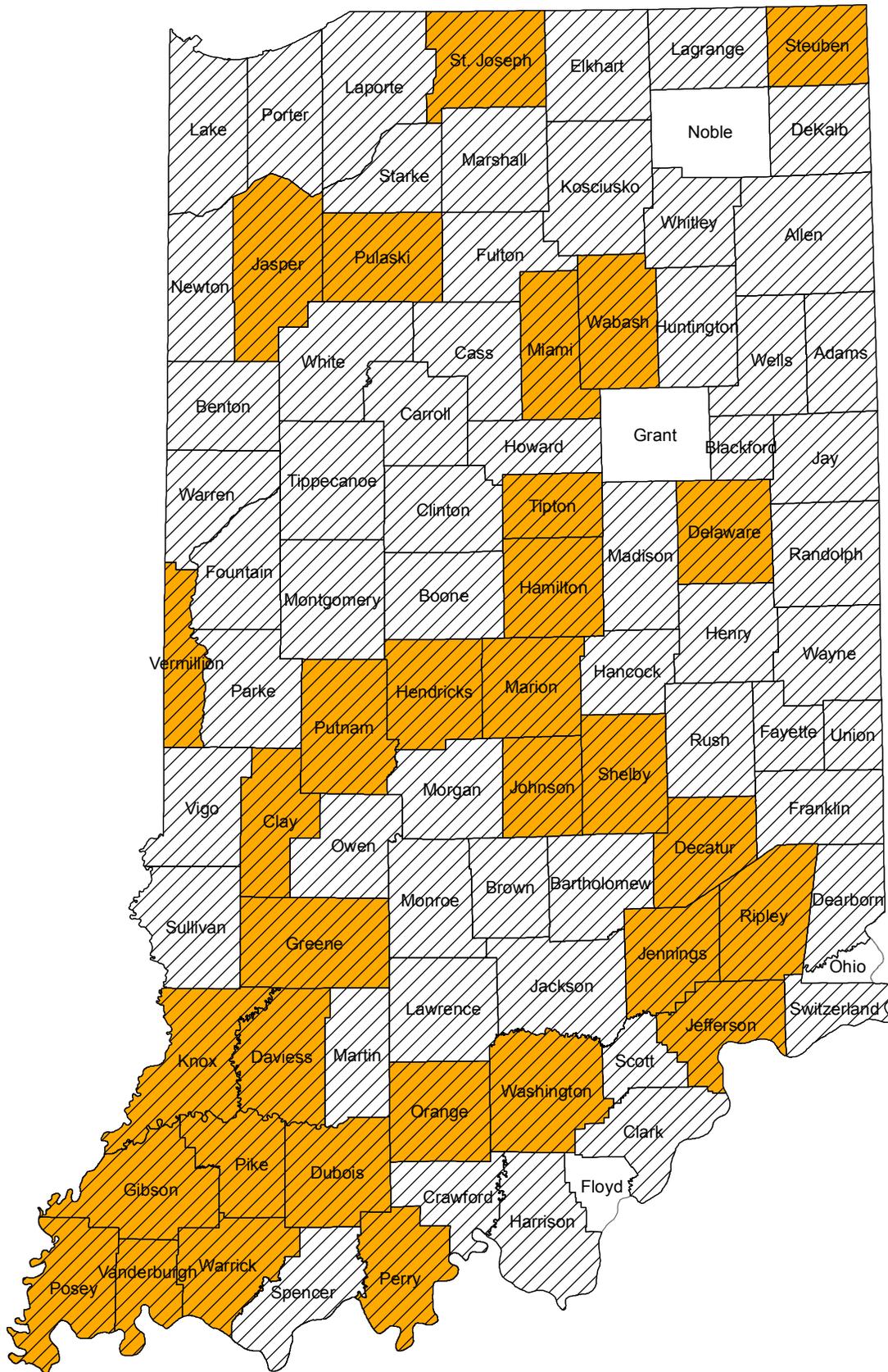
Lead District	Amount Requested	Recommended Funding	Project Title
Gibson	\$ 75,000.00	\$ 44,750.00	Gibson and Pike Continuous Cooperative Partnership
Jasper	\$ 49,200.00	\$ 49,200.00	Facilitating High Clearance Seeding of Cover Crop in NW Indiana
Jennings	\$ 75,000.00	\$ 75,000.00	Muscatatuck Watershed Incentive Program
Knox	\$ 22,500.00	\$ 22,500.00	Tri County Conservation Initiative
Posey	\$ 51,000.00	\$ 51,000.00	Southwest Indiana Cover Crop Program
Pulaski	\$ 75,000.00	\$ 75,000.00	Cover Crops-Above and Beyond
Vanderburgh	\$ 39,250.00	\$ 39,250.00	Two Stage Ditch
Vermillion	\$ 75,000.00	\$ 75,000.00	West Central Improvement Project
Warrick	\$ 75,000.00	\$ 75,000.00	Warrick/Pike Joint County Conservation Technician/Education Cooperative
Washington	\$ 72,300.00	\$ 72,300.00	United for Cleaner Water
	\$ 609,250.00	\$ 579,000.00	

Table 3

Lead District	Recommended Funding	Cost Share	Technical Assistance	Adult Education
Gibson	\$ 44,750.00	\$ 42,750.00	\$ -	\$ 2,000.00
Jasper	\$ 49,200.00	\$ 46,200.00	\$ -	\$ 3,000.00
Jennings	\$ 75,000.00	\$ 75,000.00	\$ -	\$ -
Knox	\$ 22,500.00	\$ -	\$ 22,500.00	\$ -
Posey	\$ 51,000.00	\$ 50,000.00	\$ -	\$ 1,000.00
Pulaski	\$ 75,000.00	\$ 72,000.00	\$ -	\$ 3,000.00
Vanderburgh	\$ 39,250.00	\$ 38,250.00	\$ -	\$ 1,000.00
Vermillion	\$ 75,000.00	\$ 30,000.00	\$ 45,000.00	\$ -
Warrick	\$ 75,000.00	\$ -	\$ 72,000.00	\$ 3,000.00
Washington	\$ 72,300.00	\$ 63,300.00	\$ 6,000.00	\$ 3,000.00
	\$ 579,000.00	\$ 417,500.00	\$ 145,500.00	\$ 16,000.00

The above recommendations reflect 72% cost share, 25% technical assistance and 3% adult education.

