AGENDA

1. ORDER OF BUSINESS

- a. Meeting called to order
- b. Invocation
- c. Roll Call
- d. Recognition of guest(s) and visiting officials
- e. Review and adoption of agenda
- f. Review and adoption of last meeting minutes, July 16, 2017
- g. Tsaile/Wheatfields/Blackrock Water Use Plan

RECEIVED

AUG 0 4 2017

Chapter



II. OLD BUSINESS

NNFB 2017 goals - Below are the Program Performance Criteria (PPC and Goal Statements for all Farm Boards) The Farm Board elected officials will be assigned 1 or 2 PPC, see below.

A. Each FB will submit 12 crop inventory reports from their respective Agriculture Land Use Permittees (ALUP). Goal Statement: Each FB will submit at least 3 respective crop inventory reports

quarterly in table format (3CIR x 13 FBs).

B. Facilitate farm improvement/outreach activities for farmers in collaboration with tribal, state and private sectors.

Goal Statement: Conduct 2 agricultural educational outreach/workshops for farmers per quarter per 13 FBs.

- **<u>1.</u>** Wheatfields Agriculture Projects
- C. Provide training and assist farmers in updating or developing a conservation plan as required by BIA and the Navajo Nation. Goal Statement: With farmer participation, implement conservation training and develop 2 or more plans per quarter per FB review. 1. Fish & Wildlife – prairie dog treatment
- D. Assist with farm area improvements such as land leveling, erosion control: with funding sources such as USDA. Goal Statement: With farmer participation, each FB will implement 1 improvement per quarter according to conservation plan.
- E. Each FB member shell inventory at least 3 ALUP/Farm Permit within respective FB area.

Goal Statement: With BIA and Farmer participation, reconcile and inventory as to the status of each ALUP or Farm Permit. (3ALUP x each 13 FB member)

- 1. Land Use Permit Mae Chee
- 2. Land Use Permit Jessie Tsosie

- <u>3.</u> Land Use Permit Emerson/Ambrose Chee
- <u>4.</u> Land Use Permit Jefferson Davis
- 5. Land Use Permit Tommy Begay
- 6. Land Use Permit Freddie Sarracino

III. NEW BUSINESS

- A. Forms for Personnel Policy
- B. WUA Financial Report
- C. Tsaile Improvement-LUP

IV. RECEIVING REPORTS

- A. Reports
- B. Announcements

V. CONCLUSION

- A. Next Agenda Items
- C. Next Meeting
- D. Adjournment

MEETING MINUTES

1. ORDER OF BUSINESS

- a. Meeting called to order at 10:40am by Lorena Eldridge.
- b. Invocation by Bennie Litson

c. Roll Call

Farm Board: Lorena Eldridge and Dorthea Litson were present. Lucinda Davis absent. **Water User:** Aaron Begay, Anelda Kedelty, & Dorthea Litson were present. Amelda Benally and Kathy Johns absent.

- d. Recognition of guest(s) and visiting officials Fish and Wildlife presenter, Michael Deswood.
- e. Review and adoption of agenda Lorena reviewed the agenda. No questions, comments, or amendments.

Action: To accept the agenda as reviewed with no amendments.Motioned by Merle KedeltySeconded by Bennie LitsonVoting: 6 yes; 0 no; 2 abstainedMotion Carried

- f. Review and adoption of last meeting minutes, July 16, 2017
 Lorena or Dorthea did not have copy of the last meeting minutes. As a result, we were unable to read the last meeting minutes.
 Action: Defer the last meeting minutes to be read at the next Farm Board meeting. Motioned by Bennie Litson
 Seconded by Merle Kedelty
 Voting: 6 yes; 0 no; 1 abstained
- g. Tsaile/Wheatfield's/Blackrock Water Use Plan Lorena explained that at the last meeting the Interns from Din4 College Land Grant Office and Graduated Student from University of Arizona worked on collecting water data, and presented their findings. However, she was unsure of what the next steps were considered.

Dorthea stated, "What we put to actions were to do a special meeting to meet with the presenters to plan possible next steps, and to request a copy of water study conducted by Brown & Caldwell from the Tsaile – Wheatfield's Chapter staff." However, I don't think they needed to be here today again. We will need to continue to work with them.

