



**Regular Board Meeting  
Wednesday, October 25, 2023  
UOG ALS Rm. 104**

Youtube Recording Link: [https://www.youtube.com/live/9tCJmwJxZXc?si=KBeS1g7hJSikZ\\_A9](https://www.youtube.com/live/9tCJmwJxZXc?si=KBeS1g7hJSikZ_A9)

I. Call Meeting to Order	Meeting Called to order at 4:07 pm by MA.
Roll Call	<ul style="list-style-type: none"> <li>● Michael Aguon (MA) <i>Chairman</i> - PRESENT</li> <li>● Martha Tenorio (MT) <i>Vice Chairperson</i> - PRESENT</li> <li>● Glenn Dulla (GD) <i>District Director</i>- PRESENT</li> <li>● Yvonne Manglona-Juaneza (YMJ) <i>District Director</i> - PRESENT</li> <li>● Glenn Takai (GT) <i>District Director</i> - PRESENT</li>   <li>● Erica Pangelinan (EP) <i>District Administrator</i> - PRESENT</li> <li>● Rita Barcinas (RB) <i>Program Support Specialist</i> - ABSENT on Leave.</li> </ul> <p>Also present during the meeting:</p> <ul style="list-style-type: none"> <li>● Dr. Leroy Robert Barber (BB) - UOG Advisor</li> <li>● Mark Acosta - UOG Cooperative Extension &amp; Outreach</li> </ul>
II. Acceptance of Meeting Agenda	<b>GT/GD moved to accept the meeting agenda, with the adjustment that the partner’s report be moved ahead of the director reports for 10/25/23. All in favor. Motion passed.</b>
III. Approval of Meeting Minutes	<b>GD/GT moved to table the approval of the Regular Board Meeting minutes for 09/20/23. All in favor. Motion passed.</b>
IV. Partner Reports	<p>Report by: Dr. Barber and Mark Acosta</p> <ul style="list-style-type: none"> <li>● Dr. Barber noted that it would be better to switch the MOU to a “partnership agreement” to avoid any issues like having to have the Attorney General sign off on it. The RREA agreement will remain the same with just a different title. The board will need to resign the new document</li> <li>● Partnership Agreement is a statement of intent to work together, but it is not legally binding. This was suggested because we are not exchanging services and funds, just agreeing to work together on the same project.</li> <li>● Dr. Barber decided to keep the MOU as is for now unless advised to do otherwise. The other partners will have partnership agreements with CE&amp;O.</li> </ul>

	<ul style="list-style-type: none"> <li>● They are trying to get Electric Fencing ordered. They put in the request and are waiting for the PO to be processed. Once they have the electric fence materials, they will go ahead and meet with small group workshops with the Inarajan mayor's office and get started cutting the grass and installing the fence.</li> <li>● One of the first workshops will probably be on backyard nursery management.</li> <li>● Dr. Barber noted that the Southern Site will probably need a speaker and some form of wireless microphone.</li> <li>● UOG CNAS will have a new dean: Dr. Rachael Leon Gurrero.</li> </ul>
<p>V. Director Reports</p>	
<p>A. Chairman: Michael Aguon</p>	<ul style="list-style-type: none"> <li>● MA attended the NACD Executive Board meeting this morning.</li> <li>● The Executive Board Retreat will be on Dec 04 - 07, 2023 in Washington.</li> <li>● MA inquired regarding the SGSWCD dues to NACD. EP noted that the district is up to date and usually pays at the Annual Meeting.</li> <li>● MA attended the Invasive Species Subcommittee meeting last week where they reviewed 25 of the resolution points. They are asking for video clips of top invasive species. GD can share the outreach videos that he has.</li> <li>● Friends of NACD grant is Due Nov. 30th.</li> <li>● Quickbooks Training - MA and EP met with Fred Granill to coordinate the quickbook training on Nov 28 &amp; 29 from 8:30 to 2:30. We are aiming to get at least 10 participants, please recruit.</li> <li>● Position Paper for the Compact Impact Agreement - MA asked BB to assist in drafting the paper. He advised keeping it to 1 page. MA noted they want to involve the Congressman.</li> <li>● Feral Swine Funding - We received the funds from the Governor and we are hoping to submit additional requests for funds for the upcoming year.</li> </ul>
<p>B. Vice Chairperson: Martha Tenorio</p>	<ul style="list-style-type: none"> <li>● MT reported on the Farmer Stress Grant. The committee decided that they do not want to move forward with Dr. Kuan's survey. Instead, they will look at doing more outreach events to help farmers manage their stress. They are trying to help farmers alleviate their stress by providing training on things that will have a direct effect on their stress levels such as quickbooks.</li> <li>● We want to present a resolution for former Directors Carol and Angie, recognizing their contributions to the District. They are looking at having it presented by Speaker Terlaje at the next partner's meeting, possibly at the conference room at Adelup.</li> </ul>
<p>C. Director Glenn Takai</p>	<p>Soil Health Workshop</p>

