ADAMS SOIL & WATER CONSERVATION DISTRICT
203 South Galena St.   P.O. Box 26   Council, Idaho 83612
Chairman: Wendy Green   Phone: 208-253-4668

Board Meeting Minutes

Date, Time, Location: February 8, 2023; 6:00 PM; District office & Zoom

Present: Chairman Wendy Green; Supervisor Judy Dietch;
                                         Supervisor Charles Munden; Supervisor Julie
                                         Burkhardt via Zoom; Supervisor Kris Stone

Others Present: Admin Assistant Holden McKee; Joe Peterson
                                         ISWCC via Zoom; Bill Lillibridge ISWCC via Zoom;
                                         Meghan Brooksher ISWCC via Zoom

Call to Order: Wendy called the meeting to order @ 6:02 PM

Approval of Agenda (Action): Charles moved to approve the February, 8 2023
                                         meeting agenda, Judy seconded the motion, and
                                         the board approved.

Approval of Minutes (Action): Judy moved to approve the January 11, 2023
                                         meeting minutes, Charles seconded the motion,
                                         and the board approved.

Misc Business (Non-Action):

ISWCC Report: Joe reported that $5 million of WQPA funding was
                                         proposed in the Governor's budget. The ISWCC is
                                         confident that the funding will be approved, but it
                                         won't be official until late February 2023 or early
                                         March 2023. DEQ received $2 million to fund their
                                         Ag BMP program and $5 million to fund their
                                         CAFO program (Dairy). Applications for the Ag
                                         BMP program open up from March 15, 2023 to
                                         April 15, 2023. The ISWCC will be revamping their
                                         application and ranking process. As such they

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won't be approving applications until late spring. Ada SWCD hasn't decided what they will do with their no till drill. It's possible they will sell it to Canyon SWCD or someone else in the Treasure Valley.

Megahn Brooksher with the ISWCC will be the new point person to work with Adams SWCD. Meghan reported that the Valley SWCD has applied for a grant with the Idaho Women's Charitable Foundation for a no till drill. They will be having a site visit in Cascade, ID with them on February 27, 2023 and we are welcomed. In their grant application they mentioned they would share the no till drill with Adams SWCD.

Bill will be helping the county after the road department ordered a straight bridge for a project that is an angled approach. Bill is still working on projects at the East Fork and in Meadows Valley. Bill has maintained contact with the landowners they met at the East Fork project. The ISWCC has had an engineer leave which makes Bill the only engineer for the ISWCC in the state.

NRCS Report:

Ron reported that February 17, 2023 is the ranking deadline for FY23 EQIP applications. NRCS is working through 65 to 70 applications in six counties. Adams county currently has 7 landowner applications for EQIP funding in which 4 of them are forestry. There is an additional $1 million of funding in EQIP for forestry applications in a new air quality program. The three other applications deal with rangeland, livestock, and irrigation. Qualified applications will be known a week to ten days after ranking deadline.

Old Business (Action):

Shared Stewardship Update: Charles reported that the next Shared Stewardship meeting isn't until March 11, 2023. Charles also asked the board if they would be interested in participating in a "bug tour" sponsored by the state.

New Business (Action):

RCRDP: The board reviewed again the RCRDP loan application for Ricky Childers on Hog Flat Lane. His loan is for a pivot, solar panels, and generators to irrigate approximately 100 acres of land. The board was asked to give a priority rating on the loan. The board decided to give the load a medium rating. <u>Charles moved to submit the board medium priority rating of the RCRDP loan. Judy seconded the motion and the board approved.</u>

Payette Forest Coalition: <u>Judy moved to submit a one-time donation of $500 to help with a funding gap with the Payette Forest Coalition. Charles seconded the motion and the board approved.</u>

Division III Meeting: The Division III IASCD meeting will be held in Cascade, Idaho on February 16, 2023. Kris volunteered to bring a door prize ($25 value) for the meeting. The board will not have to do an oral report at the Division III meeting.

<u>Kris moved to donate $100 for guest lunches for the Division III Meeting. Judy seconded the motion and the board approved.</u>

Insurance Request- ASWCD Info: The board reviewed the insurance policy questions in regard to cyber security which was

asked WaFd Insurance Group. The answers are underlined.

1. My organization/county has formalized IT and cybersecurity policies and plans that document, for example, guidelines for acceptable use of IT, passwords, reporting of unusual activity (e.g., workstation locking up or not functioning properly), cybersecurity training, and cyber incident response:
a. <u>We have no documented policies or plans</u>
b. We have some documented policies, procedures, and plans, but there are known gaps.
c. We have a robust, well documented IT and cybersecurity program that is current.