II. OLD BUSINESS

NNFB 2017 goals - Below are the Program Performance Criteria (PPC and Goal Statements for all Farm Boards) The Farm Board elected officials will be assigned 1 or 2 PPC, see below.

A. <u>Each FB will submit 12 crop inventory reports from their respective Agriculture Land</u> <u>Use Permittees (ALUP).</u>

Goal Statement: Each FB will submit at least 3 respective crop inventory reports quarterly in table format (3CIR x 13 FBs).

1. Crop inventory

Lorena encouraged farmers to continue to submit their crop inventory forms. The crop inventory will need to be submitted for 4the quarter again. The 4th quarter is any activities from July 1, 2017 to September 30, 2017.

In addition, she explained that Ferdinah Notah from Navajo Nation Department of Agriculture is will to conducted a presentation about the Sihastin Fund, but is only available if the meeting can be scheduled from Monday – Friday late in the afternoon or in evening after 5pm.

Action: To accepted the information provided, and request Mr. Notah to conduct his presentation about the Sihastin Funds at the next Farm Board meeting. Motioned by Dorthea Litson Seconded by Merle Kedelty Voting: 6 yes; 0 no; 3 abstained Motion Carried

B. <u>Facilitate farm improvement/outreach activities for farmers in collaboration with tribal, state and private sectors.</u>

Goal Statement: Conduct 2 agricultural educational outreach/workshops for farmers per quarter per 13 FBs.

<u>1.</u> Wheatfields Agriculture Projects

Lorena provided an update of the *Wheatfields Agriculture Project*. The funding for the project is 5 million dollars and is split into two phases. The first phase is funded at 3 million dollars and seconded phase is funded at 2 million dollars. We shared at the last meeting on July 16, 2017, that we received \$ 1,793, 309.94 (one million seven hundred ninety three thousand three hundred nine and ninety-four cents) of first phase of funding.

We are now planning for hiring for the positions that we indicated on the proposal. Finally, at this time, the Navajo Nation Budget and Finance committee has not indicated for us to provide an update report of our project.

Dorthea explained that today, we need to make a decision about the qualification for these positions. "Should the applicant have to have a degree, a certification, and what amount of experience does one have to have?"

For example, let look at the Farm Manager Position. Does this person have to have a degree in Agriculture, Agribusiness, Agronomist, Environmental Science, or Biology? How many years of experience does this person have to have? Now, if we say they have a degree in one of these areas then can somebody that has a different degree apply? "Let me use myself as an example here; I have a BA degree in Bilingual Education and MA Ed in Curriculum and Instruction; and I have experience in being a teacher for 5 years, in being a project manager for a 4.6 million dollar NSF Grant funded project for 5 years where I worked with 22 schools and 5 Field Educator Specialists to improve Mathematics, Science, and Technology Education for Students within the K-12 school system; I ran Lower Wheatfields Irrigation Project which was a 1.2 million dollar NRCS funded project for 1.5 years; and I have 20 years of experience in Farming and Ranching. As a result, can I apply for this position or I am unable to apply?

Lorena provided the following chart with positions:

Full time or Part Time	Position Description	Wages
Full time	Farm Manager	\$ 30.35 per hour
Full time	Accountant	\$ 22.60 per hour
Full time	Office Specialist	\$ 16.80 per hour
Part time	Grant Writer	\$ 31.70 per hour
Part time	Equipment Operator	\$ 22.25 per hour
Part time	(2) - Irrigation Technicians	\$ 14.85 per hour (each)

Questions; comments, or suggestions:

One person suggested, "Must have a minimum of Bachelor Degree and two years experiences."

Bennie Litson suggested, "No degree, but must be able to do the work." I say this due to witnessing many people that have a degree, but are unable to do the actually work or has not implemented any activities."

Another person suggested, "The Farm Manager, Accountant, and Grant Writer must a degree, and the Office Specialist, Equipment Operator, & Irrigation Technician must have the experiences."

Lorena stated, "When the proposal being developed, we indicated that we will provide employment for our community people. She suggested to have all positon qualification to say secondary level of education with experiences."

Dorthea asked, "What is met by secondary level education? Can you (Lorena) explain it, a little further?"

