



Southern Soil and Water Conservation District

Regular Board Meeting

Wednesday, August 13, 2025 4:00 PM

University of Guam, College of Natural and Applied Sciences Building, Rm 104

MEETING MINUTES

I. Call to Order & Roll Call

- The meeting was called to order at 4:04 PM.
- District Director Martha Tenorio conducted a roll call, confirming a quorum.

Board of Directors:

- Chairperson: Michael Aguon - Present
- Vice Chairperson: Glenn Takai - Present (online)
- District Director: Glenn Dulla - Present
- District Director: Yvonne Manglona-Juaneza - Present (online)
- District Director: Martha Tenorio - Present

Staff Present:

- District Administrator: Erica Pangelinan - Present
- Conservation Technician: Madeline Flores - Present
- Project Director: Geraldine Datuin - Present
- Conservation Associate: Daeline Pangelinan - Present
- Conservation Associate: Jonathan Borja - Present (online)

Also Present:

- Guam Daily Post: Jonah Benavente
- USDA NRCS: Jay Doronila
- UOG Technical Advisor: Mark Acosta
- Northern Guam SWCD: Joseph C. Santos
- Northern Guam SWCD: Savannah Vargas Garcia
- USDA APHIS Wildlife Services: Chad Richardson

II. Acceptance of Meeting Agenda — District Director Martha Tenorio motioned to accept the agenda as presented and published in the Guam Daily Post. Chairman Michael Aguon noted a duplicate item “2025 SWCD Election - Update” listed under both old and new business. Since the agenda was already published, the item will be addressed under old business. Motion carried without objection.

III. Approval of Minutes — (07/16/2025)

- Director Dr. Glenn Dulla motioned to approve the meeting minutes of July 16, 2025. Director Martha Tenorio seconded the motion. Motion carried without objection.

IV. Treasurer's Report — District Director Martha Tenorio presented the Southern District Treasurer's report. As follows

- Account Balances as of 08/13/2025
 - General Fund: \$102,796.61
 - TA2023: \$11,105.67
 - Feral Swine: \$4,459.43
 - GACD TA: \$23,868.49
 - Savings: \$1.20
- Required Actions: Director Dr. Glenn Dulla motioned to transfer and close-out the TA2023 Grant, and to transfer \$27,868.49 into the GACD TA account.
- Payroll Services Update: EP provided an update that our payroll services provider has reviewed the 2023-2024 records, and all filings are current. We are recommended to establish an Electronic Funds Transfer account with the IRS to ensure timely monthly FICA payments. Additionally, we are now implementing the Guam W-4 tax withholding, in compliance with Guam Law.
- Bookkeeping Services Update: EP shared a request for quote was conducted for bookkeeping, prior year audit, and QuickBooks setup; two proposals have been sent to the board for review.
- Director Dr. Glenn Dulla motioned to accept the Treasurer's Report, seconded by Vice-Chair Glenn Takai; the motion carried without objection.

V. USDA NRCS District Conservation Report, Jay Doronila — presented updates on USDA and NRCS programs and activities.

- 2nd Round EQIP: Continuation of applications/sign-ups. There are 14 applications received and eligible assessed and ranked, 10 out of the applications were selected, site visits underway. Deadline of September 15 for obligation to program.
- NEPA Submittals for FSPFP: (4) of (7), submissions have been received, no impact. Additional submissions are ongoing. Currently awaiting the Section 106 package and input from the cultural resource specialist. Chairman Aguon inquired about any changes related to staff returning to site visits. Jay explained that staff have undergone training, which included the introduction of a new technical note.
- Upcoming Visits and Training: From September 15-19, NRCS Agronomist and GIS Specialist will be on island and available to provide training and assist with completing IRS forms related to agronomy. JB and Corey will be on Guam from October 23-30; an invitation was extended to schedule a meeting with JB. Cultural resource specialist will be on-site October 18-22. Program Specialist will arrive to provide training to District Staff during this period.

VI. Southern District Membership Update

- Chairman Aguon has requested continuous tracking and documentation of approved members during board meetings.

- Board Action: It was agreed to hold Executive Sessions to review membership applications in detail, followed by approval of member names during open sessions (e.g. Cruz, J.; Farmer, Talofofo). The Board of Directors concurred and recommended that the use of Executive Sessions for this purpose is appropriate and feasible.

VII. Old Business

A. 2025 SWCD Election — Update

- UOG Technical Advisor, Mark Acosta provided updates on the SWCD Election. The election process is ongoing. The nomination period closed at noon on August 1. The eligible members list was submitted on July 15 and ratified by the Board on July 16. The election will take place on Tuesday, August 19, from 7:30 AM to 7:30 PM. Two staff members—not Board members or candidates—will assist on Tuesday, with one additional staff member supporting tabulation on Wednesday. Notice was sent via group chat and email. EP noted a public ad was funded by the Southern SWCD with cost-sharing from Northern Guam, totaling \$480.00.
- Director Dr. Glenn Dulla motioned to approve the \$480.00 election ad cost. Vice-Chair Glenn Takai seconded. Motion carried without objection.

B. 2026 NACD Pacific/SW Region Meeting — Approval

- No further action, move to committee for further coordination and updates.
- Director Martha Tenorio shared her experience at the NACD Summer Meeting in Milwaukee, Wisconsin. She discussed Guam's potential to host a regional meeting with national representatives and noted plans to form a committee—while in Colorado to coordinate attendance information with other regions. Travel costs to Guam were raised as a concern, but a clearer picture will emerge once estimated attendance. EP proposed a presentation or questionnaire to gauge interest in discussing setbacks, obstacles, and related topics.