	<ul style="list-style-type: none"> <li>● SGSWCD held a successful Soil Health Workshop on October 07th. We had about 30 people sign in, approximately 25 of them were participants. There were 3 soil testing kits left out of the 30 we prepared. We need to follow up with the participants. On that day we also started collecting information for our District Registry.</li> </ul> <p>Feral Swine</p> <ul style="list-style-type: none"> <li>● We connected with the people from White Buffalo to try to mitigate some of the issues with Feral Swine. Ultimately, when we start putting up all the feral swine fences the swine are going to be displaced into residential areas and that's where the trapping comes in.</li> <li>● GT went through the first round of training with Sam and noted that it was very good. They learned to use Google Earth Pro and plot points to determine where to place traps. The next training will be on setting up the traps, baiting, and killing and removing the pigs. GT noted that they have very good numbers with the pig briggs and he is excited to keep moving forward with it.</li> </ul> <p>Joint Chief's Landscape Restoration Partnership</p> <ul style="list-style-type: none"> <li>● We were working on the Joint Chief's program to help make people's homes more fire safe, but as you know, we had the typhoon and everything got delayed. We met with someone in Tahoe who reassured us that the funding is still there and not to worry about getting extensions because we have until 2025 for it so just keep moving forward.</li> <li>● EP is working on putting out information to advertise the program. The deadlines are November 3rd and March 8th.</li> <li>● The district inquired whether we could get UOG Ija station involved as it is in the identified area and has fire concerns.</li> </ul>
<p>D. Director Glenn Dulla</p>	<p>REPI Sentinel Landscape</p> <ul style="list-style-type: none"> <li>● We are still waiting for the grant money from NACD to make its way to RC UOG.</li> <li>● EP noted that there was a \$63,000 NACD TA deposit in the account. GD mentioned that the REPI funds are supposed to be submitted quarterly and it's routed to UOG so that won't be it. The issue was that the deposit wasn't specified to go to RC UOG, so they needed to figure out which deposit it was and then it will be transferred to RC UOG.</li> <li>● EP has been working on the Project Director announcement. GD talked to RC UOG and if they don't have enough funds to pay for the position, the district can write a check to RC UOG to supplement it. No MOU or agreements necessary, just a check with a note regarding where the funds will go and specifically how it will be spent. The funds will go through GD's UOG</li> </ul>

	<p>account.</p> <ul style="list-style-type: none"> <li>• The intention for the position is that EP applies for and transfers to the REPI position. She will continue to administer the district operations and suggests that the district pay her salary to RC UOG as a supplemental in kind match so that she only receives one check and holds one position that allows her to work on the district projects.</li> </ul> <p>Perimeter Fencing</p> <ul style="list-style-type: none"> <li>• GD noted that they don't have a timeline yet as they are still reviewing the grant proposals. GD talked with Meg and was reassured that Guam will get some funds due to our needs but it probably won't be all the funds requested. We may need to rewrite how we spend the money and either build our own evaluation process or use NRCS. GD noted that NRCS may not have the capacity to handle the ranking. GT suggested using NRCS as a resource where we can and using it to demonstrate the need for more people in the NRCS office.</li> <li>• BB suggested funding them for small plots and letting the farmer's show their commitment to installing the fencing and then letting them apply again later to extend the fencing.</li> <li>• The board discussed using NRCS's criteria and specs as a starting point to develop our own process for awarding and implementing the project.</li> <li>•</li> </ul>
<p>E. Director Yvonne Manglona Juaneza</p>	<p>NACD Climate Smart Commodities Concept Paper</p> <ul style="list-style-type: none"> <li>• YMJ and EP worked on the NACD Climate Smart Commodities Concept Paper last week. It was sent to the board members to review.</li> <li>• The idea of the Climate Smart Commodity concept is to utilize the Department of Agriculture's microgrant project. We are going to mirror that concept.</li> <li>• The Climate Smart Microgrant Program Initiative will provide financial support to agricultural producers on Guam to help them implement climate smart best practices on their farms.</li> <li>• We will have the climate smart best management practices, increase production profitability for the farmer, and host conservation demonstrations. We want to use this to fund some of our workshops and demonstrations.</li> <li>• With this grant we want to not only provide farmers with funding but also to use the data to inform other projects and see what else can be done to help underserved farmers.</li> <li>• Some of the areas we want to focus on are: nutrient management, cover crops, critical area planting, and feed management. These are topics we can do workshops on and educate farmers about.</li> </ul>