Lorena stated: K – 12 High School Diploma;

Secondary

College/University

Degree:

Education	Year 1, 2, 3, 4, etc.	AA,	BA,	MA,	PHD,	or
Certificate						

Dorthea stated, "Let me paraphrase, Secondary level Education means an applicant **does not** have to have a **degree**, but **has at least** taken some college courses or is taking some college courses."

Lorena replied to Dorthea's paraphrasing, "Yes. However, it is very important the applicant to have experiences."

Edison Emerson suggested that one has to look at the wages of the positon to indicate the qualification. Furthermore, the Farm Manager, Accountant, and Grant Writer should have degree as their qualification; and Office Specialist, Equipment Operator, and Irrigation Technician all need use their experiences for qualification.

Aaron Begay commented, "It is hard to say what they have to have this qualification, but as Board of Director of Tsaile – Wheatfields – Blackrock Water User, we have some control with the 60 days probation period. Within the probation period, we have the lavage to keep the applicant or not."

Lorena commented the following timeline for hiring:

- □ August 7, 2017 to August 18, 2017 advertise for the positions
- August 21 to 25, 2017 conduct the interviews and complete them by August 25, 2017.

Action: For all positions the qualification is based on Secondary Education, and experience; for Farm Manager Positon, 5 years of experience and 3 years of Supervisory; and other position 3 to 5 years of experiences. In addition start advertising for the position by August 7, 2017, and used the advertising methods discussed at the last Joint Farm Board and Water User meeting on July 16, 2017. Motioned by Dorthea Litson Seconded by Merle Kedelty Voting: 9 yes; 0 no; 5 abstained Motion Carried

C. <u>Provide training and assist farmers in updating or developing a conservation plan as</u> required by BIA and the Navajo Nation.

Goal Statement: With farmer participation, implement conservation training and develop 2 or more plans per quarter per FB review.

<u>1.</u> Fish & Wildlife – prairie dog treatment

Lorena explained she spoke with Jeff Cole, Wildlife Manager, Navajo Nation Fish and Wildlife, about possible avenue of treating prairie dogs in Farmlands. At the time, he indicated he purchased some gas cartridge treatment, and when that treatment comes in he is going to use that for a project within Window Rock School District to treat

prairie dogs. Based on what is left then he is will to use that for the Wheatfields' Agriculture area.

We invited staff from Fish & Wildlife to the Farm Board Meeting on June 25, 2017, and at that time Mr. Blacksheep indicated there is no money available for Fish & Wildlife to purchase such treatment. As time went on, she spoke with Mr. Cole again, and he stated there were monies available to purchase gas cartridge to eliminate prairie dogs. Therefore, Fish & Wildlife staff can come out to the meeting to provide information about how to use the gas cartridge in the field.

Mr. Deswood was given the floor to present. The following is what he presented:

- The goal of his presentation is;
 - \circ $\,$ To understand how the gas cartridge is applied to the prairie dogs hole to eradicate them.
 - $\circ~$ To understand the additional manpower needed to implement this method.
 - To make better decision about implementing a plan.
- The gas cartridge is lighten up with a match; thrown into the prairie dogs' hole; the person from behind will need to plug the hole with newspaper and cover with dirt using a shovel. This process continues with every hole.
- The gas cartridge method is about 70% useful and most often a second treatment has to be conducted.
- The cost of the gas cartridge is \$ 3.00 per cap.
- He does have 20 years of experience, and he picked up the ordered gas cartridge from Albq., NM on Friday, July 28, 2017. This is only a thousand cartridges and will be used within Window Rock Unified School District. He is unsure if what has been purchased will be used up with the school district.
- To do this well, we will need to know the farm plot acres, who the owner is, if the owner approves of the implementation of eradication, and the number of prairie dogs that exist within the farmland. Finally, the farmer will need to be on site to help with additional manpower needed.

Questions, comments, and suggestions:

Rita Bahe – Senior Citizen Center in Tsaile has a lot of prairie dogs too. Can that be treated there too?

Mr. Deswood replied, it can be done, but it needs to be plan and letters of request has to be written and submitted to Mr. Jeff Cole, Wildlife Manager of Navajo Nation Fish and Wildlife.

Bennie Litson - Is this the only treatment?

