

# CRC Meeting Minutes

## April 28, 2010

### **Members/Advisor Present**

Ann English  
Kellee Melton  
Staci Henry  
Kim Johnson  
Tony Doxtater  
Antron Williams  
Amy Maxwell  
Daniel Cabaniss  
Jayson Mas  
Marty Bright-Rivera  
Brad Poston  
Myra Jones

### **Members Absent**

Odessa Armstrong  
Elyse Benson  
Ruthie Davis

### **Call to Order**

#### **From the State Conservationist Desk**

- New State Conservationist Ann English introduced herself

#### **Review & Approval of February Minutes**

- Minutes were reviewed by committee and a motion was made and seconded to approve the minutes

#### **Treasurer's Report**

- Everyone reviewed their budget. Changes will be submitted to Odessa Armstrong for updating.

#### **Ongoing Activities**

- Black Cowboy Festival USDA Workshop
  - Amy Maxwell provided in-house help and support for the event
- BEPM Vacancy
  - Antron Williams will send out an announcement highlighting what the position entails
- Vice Chair Vacancy
  - Myra Jones was elected to the Vice-Chair position

#### **Review Bylaws**

- Antron made a recommendation to add *Gay, Lesbian, Bisexual and Transgender* Special Emphasis Program Manager as a voting member
- Antron made a recommendation to add the Chair of the Cultural Awareness Day as a Non Voting Member of the Civil Rights Member
- Antron also made a recommendation to strike “meetings will be held bi-monthly” and replace with “meetings will be held the first month of each quarter of the fiscal year”
  - This recommendation was tabled until the next meeting in order to submit a written suggestion for attendance
- The recommendations for adding the Gay, Lesbian, Bisexual and Transgender SEPM and the Chair of the Cultural Awareness Day Committee to the Civil Rights Committee was motioned by Myra Jones and a second proposed by Daniel Cabaniss
- Bylaws will be retyped and reviewed again at the next meeting

### **Update 2010 Plan of Work**

- Changes to be made:
  - Update the State Conservationist to Ann English
  - Update the Black Emphasis Program Special Emphasis Program Manager
  - Possibly add Toni Doxtater to the members of the Civil Rights Committee
  - Add the Cultural Awareness Day Committee Chair as a Non-Voting member
  - Change the cover photo to a photo of the members of the Civil Rights Committee
  - Replace Civil Rights Advisory Committee with South Carolina State Civil Rights Committee
- **Everyone should review their section of the Plan of Work and submit any changes to Myra Jones no later than May 28, 2010; this includes updates to completed action items**
- Members should submit completed action items to Myra Jones as they are completed. Myra will then submit the updated Plan of Work to Sabrenna Bryant to post on the South Carolina State Civil Rights Page

### **Federal Women’s Program Manager – Myra Jones**

- The FWP is working on creating a database of all of the FWP SEPMs, years in position, location, position within NRCS and contact information
- FWP now has a FWP SharePoint website
- The next FWP SEPM teleconference will be on May 20, 2010

### **Black Emphasis Program Manager – Ruthie Davis**

- Participated in the BEPM’s quarterly teleconference and attended the joint conference of the NOPBNRCSE and SEPMs in Kansas City
- Provided a letter stating:
  - *I want to express my gratitude for the opportunity to serve on the SC Civil Rights Advisory Committee for the past two years as the Black Emphasis*

*Program Manager. I have enjoyed working with you all and appreciate your support. I wish you continued success in your missions.*

*Best Regards – Ruthie*

#### **Disability Emphasis Program Manager – Marty Bright-Rivera**

- Attended the Joint Conference of the NOPBNRCSE and SEPMS in Kansas City
- Attended training on Veterans' preferences
- Attended job fair at Ft. Jackson – mainly served as outreach at this event
- Next teleconference will be held in May. National FWP SEPM Sharyn Alvarez is acting as the Disability Emphasis Program Manager

#### **Hispanic Emphasis Program – Jayson Mas**

- Attended the Joint Conference of the NOPBNRCSE and SEPMS in Kansas City
- Submitted National quarterly report
- Gave presentation to High School agriculture class in Lancaster about what NRCS does
  - *Kim Johnson suggested he encourage high school students to become Earth Team Volunteers*
- District Employee Amanda Roberts visited the High School with Jason and gave the history of the their district to the students

#### **Asian Pacific Emphasis Program Manager – Elyse Benson**

- Absent – Attending Career Fair in Greenwood County

#### **Native American Emphasis Program Manager – Daniel Cabiness**

- Attended the Joint Conference of the NOPBNRCSE and SEPMS in Kansas City
- The Southeast American Indian Workgroup will hold a conference in October in Hollywood, FL at the Hard Rock Hotel with the Seminole Tribe
- On April 19, 2010 Daniel, Lakeisha Hill (York County District Conservationist) and the Catawba Indian tribe met to discuss some future projects

#### **Gay, Lesbian, Bisexual and Transgender Program Manager – Staci Henry**

- This is the first meeting with the new SEPM
- Staci expressed her gratitude to be serving in this position
- Will work on a Plan of Work and goals for this new position

#### **Members at Large – Brad Poston**

- Nothing to report at this time

#### **Outreach Report – Amy Maxwell**

- **QUARTERLY OUTREACH: SC NRCS' newsletter, *Current Developments*, SPRING/SUMMER 2010 edition** will be published late May. Submit any story ideas or photos to be considered for the photo competition by May 10<sup>th</sup>.
- **ONLINE OUTREACH: The SC NRCS public website is currently undergoing a major edit**, in an effort to ensure that it reflects the most accurate/current/and easy to access information for the public. Of particular note is the Programs

webpage, and I am working with Programs staff to update that. If you see other areas of the website that need revision, please let me know.

