

ANNUAL WORK PLAN *Fiscal Year 2019-2020*
NEW MEXICO ASSOCIATION OF CONSERVATION DISTRICTS

The NMACD Board of Directors outlines a planned program to accomplish the on-going and proposed activities within the state as well as placing emphasis on specific areas of conservation needing attention.

We request the assistance and cooperation of all districts, agencies and organizations in meeting the objectives and goals of this annual work plan.

NMACD MISSION

***To facilitate the conservation of the natural resources in New Mexico
by providing
opportunities and quality support to local
conservation districts through representation and leadership.***

The NMACD Board of Directors members:

Executive Officers:

Jim Berlier	President
Jimbo Williams	Vice President
Willard Hall	Secretary-Treasurer

Region Chairs

Vice Chairs

I	Lynn Montgomery	Vacant
II	Ross Garcia	Andy Martinez
III	Dee Wear	Jennie Bernier
IV	Rita Gallegos	Joseph Griego
V	Bob Bruce	Kandy Hutchins
VI	Kendal Wilson	Camille Graham

The state association board meets in various locations across the state and conducts monthly conference calls as needed. The following items outline the objectives and actions for NMACD during the fiscal year July 1, 2019 through June 30, 2020:

OBJECTIVE I. Legislative Relations & Policy Development – Debbie Lead

**CONTINUE TO CONCENTRATE RESOURCES AND ENERGY ON
LEGISLATIVE ADVOCACY AND DEVELOP A STRONGER RELATIONSHIP
WITH ELECTED OFFICIALS AND STAFF**

- Action 1: Participate in Legislative Finance and Water Natural Resource interim committees and/or any other special committees as the need arises.
- Action 2: Work on Legislation related to NMACD policies.
- Action 3: Work with NMDA to increase base budget from legislature for districts to fund audits and other program needs.
- Action 4: Use business plans, annual work plans and reports of accomplishments to assess the needs of the local districts.

OBJECTIVE I. **Continued**

- Action 5: Conduct legislative forums within local districts. Involve elected officials in tours and field trips.
- Action 6: Increase “legislative leadership” within NMACD; continue legislative training for supervisors.
- Action 7: Increase funding for District projects & programs through partnerships.
- Action 8: Participate in the Ag Fest and Ag Feast during legislative session.
- Action 9: Schedule the Soil & Water Conservation District Day at the Legislature.
- Action 10: Increase National Legislative efforts and solidify relationships with NM congressional delegation and staffers.
- Action 11: Work with NACD to strengthen our national legislative efforts.
- Action 12: Build cooperation with other NM Ag Groups & others.
- Action 13: Continue to support legislative apprentice program for Young District Officials’ participants.
- Action 14: Identify new leaders for NMACD.

OBJECTIVE II. **Communication Exchange with Districts – Brent and Linda**

SUPPORT FOR SOIL AND WATER CONSERVATION DISTRICTS’ PROJECTS AND PROGRAMS THROUGH PUBLIC INFORMATION AND INFORMATION SHARING

- Action 1: Write articles for other newsletters and encourage partners to submit information for NMACD newsletter; highlight training in NMACD Newsletters.
- Action 2: Maintain Supervisor Certification Training on web page. Continue to host NMACD web page and newsletter. Share District Supervisor Certification Training spreadsheet with Districts.
- Action 3: Represent SWCDs on Water Trust Board and facilitate grant applications. Region Chairs should encourage training from NM Finance Authority for interested districts on a Region basis.
- Action 4: Conduct quarterly phone conference calls within each region, if requested.
- Action 5: Email information to districts concerning issues and upcoming events as needed.
- Action 6: Continue to explore with our current website provider the possibility of online registrations for our conferences and if the use of drop-down menus is possible.

OBJECTIVE III. Public Outreach & Recognition Program - Brent Lead and Linda

GOVERNMENT AFFAIRS DIRECTOR TO WORK WITH DISTRICTS TO EDUCATE TEACHERS AND YOUTH ABOUT CONSERVATION ACROSS NEW MEXICO

- Action 1: Government Affairs Director will work with districts and other partners on Envirothon and other Educational programs and projects.
- Action 2: Encourage use and training of Rolling Rivers Water Trailers.
- Action 3: Continue to maintain current water trailer scheduling contacts on NMACD web page.
- Action 4: Develop youth interest in SWCDs through Youth affiliate memberships.
- Action 5: Establish task force or work groups for educational programs and projects.
- Action 6: Encourage NM SWCDs to utilize NACD educational programs, i.e., poster contest, photo contest and awards programs.

OBJECTIVE IV. Training (District Supervisors) - Troy and Linda Lead

PROVIDE TRAINING OPPORTUNITIES FOR DISTRICT SUPERVISORS AND PARTNERS

- Action 1: Coordinate with NMDA and SWCDs for training opportunities. Continue working with partners to maintain "Supervisor Certification Training" that meets or exceeds NACD requirements.
- Action 2: Update Supervisor Certification Training as needed; encourage Districts to sponsor training, and present Training as requested by Districts.
- Action 3: Maintain Record and Summary of Training Status for Supervisor Certification Training; share with Districts.
- Action 4: Provide New SWCD Supervisor Orientation Training where and when time is allocated.
- Action 5: Continue to incorporate and update as needed NACD Advocacy Training with NMACD Supervisor Certification Training.
- Action 6: Encourage those Young Leaders identified under Objective I, Action 14, to complete the District Supervisor Certification Training.