	<ul style="list-style-type: none"> <li>● We are looking at \$2 Million over a 5 year period.</li> <li>● The next steps are to flesh out the proposal and add the details to the budget. NACD will review the concept paper and provide feedback on how we can align our ideas with their goals for this project. The actual application will be open next year in February.</li> </ul>
<p>VI. District Administrator Report</p>	<p><b>Financial Report</b></p> <p><b>SGSWCD Coast360 Business Accounts</b></p> <ul style="list-style-type: none"> <li>● General Fund Checking: \$131,134.09 <ul style="list-style-type: none"> <li>○ \$63,250 was deposited from the NACD TA Grant.</li> <li>○ UOG deposited \$2,558.00.</li> <li>○ \$50,000 was deposited from the Treasury.</li> </ul> </li> <li>● DoAG Farmer Stress Checking Account: \$24,010.03. <ul style="list-style-type: none"> <li>○ \$10,000 needs to be transferred from the general fund checking into this account, as previously agreed on by the board.</li> </ul> </li> <li>● Savings: \$1.20</li> </ul> <p><b>Guam Association of Conservation Districts (GACD) Accounts</b></p> <ul style="list-style-type: none"> <li>● \$1,503.00</li> <li>● Checking: \$35,170.00 <ul style="list-style-type: none"> <li>○ The \$35,000 is going to be transferred to the Southern District (SGSWCD) for the TA Grant.</li> </ul> </li> </ul> <p><b>Pending Transactions:</b></p> <ul style="list-style-type: none"> <li>● Soil Health Workshop Expenses</li> <li>● NGSWCD Employee Travel Expenses for the NRCS Operational Training</li> </ul> <p><b>Taxes</b></p> <ul style="list-style-type: none"> <li>● EP will be going to a professional tax service to handle the District's tax documents for the SGSWCD employees.</li> </ul> <p><b>Reimbursements</b></p> <ul style="list-style-type: none"> <li>● The NGSWCD is requesting a \$15,000 reimbursement from the board for travel expenses. EP recommended paying half of the amount at \$7,500. BB advised the board to pay the entire amount.</li> <li>● <b>GD/GT made a motion to reimburse the NGSWCD in the amount of \$15,000 as soon as the funding is available. All in favor. Motion passed.</b></li> </ul>
	<p><b>Grants and Agreements</b></p> <ul style="list-style-type: none"> <li>● USDA APHIS <ul style="list-style-type: none"> <li>○ The district committed \$10,000 to the program for the fiscal year. That equals about 2 months of service. Charlene Hopkins reached out to find out when we will</li> </ul> </li> </ul>


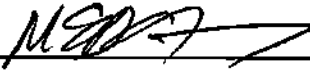
	<p>be providing the funds. They would also like to schedule a meeting to discuss the dates and timeline for trapping bouts.</p> <ul style="list-style-type: none"> <li>○ We agreed to eventually start addressing the calls from landowners. They want the district to be providing the list of people who they will service. The district will need to come up with some type of ranking criteria for this. They will provide training regarding the information that they collect during a phone assessment to help us with this.</li> <li>○ GD noted that no one discussed how the changes would be communicated to the public and mentioned that a meeting is needed to address it now.</li> <li>○ The board will schedule a meeting with APHIS and decide the plan for the \$10,000.</li> <li>○ BB advised the board not to use their limited funds to address the problem directly, but to advise the government on how to address the problem on a larger scale.</li> </ul>
	<p>NACD TA Grant</p> <ul style="list-style-type: none"> <li>● EP reported that we are closed out on the 2021 grant. The district is also up-to-date on reporting for the 2022 cycle.</li> <li>● The 2023 grants have not been awarded by NACD yet.</li> <li>● We have about 6 more months of payroll left for the 2022 TA grant.</li> <li>● The GACD TA grant for 2020 we have about \$3,000 remaining. NACD is asking if we will be able to spend the funds by December and if not, if we could return the funds.</li> <li>● We have another round of \$80,000 in the GACD TA grant.</li> <li>● EP suggested spending the \$3,000 on an outreach event and supplies to facilitate such events.</li> </ul>
<p><b>VII. Old Business</b></p>	
<p><b>A. NACD Feral Swine Perimeter Fencing Grant Proposal</b></p>	<p><b>GD/GT made a motion to approve the grant proposal. No discussion. All in favor. Motion Passed.</b></p>
<p><b>B. NACD Climate Smart Commodities Concept Paper</b></p>	<p><b>GD/YMJ made a motion to accept the NACD Climate Smart Commodities Concept Paper as presented. All in favor. Motion Passed.</b></p>