CWI Grants



2011-13 CWI Grant Recipients

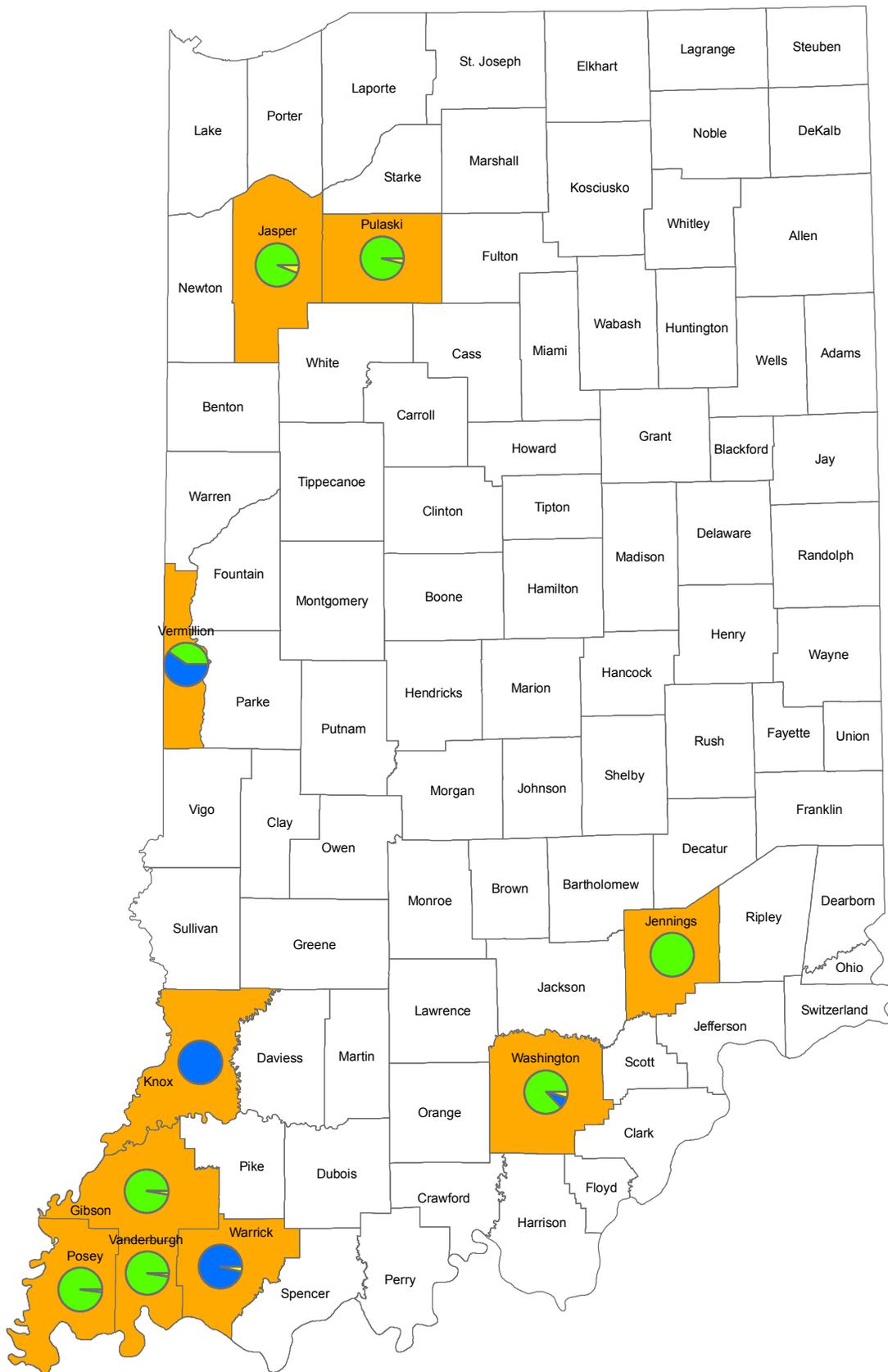


2014 CWI Grant Applicants



2014 CWI Multi-District Grants Approved

Lead Districts and Breakdown of Funds Requested



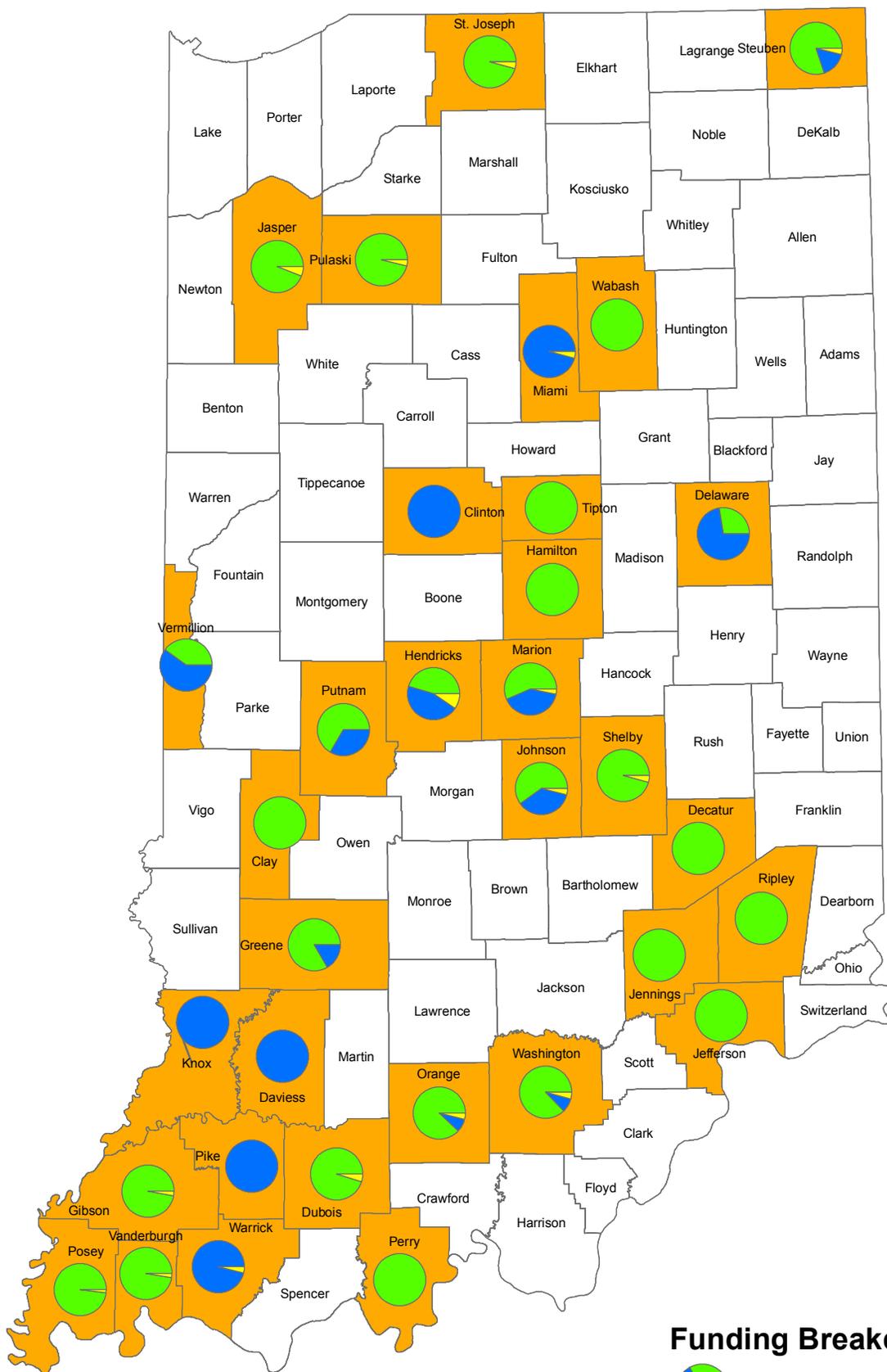
Total Cost Share Requested	\$417,500
Total Technical Assistance Requested	\$145,500
Total Adult Education Requested	\$16,000
Total CWI Funds Requested	\$579,000



