

**Duval County Soil and Water Conservation District**  
**PLAN OF WORK SUBCOMMITTEE**  
**Wednesday, September 11, 2019 3:30 p.m.**  
**Duval Agricultural Extension Office**  
**1010 N. McDuff Ave, Jacksonville, FL 32254**



Supervisors in Attendance: Allen Moore, Ed Wright, Jennifer Casey  
Affiliate Members: Antoinette Jones, Joshua Rosenberg  
Partners: None  
General Public: None

Meeting Called to Order: 3:30 pm

1. Annual Report – All board members should send Josie highlights for the annual report by the Oct 2 planning meeting
2. Urban Ag Grant – Joshua Rosenberg
  - a. Josh met with Carrie Davis of Wealth Watchers to discuss revisions to the grant application from 2018
  - b. Discussion included a food forest at A. Philip Randolph park
  - c. Need to add language to the grant highlighting past successes with conservation efforts
  - d. Need to add details to project specifications to include names, types of plants, etc.
  - e. Grant proposal should be available for us to review by Oct Full Board meeting
  - f. Grant to include Josh as Consultant Contractor
3. Bylaws
  - a. Need to consider language that provides for affiliate members to receive compensation beyond reimbursement for grant-associated services
  - b. Plan to revise and approve Bylaws at Oct Full Board meeting
  - c. Other SWCDs want to see our Bylaws once revised

Ed Wright Arrives – Quorum established

4. Administrative Concerns
  - a. Jennifer will bring a quote for ordering 300-500 district brochures to Full Board meeting
  - b. Allen provides an updated hard copy of the Contact Information sheet, Josie will distribute via email
  - c. Request for Service Form is on website as a download, but Jennifer will see if electronic submission of a web form is possible
  - d. Business cards needed for affiliate members with their personal email and title “Affiliate Member”

MOTION by Jennifer Casey to order our four affiliate members business cards with a budget not to exceed \$100

SECOND by Ed Wright

IN FAVOR Unanimous

5. Envirothon
  - a. There has been interest from middle school teachers/students in participating in Envirothon

- b. We need to consider inviting middle school teachers to the Envirothon
  - c. We need to consider allowing middle school students to participate in the educational workshops, but not the Envirothon
  - d. We will ask James Cook to interview our Envirothon Featured Teacher for FB/website
6. Treat Our Teachers Meeting – Jennifer Casey
- a. Our first event was highly successful with good attendance and follow-up email has been sent with link to the presentation
  - b. We have a second event planned for Oct 20 with several RSVPs already, menu set with \$200 budget, 13 Gypsies is provided an in-kind sponsorship of \$300 in food/beverage
  - c. Allen mentions that we should consider larger venues for future events
  - d. Request from a teacher that attended included helping private schools become eligible for local Green Ribbon award nominations, Jennifer will research
  - e. Related – Jennifer will be presenting briefly at the DCPS Green Champion kickoff meeting on Sep 25 to 30-40 teachers, needs materials
7. Local Working Group – Ed Wright
- a. Ed shares plans for 2019 LWG including that he’s working on a letter and invitation
  - b. Minutes from 2018 LWG are provided for the record
  - c. Discussion about the importance of promoting LWG, increasing partnerships
  - d. Josh offers to assist with planning the event
  - e. Important language over the years: “Soil, Water, Air, Plants, People”, “Beyond the Farm Boundary”, “Keep the Farm in the Larger Picture”
  - f. Based on availability, Josh will be assigned as the affiliate member to work with Ed on LWG instead of John B. who is indicated in the Plan of Operations
8. Potential Coastal Resiliency Initiative
- a. Conversation around the types of success that come out of LWG lead to a discussion about the Beaches
  - b. Discussion of dune planting efforts needing diversity and not just sea oats
  - c. Jennifer will send Josh link to Brooksville Plant Materials Center
  - d. Potential partners for any projects might include Mayor Ellen Glasser in Atlantic Beach and Beaches Go Green might be a potential source of volunteers for planting effort
9. EWP Program – Allen provides a fact sheet and Jennifer will share on FB when provided with link
10. Citizen Requests
- a. Student Interview – Request is unclear, but Allen will handle if soil and water is the topic, Jennifer will handle if topic is political science
  - b. Christy Carter/Maxville PUD concerns – forwarded to District Conservationist Al Oliver
  - c. Allen Skinner/White Harvest Farms – Allen Moore fulfilled request for farm visit
11. Area 2 Workshop – AFCD has emailed details for Oct 10 workshop
12. JEPB Symposium at UNF
- a. Josie will ask Hunter for details about tabling
  - b. Allen, Jennifer and Hunter will attend
  - c. Allen will set up and work morning and Jennifer will work afternoon and tear down
  - d. Allen will bring the Envirothon and poster/speech contest flyers

13. Farm-City Week Support – We need Hunter to bring a check for the Duval Agricultural Council as approved at last Full Board meeting
14. Financial Compliance Reporting – Hunter needs to review the Special District Fee due Dec 1 and whether we are eligible for a waiver
15. Photo Contest
  - a. Deadline is Oct 20, 2019
  - b. Hunter needs to prepare a blog post with application and photo release forms provided by Allen at last board meeting so that we can promote it
  - c. We need to establish a panel of judges and protocols – special meeting needs to be called before Nov 5 Start Farming Panel in order to present awards at that event
16. Land Judging – Josh and Ed will schedule a visit to Eden gardens before Sep Full Board meeting
17. Start Farming Panel – SJC SWCD will partner with us and invite farmer to be on the panel
18. Duval Food Forest & Pollinator Habitat Project– Jennifer Casey
  - a. Jennifer has been working with Josh since early June to develop a permaculture demonstration project on public property in Durkeeville near the S-line bike trail (to include a pollinator habitat and food forest demonstration)
  - b. Looking for input on the project now and are proposing that DSWCD consider adopting a resolution of support for the project by Jan 2020 (proposal to include rationale for the project, conservation and community goals, and identification of potential partners and possible funding sources)
  - c. St. Johns Riverkeeper Lisa Rinaman has offered to write us a letter of support
  - d. A possible major partner would be Groundwork Jacksonville who is working on developing a biodiversity corridor in the same area as part of their Emerald Trail project
  - e. Kay Ehas will be a guest speaker at Sep Full Board in order to update the board on the Emerald Trail project

Meeting Adjourned: 5:00 p.m.