

Duval County Soil and Water Conservation District
PLAN OF WORK SUBCOMMITTEE
Wednesday, March 6, 2019 3:30 p.m.
Duval Agricultural Extension Office
1010 N. McDuff Ave, Jacksonville, FL 32254



Supervisors in Attendance: Allen Moore, Ed Wright, Hunter Anderson, Jennifer Casey
Affiliate Members: None
Partners: None
General Public: Josephine Fuentes (District Aid)

Meeting Called to Order: 3:36 pm (Hunter Anderson chairs meeting)

1. Pledge of Allegiance
2. Local Working Group Update
 - a. Hunter emailed draft of November 2018 LWG minutes to Ed to compile final report
 - b. Once report is complete, we need to set a meeting to update Scope of Work for 2019
3. Land Judging – DSWCD will not host a land judging competition this year
4. Envirothon Grant from COJ EPB Update – No check received to date
5. Board Communications/Meetings
 - a. A new email account was created for DSWCD (DuvalSWCD@gmail.com)
 - b. All Board Members and the District Aid will receive the forwarded messages from that account until protocols are put into place
 - c. Hunter will call Mr. McCarron to follow up on his interest in volunteering for the District in some capacity
 - d. Josephine Fuentes, our new District Aid, will have access to the DSWCD shared drive
 - e. Discussion regarding moving District Conservationist report to top of agenda in consideration of his time - no time changes for board or planning meetings
6. COJ Ethics Presentation/New Supervisor Orientation – Reminder of proposed April Full Board meeting agenda, pending COJ availability
 - a. 3:30-4:30 p.m. Regular board meeting, 4:30-5:00 p.m. Ethics Training (COJ), 5:00-6:00 p.m. New Supervisor Orientation (Ed Wright)
 - b. Allen Moore will contact COJ to request training and Extension office for use of building until 6 p.m.
7. Website Updates
 - a. The date of our charter should be changed to July, 10. 1953 on the website
 - b. Need a bio and picture for the District Aid
 - c. Need a blog post about the new supervisors
 - d. Need a blog post about Envirothon
 - e. Need a blog post about Speech and Poster Contest
 - f. Need the names and email addresses for the Supervisors updated on Contact Us page

- g. Need to post the 2018 Accomplishments Report
8. Soil and Water Stewardship Week 2019
- a. Council Member Newby has agreed to sponsor the Resolution again
 - b. Jennifer will contact Council Member Becton to co-sponsor
 - c. Allen will contact Council Member Pittman to co-sponsor
 - d. Jennifer will send the final version of the proposed City Council Resolution to District Aid to send to each city council member who agrees to sponsor

MOTION by Jennifer Casey to approve the proposed 2019 Soil and Water Stewardship City Council Resolution and send to Council Members Newby, Becton and Pittman for sponsorship

SECOND by Allen Moore

IN FAVOR Unanimous

9. Water Conservation Month – April 2019
- a. It's the 21st anniversary of Water Conservation Month (promoted by SJRWMD, DEP and the American Water Works Association)
 - b. Geoff Sample from SJRWMD has again requested that DWSCD issue the annual proclamation for Water Conservation Month in Duval County
 - c. Jennifer will draft a proclamation using the language provide by SJRWMD for approval at the March Full Board meeting
10. Potential Partnerships
- a. Jennifer working with the Sierra Club Northeast Florida Group about possibly partnering to host an educational outreach on soil and water stewardship for families at the Hubbard House in June. Jennifer will discuss details with them and report at the March Full Board meeting.
 - b. Hunter has recently spoken with Jim McCarthy of North FL Land Trust. We will consider having him at a future Full Board meeting as our guest speaker.
11. Protecting the St. Johns River watershed from sewage sludge applications in South FL – Need more information and discussion

(Allen arrives)

12. Envirothon
- a. District Aid will prepare a press release after the event
 - b. Hunter will be reimbursed for medals/trophy/food from budgeted funds
 - c. Students competing from Duval and Nassau counties - Raines High School now added
 - d. Partners this year include St. Johns Riverkeeper, NRCS, FFS, IFAS, Diamond D and others
 - e. Hunter and Jennifer to serve as scorekeepers – Allen to send spreadsheet
13. Speech and Poster Contest
- a. District Aid will prepare a press release after the event
 - b. We will announce winners of both contests tonight at the event

MOTION by Allen Moore to offer the sponsoring teacher of the Speech Contest winner a \$50 honorarium to assist with winning student's travel to the Area 2 competition

SECOND by Hunter Anderson

IN FAVOR Unanimous

(Ed arrives)

MOTION by Jennifer Casey to adjourn meeting

SECOND by Allen Moore

IN FAVOR Unanimous

Meeting Adjourned 4:57 pm

Agenda for March Full Board meeting

- Update on Plan of Work Subcommittee meeting items
- Soil and Water Stewardship Week Resolution
- Water Conservation Month Proclamation
- Local Working Group/2019 Scope of Work
- Recognition of former supervisors
- Upcoming COJ Ethics Presentation/New Supervisor Orientation
- Review of Affiliate Members Terms/Questionnaire

Agenda for April Plan of Work Subcommittee meeting

- Bylaw Task Force recommendations