

Middle James Roundtable Steering Committee Meeting

MINUTES

JAN 19 2017

10:00-2:00 PM

BYRD CELLARS

MEETING CALLED BY	Olivia Hall, Chairperson
TYPE OF MEETING	Quarterly Meeting
NOTE TAKER	Blair Blanchette
ATTENDEES	Olivia Hall (Henrico), Liz Chudoba (ACB), Chris Gyurisin (Lynchburg City), Betty McCracken (Monacan SWCD), Kathleen Ogilvy (Forestry), Paul Davis (Citizen), Katie Ranger (DEQ)

Agenda topics

FEATURED SPEAKER: BRUCE MURRAY

SYNOPSIS	<p>Family-owned vineyard and winery for 12 years. Consists of 73 owned acres and 18 leased acres for 4,000 vines. They create 17 wines, 2 sangrias fresh on site. Produce 3200 cases of 38,000 bottles of wine annually. All grapes and apples used in their production are Virginia produce; apples come from Roanoke, from a farm that has been in operation since the early 1900s.</p> <p>The Vineyard has a variety of green practices, including drip irrigation when needed, and all Norton grapes (a local variety found on one of the islands in Downtown Richmond decades ago) are grown organically. They use no insecticides and fertilize with recycled vine cuttings and organic fertilizer, and any fertilizer is applied in a concentrated area.</p> <p>The Winery, although almost entirely underground, requires heat occasionally but all heating is done by a sustainable wood heat source.</p> <p>All bottles can be recycled to the tasting room for a 50 cent rebate. All bottles have plastic labels that won't be destroyed in the sanitization process, and the caps can be reused to store the wine and other wine bottles. 5,000 bottles are recycled annually.</p>
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ORGANIZATIONAL UPDATES

ALL

DISCUSSION	<p>Olivia Hall: Chairperson and with Henrico. Passed out adult color books that Hallie with Keep Henrico Beautiful developed. Note that Hallie has transitioned away from KHB to be with her family and work in the fitness field.</p> <p>Other Participants that could not attend include: Nancy Drumheller and Lindy Durham had board meetings. Ashley Tucker had an MS4 DEQ Inspection Meeting. Amber Ellis is taking the Chesapeake Landscaping Exam. Kip is meeting deadlines pushed by bad weather.</p> <p>Betty McCracken with Monacan SWCD Conservation Specialist (and MJRT Vice Chair) and is the only full time staffer in her office. She administers agricultural cost share money to farmers that install BMPs. She also works in schools and farmers markets, etc to educate the community. In 2014-2015, VA promised cattle producers to allocate 100% funding to stream exclusion system, so is currently addressing back-log of farmers that applied for that back log. The money is available to meet this back log, but technical assistance delays implementation (need more money for full time TA staff)</p> <p>Katie Ranger, DEQ non-point source coordinator. Manages CBIG, WQIF, 319 grants, including our CBIG grant. Also does TMDL Implementation Planning.</p> <p>Kathleen Ogilvy, covers Capital Area for Forestry department. Works at the intersection of water quality and forestry, including reforestation areas cut for timber as well as privately owned small forests.</p> <p>Chris Gyurisin, Lynchburg and MJRT Treasurer: Wrapping up Walkable Watershed projects that coincide with Petersburg and Charlottesville to better communities through water quality improvement practices. Includes a rain gardens and educational signage with the goal to educate residents about how to install these practices themselves. Also includes a "home makeover" lottery for families. Installing permeable pavers at William Bass ES. Wrapping up storm drain murals; had citizens submit drawings and extending</p>
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	<p>deadline for submissions. In April, with Parks and Rec for Hug a Tree Campaign. Parks are highlighting their most iconic or largest trees and encouraging citizens to take photos; culmination will be to break the world record for people hugging a tree at the same time, as well as educational programming like making rainbarrels, tree give aways, etc. Working with GIS to inventory pet waste stations to ID where the new stations should go.</p> <p>Liz Chudoba, ACB Program Manager for Stormwater (Reduce your Stormwater DIY Website as well as Yard Design Tool): Continuing 80% cost share in MJRT region for stormwater treatment practices in partnership with Watkins Nursery.</p> <p>Blair Blanchette, CBF: Ongoing work with Grasses for the Masses Program (underwater grasses restoration). New workshops in Fredericksburg, Williamsburg, and Hopewell. GA is well underway, and we support the funding mentioned by Betty for Ag BMPs as well as SLAF funds.</p>
CONCLUSIONS	Our efforts are running smoothly!

