

Middle James Roundtable Steering Committee Meeting

MINUTES

MARCH 20, 2024

MEETING CALLED BY	Lorne Field, Chair
TYPE OF MEETING	Executive Committee Meeting
NOTE TAKER	Julie Buchanan
ATTENDEES	Lorne Field (Chesterfield County Env Engineering), Kathleen Ogilvy (VDOF), Sharon Conner (Hanover-Caroline SWCD), Michael Daniel (Lynchburg Water Resources), Catherine McCarthy (Henrico County DPW) Matt Scott Stone (JRA), Isbella O'Brien (TJPDC), Neal Friedman (Alliance for the Ches Bay), Sherry Ragland (Peter Francisco SWCD), Julie Buchanan (CVWMA)

EXECUTIVE COMMITTEE MEETING

FISCAL UPDATE

DISCUSSION	<ul style="list-style-type: none"> A. A fiscal report was shared with all partners via email on 3/19/24 and discussed during the meeting. The report shows one transaction – a reimbursement of \$403.20 on 2/26/24 to Henricopolis SWCD for the Constant Contact account. B. Waiting to hear back from DEQ on final scope of work; MJRT will move forward with spending plan in the meantime. C. Henricopolis is no longer the roundtable fiscal agent; Hanover-Caroline SWCD has accepted taking on this task. All invoices should go to Sharon Conner. 		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DEQ GRANT

DISCUSSION	<ul style="list-style-type: none"> A. Soil test vouchers – Forms were emailed to all partners to distribute. Local extension offices have tests available. Sharon offered to scan and email the required forms to go with the kits. 27 soil test vouchers came in after the end of last fiscal year. B. Septic pump out – Peter Francisco has spent \$1,175 since January. C. Rain barrel workshops – TJPDC has \$1,473 for rain barrel workshops; will host a workshop May 16 at Devil's Backbone in partnership with Nelson County Parks and Recreation, Nelson Extension Office (\$40 to attend). Henrico DPW has \$500 to purchase ready-made rain barrels to give away. D. Paint-out pollution – \$1,000 to spend this year. Lorne asked for input on possible locations; schools and community groups can participate. Funds should cover 5-6 different stencils. <p>Extra \$ for admin fee for Hanover-Caroline to donate back for refreshments Total \$1,500 to cover annual meeting costs</p> <p>Catie mentioned Henrico's new HEART initiative</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Share Peter Francisco septic program parameters	Sherry		
Scan and share required soil test forms with group	Sharon		

GOALS FOR 2024

DISCUSSION	<p>A. Public events – Lorne will staff MJRT table at Stony Point Fashion Park Earth Day event, April 22, from 11 a.m. until 1 p.m. Henrico DPW and CVWMA will also be in attendance.</p> <p>B. Newsletter – MJRT communications will move to e-newsletter; frequency will be every other month instead of weekly.</p> <p>C. New members – Isabella reached out to Culpeper SWCD and TJSWCD. TJSWCD plans to attend May meeting. Isabella will also reach out to Rivanna Conservation Alliance and Charlottesville ReLeaf. Neal has reached out to Southside ReLeaf but has not heard back.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email Sharon about events for progress report.	All	Ongoing
Check on Constant Contact account access.	Lorne	

ANNUAL MEETING PLANNING

DISCUSSION	<p>Wednesday, Sept. 4, 2024 at new JRA offices being built at Dock Street, Richmond. Building planned to be complete this summer. More details on capacity to come.</p> <p>Morning Session (40 minutes per topic)</p> <p>Possible speakers: Keynote – Giles Garrison, JRPS Invasive/Native Species Topics Amber Ellis or Joey Shelton, JRA Lisa Wittenborn, Rivanna Conservation Alliance Ashley Moulton, Flora of Virginia Board</p> <p>Afternoon Session Tabling event – invite Richmond Tree Stewards, Va Native Plant Society, VCAP Outdoor tour of Chapel Island Canoeing</p> <p>FOOD: Charge for attendance? Look into ways to pay and collect funds Social at Stone Brewing or Triple Crossing?</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Lisa Wittenborn	Isabella	
Ashley Moulton	Lorne	
JRA staff and Giles Garrison	Matt	
Richmond Tree Stewards	Nat	
Food vendors for catering/social	Catie	
Look into fee for attendance	Sharon/Julie	

DISCUSSION		
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ROUND ROBIN

EVERYONE

	<p>Lorne: Rain barrel workshops this are weekend and in April (all sold out); Chesterfield County Earth Day/Outdoor Fest coming up April 13; Lorne is now charge of water monitoring sampling for his department.</p> <p>Matt: JRA is in need of applicants to the Leadership Expeditions program; 35 spaces available for rising 8th-11th graders; deadline is April 1, but will likely be extended.</p> <p>Catie: Henrico DPW is involved in APWA Mid-Atlantic Conference; will also attend Henrico and Stony Point Earth Day events.</p> <p>Isabella: Multiple rain barrel workshops in Scottsville and Albemarle; Rivanna RiverFest planning; working on draft scope of work due for regional watershed implementation plan grant.</p> <p>Michael: Stream restoration; VCAP training; maker fair; tree planting at local high school to combat heat island; Earth Day activities.</p> <p>Julie: Working on Earth Day events.</p> <p>Neal: Maintenance season; looking at getting into living shorelines as a new BMP for Alliance’s Virginia team.</p> <p>Kathleen: Spring fire season; info coming about flexible buffer program - will share at next meeting.</p> <p>Megan: At least four weeks until DEQ completes MJRT contract.</p> <p>Sharon: Hosting Eastern Virginia forage conference; writing three environmental literacy grant applications for B-WET; \$80M VT grant to fund small ag operations on 2-5 acres, minority or women-owned.</p>
CONCLUSIONS	N/A

Next Meeting – Wednesday, May 8, 2024 Location James River Association, Richmond, 1 – 3 pm

Meeting Adjourned!