

New Jersey Conservation District Employees Association
September 20, 2012
Meeting Minutes
Mastori's in Bordentown

Bill Brash, President, called the NJCDEA meeting to order at 11:15 am.

Attendance:

Bill Brash, Karen Rowe (Secretary), Courtney Davidson (Treasurer), Mike Kent (Past President), Michael Hill, Tim Thomas, Linda Sandusky, Ben Shotland, Andrea Farparan, Donna Cramer, Bob Dobbs

Minutes:

Minutes of the June 28, 2012 meeting were reviewed.

Motion: Mike Kent made the motion, seconded by Tim Thomas, and passed to approve the minutes as presented.

Treasurer's Report:

Courtney Davidson reported that NJCDEA has 48 members (43 renewed/5 new) to date.

Beginning Balance from June 28, 2012 meeting:	\$3,948.68
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Income:

Deposits (June 2012 – to date)

Total Deposits	\$ 0.00
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Expenses:

Refund OCSD Defensive Driving (7 people)	\$ 280.00
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Total Expenses	\$ 280.00
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Ending Balance June 28, 2012:	\$3,668.68
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One pending transaction: \$40 payment from NRCS for Defensive Driving (D. Kauffman)

Motion: Tim Thomas made the motion, seconded by Bob Dobbs, and passed to accept the Treasurer's Report.

President's Report:

Bill Brash gave an update on the Conservation District Work Group (CDWG):

- CDWG met and formed 5 sub-committees:

1. Policy & Legislation	4. Training
2. Fiscal	5. District Review
3. Audits	
- The 5 sub-committees have been assigned tasks to implement recommendations
- A PowerPoint presentation has been created
- A meeting with the Department of Ag staff is in the works to review the PowerPoint before presenting it to the State Committee. The meeting has been delayed due to the release of the new rules.
- Everyone needs to work together to move forward

Bill Brash reported on the District Staff Analysis for NRCS Office of the Future:

- All districts have responded
- The data is being inputted
- NRCS will use this data for future utilization of district personnel skills
- New NRCS State Conservationist: Carrie Mosley, Assistant State Conservationist for Operation in Montana, has been selected as the New Jersey State Conservationist. She will start on November 4, 2012.

There will be H&H Database Training at Rutgers on October 3rd.

Correspondence: A retirement card was sent to Nick Cassetta from the EA.

Unfinished Business:

Tim Thomas reported on the State Training Committee:

- Bill Brash has resumed chairmanship and is revitalizing this committee
- The committee met and has several new members including: Mike Kent (Cape-Atlantic), Mike Bonham (Cumberland-Salem), Mike Infanti (Freehold), Bob Reitmeyer & Paul Evans (Burlington) and Frank Calo (Somerset-Union)
- The new training survey is in draft form and includes an administrative roundtable, new staff networking
- Legal Training (basics of giving testimony/file project notes are legal documents, etc.) will be scheduled for early 2013 with Cliff Lundin, Esq. (Sussex SCD)

Bill reported that Standards Training is schedule for Freehold on Wed. December 12th.

Tim reported, for Paul Evans & Bob Reitmeyer, that Burlington SCD has created a Contractors Workshop Training cd. They have circulated their presentation and all managers have until November 1st to submit comments. The goal is to have this program used by all districts.

Tim reported on the Northeast Conference that was held in Corning, NY. He attended as President of the NE Employees Association. It was a good conference. One session of note included Don Petit, Jay Mohr, Rick Ellsmore, Jill Arace, Ed Hoxie and Joe Lomax on Field Office of the Future.

Tim reported NJ still needs a Northeast Representative. Basically, the job is to disseminate information to our membership and to participate in quarterly conference calls. After discussion Mike Kent* agreed to be the rep with Bill as the alternate. (*Mike Kent will not be able to travel for this position).

Motion: Bob Dobbs made the motion, seconded by Ben Shotland, and passed to appoint Mike Kent as the Northeast Representative and Bill Brash as the Alternate Representative to the Northeast Employees Association.

New Business:

Mike Hill reported on the Employee Choice Award selections. The employee winner is Paul Schiariti of Mercer SCD and the supervisor winner is Charlie Buscaglia of Freehold SCD. Awards will be presented at the Annual Conference in November.

Motion: Karen Rowe made the motion, seconded by Bob Dobbs, and passed to present the same award as 2011.

Mike Kent reported Nick Cassetta retired after 38 years with the Cape-Atlantic District. Nick was presented with a resolution, from the Employees Association by Bill Brash, at his retirement dinner. Nick was instrumental in the creation of the Employees Association for the betterment of district personnel.

Karen Rowe reported the 2013 Envirothon will be held at Camp Kettle Run Girl Scout Camp in Medford, Burlington County on May 4th. Burlington SCD is hosting.

Discussion ensued about creating a newsletter. Bill will use the template from previous newsletter issues and Karen will edit. The following will be submitted to Bill by October 1st:

- Mike Hill – H&H Database
- Tim Thomas – Field Office of the Future
- Bill Brash – Training Committee
- Bob Dobbs – Inter District Sharing

2013 Membership was discussed. Karen will create the new brochure and will email. Membership dues will remain at \$10. Bill will submit a memo to encourage membership renewal and new members for 2013.

NEXT MEETING DATE: November 19th at annual conference
Following Meeting: Tentative December 13th at Mercer SCD

Motion to Adjourn: Bob Dobbs made the motion, seconded by Courtney Davidson, and approved to adjourn at 1:05 pm.

Minutes submitted by: Karen Rowe, Secretary