

USDA-NRCS Minnesota Civil Rights Committee Minutes
August 16th, 2006; 9:30 a.m. – 3:00 p.m.
Waite Park Field office, Waite Park, MN

Attendees: Amy Stratton, Chair of Civil Rights Committee (present by phone)
Shannon Bengtson, Area 3 Committee Secretary
Lisa Buckner, WEPM
George Montgomery Jr., BEPM
Mike Taylor, Area 6 Rep.
Cory Drummond, Area 5 Rep. (Chaired the meeting)
John Anderson, Area 1 Rep
Mike Walker, MLRA Office Rep.
Martin Goettl, Area 4 Rep.
Jonathan Sellnow, Preston FO, Area 7 (non-voting attendee)

Not Present: Christiane Roy, Area 7 Rep.
Ann English, Advisor/CR Coordinator
Stephen Lutes, Area 2 Rep.
David Wise, AISEPM
Cutrina Moreland, State Office Rep.
Gloria Larson, HR Specialist
Deb Walchuk, State Outreach Coordinator

9:30 am Cory Drummond Civil Chair Vice Chair called the meeting to order. Cory asked if there were any additions to the agenda.
Introductions were made.

- Minutes June 28th, 2005 [motion]

A motion to table the minutes approval for the June 28, 2005 to the 1st quarter of FY 07 was made by: Mike Walker and 2nd by: Shannon Bengtson. The motion passed unanimously.

- Area Civil Rights Reports

Not all reports were in at this point. Everyone reviewed the reports that were summated by via-email. All Area representatives need to be sent to Amy by the end of September.

- Committee Members terms review

John Anderson and Mike Walker's terms are up. Amy had mentioned to their ASTFO or State Soil Scientist about the terms being up for reappointment. Both Mike and John said they would visit with their supervisor about replacements on the Civil Rights Board.

	ACTION	DESCRIPTION	RESPONSIBLE PERSON	DUE DATE	Completion
1	CRC Website	Email CRC web site changes needed to Martin	All	4-Jul	Completed (Martin was absent for this discussion)
2	CRC website changes	work with Susan to updated web site	Goettl	4-Jul	Working on this, Lisa said things are updated for IWP
3	Self Study Guides	mail copy of all CR self study guides to CRC members	Nicholson/Roy	4-Jul	8-16/2006 passed out at the meeting
4	Next agenda	all LEP Plan and CRC plan	Stratton	20-Jul	Emailed draft 8-6, tabled to n 1 st , FY 07 meeting
5	Accessibility	invite Laurie Otte to give report	Lutes	20-Jul	Working on this.visit with Laurie Otte to attend the next meeting.
6	Mentor info	put on web site	Walker/Larson	20-Jul	8/16/2006
7	All Cultural Info	create final packet and email to all CRC	Goettl	7-Jul	Completed 7-6
8	All Cultural attendees	send list of those attending to Amy and she will email to all CRC	all/Stratton	7-Jul	Emailed 7-5
9	All Cultural Info	print copies of All Cultural Info packets for each event	each person responsible for event	10-Jul	Completed for each event
10	All Cultural awards	get awards for All Cultural presenters with form 287	Stratton to Larson and Moreland	4-Jul	7-6-2006
11	Accusable Vehicle	talk to National PWD SEPM	Moreland	10-Aug	Working on it
12	Accusable Vehicle	talk to Steve Muyskens	Moreland	10-Aug	Working on it
13	Accusable Vehicle	talk to Federal Exec. Board	Moreland	10-Aug	Working on it
14	Recommendation to Mgmt	recommend 1) left foot gas pedal and 2) host Civil Rights in Program Delivery training again	Lutes/Stratton	20-Jul	Will complete Sept. 6 th .

Committee Reports:

Training Subcommittee (Chair - Anderson)

no report.....

Notification Subcommittee (Chair- Lutes) Mike Walker presented.

- Web site updates

Items where covered in the action register form the June meeting.

Recruitment Subcommittee (Chair- Moreland)

Cutrina was not present at the meeting so no report was given.

All Cultural Appreciation Subcommittee (Chair – Bengtson)

Shannon had handed out the final report for the 2006 All Cultural Day events that Amy Stratton had put together.

2007 Business Plan

There where eight people present, so we paired up into four groups of two. We divided up and reviewed different sections of the 2006 Business plan to make changes for 2007. After each group had made their suggested changes we shared the changes with the group. All suggested changes where to be sent to Amy Stratton using “track Changes” before September 30, 2006.

Advisors Updates

No advisors where present, no report.

LEP Plan

Shannon made a motion to table this discussion until the 1st meeting of the FY 07 year, when advisors are present for the discussion. Mike Taylor 2nd the motion. Motioned passed unanimously.

All members where to review the website about the LEP Plan so that discussion and a plan could be development that the next meeting.