2016 GRANT AND COMMITTEE REPORTS

ALL

DISCUSSION	<p>Quarterly Report/close of year numbers: -54 Soil Test vouchers in last quarter (need yearly totals) -40% return rate on the vouchers, so we need to push this more. -Vouchers are available for Richmond and Henrico citizens through extension. Olivia will work with Liz and Blair to help advertise this program. -Web Soil Survey can also help ID quality in your area</p> <p>Website: -Lindy will continue to send updates weekly</p> <p>Annual Conference: hosted and completed. Touch on again in 2017 grant</p> <p>Executive Committee Meetings: Fell behind this year, so need to do better for this grant cycle. Will be easier this year now that the leadership is consistent.</p> <p>Rain Garden: installed in Lynchburg, pictures on website, including public workshop and public information.</p> <p>Signs for BMPs: Betty developed 3'x2' ag BMP signs, specifically to state "Cattle Excluded Here." Installed at Westview Boat Landing in Goochland, on Rt 6 east of CH, as well as western Powhatan along Appomattox River at edge of Amelia, and another in Powhatan (four signs total). Betty will ask another farm down the road from the Rt 6 farm for this year's grant. For the 2016 grant, we purchased 11 signs and installed 4, so we have more opportunities moving forward. Betty has also offered these signs to other SWCD in the MJ, but only had one taker (sign will be installed at Cumberland/Amelia/Prince Edward region). Grant also paid for hardware and fence posts, so the money stretched a long way.</p> <p>We also installed a sign at the Chesterfield Rain Garden, separate from the above signs.</p> <p>Financials: 2016 Grant had Personel: \$252, left \$282 (pays for Henricropolis SWCD time to send emails, create budget, grant submissions, etc) Supplies: \$4,145.74 spent, went over by \$520 Contractual (sign design, website, constant contact): spent \$1,898.86 and have ~\$1700 left over Direct (soil test, annual conference): spent \$2,458.63 with surplus \$3251.51 Total expenses: \$8,755.61 Left: \$4700</p> <p>Biggest gap was soil vouchers, within Direct, which we will push this year. Remaining funds are not distributed or carried over.</p> <p>Septic Voucher Committee (for 2018 grant):</p>
CONCLUSIONS	2016 Grant went well, but need to focus on soil vouchers

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMITTEE UPDATES

OLIVIA HALL

DISCUSSION	<p>Sign Committee: See above</p> <p>Septic Voucher Committee: will help with septic pump outs. Need to develop a partnership with some pumpout companies to allow citizens to use a voucher, which MJRT will repay to that company monthly. TJSWCD has a similar program, but requires income verification.</p> <p>This verification is very difficult and potentially expensive (may require extensive staff time or an additional staff person) so there is difficulty determining how to start this program or have a partner that does not require this verification. We prefer not to have this verification.</p> <p>Betty would like to start small and have a lottery of winners. May need educational programming, including Betty's video of a local pumpout agency discussing the process.</p> <p>May need to discuss how cities will be a part of this program: Richmond may need to focus on FOG education (Fats, Oils, and Grease), and Lynchburg has little information on which homes are septic vs city connected, so may need an integrated approach.</p> <p>May need to develop a contractor list for this type of program. Possibly could put out a contract up for bid, guarantee a certain number of jobs to reduce cost. Need to consider how many bids we would put out of different regions.</p> <p>**In developing this committee, we may need to expand our reach outside of our organization or to other staffers within our orgs to find the right contact for this committee, even if they do not attend the full meetings.</p> <p>Annual Meeting Committee: -Usually held in May, but held in 2016 in September because of grant timing and executive committee role changes. -Motion to change date, put forward by Katie Ranger and seconded by Blair Blanchette. Discussion: Keep in mind ACB Taste of the Chesapeake on September 21st, as well as Chesapeake Watershed Forum. All in Favor? Unanimously decided to move annual meeting to fall</p> <p>Discussion: May consider hosting at JSarge in Goochland to host a plant sale or rain garden design program, etc etc for the fall.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Plan a Septic Voucher Meeting to plan	Olivia	April, after SC meeting