- Costshare
- Technical
- Education
- 2014 CWI Grant Recommendations

2014 CWI Multi-District Grant Proposals

Lead Districts and Breakdown of Funds Requested



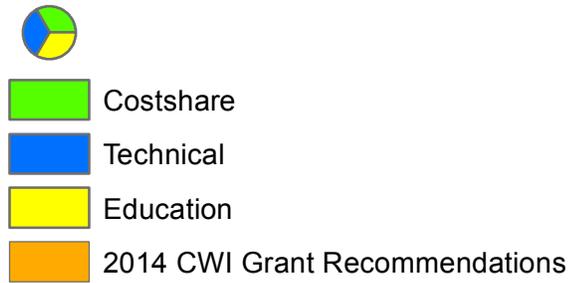
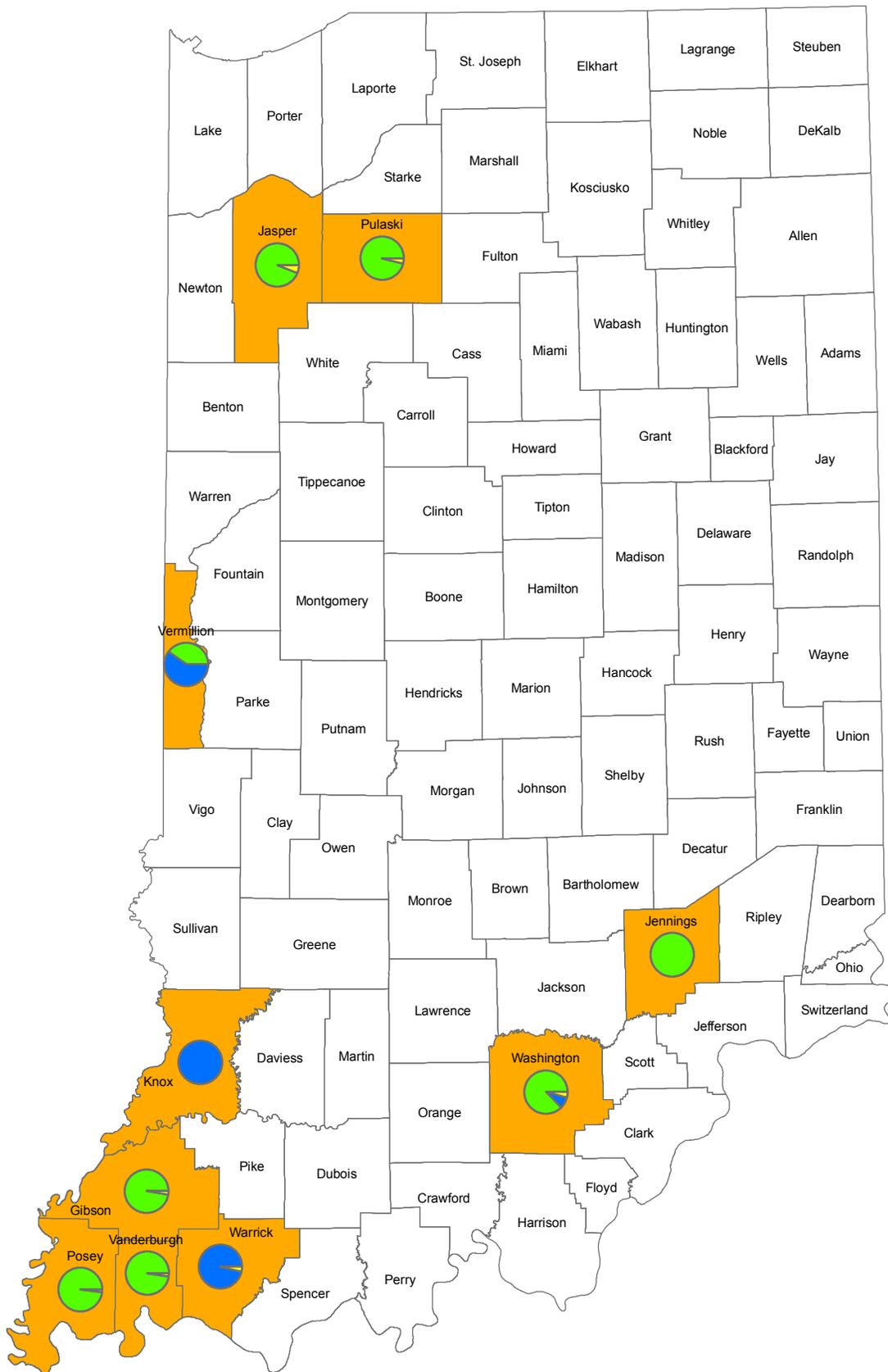
Funding Breakdown



- Costshare
- Technical
- Education
- 2014 CWI Grant Applicants

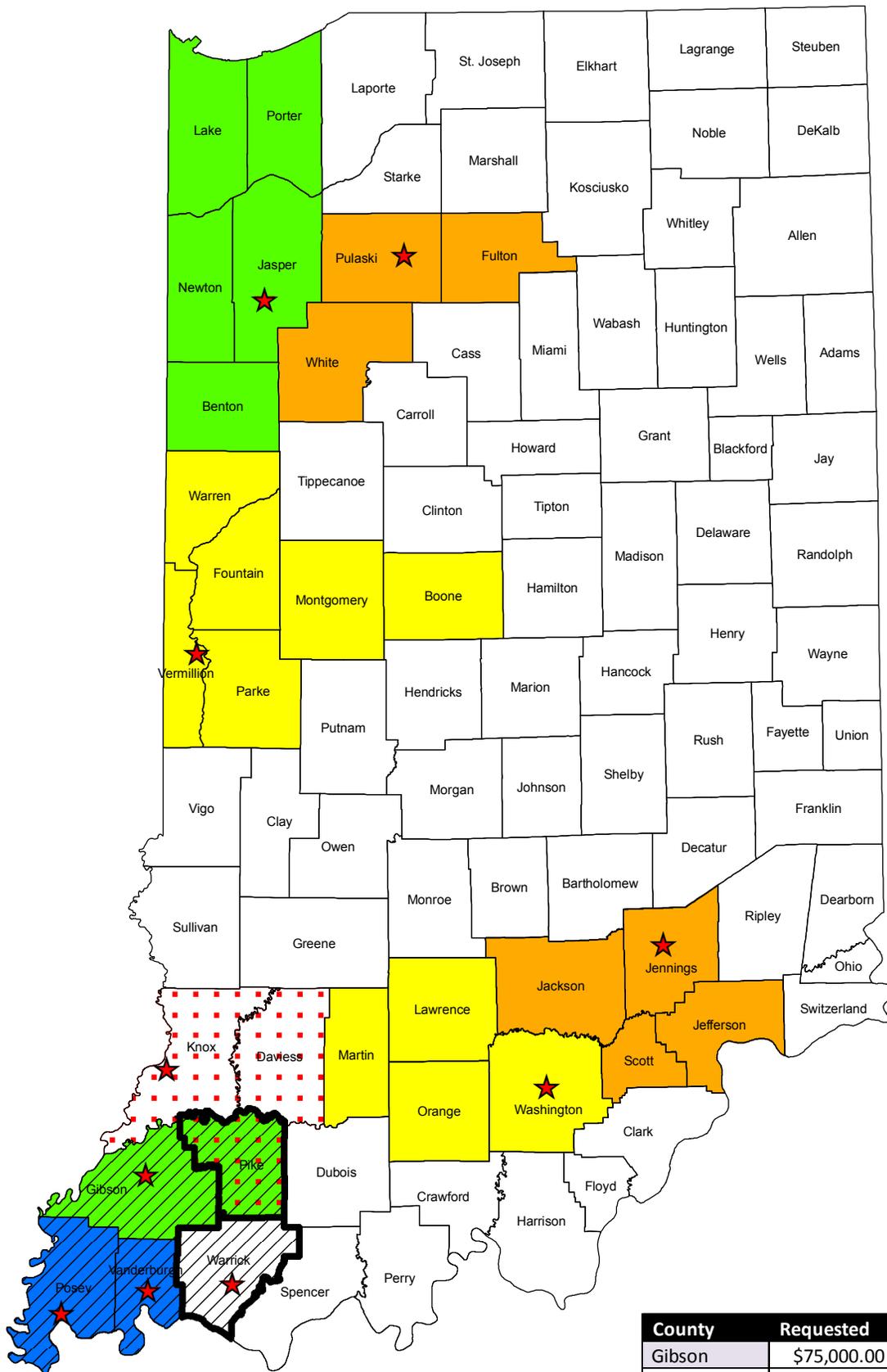
Total Cost Share Requested	\$1,496,450
Total Technical Assistance Requested	\$604,100
Total Adult Education Requested	\$42,000
Total CWI Funds Requested	\$2,142,550