Nominations for Vice Chair and Secretary

Martin Goettl and Shannon Bengtson said they would go for Vice Chair.

No one spoke up for the Secretary position.

Area and SEPM Reports/Upcoming Events/Advisor updates

Civil Rights Committee Chair, Amy Stratton

The Civil Rights Committee has been active planning and holding the All Cultural Appreciation Event activities. Five events were held at various locations throughout the state. The 2007 Business planning process is underway and the committee is wrapping up the 2006 activities.

Soils, Mike Walker

Worked with the MN NRCS Webmaster to include compliance review documents on our Web pages. Also worked with the MN PAS to include additional CR related titles in the state PowerPoint library. Wrote a short narrative to be included in Current Developments.

State Office, Cutrina Moreland

Area 1, John Anderson

Area 2, Steve Lutes

Area 2 had several staff members attend the All Cultural Days events in Mahanomen and in Onamia. The train was very well received. I personally attend Onamia and thought that it was excellent training. I cannot identify any other CR progress. My Area Field Office are very busy getting all the year end things done mostly the Three P's programs, payments and progress.

Area 3, Shannon Bengtson

Kevin Daw, Assistant State Conservationist (FO)-Area 3 reports that the "Minnesota Tribal Conservation Advisory Council, Tribal Outreach and Training Conference" on August 8th & 9th was a success. All the Tribes within the state of MN were represented at the conference with the exception of one. There were about 95 people in attendance throughout the two day event. Those in attendance represented 11 Federal and State agencies. The conference gave those in attendance a chance to learn about Tribal conservation Districts, what are they and how will everyone benefit from them. Agency folks got to hear what tribes around the state are working on and how tribal governments operate. Those tribal folks in attendance got to learn about the various federal and state agencies and the possible relationships that they can form.

There are **6 Soil Conservation Technician positions open** in the area. We have hired 2 AIF WAE's and 1 WM WAE for the FDLTCC COE to work on rapid watershed assessments.

Marge Sella, DC in St. Louis County reports that cost share to Voyaguers Lutheran Ministry for trees planted by volunteers from St. Paul middle school. Marge attended the All Cultural Day Event in Kathio State Park, "Minnesota Tribal Conservation Advisory Council, Tribal Outreach and Training Conference", Forage Council Forage Field Day and assisted with the county fair display with the district.

Mary Monte, DC in Isanti County reports that a practice has been completed for a female landowner for a prescribed burn. Mary and Kristy attended the All Cultural Day Event in Kathio State Park, Kristi put together an article on the event. Mary also assisted a limited resource producer with irrigation water management, no-till, nutrient and pest management.

Larry Nelson, Onanegozie RC&D reports that he assisted the MN RC&D Association president to prepare and present his PowerPoint presentation at the “Minnesota Tribal Conservation Advisory Council, Tribal Outreach and Training Conference”. Both Joann Nelson and Larry Nelson attended the All Cultural Day Event at Kathio State Park.

Bob Korth DC in Pine County reports that Shannon a Female Soil Conservationist started on July 10th at her first training location. Both her and Bob attended the “Minnesota Tribal Conservation Advisory Council, Tribal Outreach and Training Conference”. Then the Hinkley F.O. Staff attended the All Cultural Day event at Kathio State Park.

Shannon Bengtson, DC in Mille Lacs County reports that she assisted with the planning design, installation, and coordination of the Sandy Lake erosion project for the Mille Lacs Band of Ojibwe. The plants and seed to re-vegetate the site were sent from the Plant Materials Center in Bismarck, ND.

Shannon participated in manning the Mille Lacs County Fair display. Shannon and Mike Walczynski provided training on the web soil survey to the Mille Lacs County Commissioners, Mille Lacs County Zoning and Assessor employees.

In the area of Civil Rights representative, Shannon moderated both the Kathio State Park and Mahnommen All Cultural Day Events, conducted follow-up for payments for each event and finalized expenses for all five events.

Shannon assisted with the registration at the “Minnesota Tribal Conservation Advisory Council, Tribal Outreach and Training Conference”, and any other details when asked by Scott Hansen, Mille Lacs Band of Ojibwe DNR.

Paul Sandstrom, DC from the Duluth FO reports that the Duluth FO are working with the Grand Portage Reservation on planning, getting ready to install structures for water control as part of the rain gardens project. We are also providing technical assistance assisting on the Red Rock Creek Restoration. DC Sandstrom gave a presentation at the Tribal Workshop in Mille Lacs on the rain gardens project on 8/9/06.

A streambank stabilization project was completed with the Fond du Lac Band on the Deadfish Lake Structure outlet.