2. We review our organizations' IT and cybersecurity policies, procedures, and plans at least annually and we make updates/changes based on changes in the organization, the cybersecurity environment, and technology.
a. <u>True (Starting today)</u>
b. False

3. In the case of a cybersecurity incident, we report the incident to:
a. Cyber Insurance Provider
b. Cyber Insurance Provider and Law Enforcement
c. <u>Cyber Insurance Provider, Law Enforcement, , and Cyber Incident Support Vendors (may include Cyber Forensics, Cyber Legal Support, and other cyber incident support) We will have to draft policy</u>
d. None of the Above

4. Our staff receive mandatory cybersecurity awareness training at least annually on

expectations of staff to recognize common cyber-attacks, such as social engineering and phishing, to report possible cybersecurity incidents or other types of cyber-attacks, and to know who to report cybersecurity issues/problems to.

a. <u>No, we do not receive mandatory cybersecurity awareness training annually.</u>

b. Yes, we are required to participate in mandatory cybersecurity awareness training at least annually.

5. We have staff (either internal staff or outsourced contractors/vendors) who are responsible for maintaining our IT systems and applying maintenance and cybersecurity patches to software on the workstations within our organization.

a. No, we do not have staff/contractors who perform this function.

b. <u>Yes, we do have staff/contractors who perform this function.</u>

6. Our staff logs in to their IT workstations using multi-factor authentication (e.g., receiving a text message to validate log in).

a. True

b. <u>False</u>

7. We have cybersecurity tools and systems that monitor who is on our network, when they are on the network, and what network resources they are using.

a. True

b. <u>False</u>

8. We have implemented email content filtering and web content filtering to identify unauthorized

activity, malicious attachments, and other prohibited activity that may negatively impact our IT network and systems.

a. <u>True</u>
b. False

9. Our critical and sensitive data is backed up, stored and encrypted offline on a different logical or physical network such as a cloud backup to support recovery from a catastrophic cyber incident if required.

a. True, but our backups are not stored offline on a different logical network location; they are connected to our IT network, and they are encrypted.
b. True, our backups are offline (in a different logical network) and encrypted.
c. <u>True, our backups are offline (such as a manual hard drive backup, but they are not encrypted.</u>
d. False, we do not back up our critical or sensitive data.

10. We have implemented tools (e.g., Endpoint Detection and Response tools such as Microsoft Defender for endpoints, CrowdStrike Falcon, or Malwarebytes Endpoint Security) to automatically monitor, log, and report unusual and unauthorized activities that occur on our IT workstations.

a. <u>True (Norton)</u>
b. False

11. We have software/hardware that is no longer supported by the manufacturer or vendor but is active on our IT network.

a. Yes, we have outdated hardware or software on our network that is no longer supported by the manufacturer or vendor.
b. No, we do not have any hardware or software on our IT network that is no longer supported by the manufacturer or vendor.
c. I do not know.

12. We have a formal Disaster Recovery Plan and a formal Business Continuity Plan that guides us in setting the priority of system (applications / systems / databases) restoration to recover from a cyber incident that impacts our business operations.
a. True
b. False

Email Service:

Holden suggested that the board save their old emails that can be read through outlook. Then open up a Gmail as our new email. The board suggested to have the new email be aswcdidaho@gmail, adamsswcd@gmail, or similar email address. Judy moved to approve that the board move their email to a Gmail service. Kris seconded the motion and the board approved.

Annual & 5 Year Plans:

Wendy has been updating the Annual/5 Year plans for the ASWCD. The board reviewed if any priorities in the plan needed to change from previous versions. Some changes were striking out the phrase that focus on water quality could divert attention from other conservation needs. Increasing the budget in the plan from $34,000 to $40,000.

Change priority from launching a pollinator garden with school partnerships to sustaining a

pollinator garden with school partnerships. Change priority from purchasing a no till drill to partnering with neighboring districts to purchase a no till drill. There were also changes in the action items in regards to water quality and the water jet stinger. Charles moved to accept and submit the Annual & 5 Year plans with corrections. Judy seconded the motion and the board approved.

PNZ Meeting: Judy attended the Adams County P&Z meeting but the Brundage Mountain Development Project Phase II wasn't discussed. The board discussed the project in regard to community wells and sewage.

Treasurer's Report: Holden reported that the main account balance is $91,025.94. The district did receive its Shared Stewardship reimbursement from IDL of $38,965.82 and the district did receive a correction check of $430.60 from Council School District for overpayment of CERC crew. The CWMA balance is $2,061.10 which increased due to a CWMA donation of $200. The CTC bill will be paid through auto pay on the 16th of each month. Judy moved to approve the Treasurer's Report. Charles seconded the motion and the board approved.

Closing Remarks:

Items for March Agenda: The board would like Brittni Brown from the Forest Service to attend the meeting to discuss the CERC crew for 2023. The board also would like to discuss the no till drill.

Next meeting will be February 8th at 6:00 p.m. via Zoom & Office

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The meeting was adjourned at 7:57 p.m.
Respectfully submitted by Holden McKee