2014 CWI Multi-District Grant Recommendations Lead Districts and Breakdown of Funds Requested



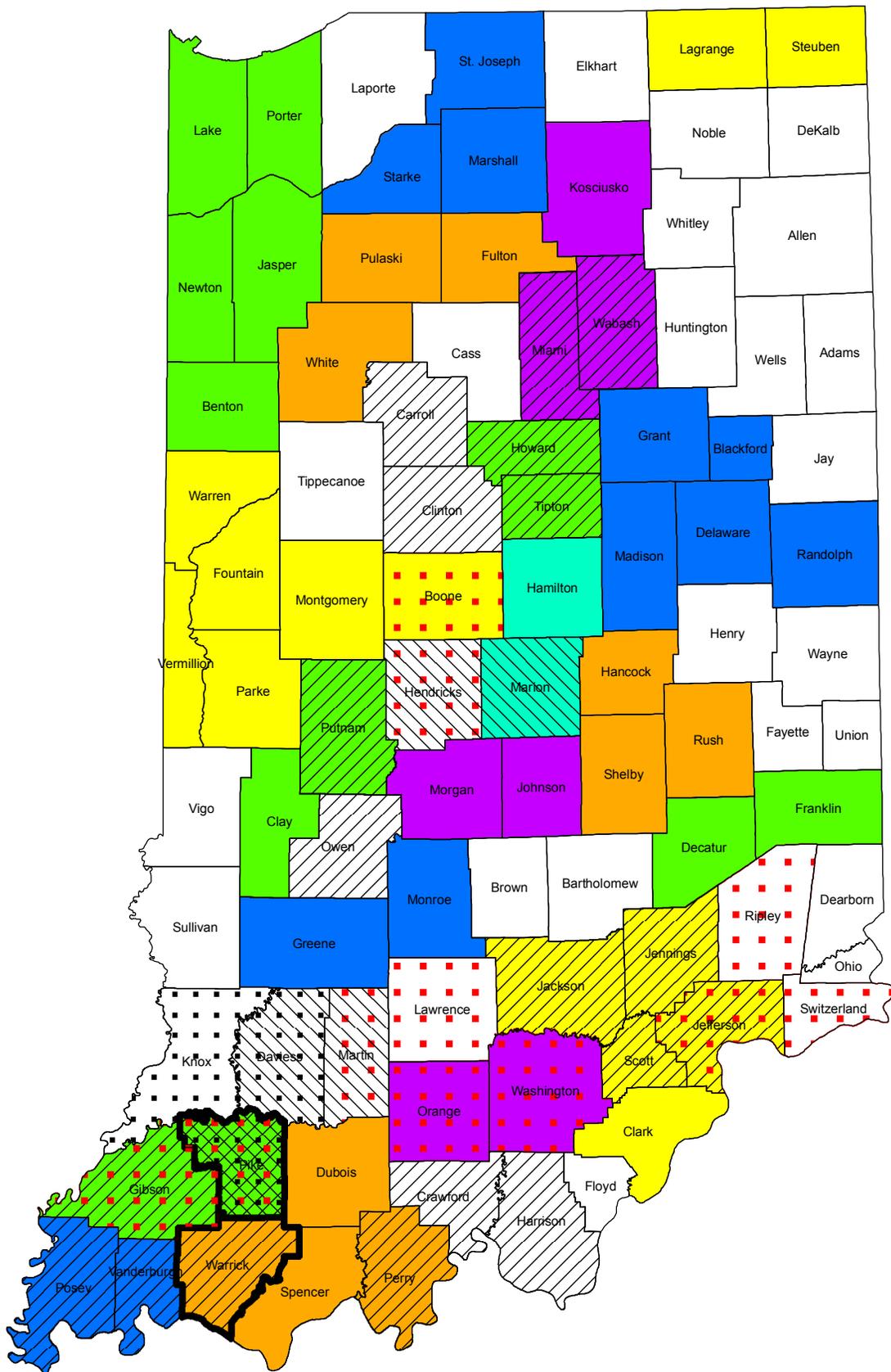
Total Cost Share Requested	\$417,500
Total Technical Assistance Requested	\$145,500
Total Adult Education Requested	\$16,000
Total CWI Funds Requested	\$579,000

2014 CWI Multi-District Grant Recommendations



County	Requested	Recommended
Gibson	\$75,000.00	\$44,750.00
Jasper	\$49,200.00	\$49,200.00
Jennings	\$75,000.00	\$75,000.00
Knox	\$22,500.00	\$22,500.00
Posey	\$51,000.00	\$51,000.00
Pulaski	\$75,000.00	\$75,000.00
Vanderburgh	\$39,250.00	\$39,250.00
Vermillion	\$75,000.00	\$75,000.00
Warrick	\$75,000.00	\$75,000.00
Washington	\$72,300.00	\$72,300.00
	Total	\$579,000.00

2014 CWI Multi-District Grant Proposals



31 SWCDs Submitted Grant Proposals
61 SWCDs Applied as Participating Districts

Conservation Reserve Enhancement Program Update

State Soil Conservation Board Meeting, 10/29/2013

Post-expansion CREP practice totals as of 10/15/2013 (includes completed and pending practices:

PRACTICE	NUMBER OF PRACTICES	TOTAL ACRES
Bottomland Tree Plantings	135	2,213.40
Wetland Restorations*	20	417.7
Permanent Native Grasses	34	219.4
Riparian Buffer	22	183.6
Filter Strips	10	66.4
Hardwood Tree Plantings	2	38.8
Permanent Wildlife Habitat	3	7
Total since expansion**	226	3,146.3

*Wetland Restoration signups have been coming in since lifting certain eligibility restrictions. Prior to this decision, there were no CREP restored wetlands.

**880.3 of the total 3,146.3 acres are pending completion.

CREP contract amendments and funding requests for administrating counties for 2014:

Proposed funding amendments	Unencumbered	Admin County
\$0	330773.5	HAMILTON COUNTY
(includes added 30,000) 30,000	18135	HOWARD COUNTY
(includes added 30,580) 155580	72492	HUNTINGTON COUNTY
87,420	30308	PARKE COUNTY
19,000	53521.5	GIBSON COUNTY
125,000	46773	DAVIESS COUNTY
(includes added 30,000) 30,000	23790	DECATUR COUNTY
(includes added 30,000) 80000	0	FULTON COUNTY
(includes added 30,000) 103000	46014	ORANGE COUNTY
30,000	131300.4	SULLIVAN COUNTY

Jeanie, Cindy

Due to personal circumstances I feel it best that I resign as a supervisor of the Hancock County SWCD. I have been considering this move for some time to lessen some of my commitments. I have enjoyed working with you and the board but feel it necessary at this time in order that someone with more energy and passion than I will fill the position.

Thank you,
John Moran

RECOMMENDATION FOR VACANT APPOINTMENT POSITION

APPOINTED SUPERVISOR, VACANCY: IC 14-32-13

Sec. 13 (a) If a vacancy in the position of appointed supervisor occurs during a district's operating year:

(1) the district supervisors shall, within thirty (30) days after the vacancy occurs, recommend to the board in writing one (1) or more individuals qualified to fill the position,

(2) at the first board meeting held after the board received a recommendation under subdivision (1), the board shall act upon the recommendation, and

(3) the board shall notify the supervisor of the appointment made by the board.

(b) The individual appointed to fill a vacant appointed supervisor position under subsection (a) shall serve the unexpired term of the individual's predecessor.

("Board" as used in the state statute refers to the State Soil Conservation Board)

Instructions for submitting this form:

STOP! If you haven't read the SWCD SharePoint Tutorial on how to submit forms, please do so before proceeding.

If you opened another District's Recommendation for Vacant Positions form by mistake, click on the Close button located in the menu bar at the top or bottom of this form. Then read the SWCD SharePoint Tutorial on how to submit new forms and update/save previously submitted forms.

If you are submitting the **Recommendation for Vacant Appointment** form for the first time, click on the **Save As** button located in the menu bar at the top or bottom of this form. **Uncheck Overwrite Existing File**. Enter the **name of your county followed by the date** in the File Name box. For example Allen County would Enter **Allen03.12.12**. Click **Save**. Click **Close**.

If you previously submitted the **Recommendation for Vacant Appointment** form and re-opened the form to make some changes or additions, click on the **Save** button located in the menu bar at the top or bottom of this form. Click **Close**.

NEVER open another SWCD's form and modify it.

The Supervisors of the County Soil and Water Conservation District certify that:

Name

Address

City

State

Zip

This temporary appointment is necessary because of:

Resignation of

whose term began in (Month, Year) and was scheduled to expire in (Year) .

(If supervisor has resigned, you **MUST** attach copy of resignation letter. See SharePoint

Tutorial for instructions on attaching a file.)



Death of

whose term began in (Month, Year) and was scheduled to expire in (Year) .

