

DIRECTORS:

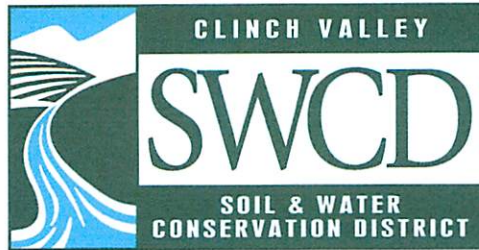
Andy Smith, Chairman
Kelly Gilmer, Vice-Chairman
Jason Bush, Treasurer
Scott Jessee, VT Coop Extension
Zac Ketron

DIRECTOR EMERITUS:

Mike Altizer

ASSOCIATE DIRECTORS:

Gary Breeding
Bill Worrell



**Clinch Valley Soil and Water
Conservation District**

131 Highland Drive, Suite B Lebanon, VA
24266

Phone: (276) 883-5987

www.cvsxcd.org

We work with the people who work the land.

**Clinch Valley Soil and Water Conservation District
Executive Committee Meeting Minutes
May 1, 2025; Jefferson Board Room, RC Govt Center, Lebanon 9:00 AM**

EXECUTIVE COMMITTEE MEMBERS

Andy Smith, Chair
Kelly Gilmer, Vice Chair
Jason Bush
Zac Ketron
Gary Breeding, absent
Mike Altizer

STAFF

Brandon Blevins, Conservation Specialist
Jeff Mutter, Conservation Specialist
Siobhan Nishida, District Manager
Ali Reilly, Education Specialist, absent

ATTENDANCE FROM THE PUBLIC:

None

CALL MEETING TO ORDER

Andy Smith called the May 1, 2025, Clinch Valley Soil and Water Conservation District (SWCD) Executive Committee meeting to order at 9:02 AM.

ADDITIONS TO THE AGENDA:

None

PUBLIC COMMENT:

None

UNFINISHED BUSINESS

None

NEW BUSINESS

PY26 Grant Agreements & Russell County Support: Siobhan Nishida reviewed the PY25 grant agreements currently held by the District. Discussions included the federal government's review process, the potential renewal of grants scheduled for completion, and the possibility of new grants for FY26.

Lime Program PY 26: Jeff Mutter lead discussions on grant funding for the PY 26 Lime Program including NASDA and NFWF. These sources are listed as income in the FY26 District Budget under Lime. Other topics of discussion included renewal of the \$15,000 total lime budget, the cancellation of any signup two years after the original sign

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up and clarifying that carryover will happen only one year after signing up. The operator rental policy led to a discussion about an extended cap (up to \$2,000) on funds per producer and per farm sign up. Staff will bring options to the BOD meeting for a final decision. There was a consensus that the cost share should stay at 50%.

FY26 Budget Planning and Review: Siobhan Nishida presented the EC with a proposed FY26 Budget. The committee discussed plans for equipment purchases, staff pay, and business insurance for new equipment purchases. The EC reviewed the budget and agreed to recommend the BOD to Approve the FY26 as presented.

FY 26 Personnel Policy: EC reviewed the Personnel Policy including Staff Job Descriptions and Purchasing Policy. Staff will present the FY26 Personnel Policy with edits for the BOD to approve in the June BOD Meeting.

Review Job Descriptions: The staff reviewed their job description with the EC during their Employee Reviews.

District Manager & Conservation Specialist Employee Review: EC completed Staff reviews with Jeff Mutter, Brandon Blevins and Siobhan Nishida. Ali Reilly will complete hers at the BOD meeting on Thursday May 8, 2025.

ADJOURN:

Andy Smith declared the meeting adjourned at 10:57 PM due to no further business. Zac Ketron made a motion to adjourn. Kelly Gilmer seconded the motion to adjourn, and the motion carried. The Next Board of Directors meeting was scheduled to take place on May 8, 2025 and will be held in the Jefferson Room in the Russell County Government Center at 9:00 AM.


Director