Mr. Deswood replied, yes. In the past, we have been using different treatment, but Navajo Nation EPA has put a stop to the treatment.

Dorthea Litson asked, "How does one know if a prairie dog has plague? What percent of the prairie dogs have the plague?

Mr. Deswood explained that one will know that prairie dogs have plague when more than one prairie dog are dead within the same area all at once; which can wipe out a large village of prairie dogs at once.

Lorena presented the following to consider for planning -

Total acres	1,685 acres
Lower Wheatfield's	465 acres
Upper Wheatfield's	643 acres
Tsaile Farmland	570 acres

Estimate: 40 holes x 1,685 acres = 67,120 holes

Round to 75,000 holes x \$ 3.00 per cartridge = **\$225,000 is the total cost.**

Please note: THIS DOES NOT INCLUDE ¹/₂ miles from fence line of a farm plot.

Merle Kedelty - Where would the money come from?

The idea is to work with Fish and Wildlife on this matter. However, Mr. Deswood mentioned the Office doesn't have much funding to do a large scale project like the one you all are requesting. Farm Board can write to him with plan and to include price.

TJ Holgate – About five years ago, the chapter put out a lot of money to train people to use an exhaust fume as mean to eradicate prairie dogs. Why can't we use those trained people? Furthermore, it is a community at large problem. If we just focus on farmland then we are implementing a BAND AID solutions. If the farmland is the only focus then how about the prairie dogs that live outside of the fence line? They still will make its way to farmland.

Lorena replied to TJ comments and questions, "She is not aware of the Chapter pay people travel or training on ways of eradicating prairie dogs. However, she is aware that the Farm Board worked with Dine College Land Grant staff to train farmers how to use the Rodex machine that was purchase by Water User several years ago."

Merle Kedelty- What other options could be used? What is the coast of the small gaming license?

Mr. Deswood responded, "The small gaming licenses cost \$20.00 which can be used from January 1, to December 31. If one purchases a fishing licenses then that is considered a licenses for small gaming."

Lorena responded, we have three options:

- □ RODEX
- □ SMALL GAMING LICENSE
- □ CARTRIDGE TREATMENT

Emerson Chee suggested to use the cartage treatment with Lower Wheatfields since that is ready to go farmland project.

Lorena stated, "For Lower Wheatfield - 465 acres x 40 holes = 18,600 holes; 18,600 holes x \$ 3.00 = \$55,800"

Merle Kedelty suggested, "Sure let make Lower Wheatfields a priority since in Upper Wheatfields farmers don't seem to work on their farmland."

Marie White commented, "Prairie Dogs have been in existence at the beginning of time, and there is no way one can total remove all of them. You, Farm Board, jump from one idea to another. Where are your plans about the great ideas you had for Revitalizing Farm Lands? You, Farm Board, are teasing the farmers with your ideas; you need to be more helpful and be more serious about helping people."

Lorena replied, "Yes, we have many ideas. You, as a farmer, need to come to the meeting more often, so you know what is going on. The ideas for the Revitalization Project has been a slow moving project, but it is going. At the same time, you, all as farmers, have been telling us that Prairie Dogs are a huge problem for your farmland and that is reason you don't farm, and you, Farmers, asked us as Farm Board to do some about it. As result, we have been searching, and we have been working with the Navajo Nation Fish & Wildlife staff. Now, the question to you all as farmers is what do you want do? Move with project or leave project at a standstill?"

Sadie Neztsosie – "I am thankful for the Farm Board members and Water User Board members. I am sure many people don't understand the work they have done for us as farmers. I am going to motion that we write a letter to Jeff Cole, Wildlife Manager of Navajo Nation Fish & Wildlife to request that we continue our work with him and his staff in terms of removing prairie dogs. In the letter, it should indicated the priority list of which farmland land areas to go with first and separate the acres too."

Action: To continue our work with Jeff Cole, Wildlife Manager of Navajo Nation Fish & Wildlife. Write a letter to request to use the cartridge treatment to remove the prairie dogs, and in the letter to state the priority of which farmland area to start with, and indicate the area by separating the acreage.