We have advised him/her of the duties and responsibilities of the office of Supervisor. We have advised him/her about "Dual Office Holding" and provided a copy of the Attorney General's Dual Office Holding Guide.

DISTRICT SUPERVISORS SIGNATURES

Chairman
 (typed)

Date

QUALIFICATIONS AND EXPERIENCE

IC 14-32-4-1

(c) To hold the position of appointed supervisor, and individual:

- (1) must be of voting age***
- (2) must maintain the individual's permanent residence within the district, and***
- (3) must be qualified by training and experience to perform the duties that this article imposes on supervisors.***

Name

Phone Number

Date of Birth

Address

City

State Zip Code

Education

Educational Qualifications

B.S. Degree in Forestry from Purdue University in 1985.

Professional Experience

8 years Consulting Forester and 7 years as Industrial Forester in hardwood lumber industry. 14 years as an Urban Forester specializing in disease and insect control. Also, tree surgery.

Occupation or Type of Business

Professional Forester -

Services Provided

Timber Marketing, Timber Stand Improvement, Tree Planting, Invasive Species Control, Timber Inventory, Timber Appraisal, Timber Tax Assistance and Consultation.

List Conservation and Other Leadership Experiences

3 years Associate Supervisor

Professional Affiliations

Society of American Foresters, Indiana Forestry and Woodland Owners Association and Tree Farm Inspector. Indiana Master Naturalist, Watershed Stakeholder

Please check one of the following:

New Appointment

Reappointment

I currently hold a public service position/office

Yes

If yes, I have been informed about the "Dual Office Holding" and have reviewed a copy of the Attorney General's Dual Office Holding Guide

Yes

No

No

By signing this document, if appointed as a supervisor by the State Soil Conservation Board, you agree to attend supervisors' monthly meetings regularly and carry out your responsibilities as a supervisor to the best of your ability.

Date 9/26/2013

Brian Ga...

Signature of Appointee

Please keep a copy of this on file at the SWCD office and notify your District Support Specialist.

STOP! If you haven't read the SWCD SharePoint Tutorial on how to submit forms, please do so before proceeding.

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NEVER open another SWCD's form and modify it.

June 11, 2013

Board of Supervisors, Vigo County Soil and Water Conservation District,

Please accept my resignation as a Supervisor for the VCSWCD, effective immediately. There have been some developments in my personal life that have led me to this decision. Please trust that this decision has nothing to do with the work done by the VCSWCD. Obviously, I have not been able to spend the time needed to effectively take part in the mission of the District. I will miss being a part of the group, however, this is the best decision at this time.

Thank You,

Joseph Irwin Jr

RECOMMENDATION FOR TEMPORARY APPOINTMENT

Instructions for submitting this form:

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If you opened another Recommendation for Temporary Appointment form by mistake, click on the Close button located in the menu bar at the top or bottom of this form. Then read the SWCD SharePoint Tutorial on how to submit new forms and update/save previously submitted forms.

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If you previously submitted the Recommendation for Temporary Appointment form and re-opened the form to make some changes or additions, click on the Save button located in the menu bar at the top or bottom of this form. Click Close.

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ELECTED SUPERVISOR, VACANCY: IC 14-32-13

Sec. 13

(a) If a vacancy in the position of elected supervisor occurs during the district's operating year:

(1) the district supervisors shall, within thirty (30) days after the vacancy occurs, recommend to the board in writing one (1) or more individuals qualified to fill the position;

(2) at the first board meeting held after the board receives a recommendation under subdivision (1), the board shall act upon the recommendation and appoint an individual to temporarily fill the vacancy; and

(3) the board shall notify the supervisors of the appointment made by the board.

(b) The individual appointed to temporarily fill a vacancy under subsection (a) shall serve until the district's next annual meeting.

(c) At the annual meeting immediately following the appointment of an individual to temporarily fill a vacant elected supervisor's position, the position shall be filled through the regular election procedures set forth in sections 6 through 9 of this chapter.

("Board" as used in the state statute refers to the State Soil Conservation Board)

The Supervisors of the County Soil and Water Conservation District certify that (name) maintains a permanent residence within the district and is qualified by training and experience to perform the duties that are imposed on supervisors by law.

Address

City, State and Zip

IN

This temporary appointment is necessary because of:

Resignation of whose term began in (month, year) and was scheduled to expire in (year)

YOU MUST SUBMIT THE RESIGNATION LETTER TO YOUR DISTRICT SUPPORT SPECIALIST AS WELL AS KEEP A COPY IN YOUR DISTRICT RECORDS.

Death of whose term began in (month, year) and was scheduled to expire in (year)

No election held

We have advised him/her of the duties and responsibilities of the office of supervisor.

We have advised him/her about "Dual Office Holding" and provided a copy of the Attorney General's Dual Office Holding Guide.

DISTRICT SUPERVISORS (signatures)

Jennifer Hamilton, Chairman (typed)

Date 10/16/2013

Keep a signed copy of this form in the District office. Do not send to your DSS.

IC 14-32-4-1

(b) To hold the position of elected supervisor, an individual:

(1) must be an occupier of a tract of land that is located within the district;

(2) must maintain the individual's permanent residence within the district; and

(3) must be qualified by training and experience to perform the duties that this article imposes on supervisors.

NAME

John Allen

PHONE NUMBER

812-466-4889

DATE OF BIRTH

10/3/1972

ADDRESS

5457 Lagoon Ct., Apt. F

CITY, STATE, ZIP

Terre Haute, IN 47802

EDUCATION

High School Diploma, Northview High School

AWWA Advanced Treatment School, graduate

Obtained WT-3 Water License

Obtained DSL Liscense in 2004

Obtained A-SO Waste Water License in 2010

Purdue Extension Watershed Leadership Academy graduate

OCCUPATION OR TYPE OF BUSINESS

Water Treatment Plant Operator of the town of Seelyville Indiana full time
Part time for the Sullivan-Vigo Rural Water Corporation

LIST CONSERVATION AND OTHER LEADERSHIP EXPERIENCES

Crew Chief at McDonalds
Correctional Officer
14 years experience in charge of several water plants

LAND OWNERS OR OPERATORS ONLY

If applicable, list some of the soil and water conservation practices you have installed or performed

TEMPORARY APPOINTEE

Have you previously served as an SWCD supervisor?

Yes

What was the date of last service?

What was the reason for termination of last service?

How many years did you serve as a supervisor? # Years #Months

No

I currently hold a public service position/office

Yes

I have been informed about "Dual Office Holding" and have reviewed a copy of the Attorney General's Dual Office Holding Guide

Yes

No

No

By signing this document, if appointed as a supervisor by the State Soil Conservation Board, you agree to attend supervisors' monthly meetings regularly and carry out your responsibilities as a supervisor to the best of your ability.

APPOINTEE:

(typed)

Date

Keep a signed copy of this form in the District office. Do not send to your DSS.

Instructions for submitting this form:

STOP! If you haven't read the SWCD SharePoint Tutorial on how to submit forms, please do so before proceeding.

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Conservation Beyond 2016 Task Force

Sub-Committee on Pilot Project Recommendations

The subcommittee met in June and again in August to develop a set of recommendations to the State Soil Conservation Board (SSCB) to consider as pilot projects as a result of the Conservation Beyond 2016 report. After reviewing the background materials presented and considering the current state of Soil and Water Conservation Districts, the subcommittee is proposing two pilot projects, both based upon Option A as summarized below:

This option would encourage the sharing of staff between two or more districts to better utilize the skills of existing staff, as well as broaden the expertise available to the collaborating districts. It likely would include increased use of Cooperative Agreements among districts, partnering organizations, and state and federal agencies. Workload, workforce and budget meetings, on a county basis, would be followed up on a wider geographic area. Consider rewarding performance, efficiencies, and collaboration strategies. Legislation changes introduced to streamline the process to allow for locally-driven consolidation and joint operations options.

