

Date: **Thursday, July 25, 2002**

Time: **5 - 7 PM**

Location: **DOA (next to County Water Dept.)**

## **KISC Meeting Minutes**

### **I. Review agenda items.**

### **II. Introduction of new members.**

Don Heacock. Welcome Mindy Wilkinson from Oahu.

### **III. Review Minutes of June meeting.**

Allen handed out a CGAPS agenda for the committee to look at. June Minutes were reviewed and approved.

### **IV. New Items.**

A. Keren and Meghan were hired April 9. They are only allowed to work 18 weeks under RCUH policies. Their term ends August 9<sup>th</sup>. The job descriptions may take up to two months to get them through the system. There are two possibilities to keep them working until the permanent positions are hired. KISC can use money from RC&D to hire them as contract work, or possibly with RCUH. It was motioned by Allan moves to extend Keren and Meghan if possible. Craig seconds the motion. The committee approved the motion.

B. There may be some available monies to pass through to KRCP. It needs to be thought about until the next meeting. Allen feels Katie Cassel has a good program and has put a lot of work into KISC priorities, as well. Katie wants to think about accepting the funding.

C. Allen proposed the draft budget. It was sent out by e-mail prior to the meeting. Allen explained all of the funding and budget categories. There are many rules about how we can spend the money. Each funder has special requirements. There was discussion about what kind of truck to get. After asking around, Allen thought that a Nissan may be the best buy. TNC has had success with it as well as Craig with DOA. Leland suggested that KISC look at a Dodge Dakota as he has had success with them at his nursery. Wayne questioned whether radios and camera should be in Equip category rather than Materials and Supplies. Keren will verify. The committee agreed that helicopter usage needs to be specifically identified before fly-time is booked. Lelan suggested that we request a container as a donation from Mattson. Staff will follow up with a letter. Leland suggested that there may need to be more money for contracted services if possible. He thinks it would be a good idea to keep the option open for hiring large crews (possibly prison crews). Discussion of funding to KRCP is parked for time being. Admin fees are discussed. **The budget will be open to comments until August 15<sup>th</sup>.** After that KISC will send it out to RCUH. The sooner KISC sends out the budget the sooner we

can have funding available. Lelan moves that we adopt the budget based on input. David seconds motion. Unanimous approval.

- C. KISC FY03 Action Plan was handed out to committee members printed and in final form. We will generate a list of recipients, such as funders, and other contacts. Staff will e-mail members to pick up their copies if they did not attend the meeting. Future corrections to Action Plan can be posted on the list server and web site.
- D. RCUH/PCSU Protocol. We must follow procedures as RCUH is very strict about following the rules. If any member would like to purchase something it must be passed through the KISC office and a PO generated before anything can be purchased. Again, *there are distinct rules for every purchase*.
- E. KISC-L protocol. The committee is urged to use the list server judiciously and cautiously. Be careful not to hit the "Reply" button if you want to address only the sender. Cut and paste their address in the "To" line. Many people are wanting off the list server because of misuse.
- F. ALL ISC Outreach - There will be an ALLISC outreach position that will be shared between the islands. Allen would like to know what percentage of the time we would like to request their time for outer islands, versus all islands issues. David Alexander motioned for 60% for individual islands and 40% for all-island issues. Rob seconded the motion. Unanimous approval. This position will be sent to the ALLISC group as our request. Ideas for statewide issues: Uniform statewide airport displays, a Hawaiian revised statute to make native landscaping mandatory for state projects, adding to noxious weed list [for the next meeting Leland would like to see when the last update of the noxious weed list happened. Is there more info about how to update and could the outreach coordinator work on speeding up the process to add noxious weeds?], an approach for horticultural suppliers, Mindy stated one idea of a "Garden Thugs" program. (Need more info).