Motioned by Sadie Neztsosie Seconded by Rita Bahe Voting: 12 yes; 0 no; 4 abstained

Motion Carried

D. Assist with farm area improvements such as land leveling, erosion control: with funding sources such as USDA.
 Goal Statement: With farmer participation, each FB will implement 1 improvement per quarter according to conservation plan.

No item listed.

E. <u>Each FB member shell inventory at least 3 ALUP/Farm Permit within respective FB area.</u>

<u>Goal Statement:</u> With BIA and Farmer participation, reconcile and inventory as to the status of each ALUP or Farm Permit. (3ALUP x each 13 FB member)

- **<u>1.</u>** Land Use Permit Mae Chee Defer to next meeting due to no show.
- 2. Land Use Permit Jessie Tsosie

Defer to next meeting due to no show.

3. Land Use Permit - Emerson/Ambrose Chee

Emerson asked, "Do you know why were are on the agenda? Do we have to do further paper work for sublease to Kee D. Chee farmland? I know we have not submitted a conservation plan for both Farmlands, in Lower Wheatfield's."

Lorena commented, "This don't need to be on the agenda due to all paper work submitted, but Emerson will need to submit a conservation plan."

4. Land Use Permit – Jefferson Davis

Dorthea explained Mr. Davis stopped by her house to pick up necessary paper work, and at the last meeting we put his request to vote to relinquish farmland to him, and it was passed. So we are finish, and don't need to be added to agenda.

5. Land Use Permit - Tommy Begay

Tommy Begay explained he is in the process of fixing his paper work. He requested to hold off on his relinquishment request.

Therefore, no need to put him on the agenda, but we will at a later time.

6. Land Use Permit - Freddie Sarracino

Freddie Sarracino did not come to the meeting.

However, Lorena explained, "he requested to be on the agenda at a later time due to him trying to put all of his paper work together. She believed this has a Will attached."

Action: No actions was made. As results, there were No vote.

III. NEW BUSINESS

A. Forms for Personnel

Dorthea explained, she is working with Bryceson Pinto on updating the forms as requested by farmer at the last meeting. Currently, the following have been updated: Application for employment now has emergent contact information. Job performance information now has strength and weakness of performance, and one can write recommendation and next steps of action for the weakness.

However, she continues to work with Bryce son on Travel Form.

Action: No action taken, and waiting for Bryceson to finish the travel form. No votes

B. WUA Financial Report

Dorthea reported the financial account information, but as Board of the Directors made changes to the account as recommended by the Farmers.

Accounts with Balances in each as	of July 30, 2017:
Simple Checking Account	\$ 1,793,309.94
Simple Savings (1)	\$ 3,427.32
Time Savings (2)	\$ 20,000.00
Total Balance:	\$ 1,816,737.26
Forwarding Balance:	\$ 1,816,737.26
Deposits:	
\$ 24.10	
\$ 27.85	
<u>\$ 40.00</u>	
Total: \$ 91.95	
	\$ 91.95
Total forwarding balance:	\$ 1,816,829.21
Expenses:	

No expenses \$ 00.00

Ending balance as of July 30, 2017 is \$ 1,816,829.21

Important to NOTE:

We have created new accounts for saving, but this is all based on farmers' recommendations. We have a simple savings where all the Operation and

Maintenance fee sits with .01% interest. We have time saving where all the Lower Wheatfield's Agriculture project dollars sit with .65% for 58 months.

□ There is bearing interesting checking account called *Platinum Banking*. This requires to always maintain a \$ 40,000.00 in the account at all times.

Questions, comments, or suggestions:

Marie White – "I am sorry, forgive me for what I said. What and much of the positions are you talking about?"

Lorena replied to Marie White's question – "There are 3 full time positions, Farm Manager, Accountant, and Office Specialist, the part time positions, Equipment Operator, Grant Writer, and Irrigation Technicians (2)." Furthermore, we talked about the job description for these positions this morning. We focused on the following qualification a person have: secondary education, either pursuing a degree or has a BA, BS, MA, and PHD with several years of experience. Our hope is the hire local community people. Finally, we put a timeline together for hiring staff and it is as follow:

- Advertise by Monday, August 7 to August 18, 2017
- Conduct interview by August 25, 2017
- Hire staff

TJ Holgate – Who will be on the interviewing panel? And suggested, "It should be one who is knowledgeable in the area? Who can come in for hire? The Board should consult with Department of Justice who can help in selecting process."

