

Middle James Roundtable Steering and Executive Committee Meetings

MINUTES

NOVEMBER 3, 2021

9 AM - 10 AM STEERING
10 AM - 10:15 AM EXECUTIVE

VIRTUAL MEETINGS

MEETING CALLED BY	Olivia Hall, Chairperson (Henrico)
TYPE OF MEETING	Steering Committee Meeting
NOTE TAKER	Sharon Conner, HCSWCD
ATTENDEES	Betty McCracken (Monacan SWCD), Jennifer Clark (RVA DPU), Nancy Lily (Lynchburg), Kathleen Ogilvy (DOF), Jennifer Palmore (DEQ)

Agenda topics

OFFICER ELECTIONS 2022

OLIVIA HALL

DISCUSSION	Chairperson – Nancy Lily Vice-Chairperson/Chair Elect – Kathleen Ogilvy Secretary – Sharon Conner Treasurer – Lorne Field	
CONCLUSIONS	Olivia will send out an email to everyone to vote on the slate of officers	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send out slate of officers for vote	Olivia Hall	

DEQ GRANT 2021 UPDATE

OLIVIA HALL

DISCUSSION	Reviewed 2021 Grant A. Blue Tubes – Four tubes were installed in Henrico. Several were installed in Chesterfield dog parks. Nancy will follow up with Lynchburg on progress towards their installations. B. Storm Drain Stenciling – Nancy stenciled 6-8 drains in Lynchburg mid-town. She is trying to secure a lesson to learn how to make them. She is finding it hard to get stencils from Richmond. The stencils will be ordered by December to meet grant deliverables. C. Raingardens – Native plants ordered with invoice sent to Lindy. There is funding left in that pot due to removal of a raingarden. D. Soil Test Voucher –1390 vouchers allocated out of 3000 budgeted for in the grant. E. Rain barrels – Exceeded the number requests per grant allocation. Lindy had 10 requests that she could not fill. H-CSWCD purchased 22 rain barrels with funds and distributed those during seven workshops. H-CSWCD provided barrels at a reduced cost with one at no charge for economically challenged resident. F. Website – Had some issues with domain fees. Lindy got that straightened out.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Follow up on Lynchburg Blue Tube installations	Nancy Lily	
Follow up on Stencil purchase	Nancy Lily	

2022 RFA AND GRANT PROPOSAL

OLIVIA HALL

DISCUSSION	A. Annual Meeting Theme – <ul style="list-style-type: none"> • Environmental Justice Theme suggested. • Jenn offered to help with a development of speaker list (provided in next bullet). • Possible speakers Regional voices: <ul style="list-style-type: none"> Renee Hoyos, DEQ Environmental Justice Office Jerome Brooks, DEQ Environmental Justice Office Jeremy Hoffman, Science Museum of Virginia Kendyl Crawford, Interfaith Power and Light
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	<p>Janice Underwood, VA Chief Diversity, Equity, and Inclusion Officer Nathan Burrell, Department of Conservation and Recreation Leanne Smith Nurse, EPA Office of Policy – Regulatory Management Division Jen Perkins, VA Department of Agriculture and Consumer Services – Office of Farmland Preservation (has sat in on DEQ Environmental Justice Roundtable)</p> <p>Richmond voices: Rob Brooks, Groundwork RVA Melissa Guevara, Groundwork RVA Dylan Jones, Groundwork RVA Sheri Shannon, Southside ReLeaf Amy Wentz, Southside ReLeaf Brienne Mullen, City of Richmond Office of Sustainability Duron Chavis, Happily Natural Day Lea Whitehurst-Gibson, Virginia Community Voice JaVonne Bowles, Virginia Community Voice Wafa May Elamin, Self Made Roots Kendra Norrell</p> <ul style="list-style-type: none"> • Suggested a possible panel of speakers on how different areas of the Middle James handle environmental justice issues. • Lack of tree canopy in urban areas. Possible speaker could be Sheri Shannon, Southside Releaf (Richmond tree canopy) <p>B. Septic Vouchers –</p> <ul style="list-style-type: none"> • The group advocated for septic pumpout vouchers due to cost of pumpouts in underserved/economically depressed communities. • Suggested dedicating funds to counties such as Cumberland and Buckingham. • Sherry Ragland, District Manager Peter Francisco SWCD, has developed a voucher program to help with septic pumpout or modest repairs. They paid out \$9000 in voucher funds in FY21. • They have a contractor list that will accept the \$175 vouchers. • The group suggested pulling in PFSWCD in as a partner for this environmental justice project and providing funding for vouchers in the Rock Island/Slate Creek Watersheds. • It is a reimbursement program. Logistics will need to be worked out on how the vouchers will be paid out. It was suggested quarterly reimbursement. • The group suggested using the PFSWCD as a test pilot for the voucher program and possibly expand to other middle James localities in the future. • Peter Francisco's Residential Cost Share for Septic Systems: https://www.peterfranciscoswcd.org/septic-system-pump-outs-restoration • Olivia suggested teaming up with Plan RVA on brochure distribution. • Information provided: https://planrva.org/environment/chesapeake-bay-septic-systems/ Brochure: https://planrva.org/wp-content/uploads/Short-Septic-Tank-Brochure.pdf Slightly more complex brochure: https://planrva.org/wp-content/uploads/Long-Septic-Tank-Brochure.pdf <p>C. Soil Test Vouchers – Lindy suggested reducing the number of vouchers for the 2022 grant to 2000-2500</p> <p>D. Rainbarrels – Lindy requested \$917.30 in rainbarrels for 2022 grant</p> <p>E. Web hosting and constant contact fees – Olivia will look creating a tutorial for making web-hosting issue easier for 2022.</p> <p>F. RFA added Environmental Justice to the 2022 grant – septic voucher program and rainbarrel program could meet those new grant requirements.</p>
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CONCLUSIONS	The Annual Meeting Theme this year will be
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Get cost-estimate for H-CSWCD rainbarrels to Olivia Hall	Sharon Conner	
Ask Chris Gyurisin. about a recommendation for the steering committee from Charlottesville area	Sharon Conner	
List of speakers for Annual Meeting (included in the minutes)	Jenn Clark	

MEETING CALLED BY	Olivia Hall, Chairperson (Henrico)
TYPE OF MEETING	Executive Committee Meeting
NOTE TAKER	Sharon Conner, HCSWCD
ATTENDEES	Sharon Conner, Olivia Hall, Jenn Clarke, Nancy Lily

Agenda topics

FISCAL REPORT

OLIVIA HALL

DISCUSSION	Fiscal Report sent out 10/15/21 by Lindy.	
CONCLUSIONS	Olivia will be touching base with Lindy in mid-December on grant close-out/budgeted items for 2021.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Grant close out	Olivia Hall and Lindy Durham	

2022 GRANT

OLIVIA HALL

DISCUSSION	Olivia and Lindy will flush out deliverables to start Jan 1, 2022	
CONCLUSIONS	A draft 2022 Grant application will be sent out to the committee to review.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Sent out draft to executive committee to review	Olivia Hall	

Meeting Adjourned!