- **SMALL FARMER OUTREACH: The Black Cowboy Festival in Rembert, SC,** begins tomorrow with a USDA Farm Bill Programs Outreach Workshop, coordinate by Rural Dev., FSA, NRCS, and sponsored by Greenfield Farm and the Penn Center, Inc. NRCS representatives on the program include State Conservation Ann English and DC's Ann Christie and Wilfred Pace. Maxwell designed the promotional flyer and distributed a statewide news release about the workshop to encourage attendance among small farmers. The workshop will feature a farmer-to-farmer panel where NRCS customers (including several of SC NRCS' Small Farmers of the Year) will tell the audience about NRCS financial and technical assistance available to them, with an emphasis on small and limited resource farmer outreach.
- **ENVIRONMENTAL ED OUTREACH: The Envirothon is next Friday, May 8<sup>th</sup>,** and the emphasis this year is *Protection of Groundwater through Urban, Ag, and Environmental Planning*. Many NRCS employees will be assisting with the competition which will be at the Clemson University Institute for Economic and Community Development in Columbia. I will be serving as a judge during the oral competition.
- **RADIO OUTREACH: We still have an active agreement with Southern Farm Network** (expires September '10), which enables us to conduct 3-minute pre-recorded radio interviews, topic of our choice, and the network broadcast that to 15 radio stations throughout the state This is an excellent way to promote Farm Bill programs, outreach workshops, or any other conservation related news, so if anyone is interested in conducting an interview, I can assist you in developing the questions and scheduling the interview, which is done over the phone, in your office.
- **VIDEO OUTREACH:** The cooperative agreement that we have with USC's ESRI (Earth Science and Resources Institute), Buz Kloot, is going great, and there is one series that is complete (**Pasture and Hayland Management**) and several others in progress including—
  - **Use of Video Medium for Recruiting, Outreach, Training and Education,**” with USC-ESRI. We are currently seeking field offices, farms, personnel, who would like to be featured in the recruitment video. Through this agreement, we also filmed and edited a segment highlighting the first annual **Farmville at EdVenture** in Columbia, SC, to promote soil and water conservation to hundreds of kids and their parents.
  - **The other current video project in progress highlights Cropland Conservation Systems** which will result in 8 educational videos regarding the importance of **soil health**.
  - **This agreement is also enabling the creation of a video series on wildlife habitat management** and we have completed video shoots at Indian Creek, Georgetown, and Lee Counties, and are looking for more sites if you have ideas.
- **You can view the completed videos at**  
[http://mercury.esri.sc.edu/NRCS\\_Videos/index.html](http://mercury.esri.sc.edu/NRCS_Videos/index.html)

- **SC's Small Farmer of the Year, Ben Johnson from St. Helena Island**, placed third in the National Organization of Professional Black NRCS Employees Small Farmer of the Year competition, and traveled to the Joint SEPM meeting in Kansas City, MS, to attend the awards luncheon where his video was presented. You can also see his video at the website above.
- **RECRUITMENT OUTREACH:** I am continuing to serve on a national planning and implementation committee for the development and roll out of the USDA Administrative Management Development Program, with a **NEW NAME of USDA Business Management Leaders Program**. This is a concept developed to provide a unique training program for qualified college graduates who will spend two years getting to know the work of the agency, and become familiar with the business aspects of our operation. **A national bulletin will be issued soon seeking** college graduates with a bachelor's or masters degree in Human Resources/Business Management/or Finance, who are mobile, and interested in a program that could possibly lead to a full time position after the two year training.

#### **Title VI Advisor Report – Kellee Melton**

- Presented SCIMS data on diversity in EQIP and WHIP

#### **Title VII & Employment Report – Kim Johnson**

- Presented reports on workforce diversity in SC
- Recruitment
  - Last recruitment plan was implemented by Niles Glasgow, former SC State Conservationist
  - Under this plan each State Leadership Team Member was assigned to a College or University to recruit from
  - Asking for insight on if the Recruitment Plan needs to be updated
- Information on Job Announcements
  - Asking for a good way of letting SC employees know of current openings
    - Was suggested to send an email to all SC employees as well as include the opening in the SCoop (newsletter) or Current Developments

#### **Next Meeting**

- **Next meeting will be held July 14, 2010 at 10:00!**

#### **Adjourn**

Draft 5-3-2010