**V. Unfinished Items:**

- A. All-day KISC Strategy Workshop – Tuesday, October 15, 8:30 – 3:00 (or until pau). At the next September meeting we will make decisions of who we want to invite and what the agenda should be. This is a chance to revise targets. It will assess what we have accomplished and how successful we have been. It will be a chance to find out what we are going to set as new targets for the coming year. Participants should bring their lunch.
- B. KISC Base yard/storage (for Chemicals and such). Kamehameha may be able to give us a space for our container. Item parked for now.
- C. Discussion concerning an umbrella organization for KISC or other possible options. Item parked for now.

## VI. **Announcements:**

- A. There will be a joint presentation at the Kauai Museum with the Kauai Native Plant Society and KISC. Allan will represent KISC. Rob would like to find a power point projector. Laurie with Garden Island RC&D may be able to lend Rob this for the presentation.
- B. Farm Fair, August 29 – September 1 – Volunteers are needed. This booth is three-way participation with KISC, KRCP, and the Native Plant Society. We will organize a way to get more people to volunteer for this event. A volunteer sign-up sheet was passed around. If the spaces are not filled, we will be calling for volunteers.
- C. We still need a container for our base yard storage (see Lelan's suggestion above).
- D. Weed Risk Assessment Workshop – Thursday, Oct. 3, 5:30 – 7:00 pm @ Kauai Veterans Center.
- E. KISC meetings will be every other month with our next meeting in September.
- F. Hiring Committee needs to still be sent revised job descriptions by Allan.
- G. NRCS is now conducting 2003 sign-ups for the Wildlife Incentives Program (WIP). If you know of anyone interested please contact NRCS. This year there is no \$10K fund limit, they now can offer 15 year contracts, and more than 75% cost share. Hand-outs were dispersed. *CALL MICHELLE CLARK (245-6513 X109) FOR MORE INFO!!!*

## VII. **Updates:**

- A. KISC poster. The poster was a huge success at the Conservation Conference. Thank you to Meghan and Michelle for all of their hard work on it. The poster, however, is not in its final stage. The graphic designer has a few minor changes to make on it that he did not have time for before the conference. This poster then can be part of an airport display project that Rob is working on.
- B. Committees: Hiring and Outreach (report any progress).
  - 1) Hiring Committee has jointly reviewed the general job descriptions and has done some revisions. After final review by committee they will be submitted to RCUH and the process should take a couple of months.
  - 2) Outreach Committee is working on putting up some posters at the airport in a display. They are working on a radio spot with KONG. There will be a TV spot next week with channel 6 (1 minute spot). We managed to get two photos of Miconia hunting in the Garden Island this month. Keren has submitted

an article that will be published soon to follow up the photos. Keren also wrote an article on KISC that will be in the Farm Bureau Tabloid advertising the County Fair. Rob is working on a Magazine article that should be out soon.

C. Office updates:

- 1) Still working on Pos, finalizing the FY03 budget, printed KISC's Action Plan, writing articles for publicity and scheduling with homeowners in Wailua Homesteads to search their lots.
- 2) Miconia searches, Keren and Meghan worked in Kokee, mapping with Guy Nagai and Craig Kaneshige on the West side, worked with YCC at Mahaulepu, pulling Fireweed for Craig, and monitoring Kipu kai for Prosopis (where one small population was found) have all been the focus for field work this last month.
- 3) More Miconia searches, treating the cattails in Mahaulepu and elsewhere and helping with Fireweed are on the schedule.

D. Craig/DOA update:

- 1) New population of cattails was found near Omao Stream.
- 2) Greenhouse frog was found on Molo St in Wailua Homesteads.
- 3) Baiting for Little Fire Ant in Kilauea results were negative.
- 4) Fireweed count has been drastically reduced.

E. CGaps Update – item parked.

F. Conservation Conference – item parked.

**VIII. Next meeting will be September 19<sup>th</sup>, 5 pm to 7 pm. Location to be announced.**

- Pau -

Attendance:

Allan Rietow, Keren Gundersen, Meghan Halabisky, Rob Culbertson, Craig Kaneshige, Michelle Clark, David Alexander, Katie Cassel, Don Heacock, Mindy Wilkinson, Wayne Souza, Lelan Nishek, Rhoda Libre, Jeri Ooka, Robert Nishek, Margaret Clark, Laurie Ho.