

# Middle James Roundtable Steering Committee Meeting

MINUTES

APRIL 13, 2020

1 PM – 1:45 PM

VIRTUAL ZOOM MEETING

<b>MEETING CALLED BY</b>	Lorne Field, Chairperson (Chesterfield)
<b>TYPE OF MEETING</b>	Steering Committee Meeting
<b>NOTE TAKER</b>	Sharon Conner (Hanover-Caroline SWCD)
<b>ATTENDEES</b>	Olivia Hall (Henrico), Nancy Drumheller (CVWMA), Betty McCracken (Monacan SWCD), Kathleen Ogilvy (DOF), Lindy Durham (Henricopolis SWCD), Jennifer Clark (Richmond), Mark Williams (Luck Stone), Nancy Lilly (Lynchburg)

## Agenda topics

GRANT PROGRAM  
OBJECTIVES, DELIVERABLES,  
AND TIMELINE

LORNE FIELD

<b>DISCUSSION</b>	<p>Currently there is no executed grant contract. DEQ has been contacted a number of times about the delay. It is concerning since this is an extension to an existing 2019 contract and not a new grant agreement.</p> <p>Lindy noted that the template for the grant extension was not received until January 8<sup>th</sup> from DEQ.</p> <p>Lorne suggested asking for a 6-month extension to the contract, which would take it to June 30, 2021. The other option would be to address each component of the contract. This would require multi-partner coordination and having to address each component as an amendment. A 6-month extension was deemed a better alternative.</p> <p>Jennifer Clark noted that Activity 7 of the grant contract relating to soil test vouchers would need to be extended until June 30, 2021.</p> <p>The group discussed the possibility of a letter to DEQ from the steering committee if we do not hear back soon.</p>	
<b>CONCLUSIONS</b>	The steering committee will request a 6-month extension from DEQ, extending the contract through June 2021.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Grant Extension Request to DEQ	Lorne Field and Lindy Durham	

## ORGANIZATIONAL UPDATES

ALL

<b>DISCUSSION</b>	Nancy Lilly, Lynchburg, noted that they have lots of educational videos on their website.	
<b>CONCLUSIONS</b>	Nancy will share link to videos	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Link to educational videos	Nancy Lily	

## ANNUAL MEETING

OLIVIA HALL

<b>DISCUSSION</b>	Olivia Hall brought up annual meeting scheduled for September 2020. It was noted that the deposit on venue cannot be made since we do not have an executed contract. The location is the Victory Theater in Scottsville. Olivia suggested that a virtual conference could be held if the coronavirus crisis is not resolved by then. Henrico has software that allows for such an undertaking. That will be explored only as a last resort.	
<b>CONCLUSIONS</b>	Possibility of a virtual annual meeting	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

Meeting Adjourned!