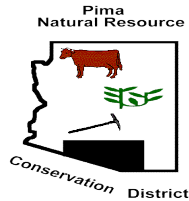


Pima



Natural Resource Conservation District

Pima Center for Conservation Education, Inc.

3241 N. Romero Road

Tucson, AZ 85705



Draft Combined Minutes of the Board of Supervisors of the Pima Natural  
Resource Conservation District (PNRCD/PCCE)

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Meeting Date: September 27, 2022, Meeting Location: Telephone

The meeting was called to order at 1:00 pm.

Supervisors-Clerk: Jim Chilton, Cindy Copping, Andrew McGibbon, Jonathan Duhamel, and Liz Tuck (Clerk)

Other Attendees: None

**Call to the Public** No Comments

**Review/Approve Minutes:**

**Motion:** Supervisor McGibbon moved to accept the minutes of September 13, 2022. Supervisor Duhamel seconded the motion. The motion passed unanimously 4-0.

**Old Business**

**Discuss/Approve:** Contract from Blossom Digital Marketing for website development.

Discussion: Supervisor Copping suggested adding an additional person to sit in on the website training to be provided. She also suggested adding wording that would stipulate a discounted price if the work is delayed. The project is to be completed by December 16, 2022.

**Motion:** Supervisor Copping moved to approve the contract as revised by Supervisor Copping so long as the cost for a second student was not more than \$195.00. Supervisor DuHamel seconded the motion. The motion passed unanimously 4-0.

**Discuss/Approve:** Changes to the Memorandum of Understanding (MOU) with AVRA Valley Conservation Alliance.

During the September 13, 2022 meeting the Clerk was asked to request a definition of the Pima NRCD organization structure to replace wording that was incorrect. Deborah Smith recommended the following: The Pima NRCD is a subdivision of state government and is locally led by elected and appointed Supervisors.

**Motion:** Supervisor Copping moved to accept Ms. Smith's suggested wording. Supervisor DuHamel seconded the motion. The motion passed 4-0.

unanimously 4-0.

## **New Business**

### **Supervisor Reports**

No reports.

**Next Meeting Date: In-person meeting January 24, 2022, at 1:00 at Micha's Restaurant.**

**Agenda:** Introduction to the new Ed Center website and an update from Kyle Thompson of the Resource Assessment project.

**Meeting adjourned at 1:44.** Supervisor DuHamel moved to adjourn the meeting. Supervisor McGibbon seconded. Motion carried 4-0.

Draft Minutes: Submitted by Liz Harris-Tuck Pima NRCD Clerk on September 28, 2022.

Signed: \_\_\_\_\_  
Jim Chilton, Chairman, Pima NRCD/PCCE

Liz Harris Tuck  
PO Box 5471 Oracle, AZ 85623  
520.235.2485

**Invoice**

September 7, 2022

Bill To: Pima Center for Conservation Education (PCCE)  
3241 N. Romero Road  
Tucson, AZ 85705

July12 – September 7, 2022, **Ed Center**

**Description Amount**

Labor 12.5 hours x \$25/hour) \$312.00

**Total Cost 312.00**

Liz Harris Tuck  
PO Box 5471 Oracle, AZ 85623 clerk.pimanrcd@gmail.com  
520.235.2485

**Invoice**

September 7, 2022

Bill To:  
Pima Natural Resource Conservation District  
3241 N. Romero Road  
Tucson, AZ 85705

May – July11, 2022 Pima NRCD Clerk Pay & Expenses (See timesheet)

**Description Amount**

Labor 17.5 hours x \$25/hour) \$ 437.50

Mileage (Oracle to Phoenix for AACD Conference) 230 miles x.58.5 ) 133.40

Courtyard by Marriot Hotel reimbursement (room + parking) 256.14

Conference Registration reimbursement 50.00

**Total Cost \$ 877.04**

**Pima NRCD**  
**September 13<sup>th</sup>, 2022**  
**NRCS Team 7: Tucson Report**

**FARM BILL PROGRAMS:**

**EQIP-General** (Environmental Quality Incentive Program) &  
**CSP** (Conservation Stewardship Program)

- Taking applications year-round. Application deadline to be eligible for next funding cycle is December 16<sup>th</sup>, 2022

**Tucson Field Office Workload – Active contracts**

- EQIP = 28 contracts
  - Totaling \$1.9 million in funding allocations
    - 15 contracts within Winkelman NRCD
    - 8 contracts within Pima NRCD
    - 4 contracts within Santa Cruz NRCD
    - 1 contract within Eloy NRCD (managing for Casa Grande NRCS office)
- CSP = 7 contracts
  - Totaling \$1.1 million in funding allocations
    - 3 contracts within Winkelman NRCD
    - 1 contract within Pima NRCD
    - 3 contracts within Santa Cruz NRCD

**TEAM 7 STAFF:**

- Brett Myers was selected as the Watershed Planner for Team 7 – Started January 17<sup>th</sup>, 2022
- Emilio Carrillo has taken a position as the Arizona NRCS State Range Management Specialist for the State Office – Started March 14<sup>th</sup>, 2022
- Alisha Phipps selected as Rangeland Management Specialist, Master Planner for Team 7 – Started May 9<sup>th</sup>, 2022
- New Hire, Heather Knight. Hired as Rangeland Management Specialist for the Tucson Field Office. Started July 18<sup>th</sup>, 2022. Heather is a recent graduate from the University of Arizona and majored in Natural Resources, Range Management. Will be shadowing Dave Womack and Alisha Phipps over the next year.
- New Civil Engineer hired for Team 7 (Tucson, Douglas, Sells), Melanie Stepanovic. Melanie will be working with Trevor Towers to assist Team 7 with engineering needs. Melanie previously worked for the Bureau of Reclamation for 2 years in Yuma.

Brett Myers, Water Resources Planning Specialist

[brett.myers@usda.gov](mailto:brett.myers@usda.gov)

Dave Womack, Rangeland Management Specialist – Master Planner

[dave.womack@usda.gov](mailto:dave.womack@usda.gov)

Alisha Phipps, Rangeland Management Specialist – Master Planner

[alisha.phipps@usda.gov](mailto:alisha.phipps@usda.gov)

Yissel Martinez, Soil Conservationist

[yissel.martinez@usda.gov](mailto:yissel.martinez@usda.gov)

Heather Knight, Rangeland Management Specialist

[heather.knight@usda.gov](mailto:heather.knight@usda.gov)

**Submitted By:**

*Tom Reis*

Supervisory Natural Resources Specialist (Team Lead)

Team 7 (Tucson, Douglas, Sells)

USDA - NRCS

[Tom.Reis@usda.gov](mailto:Tom.Reis@usda.gov)

Office: (520) 310-9316

3241 N. Romero Rd. Tucson, AZ 85705