OBJECTIVE V. Partnership Relations and Coordination - Deb and Ken with Contractors

COORDINATE WITH ALL AGENCIES AND ORGANIZATIONS INTERESTED IN CONSERVING NATURAL RESOURCES

OBJECTIVE V. Continued

- Action 1: Initiate Coordinated Resource Management Plan (CRMP) at state and local levels for organizations & agencies.
- Action 2: Participate in NM Energy Minerals and Natural Resources Department (EMND) Forestry Work Group.
- Action 3: Continue to represent districts on USDA-NRCS State Technical committee.
- Action 4: NMACD will follow up with appropriate action on resolutions passed by districts.
- Action 5: Participate in quarterly meetings with NRCS to ensure close coordination and open communication in order to effectively and efficiently carry out mutual program activities.

OBJECTIVE VI. Operations & District Ownership & Funding - Mary Lou

CONTINUE TO OPERATE THE STATE ASSOCIATION TO REPRESENT Member DISTRICTS' NEEDS AND INTERESTS

- Action 1: Hold meetings as needed to conduct business and plan activities.
- Action 2: Plan & coordinate region meeting with region chairs and the annual conference with designated region and region chairs.
- Action 3: Administer projects and programs to benefit districts.
- Action 4: Inform districts of activities through web page, newsletters, annual reports and quarterly region chair conference calls.
- Action 5: Establish task forces to work on issues or programs with our conservation districts. The first group tasked to enhance the NMACD Outstanding Awards program appeal to districts and encourage participation. NMACD Executive Assistant coordinates with the NMACD Website Manager, a representative from the NMCDE and a supervisor in the NACD COLT program.
- Action 6: Continue to work with Thornburg Foundation on Grants to support NMACD and SWCDs.

OBJECTIVE VII. Program Development & Technical Assistance

SERVE AS FISCAL AGENT – FARM BILL TECHNICAL SERVICE PROVIDER (TSP) PROGRAM – Troy Lead and Mary Lou

- Action 1: Manage TSP Employment Program in coordination with NRCS and NMDA to provide technical assistance providers needed by NRCS and other partners utilizing employees or professional service contractors.
- Action 2: Serve as employer of record for TSP employees. Coordinate employee staffing needs and funding with NRCS, SWCDs, NMDA and other partners.

OBJECTIVE VII. **Continued**

- Action 3: Encourage and assist NRCS and local districts to hire and manage “district capacity building” employees. Prepare and enter into cost-sharing agreements with local SWCDs.
- Action 4: Periodically review and update TSP Employee Handbook and policies.
- Action 5: Ensure that training is provided to TSP employees in coordination with NRCS and partners.
- Action 6: Process employee payroll and pay payroll taxes required by law.
- Action 7: Provide quarterly reports as requested to NRCS, NMDA, NMACD, SWCC, and NACD.
- Action 8: Utilize state, federal, and grants funding for TSP program funding. Help ensure that fund costs do not exceed TSP agreements for TSP assistance.
- Action 9: Coordinate, with partners and NMACD managers, requests for technical assistance including archaeological services, biological and other special assessments, and funded RCPP projects. Maintain a cadre of available specialists to meet increasing demands for such assistance.

CONTINUE TO ASSIST BLM WITH COORDINATED RESOURCE MANAGEMENT PROGRAM THROUGH ASSISTANCE AGREEMENT - George and Don Lead

- Action 1: Work with NRCS and BLM to get more resources “on the ground” in projects across the state.
- Action 2: Work with oil and gas companies to utilize additional resources to match funding from EQIP programs on federal lands.
- Action 3: Continue to coordinate with local soil and water conservation districts for the management and delivery of program dollars on federal, state and private land.
- Action 4: Utilize former BLM and NRCS employees as contract employees for technical assistance as needed.
- Action 5: Request funding from BLM and coordinate with all EQIP projects as well as other restoration and remediation projects.
- Action 6: Track and report all expenditures of funding from all sources. Prepare and submit quarterly reports to BLM and NRCS.
- Action 7: Work with BLM and Local SWCDs to facilitate the use of “prescribed fire” on private and public land ranches through new prescribed fire MOU and financial agreement template.

OBJECTIVE VIII. **Continue Agreement with NM Game & Fish (NMG&F) to Build Partnership Opportunities - Kenny Walker & Jesse Juen Lead**

- Action 1: Manage agreement with NMG&F to assist with technical assistance.
- Action 2: Work with NMG&F to write CRMPs or conservation plans for landowners participating in Game & Fish programs.
- Action 3: Work with SWCDs to get funding from various Game & Fish programs to do conservation on the ground.
- Action 4: Work with NMG&F to establish long term funding support for prescribed burns on private/public lands.