GRANT WORK 2017 AND 2018 IDEAS

ALL

DISCUSSION	<p>Scope of Work and Scope of Service or our contract document are the same.</p> <p>Website, quarterly reports, weekly watershed email, and meetings will be the same.</p> <p>Changes:</p> <p>Increase work on soil vouchers. One rain garden installed in Chesterfield (materials, plants, and sign) Henricropolis will receive a sign. Stream exclusion signs will be distributed as a continuation from 2016.</p> <p>2018 Ideas:</p> <ol style="list-style-type: none"> 1) Adding Septic Committee 2) Suggested a RoundTable meeting to discuss our work: This would help with developing grants
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for the future with innovative ideas, as well as sharing solutions to problems. Especially given how different parts of the MJ are, this would help with networking and problem solving based on geography.

- 3) For new members: we can put in for the 2018 grant for specific projects or signs to fit in with organizational workplans.

Ex: Living Wall Belltower at 17th street farmers market as a demonstration art project instead of treating stormwater. Does the grant require nutrient reduction credits etc to be funded? Answer: yes, requires calculation of pollution reduction. Suggestion: Walmart or Dominion Envi Ed grants because there is no stormwater treatment, but may be educational.

Only projects that cannot be funded are k-12 educational programming.

- 4) Hire an intern to handle the weekly announcements and constant contact. May be from environmental classes or design classes.
 - a. Need to develop a training document.
- 5) Update outreach materials and put in order for 2018 grant
 - a. Need to order more dog baggies

Strategic Planning Update 2017:

-Plans are two-year plan for updating in odd-numbered years.

Changes

- A) Section Changes to Annual Meetings
 - a. Change the timing of the meeting to “the meeting will be held annually”
 - b. Change the responsible parties to “Roundtable Coordinator and steering committee with plan meeting.”
- B) Marketing Changes
 - a. Remove “coordinator” from every mention and replace with “personnel.”
- C) Resource List changes
 - a. Strike from the plan
- D) Educational materials
 - a. History of MJRT: Betty will update
 - b. Existing materials need to be updated, and the materials listed as “outreach materials” and say “as available”
 - c. Strike sentence below Identify education opportunities, eliminate D, and add to C statement about “identify funding sources and ongoing educational opportunities”
- E) Partnerships:
 - a. Brochure needs to be updated
- F) Changes to capacity
 - a. Change scope of work to scope of service

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Investigate information sharing between round tables	Katie Ranger	Next meeting
Continue to build on 2018 grant ideas	All	ongoing
Update MJRT history ppt	Betty	Before next meeting
Identify possible funding sources and determine what can count as a match fund for our grants	Katie	Next meeting
Start recording hours worked towards MJRT efforts	All	continuing
Partnerships: Continuing	All, Betty to Extension and Powhatan, Olivia to TJ, Chris to Region 2000 authority and Lynchburg envi ed group, Liz will reach out to Enrichmond	ongoing
MJRT brochure update	Olivia to find, Betty to update	Before next meeting
Update strategic action plan	Blair	Before next meeting

FUTURE MEETINGS

ALL

DISCUSSION	April, second week, doodlepoll to be sent bysted at DEQ		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Doodlepoll	Olivia	Within two weeks.	

Meeting Adjourned!