

Duval County Soil and Water Conservation District
PLAN OF WORK SUBCOMMITTEE
Wednesday, October 2, 2019 3:30 p.m.
Duval Agricultural Extension Office
1010 N. McDuff Ave, Jacksonville, FL 32254



Supervisors in Attendance: Allen Moore, Hunter Anderson, Jennifer Casey, James Cook
Affiliate Members: Antoinette Jones, Joshua Rosenberg, Tiffany Bess
Partners: None
General Public: Josephine Fuentes

Meeting Called to Order: 3:30 pm

1. District Brochure – 1000 ordered at \$267.99, Hunter to be reimbursed
2. EWP – Stay aware as it is still hurricane season
3. Farm City Luncheon – Volunteers needed to help set up on Nov 21 from 12-1pm
4. Urban Ag Grant
 - a. Josh has met with Carrie and made draft revisions to be confirmed next week
 - b. We need to consider additional grant sources
5. Financial Compliance Reporting – State report has been submitted, report due end of Nov, and special district fee due Dec 1
6. Annual Report - All board members should send Josie highlights for the annual report before next Full Board meeting
7. Envirofest Cummer – Will promote all educational programs on Nov 7
8. Land Judging
 - a. Allen provides UF/IFAS land judging program overview
 - b. Josh to meet with Congaree and Penn as a potential land judging site
9. Treat Our Teachers Meeting – Jennifer has invited our list of 153 teachers and we have 34 RSVPs
10. Educator Open House at Jacksonville Zoo Report
 - a. Jennifer reports that over 100 teachers were in attendance and 42 signed up for info
 - b. Tree Hill's education director mentioned that they might invite our Speech Contest winner to speak at their spring butterfly festival
 - c. The Jacksonville Zoo mascot "Salsa" might attend Envirothon during lunch, but we need to follow up
 - d. Jennifer will have receipts for reimbursement for DSWCD buttons and tabling fee
11. DCPS Green Champions Meeting – Jennifer shared about our educational programs with the app. 50 teachers in attendance
12. Supervisor Training – Ed needs to reschedule and send video to all board members
13. Start Farming
 - a. Allen will make 50 color copies of the flyers
 - b. Hunter needs a pdf of the flyer to print and promote at Envirofest

MOTION by Jennifer Casey to purchase a Facebook ad to promote Start Farming event with a budget not to exceed \$50

SECOND by Hunter Anderson

IN FAVOR Unanimous

14. LWG - Nov 6th from 3:30-5:00 p.m. and invitations need to be mailed or emailed by Ed with Josh assisting as needed
15. Speech and Poster Contest

- a. Hunter will look at improving the judging process
- b. Allen suggests we consider encouraging schools to have their own contest to decrease the number of posters we judge in future years

16. Photo Contest

- a. Hunter will complete and share blog post with photo release forms
- b. We will establish a judging committee to meet on Wednesday Oct 23 at 3:30
- c. Allen, Josh and Josie will be on the committee and Hunter and James are alternates
- d. Any additional board members present can provide input, but winner chosen at committee's discretion

MOTION by Jennifer Casey to give full authority to the Photo Contest Judging Committee to judge photos for the contest and to determine winners

SECOND by Hunter Anderson

IN FAVOR Unanimous

17. Education Program Coordinator

- a. We have had an increase in our teacher contacts and interest in our programs that is resulting in additional administrative duties and coordination issues
- b. Jennifer suggests that we create a new volunteer position with a 6 month term (Oct 2019-Mar 2020) in order to handle the increase
- c. Jennifer will prepare job description to include coordinating all of our educational programs, handling registration and event details and require applicant to have strong computer skills
- d. The position will be advertised on FB and we will follow the same protocols as when appointing a District Aid

MOTION by Jennifer Casey to create a volunteer position for an Education Program Coordinator

SECOND by James Cook

IN FAVOR Unanimous

18. Tree Commission Report

- a. Josh reports that there is \$26 million in funding being discussed at their meetings
- b. He recommends we look at Planet Geo study and jaxdigs.org to learn more
- c. He will have the opportunity to watch others present their proposed projects for tree plantings on private land and will share what he learns
- d. Process = Planet Geo>Create Project>Present Project>Implement Project
- e. Josh will scan minutes of the meetings for those interested
- f. Allen mentions that we have a tremendous resource in Larry Figart with the Extension if we consider a project of our own
- g. There is currently a brownfields exhibit at City Hall

Meeting Adjourned: 4:42 p.m.