OBJECTIVE IX. **Establish new Agreement with U.S. FOREST SERVICE to Build Partnership Capacity – Tony Delfin Lead**

- Action 1: Continue to work with US Forest Service Regional office to develop new regional Contribution Agreement to facilitate funding opportunities for districts and provide technical assistance.
- Action 2: Provide contract employees, through appropriate agency agreements, for the purpose of preparing Coordinated Resource Management Plans (CRMPs) on national forest land.
- Action 3: Coordinate between US Forest Service, NRCS, BLM and the local SWCDs for projects to be funded by FS and NRCS along with private landowners.
- Action 4: Facilitate agreements between SWCDs and Forest Service for landscape scale watershed projects across ownership boundaries.

OBJECTIVE X. **Work with NM Acequia Association - Norman Vigil Lead**

- Action 1: Work with NM Acequia Association to provide technical assistance.
- Action 2: Coordinate with Association, NRCS and NM Interstate Streams Commission.
- Action 3: Facilitate funding coordination of funding from Severance Tax, Corps of Engineers and NRCS.

OBJECTIVE XI. **Work with NM Interstate Streams Commission (ISC) - Norman Vigil Lead**

- Action 1. Work with ISSC to get a new Professional Services Agreement..
- Action 2. Provide technical assistance to Acequias funded through ISC.
- Action 3. Coordinate funding and planning on Acequia projects with funding pools.

OBJECTIVE XII. **Apply for RCPP Funding for NM - George, Ken L., Ken W., Jesse, Ken S., Linda S. and Norman**

- Action 1: Provide technical assistance and management of Acequia RCPP funded under the "Alternative Funding Agreement."
- Action 2. Provide technical assistance for Restoration RCPP.
- Action 3. Provide technical assistance for the Canadian River RCPP under agreement with the Ute Creek SWCD.
- Action 4. Apply for new RCPP proposals for 2019.

OBJECTIVE XIII. **ADMINISTER GRANT FROM NACD FOR LEADERSHIP**

- Action 1: Recruit applicants and send information about program out via email and mail.
- Action 2: Work with Debbie & Brent on program throughout the year.
- Action 3: Send Report and Invoices to NACD for payment of grant expenses.

OBJECTIVE XIV. **ADMINISTER GRANT FROM NACD FOR TECHNICAL ASSISTANCE**

- Action 1: Troy will hire 2 Archeologists and NMACD will be supervisor of record..
- Action 2: NMACD will coordinate with NRCS on workload for Arch Clearances.
- Action 3: Troy will provide quarterly reports and work with Mary Lou on billing to NACD

OBJECTIVE XV. **MANAGE NATIONAL FISH & WILDLIFE FOUNDATION (NFWF) GRANTS , Pecos Watershed Initiative - Jesse Lead**

- Action 1: Write grant proposal and all quarterly reports required.
- Action 2: Work with partners to leverage matching funds.
- Action 3: Work with landowners and Carlsbad SWCD on project implementation.

OBJECTIVE XVI. **ADMINISTER NMACD SHARE FILES ON SHAREPOINT (ONE DRIVE) – Ken Lead and Linda**

- Action 1: Set up Accounts and Files on Microsoft Office One Drive.
- Action 2: Train NMACD contractors on use and storage of files.

OBJECTIVE XVII. **MANAGE USDA NRCS LEVEL 2 E-AUTHENTICATION - Ken Lead**

- Action 1: Work with appropriate contractors achieve Level 2 E-Authentication.
- Action 2: As new contractors are hired, determine if they need Level 2 E-Authentication.

OBJECTIVE XVIII. **WORK WITH NM STATE LAND OFFICE ON PROJECTS-
Tony Delfin Lead**

- Action 1: Tony will work with State Land staff to identify and assist with projects on state land and coordinate with SWCDs within project areas.
- Action 2: Work with State Land Office on Professional Service Agreement for technical assistance and Arch. Clearances as needed.

OBJECTIVE XVIII **WORK WITH NM STATE FORESTRY-Tony Delfin Lead**

- Action 1: Communicate with NM State Forestry on possible projects and opportunities for SWCDs.
- Action 2: Represent NMACD at Watershed Council Meetings and Prescribed Fire Task Force.
- Action 3: Work with SWCDs to carry out Forest Thinning Projects.

OBJECTIVE XXX **WORK WITH NMDA & NRCS ON HEALTHY SOILS PROGRAM- Ken &
Linda Scheffe lead**

- Action 1: Participate in development & planning of Healthy Soils Program with NMDA, NRCS and other partners.
- Action 2: Continue to participate with NMDA on weekly conference calls to share information and assist SWCDs with Healthy Soil proposals.
- Action 3: Work with NMDA on continued funding at the legislative session.
- Action 4: If funded, work with NMSU, Quivira Coalition and SWCDs to administer a National CIG Grant for Soil Health.
- Action 5: Work with Quivira Coalition on State CIG grant that they received to grow and expand the Healthy Soils program in NM including “train the trainer”.