

**New Jersey Conservation District Employees Association  
3/26/09  
Meeting Minutes  
Mastori's @ 11:00 am**

Michael Kent, President, called the NJCDEA meeting to order at 11:10 am.

**Attendance:**

Mike Kent, Karen Rowe, Tim Thomas, Courtney Davidson, Steve Grosch, Ben Shotland, Angelo Caruso, Victor DeVasto, Lori Hartzell, Mike Hill and Frank Minch

**Minutes:** Minutes of the Dec. 18, 2008 meeting were reviewed.

**Motion:** It was moved by Tim Thomas, seconded by Angelo Caruso, and passed to approve the 12/18/08 minutes as presented.

**Treasurer's Report:**

Lori Hartzell reported that 44 members are signed up for '09. Mike Kent and Angelo Caruso will call those districts that do not have memberships to date. An audit was performed by Darlene Hess and Victor DeVasto on the 2007 and 2008 accounts. Thanks to both Darlene and Victor for doing the audit. Lori will be purchasing stamps.

**Beginning Balance as of 3/26/09:** **\$4,125.96**

**Income:**

Deposits (Dec. '08 – March '09)	\$2,925.00
Interest (Dec. '08 final due to account change)	<u>\$ 1.23</u>

**Total Income           \$ 2,926.23**

**Expenses:**

L. Hartzell (Poinsettia M. Dudash)	\$ 9.58
Mercer SCD (Lunch, frame M. Dudash)	\$ 142.46
Mercer SCD (Hydrology Training CDs)	\$ 15.96
NCDEA (2009 Membership Dues)	\$ 200.00
Award Partners (J. Kandle plaque)	\$ 143.75
NJ E-File (Business reinstatement)	\$ 25.00
Wegman's (Defensive driving lunch)	\$ 303.62
Safety Connection (Defensive Drive Trainer)	\$ 675.00
K. Rowe (Defensive training breakfast items)	\$ 48.47
Wegman's (Hydrology H1B lunches)	\$ 239.70
Mercer SCD (Reim. Plant materials)	\$ 40.00

**Total Expenses       \$ 1,843.54**

**Ending Balance:** **\$5,208.65**

**Motion:** It was moved by Ben Shotland, seconded by Mike Hill, and passed to accept the Treasurer's Report as presented.

**President's Report:**

Michael Kent reported on the successful Defensive Driving Training held on March 16<sup>th</sup>. Victor noted that the defensive driving training was mandatory for Gloucester SCD staff.

The Jay Kandle replacement Employee Choice Award plaque will be presented, by Victor, possibly at a Regional Supervisors Meeting.

Don Aron Scholarship applications were circulated to all Districts.

**Correspondence:**

A thank you was received from NCDEA for \$200 dues payment for '09 and the Don Aron Scholarship application came in.

**Old Business:**

Tim Thomas reported on activities from the State Training Committee.

Upcoming Trainings scheduled:

- Hydrology Advanced Basic (H1B) set for March 27<sup>th</sup> @ Freehold SCD with 21 registered
- No Net Loss Tree Planting Inspection Training scheduled for May 6<sup>th</sup> at the Freehold office. NJDEP - Forestry has \$3 million to spend (but limited staff due to hiring freeze) so a cooperative agreement is in negotiations for District personnel to conduct tree inspections (for a fee). Flyers for training to go out next week.
- Plant ID Training scheduled for May 20<sup>th</sup> at the Assunpink Conservation Center in Upper Freehold. Flyers will be sent to all Districts again and Victor will post on NJCDEA website.

Upcoming training sessions may include:

- GIS for Everyday Use, HEC and Data
- Bulletproof Review Letters
- CPESC Prep Course
- Human Resource Issues, RFA Issues for Administrative Staff

Districts are encouraged to offer many of the trainings to partner agencies, municipal, county, and exempt municipalities, space permitting.

If possible, PowerPoint presentations from previous trainings will be posted on the NJCDEA website.

Mike Kent will send out thank you letters to presenters of the H1B Training.

Updates were received from all Districts for the Directory. It will not be printed until after Supervisor confirmations are up-to-date.

**New Business:**

Tim Thomas reported on a NACDE conference call he participated in. Discussion ensued about opening our trainings up to other states. There will be an opening on the Executive Board as Rick Mickowski is not seeking re-election. Tim serves on the Nominating Committee. The NE Annual Conference will be held on Solomon's Island in Maryland.

Frank Minch attended the meeting to provide updates on several State level items:

- The new Secretary of Agriculture, Doug Fisher, is getting his “feet wet” and working to learn about aspects of the SSCC, NJACD, and Districts.
- The Department of Ag has been working under a reduced budget and their future is still unknown
- All State staff will be facing furloughs or “lay-off days” starting in May. All District supervisors will receive “furlough” letters since they are included in the state system because of per diems.
- Barry Chalofsky, NJDEP, will be at the May 15<sup>th</sup> managers meeting to lay out DEP’s perception of the inspections to be performed by District personnel.
- The new Soil Tunnel was unveiled in New Orleans and is booked pretty solid in upcoming months by Districts who have had training.

Discussion ensued about making a donation to the 2009 NJ Envirothon to be held at Montclair University’s School of Conservation.

**Motion:** It was moved by Victor DeVasto, seconded by Angelo Caruso, and passed to make a \$250 donation to the NJ Envirothon.

**Motion to Adjourn:** It was moved by Victor DeVasto, seconded by Lori Hartzell, and approved to adjourn at 12:50 PM.

**NEXT MEETING: Thursday, June 18<sup>TH</sup> at 11 am at Mastori’s.**

Minutes submitted by Karen Rowe, Secretary