

# **SE SWCD TECH. SUPPORT JPB MEETING AGENDA**

January 28, 2020

**LOCATION:** Rochester Public Utilities Conference Room  
4000 E River Road NE  
Rochester, MN

**TIME:** 9:30 AM – Noon

## **I. AGENDA**

## **II. INTRODUCTIONS AND BACKGROUND**

## **III. ORGANIZE JPB FOR 2020**

1. Election of Officers (2019 Officers listed below; have served 1 year)
  - A. Chairperson (Jim Gebhardt, Mower SWCD, incumbent)
  - B. Vice Chair (Jim Purfeerst, Rice SWCD, incumbent)
  - C. Treasurer (John Jaeger, Goodhue SWCD, incumbent)
  - D. Secretary (Not elected, Host District Manager)
2. Appointment of all Committees (Chairperson)
  - A. Finance Committee (see attached sheet)
  - B. Personnel Committee (see attached sheet)
  - C. Prioritization Committee (see attached sheet)
  - D. Executive Committee (see attached sheet)

## **IV. SECRETARY'S REPORT**

1. Action on Minutes of July 30, 2019 Regular Meeting (see Attached).
2. Action to Affirm Executive Committee Actions from September 26, 2019 (see Attached)
3. Action to Affirm Executive Committee Actions from October 8, 2019 (see Attached).

## **V. COMMITTEE REPORTS**

1. Personnel Committee (January 23, 2020)
2. Finance Committee: (Did not meet since July 2019.)  
Budget for 7/1/19-6/30/2020 has ~ \$54,000 shortfall. Discuss options
3. Executive Committee Meeting: Sept 26 & October 8, 2019.
4. Grants
  - A. NPEA Base Grant: 2020
  - B. Enhanced Technical Service Grants.
  - C. Technical Training & Certification Grant (\$10,000)
  - D. Soil Health Grant: USDA NRCS.
  - E. RCPP Grant: Lower Mississippi River Feedlot Management Original \$820,000 & \$520,000 Amendment to the Current Grant & \$260,000 2020 Grant.
5. Area Technical Assistance Workload & Needs: How to get it done

## **VI. ACTION ITEMS**

1. Approve Committee Reports and Act on Recommendations  
Personnel Committee
  - A. Approve 2020 Wage Scale with Cost of Living Increase.
  - B. Action on JPB Staff Salary Step.
    - i. Pete Fryer:
    - ii. Jason Rochester,
    - iii. Kate Bruss
    - iv. Chris Nelson
  - C. Action on Payroll & Time Sheet Reporting Schedule. Add language to personnel policy "All employees shall be paid by direct deposit on the Friday 7 days after the end of a 2 week pay period, beginning in March 2020."
  - D. Action on Equipment / Software Recommendations.
  - E. Health Insurance (No action needed, addressed by Exec. Mtg 10/8/2019).
2. Action on Budget for 7/1/19-6/30/2020 has ~ \$54,000 shortfall.
3. Action on Administrative Costs For RCPP Feedlot Grant: Reimburse Goodhue SWCD for Allowable Expenses.
4. Action to Authorize JPB Chair to Sign New RCPP Grant Agreements.
5. Action on Amendment to RCPP Sub Agreement with Dodge SWCD; Add Funding to Original Agreement for the Currier Brothers Project.
6. Action to Authorize Host Manager to Sign RCPP Feedlot Sub Agreements For Eligible Planning Costs for Producers Applying for 2020 Implementation EQIP RCPP Cost Share.

## **VII. REPORTS**

1. Other.

## **VIII. ADJOURNMENT**