We put together with John Zinn our grazing specialist a grazing plan for a Native American landowner in Saint Louis County that should result in a 2007 EQIP contract

Mike Oja, DC from the Grand Rapids FO reports that he attended the All Cultural Day Event at Kathio State Park and the “Minnesota Tribal Conservation Advisory Council, Tribal Outreach and Training Conference”.

Scott Kittleson, DC from the Aitkin FO reports that he assisted the Mille Lacs Band of Ojibwe with the seeding and mulching of a culturally significant stabilization project on Sandy Lake. The seed came from the Plant Materials Center in Bismarck, ND.

John Zinn, Grazing Specialist, Grand Rapids reports that he assisted with graze fest in Southern MN.

Area 4, Martin Goettl

Area Office

- ✚ Many area staff attended All Cultural Events.
- ✚ ASTC attended tribal conference in Mille Lacs
- ✚ CR committee member was in Atlanta for training on Roles and Responsibilities for an EEO Committee member.
- ✚ Winnie Chen Wetland Biologist has been diligently working on the National APOI conference which is located in Anchorage Alaska this year which she will also be attending.

Foley

- ✚ Fair booth at the fair.
- ✚ New female Tech hired with the conservation district.

Buffalo

- ✚ Assisted at the County fair with the Conservation District discussing various programs.

Farmington

- ✚ In July, Chee Lor and Karin Nordling, both NRCS Student Trainees, visited with local Asian Pacific Islander farmers. Many of these farmers produce fresh fruits and vegetables to be sold at the local farmers market. At the end of July you can see all the beautiful flowers in full bloom, rows and rows of different colors and varieties. Most of this farming is done by hand with little or no motorized farm equipment. Chee Lor speaks fluent Hmong and was an essential tool for communicating with these farmers.
- ✚ August 7-13 was the Dakota County Fair in Farmington, MN. The Natural Resources Conservation Service set up a booth on the fair grounds to educate and promote conservation and the environment. We shared the booth with the Dakota County Soil and Water Conservation District, Trout Unlimited, and Pheasants Forever.
- ✚ Howard Moechnig, MN State Grazing Specialist, visited with several producers in Dakota County that were preparing for or already practicing a rotational grazing system. Howard made time to evaluate the land of our New Immigrant Farmer and is trying to develop a plan for his EQIP grazing system.

Jordan

- ✚ There was a fair booth at the fair.

Elk River

- ✚ There was a fair booth at the Sherburne County Fair.

Waconia

- ✚ Derrick Johnson has arrived as the new DC.
- ✚ There was a District Fair booth at the fair.

Stillwater

- ✚ Extended a courtesy call and visited with minority student to reinforce the positive aspect of working with the NRCS.
- ✚ Identified an APIO farm family in the county.
- ✚ Visited with a Gigi Yau whom may serves as point of contact to get information out to APIO producer in Washington County.

Waite Park

- ✚ Student trainee Lynette Horton helped with set-up for NRCS/SWCD fair booth in Stearns County.

Area 5, Cory Drummond

Area 6, Mike Taylor

St. Peter Area Office:

Area staff attended the Cultural Resources Day at either Farm America in Waseca or the Kandiyohi County Train Museum in Willmar.

Steve Becker reported that an EQIP news release was sent to all County newspapers that included and outreach/volunteer statement.

Doug Miller reported that the soil kiosk was at the Lura Lake Environmental Day for 4 days with about 100 children attending each day.

Litchfield field office:

Dale Johnson reported that 5 CRP meetings were held with 5 females in attendance.

Olivia Field Office:

Jeff Kjorness reported that a female was appointed to the Renville SWCD Board.

Area 7, Christiane Roy

CR issues and recommendations for Management

No recommendations for Management at this meeting.

Review Action Register and assignments

	ACTION	DESCRIPTION	RESPONSIBLE PERSON	DUE DATE	Completion
1	Accessibility	invite Laurie Otte to give report	Lutes	15-Nov	
2	Accessible Vehicle	talk to National PWD SEPM	Moreland	15-Nov	
3	Accessible Vehicle	talk to Steve Muyskens	Moreland	15-Nov	
4	Accessible Vehicle	talk to Federal Exec. Board	Moreland	15-Nov	
5	Compliance Guide	Start working on this.	Anderson	1-Feb	
6	SEMPS	Poster for SEMP	Buckner	1-Jan	
7	Civil Rights Cards	Work on getting more printed	Goettl	1-Sept	
8	CR materials	Research to add additional items to the CR library	Goettl	1-Sept	
9	Next agenda	all LEP Plan review the information provided by Amy on 8-6.	CRC	15-Nov	

Set tentative quarterly meeting dates for FY 2007
Nov. 15th, Feb. 14th, May 16th, & Aug. 15th

3:00 Adjourn

Shannon Bengtson made a motion to adjourn the meeting and John Anderson 2nd that motion.

Next Meeting Date – 1st Quarter – November 15, 2006