Pilot Project Proposal Option A (1) Concentrated District Support Specialist

Summary: This option includes the Indiana State Department of Agriculture providing a concentrated District Support Specialist for the 2-5 participating districts. This Concentrated District Support Specialist (CDSS) would provide enhanced, hands-on DSS support and services, with the goal of shared staffing, joint operations, and ultimately elevate the individual districts so they would be able to support themselves on this shared staffing concept. The CDSS will guide and assist the district staff and supervisors in capacity development, local government relations, funding concerns, and related duties. The CDSS will provide human resource guidance to the boards, but will not serve as manager to district staff. Priorities would be set by the participating districts, and would likely include:

1. Assist SWCDs to develop and carry out long range and annual plans
2. Assist districts in finding funding resources to address district needs through identifying current funding sources, grant writing assistance, and locating in-kind services
3. Assist supervisors with human resources
4. Build staff and supervisor capacity
5. Establish and/or nourish relationships with partners and county officials by assisting in program development (i.e. staffing plan, working with county and city officials, Indiana Conservation Partnership, park districts, etc.)
6. Assists in outreach (i.e. media releases, field days, workshops, mass communication)

Funding Required: The CDSS salary would be in line with the current salary for District Support Specialists.

Lead and Partners: ISDA would be the lead entity. Participating districts will sign Memorandums of Agreement, whereby agreeing district staff and supervisors will be active participants in the pilot, agree to share staff and talents beyond boundaries, and work together to achieve the common goal of an enhanced conservation delivery model. All participating district boards would be required to sign the MOA, as well as possibly county officials. Supervision of the CDSS would be the responsibility of ISDA.

This project could also be structured on a watershed basis instead of multi district.

Application

I. Purpose

What is the purpose of your proposal? (brief overview that identifies what you hope to accomplish)

II. Vision

What is the long term vision for this multi-district initiative?

III. Demonstration of Need (Self evaluation)

What challenges has your district encountered in fulfilling your district mission that warrants this application? How have these challenges affected your ability to implement your business plan?

IV. Goals

Identify SMART goals for this initiative. May include "big picture" goal and goals for individual districts.

V. Project Description

a. Staffing

Describe each district's current staff titles, roles and responsibilities. What is the potential for sharing staff and resources?

b. Governance

Describe how the Boards will collaborate to provide direction and receive recommendations for improvement.

c. Managerial

Each participating district shall appoint one representative to meet with ISDA on a regular basis. Additionally, one district shall be designated at the "lead". Please identify those people here:

d. Partnerships

How will the partnership be engaged and affected? (i.e. office space, computer, vehicle, etc)

VI. Measuring Success

What will be your overall measures of success?

Each should include 1) Goal 2) Performance Measure 3) Benchmark 4) Target

Effectiveness: How will this project assist in meeting the SWCD mission? (i.e. staff, Board, project development, etc.)

Efficiency: What will be the cost savings? How might this assist in eliminating duplication of services?

Capacity: In what ways will this project facilitate the strengthening of Boards? Building of local partnerships?

VI. Documentation

Each participating district must submit a letter of intent, describing their willingness to participate in this multi district pilot project and must address the following items:

- a. frequency of communication, i.e. meetings, committees
- b. sharing of staff across county lines
- c. commitment to exploring multi-district local conservation delivery options

Additional Information

Please provide any additional information here

Presentation

Applicants must also make a 10 minute presentation at the February 11, 2014 State Soil Conservation Board meeting. At least one supervisor from each district must be at the meeting and be ready to answer questions the board may have. PowerPoint or other multi-media presentations must be submitted to cleanwaterindiana@isda.in.gov at least three business days prior to the meeting. Electronic copies of any handouts must also be submitted at least three business days prior to the meeting. Questions relating to the presentation may be directed to either your District Support Specialist or to cleanwaterindiana@isda.in.gov.

Conservation Beyond 2016 Task Force

Sub-Committee on Pilot Project Recommendations

The subcommittee met in June and again in August to develop a set of recommendations to the State Soil Conservation Board (SSCB) to consider as pilot projects as a result of the Conservation Beyond 2016 report. After reviewing the background materials presented and considering the current state of Soil and Water Conservation Districts, the subcommittee is proposing two pilot projects, both based upon Option A as summarized below:

This option would encourage the sharing of staff between two or more districts to better utilize the skills of existing staff, as well as broaden the expertise available to the collaborating districts. It likely would include increased use of Cooperative Agreements among districts, partnering organizations, and state and federal agencies. Workload, workforce and budget meetings, on county basis, would be followed up on a wider geographic area. Consider rewarding performance, efficiencies, and collaboration strategies. Legislation changes introduced to streamline the process to allow for locally-driven consolidation and joint operations options.

Pilot Project Proposal Option A (2): Executive Director

This option entails 2-5 districts working together to hire an executive director, with the goal of shared staffing, joint operations, and ultimately the individual districts would be able to support themselves on this shared management concept. Executive Director will guide and assist the district staff and supervisors in capacity development, local government relations, funding concerns, and related duties. The Executive Director will provide human resource services for all participating districts.

Funding Required: Salary for the Executive Director would be determined at the local level, considering local needs, candidate experience, and other factors as determined by districts; estimated around \$40,000-\$45,000 plus benefits, if hired on as a full time employee. The pilot phase would be three years. Total estimated cost: \$120,000-\$195,000.

Lead and Partners: One district would be designated as the lead district and would provide the tax and employment related services. Participating districts will sign Memorandums of Agreement, whereby agreeing district staff and supervisors will be active participants in the pilot, agree to share staff and talents beyond boundaries, and work together to achieve the common goal of an enhanced conservation delivery model. The Executive Director will be the direct supervisor of all participating SWCD staff.

Description of Executive Director

1. District employee that functions as a hands-on multi-district (2-5 districts) executive director.

2. 3 year commitment from SSCB
3. Strengthens districts by increasing efficiency, effectiveness, and capacity of the Board of Supervisors and staff
4. Assisting districts with governance, program development, communication and outreach

Potential roles:

- assists in developing and implementing district plans (Business Plan and Annual Plan of Work)
- assists districts in finding funding resources to address district needs through identifying funding sources, grant writing assistance, and locating in-kind services
- assists in program and partnership development (i.e. staffing plan, working with county and city officials, Indiana Conservation Partnership, park districts, etc., sharing resources)
- assists in outreach (i.e. media releases, field days, workshops, mass communication)

Application

I. Purpose

What is the purpose of your proposal? (Brief overview that identifies what you hope to accomplish)

II. Vision

What is the long term vision for this multi-district initiative?

III. Demonstration of Need (Self evaluation)

What challenges has your district encountered in fulfilling your district mission that warrants this application? How have these challenges affected your ability to implement your business plan?

IV. Goals

Identify SMART goals for this initiative. May include “big picture” goal and goals for individual districts.

V. Project Description

a. Staffing

Describe each district's current staff titles, roles and responsibilities. What is the potential for sharing staff and resources?

b. Governance

Describe how the Boards will collaborate to provide direction and receive recommendations for improvement.

c. Managerial

Describe how this project will be administered. Which district will be the “lead” and be the employer of record for the Executive Director?

d. Partnerships

How will the partnership be engaged and affected? (i.e. office space, computer, vehicle, etc)

VI. Budget Request

Budget Narrative. Provide sufficient information in paragraph format about each budget category (see Budget table at end of application) to demonstrate that grant funds are being expended on activities that meet the purpose of the program, such as leadership development, extra travel expenses, etc

VII. Measuring Success

What will be your overall measures of success?

Each should include 1) Goal 2) Performance Measure 3) Benchmark 4) Target

Effectiveness: How will this project assist in meeting the SWCD mission? (i.e. staff, Board, project development, etc.)

Efficiency: What will be the cost savings? How will this assist in eliminating duplication of services?

Capacity: In what ways will this project facilitate the strengthening of Boards? building of local partnerships?

*Note: Reporting will be done on a quarterly basis and will include progress on each goal.

VII. Sustaining Success

How will this initiative be funded beyond the 3-year state commitment?

VIII. Documentation

Each participating district must submit a letter of intent, describing their willingness to participate in this multi district pilot project and must address the following items:

- a. frequency of communication, i.e. meetings, committees
- b. sharing of staff across county lines
- c. commitment to exploring multi-district local conservation delivery options

Budget Table

Expense Type	Grant Funds (ISDA)	District	District	District	District	District

Note: Each district must contribute to the match for this grant (cash or inkind).