Lorena replied, "Several meetings ago, we indicated the interview panel will be the Water User Board of Directors, and the two Farm Board members."

TJ Holgate – My concerns is that there is not enough people at these meeting. I have been attending these meeting off and on since March 2017, and it seems to be the same people sitting at these meeting. "I'll be frank with you all – there are many people I spoke with as to why they do not come to the meeting; it is due to their outstanding Operation & Maintenance Fee, and the Board Members are only from one family members." So how do you plan to bring in more farmers to attend these meeting? "I am suggesting to revisit the Operation and Maintenance Fee and perhaps to forgive them on their outstanding bill and have them start all over."

Lorena responded, "We are aware Not many people come to the meeting, but we are not sure why. Regarding the issue of outstanding operation and maintenance fee, we have talked about other options. We put in place that a farmer with an outstanding bill can do some in kind service work to pay his/her bill off. The type of in-kind services are such as working on project as a volunteer, bring food to work site for others, etc. Finally, concern of Board Member being from one family, and we are aware of that as well, but people need to come forth to say that they are willing to take a board positon. These boards are willing to step down if someone can take their place."

Action: To accept the financial report provided. Motioned by Merle Kedelty Seconded by Anelda Kedelty Voting: 10 yes; 0 no; 5 abstained

Motion Carried

C. Tsaile Improvement-LUP

Lorena explained that at the last meeting Lorraine Sorrell requested help with ways to minimize campers, and fishermen activities on the North end of Tsaile Lake. The campers and fishermen continue to cut farmland fences, so they can enjoy their activities around the lake.

Today, she is not here.

Action: No action taken.

IV. RECEIVING REPORTS

A. Reports

Farm Board:

- President no report
- Vice President no report

Water User:

- President no report
- Vice President no report
- Secretary / Treasurer she reported, we are required to set up the grant tracker, so the Navajo Nation Office of the Controller and Office of the Auditor General Office will have view access only. As a result, she has been working on finding more information about data warehouse and wiring. She is limited on terminology, but is learning as she is going. NTUA has a Data Center where they can store data, but wiring is another issue that we need to take about. The data storage center is about \$500.00 annual fee.

Comments, suggestions, and questions:

Tommy Begay – Technology is important for the organization to implement. The way it can work is amazing and it can easy the load on the project. Daryl Benally works with NTUA on Towers, and he might be a helpful.

Others:

Sadie Neztsosie reported that Felix irrigated in one of the farmland, and one of the control box is fill up with water, and she is not sure why that is happening. As result, she opened up the flush out box at Leslie Allen's farmland. There might be too much sand filling up in the system.

Action: To accept the reports, and for Dorthea to continue to work and explore information about technology infrastructure for the Organization.

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Motioned by Aaron Begay Seconded by Anelda Kedelty Voting: 11 yes; 0 no; 1 abstained

Motion Carried

- B. Announcements
 - Monday, July 31, 2017, Navajo Nation Reservation Wide Grazing, Eastern Land Board, & Farm Board Meeting @ 8 am, Navajo Nation Museum, Window Rock, AZ
 - Monday, August 7, 2017, *T-W-B Chapter Planning Meeting* @ 9am, Wheatfield's Chapter House
 - □ Sunday, August 20, 2017, *T-W-B Chapter Meeting* @ 1pm, Wheatfield's Chapter House

V. CONCLUSION

- A. Next Agenda Items
 - □ Wheatfield Agriculture Project
 - Technology infrastructure
 - Hiring of staff Time Line
 - Presentation from Mr. Notah, Navajo Nation Department of Agriculture on Sihastin Funding
 - Prairie Dogs
 - Land Use Permit Mae Chee, Jessie Tsosie, and Freddie Saracen
 - □ Forms Personnel Policy
 - □ Financial Report
- C. Next Meeting date is scheduled for Wednesday, August 9, 2017 @ 4pm Wheatfield's Chapter House, Wheatfield's, AZ.
- D. Adjournment

Action: Meeting adjourned at 4:20pm Motioned by Sadie Neztsosie Seconded by Merle Kedelty Voting: 11 yes; 0 no; 1 abstain