<p>C. PISBDC Quickbooks Training MOU</p>	<p><b>GT/MT made a motion to accept the MOU with PISBDC for the Quickbooks Training on November 28 &amp; 29 to be funded under the Farmer Stress Grant. All in favor. Motion Passed.</b></p> <p>The Quickbooks Training agenda was provided to the board for review.</p>
<p>VIII. New Business</p>	
<p>A. FY2024 Budget</p>	<p>EP submitted the FY2024 budget to the board. The document shows the amount requested in February and proposed changes to the budget based on the amount that was actually allocated to the District.</p> <ul style="list-style-type: none"> <li>• The district was given \$95,923.38.</li> <li>• \$66,000 of the funds were from the general fund. The remaining \$29,000 was from the misc. funding that was set aside specifically for the district to use for feral swine management.</li> </ul> <p>EP asked the board to look at the amended budget. EP noted the staffing pattern reflects the in-kind contribution the district will provide in addition to our other funding.</p> <ul style="list-style-type: none"> <li>• BB advised that the funding for feral swine management be spent directly on the guam feral swine management and not under miscellaneous funds.</li> </ul> <p><b>GT/GD made a motion to approve the FY2024 Budget as presented, with the amendment to remove the conservation technician position and instead keep the misc. (\$29,000) funding under the Guam Feral Swine Program in the budget. All in favor. Motion Passed.</b></p>
<p>B. Active District Registry SOP</p>	<ul style="list-style-type: none"> <li>• EP presented the board with the district registration form template and the SOP for handling the registration.</li> <li>• BB suggested adjusting the formatting to make it easier to read.</li> <li>• GD noted that as long as they meet the criteria they should automatically be accepted as a member, without the need for board approval of each application.</li> <li>• MA inquired regarding a membership benefit like a fuel card/discount.</li> </ul> <p><b>GT/YMJ made a motion to accept the Active District Registration Form as presented, with the recommended changes to formatting and SOP listed above. All in favor. Motion Passed.</b></p>
<p>C. NACD Executive Board Retreat</p>	<p><b>MT/GD made a motion to approve Chairman Mike Aguon's attendance at the NACD Executive Board Retread in Washington DC. All in favor. Motion Passed.</b></p>
<p>D. NACD Annual Meeting</p>	<p>The NACD Annual meeting is on February 11-14, 2024.</p>

	<ul style="list-style-type: none"> <li>● MT suggested all the directors as well as EP should attend.</li> <li>● YMJ noted that she can start working with EP to get approval from BSP for her to get admin leave to attend the meeting. They will draft a letter to her director.</li> <li>● The board discussed sponsoring the registration for the Advisors: Bob Barber and Mark Accosta.</li> </ul> <p><b>GT/MT made a motion to approve the travel and registration costs for all the directors and Erica Pangelinan for the NACD Annual Meeting, as well as the registration costs for the UOG Advisors: Mark Acosta and Bob Barber. All in favor. Motion Passed.</b></p>
IX. Board Correspondence	<ul style="list-style-type: none"> <li>● EP is working on the SGSWCD report for UOG.</li> </ul>
X. Public Comment/Announcements	No public comment.
XI. Next Meeting	<p>Next Meeting:</p> <ul style="list-style-type: none"> <li>- <b>The next Partner meeting will be on November 08, 2023.</b></li> <li>- <b>The next Board of Directors meeting will be on November 15th, 4pm.</b></li> <li>- <b>The NGSWCD asked to hold the joint board meeting before December 24th.</b></li> </ul>
XII. Adjournment	<b>MT/YMJ made a motion to adjourn the meeting at 6:30pm. All in favor. Motion passed.</b>

Minutes Prepared By: Rita Barcinas

Minutes Approved By:

 <hr/> Yvonne Manglona-Juaneza SGSWCD Secretary	11/15/23 <hr/> Date	 <hr/> Michael Aguon SGSWCD Chairperson	11/15/23 <hr/> Date
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