Presentation

Applicants must also make a 10 minute presentation at the February 11, 2014 State Soil Conservation Board meeting. At least one supervisor from each district must be at the meeting and be ready to answer questions the board may have. PowerPoint or other multi-media presentations must be submitted to cleanwaterindiana@isda.in.gov at least three business days

prior to the meeting. Electronic copies of any handouts must also be submitted at least three business days prior to the meeting. Questions relating to the presentation may be directed to either your District Support Specialist or to cleanwaterindiana@isda.in.gov.

To: SWCD Supervisors and Staff
From: Larry Clemens, Chairperson, State Soil Conservation Board
Jeff Meinders, President, IASWCD
Subj: Development of SWCD Contingency Plans
Date: October 29, 2013

Soil and Water Conservation District Supervisors and Staff,

In October, many SWCDs around the state had to conduct business outside of their normal office environments as USDA Service Centers closed during the federal government shutdown. We commend each of you for all of the work and service you provided during this unique situation. Indiana's need for conservation continued, and we thank you for stepping up to the plate and making sure these needs were addressed.

As business returns to normal, we encourage each SWCD to formally set aside a time to reflect upon this situation and lessons that were learned. This is an ideal time to develop a SWCD Contingency Plan, which outlines procedures and plans to operate under in the case of a major event or emergency. Simply put, a Contingency Plan could also be referred to as "Plan B". Specific examples that have affected District offices in recent years where a solid plan would have been helpful include the federal government shutdown, and office closure due to flooding.

The State Soil Conservation Board (SSCB) and the Indiana Association of Soil and Water Conservation Districts (IASWCD) would like to provide assistance as you develop your own Contingency Plans by outlining some available resources. To start, a handful of materials have been posted on the Indiana State Department of Agriculture's (ISDA) SharePoint site for SWCDs (under Resource Center/Contingency Plan Samples) and also on IASWCD's website http://iaswcd.org/district_tools/pdfs/Shutdown%20Procedures.pdf. This includes a sample SWCD Contingency Plan, suggestions from the National Conservation Districts Employees Association, and general items to consider for a Contingency Plan.

As you move forward, we encourage Districts to post their Contingency Plans on ISDA's SharePoint site (draft or final) so that ideas can be generated from one another. ISDA District Support Specialists <http://www.in.gov/isda/2373.htm> are also available for individual assistance as needed. In addition, there will be a session at IASWCD's 2014 Annual Conference in January specifically dedicated to the subject <http://www.iaswcd.org/whatsnew/conference14/index.html>.

Contingency planning prepares your SWCD to respond well in the event of unexpected or altering situations, and is a good management tool. Time spent now on this task equals time saved in the future. Please consider taking this opportunity to develop a plan while the memory of the shutdown is still fresh on everyone's mind.

Sincerely,

Larry Clemens, Chairperson, SSCB

Jeff Meinders, President, IASWCD

ISDA-District Support Specialists Team Activity Report (September 4th – October 18, 2013)

State Soil Conservation Board Meeting

October 29, 2013

Major Activities or Events:

- September 24 & 25: Nathan and Geneva represented the DSS team at the fall Indiana District Employees Association's Fall Conference in Michigan City
- October 4 & 5: Leadership Institute, "Board Development" workshop, Lafayette. Nathan, Geneva, and Tara assisted/coordinated. On a scale of "1" meaning terrible to "10" meaning terrific, participants ranked this workshop an average of "9" on evaluations, and all responded yes, it was worth their time and effort.
- October 10: Nathan represented the ISDA/DSS team at the Monroe Co District Showcase
- October 16: Geneva represented the ISDA/DSS team at the Fall Creek District Showcase
- Clean Water Indiana 2014 Grants: all DSSs worked with SWCDs as they brainstormed ideas and drafted their applications and supporting materials. 33 applications from around the state were submitted.

Ongoing Key Support:

- Board meetings: DSSs have attended 11 SWCD Board Meetings (at least 1 each) in the following counties and assisted with various topics- Clay, Fayette, Floyd, Jackson, Newton, Ohio, Spencer, Starke, Tippecanoe, Vanderburgh, & Warren
- Business Plans: Geneva, Nathan, and Laura have been assisting SWCDs with the development of long range business plans and/or annual plans of work, or facilitating publicly led meetings to get input on "critical natural resource issues": Daviess, Howard, Jackson, Posey, Spencer, Starke, & Vanderburgh
- Conservation Cropping Systems Initiative: all DSSs continue to provide support to this program as they work with their Hubs and Hub Leadership Teams, and associated roles. Geneva, Tara, and Laura provided input at the Advanced / Intro to Soil Health Event Planning day on September 20. Nathan provided input at the Brocksmith CCSI Field Day (Jan 2014) Planning session September 24.
- SWCD Election Season- DSSs have distributed information to SWCDs regarding the upcoming election, annual meeting, etc. deadlines, answered questions, and collected submitted forms
- New Staff Training: Laura has provided this training in two counties (Floyd, Spencer)
- DSSs have offered support to IASWCD Region Directors in planning fall region meetings
- Tara assisted with the Wabash County 4th grade Ag Days

Committees and Advisory Roles: DSSs have been involved serving on various committees and accomplishing related tasks. They've also served in advisory roles at several key events.

- Tara: Water Quality Trading (included day long field verification on the completed Water Quality Trading Project, three pages of reporting to do for each project, meeting with 2 of the 7 landowners during out visits, and calling landowners in advance), Leadership Institute
- Laura: Conservation Beyond 2016 Task Force Sub-committee, ICP Training and Certification Program, GreenIN Southern Indiana
- Nathan: Pathway to Water Quality, On Farm Network

Region Meetings:

- September 4: Geneva hosted a SWCD staff meeting/2014 CWI grants meeting. Counties in attendance included: Benton, Boone, Carroll, Hamilton, Howard, Jasper, Lake, Porter, & Warren.
- September 10: Nathan hosted a SWCD staff meeting/2014 CWI grants meeting. Counties in attendance included: Brown, Clay, Fountain, Greene, Hendricks, Owen, Parke, & Putnam.

- September 11: Nathan hosted a SWCD staff meeting/2014 CWI grants meeting. Counties in attendance included: Daviess, Gibson, Knox, Martin, & Pike.
- September 16: Tara hosted a SWCD staff meeting/2014 CWI grants meeting. Counties in attendance included: Adams, DeKalb, Huntington, Jay, Kosciusko, LaGrange, Miami, Noble, Steuben, Wabash, Wells, & Whitley
- October 9: Nathan and Laura hosted a SWCD staff meeting in Dubois Co in response to the shutdown, with one topic devoted to discussions on how we could continue being effective despite the circumstances. ISDA Resource Specialists were also present to answer questions related to technical items and other general items. Counties in attendance included Crawford, Daviess, Dubois, Gibson, Harrison, Knox, Lawrence, Martin, Owen, Pike, Posey, Putnam, Spencer, Vanderburgh, & Vermillion.

Other Key Items:

- All DSSs assisted affected SWCDs as they operated despite the federal government shutdown. For example:
 - Gathering alternate contact information from affected SWCDs, and sharing the information as appropriate with other SWCDs, Partners, etc. Deb Fairhurst added “temporary contact” columns to SharePoint’s Staff Directory so that SWCDs could further stay in touch, and DSSs encouraged SWCDs to update this information
 - Finding alternate ways to get items completed when traditional methods were unavailable
 - Meetings with staff to provide guidance, etc. on specific issues
 - Geneva has been working one on one with a county whose Commissioner is currently insisting the SWCD employee take personal days for the days the USDA Service Center was closed despite the employee being willing/able to work elsewhere
- Staffing: the northeast DSS position is expected to be filled soon

Upcoming Events:

- December 3: State Board of Accounts & Indiana Department of Revenue training for SWCDs, Indianapolis (Lead DSS: Nathan)
- December 6 & 7: Leadership Institute, “Communication”, Madison (Lead DSS: Tara)

**Note: due to the large amount of data summarized, errors or omissions may exist in this report. Report was based on information available.*

SSCB October 2013 Meeting

Accountability & Technology Report - Deb Fairhurst

SharePoint Efforts

- During the Federal shutdown, assisted numerous SWCDs with SharePoint and WebCMS connections in their temporary offices. Many Districts needed access to post their Annual Meeting and Election forms, as well as their District success stories and photos. Deb also set up SharePoint accounts for several District personnel who have not had previous access.
- Assisted numerous SWCDs with posting their success stories and photos on the ICP Reports web application located at <http://www.in.gov/isda/icpreports/>. Currently, 55 SWCDs have submitted their 2012 stories. In the near future, Deb plans to train the District Support Specialists on WebCMS so they can administer hands-on training when they meet one-on-one with the SWCD office managers.
- Tested all SharePoint sites for issues affiliated with a Service Pack 2 upgrade that IOT. Final testing will occur November 8-11.
- Completed the first stage of the ISDA Grain Buyer's Warehouse database and coordinated with Dennis and Jerome on additional data validation and tweaks to the database.
- Uploaded the 2011, 2012 and 2013 Specialty Crop Block Grant tracking spreadsheets onto SharePoint and set up permissions so only Gina, Connie, Jill and Jennifer can access them.
- Revised the Indiana Grown SharePoint database to include a column for entering the producer's county. This will assist the ISDA Economic Development team with their LEDO efforts.
- Conducted SharePoint training with new ISDA personnel.

GIS Efforts

- Completed the compilation of statewide reports and county graphs for the Conservation Tillage Program. Generated maps, reports, and a trends poster which are featured on the Conservation Tillage Program web page at <http://www.in.gov/isda/2383.htm>.
- Following the Clean Water Indiana grant application deadline, Deb created maps for the District Support Specialists and State Soil Conservation Board which will aid them with the 2014 grant selection process. The maps feature the lead Districts, participating Districts, funding breakdowns based on cost share, technical assistance, and adult education, as well as the 2011-13 project areas.
- Created a Division of Soil Conservation staff map featuring their office locations for the Conservation Funding 2015-2020 report.
- Revised CREP Leaders and Administrators map for Logan.
- Coordinated with Lindsey Beckman, ISDA Economic Development to create a map featuring the locations of Indiana's large food manufactures.
- Coordinated with Dave, ISDA Policy, to create two Indiana congressional maps; one featured the Senate districts and the other featured the House districts.

DSC Director/Ag and Environmental Affairs Program Manager UPDATE – Jordan Seger
State Soil Conservation Board meeting 10/29/13

Staffing

- Jennifer Thum has been hired on as the new ISDA NE DSS based out of Fort Wayne. Jennifer's first official day is Nov 12 with training following. Jennifer was previously employed by the Allen county SWCD. We are excited to have Jennifer join the ISDA team.
- The Upper White CREP leader position based in Danville has been filled internally with the employee officially starting Nov 11. Transition and training has already been initiated.
- Interviews were conducted for the Indianapolis based Program Manager for Ag and Env. Affairs (OFN/CCSI responsibilities). A candidate has been identified and this name is currently going through the approval process.

Lieutenant Governor

- The Lieutenant Governor continues with her 92 county Listen and Learn Tour. Since initiating the Listen and Learn Tour the Lieutenant Governor and her staff have visited over 70 counties. Agriculture has been very well represented at the majority of these meetings.

On Farm Network (OFN)

- Over 600 fields have been enrolled this year in OFN with ICP staff playing key roles in leadership and coordination of local groups.
- Conducting discussions with the Iowa Soybean Association to explore IN OFN ownership of existing data processing software and IN OFN partnering with the ISA in development of new data processing software specific to Replicated Strip Trials
- Aiding the Iowa Soybean Association with final report generation and analysis
- Preparation for winter grower meetings
- 2013 IN OFN at a glance
 - Over 230 growers
 - 18 Groups
 - Over 600 fields totaling over 40,000 direct acres

Conservation Cropping Systems Initiative (CCSI)

- In collaboration with CCSI team, aiding hub teams and private farmers with Replicated Strip Trial set up, plot layout, and data collection
- Modified new OFN data collection software to be utilized with CCSI strip trials to stream line field level data collection
- Compiling corn stalk nitrate testing results as they are received from the lab
- Setting data entry website permissions for CCSI cooperators in the field
- Working with CCSI team to explore future CCSI opportunities and partnerships

SSCB 2013 March Meeting
Technical Assistance Report – Deb Fairhurst

Field Staff Activities

January 1, 2013 – October 23, 2013

Resource Specialist Activities	Total
SWCD Board Meetings	253
ICP Meetings, Conference Calls, Webinars, etc.	312
Field Days	102
Training	270
Conservation Planning	607
Survey, Design and Inspections	1,028
Construction	320
Public Interaction	*9,433
CREP – Met with Landowners	121

*As of February 1, Field Staff were instructed to begin tracking their public interaction at various events including meetings, forums, seminars, exhibits and on-farm presentations.

DSC Conservation Workload

January 1, 2013 – October 23, 2013

Action	Currently Reported
Technical Assistance	2,921
Practices Underway	707
Completed Practices	399
Practice Acres	10,746
Practice Feet	213,011
Field Acres	15,477
Nitrogen Reduction	54,288 lbs.
Phosphorus Reduction	28,280 lbs.
Sediment Reduction	22,959 tons
Total Watersheds (HUC8) Impacted	33

**Natural Resources Conservation Service
State Conservationist Report
October 2013**

Federal Shutdown, Startup Activities

NRCS returned to work October 17 and began implementing an orderly startup plan. A Continuing Resolution is in place through January 15, 2014 that provides funding for the Natural Resources Conservation Service.

NRCS would like to thank our partners for their patience and leadership during the shut-down and for working closely together to continue the business of the Indiana Conservation Partnership. NRCS will be working to catch up on backlogged services, and thank our partners for their patience as we work through this period.

Farm Bill

The current Farm Bill expired September 30, 2012. A Farm Bill conference committee has been named, and is moving forward toward establishing a new bill. Until a new Farm Bill is in place, authorities for mandatory programs continue, including:

- Agricultural Water Enhancement Program (AWEP)
- Conservation Security Program (CSP)
- Conservation Stewardship Program (CStP)
- Environmental Quality Incentives Program (EQIP)
- Farm and Ranch Lands Protection Program (FRPP)
- Grassland Reserve Program (GRP)
- Wetlands Reserve Programs (WRP)
- Wildlife Habitat Incentive Program (WHIP)

NRCS will be servicing prior year contracts for the mandatory programs listed above. We expect to receive funding and guidance to offer new enrollments in these programs in the coming weeks.

Authority for the easement programs has expired, including the Wetlands Reserve Program, Healthy Forest Reserve Program and Grassland Reserve Program. NRCS will continue to service prior year enrollments through closings, restoration and monitoring.

Technical Newsletters

Several technical newsletters are available from NRCS on a regular basis, including "Agromony Crib Notes," "Easement Newsletters" and "Grazing Bites". For example, the latest "Crib Notes" focuses on fall scouting and treatment of invasive and herbicide resistant weeds (<http://www.nrcs.usda.gov/wps/portal/nrcs/site/in/home/>).

These publications can be found on the Indiana NRCS website under the blue 'Newsroom' tab, under the 'Indiana Specialty Newsletters' heading. Partners and customers can also self-subscribe to receive the latest news from NRCS on various topics through the website - look under 'Highlights' on the main Indiana NRCS website, and choose 'Sign Up for Indiana NRCS Updates by Topic'. Be sure to scroll down when selecting options to include the Indiana specific topics. <http://www.nrcs.usda.gov/wps/portal/nrcs/site/in/home/>

LincPass

As a reminder, all non-federal employees using a CCE machine are required to have a USDA LincPass. It becomes mandatory to use the LincPass to access computer systems November 15. For any questions regarding LincPass, please contact Elana Cass, Indiana NRCS Administrative Officer, at 317-295-5836 or elana.cass@in.usda.gov.