VIII. New Business

A. 2025 SWCD Election — Update

- Previously discussed under Old Business.

B. SGSWCD Transition Report — Approval

- The transition report shared with the board, outlines key responsibilities for the incoming Board. EP emphasized the need for a smooth, informed transition. Responsibilities include: electing officers, assigning committee roles, completing board training (governance, Guam Law, NACD) adopting a work plan and budget, maintaining project momentum, and strengthening outreach to Southern Guam farmers and landowners.

C. 2025 NACD Summer Meeting Report — Approval

- The report was sent to the Board for review and approval. EP recommended to attend the 2025 NACD Southwest/Pacific Region Meeting to support ongoing planning efforts. Request to send (2) Directors and (1) staff member. This is a budgeted expense and will be ratified at the next Board Meeting.
- Key Updates:
 - NACD Legislative Committee: NRCS faced funding cuts; NACD is advocating to fill gaps. Conservation programs need tracking to evaluate outcomes and effectiveness.
 - NACD Farm Bill Priorities: requesting review of priorities to ensure it's in alignment since development 30 years ago.
- Interjection: Concern raised regarding the timeline for approval and swearing in of the new Board, which may impact the next meeting. Mark shared that the process goes from UOG staff to the UOG President, then to the Governor, but the timeline for official notification remains unclear.
- Director Martha Tenorio motioned to approve travel for the Pacific/SW Region Meeting (2 directors and 1 staff); seconded by Director Dr. Glenn Dulla - no objections. Approved attendees: Chairman Michael Aguon, Director Martha Tenorio, and Administrator Erica Pangelinan.
- Director Dr. Glenn Dulla motioned to approve the submitted report; seconded by Vice-Chair Glenn Takai.

D. NACD TA2023 Final Report — Approval

- EP noted official close-out of TA2023 to commence. No further action needed.

E. HWMO Training August 07-10, 2025 — Ratification

- EP shared the report attached for review about her experience traveling to Hawaii for Firewise USA training, hosted by the National Fire Protection Association. The program helps communities reduce fire risks, with leadership from the community and support from partners like Conservation Districts, Guam Department of Agriculture, and Fire Departments. She received training on how territories collaborate to develop and implement a Firewise plan.
- Director Martha Tenorio made a motion to approve EP's travel report. Director Dr. Glenn Dulla seconded, carried without objection.

IX. Collateral Board and Committees Served

- Southern District Feral Swine Initiative: FSPFP Project Director, Gera Datuin provided updates on the project. (45) applicants, (33) remain after (12) rescinded. (5) site-visits pending (3 off-island, 2 no contact). Formal letters and calls made; applicants unresponsive by end of August will be placed on deferment. Market research on costs for materials, labor, design and for engaging with a contractor to install a fence — meant to grant assistance to farmers in success of fence installation. Submitted drafts contracts for UOG legal; no response after two follow-ups.

- Plan to form committee at next Board Meeting, including Directors Tenorio and Manglona-Juaneza (non-applicants).
- Feral Swine Pig Brig Feasibility Study: EP will meet with representative to discuss data & contracts to discuss how to improve initiative and to report.
- USDA APHIS WS, Chad Richardson: completed the FY2026 proposal draft and input from EP, tailoring it to District needs; the agreement is expected by October 1. USDA APHIS broke a record with over (1,300) pigs caught, additionally, Guam DOAG will contribute \$50,000 in support for feral swine funding.
- Guam SWCD Poster Contest: Conservation Associate, Jonny presented updates on the Poster Contest in coordination with Northern Guam SWCD. There will be three grade-level categories and four prize categories. The letter to the Superintendent and contest guidelines were submitted to the Board for approval.
- NACD Legislative Committee: NACD forwarded JoBeth's email regarding the floodplains spill, EP suggested it would be appropriate to send a response.
- Guahān Sentinel Landscape/REPI: EP, with support from Jonny, shared a draft survey with the Board for review. The survey will be submitted to IRB and aims to identify needs for the Conservation Resource Hub under the new REPI grant. Board inout is requested to help identify gaps and build consensus.
- Public Access Meeting: EP provided details on the upcoming meeting for Friday August 15, 9 AM, at the Guam Museum.
- Drone Map Template — Review Design and Approve: EP presented a draft design of the farmer's drone map template, which will be printed and framed for Southern District Members.
 - Recommended information to include: Member number, date of membership, acreage, soil type, topography, watershed, and village.

X. Board Correspondence

- Request from CNMI - Lodging Sponsorship: Chairman Aguon expressed CNMI Conservation District Representative reached out for lodging assistance for one hotel room at the Pacific/SW Meeting. Chairman expressed his support.
 - Director Dr. Glenn Dulla motioned to approve the sponsorship; Vice-Chair Glenn Takai seconded. Directors Tenorio and Manglona-Juaneza also supported. No objections.
- 2025 Open Government Law Requirements: EP informed the board that Daeline confirmed all requirements are up to date with the Speaker. There are submissions issues with OPA and Central Files, will continue to work together to resolve issue.
- WERI Guam Hydrologic Survey Workshop 2025: Upcoming workshop/training scheduled for August 29, location TBD. Limited to (40) participants.

XI. Public Announcements

XII. Next Meeting

- The next board meeting session is scheduled for 09/17/2025.

XIII. Executive Session

- The Board moved into Executive Session to discuss the TA2023 PSS position, as well as the position descriptions for TA2024 PSS, TA2024 Conservation Planner, and REPI GIS.

XIV. Adjournment

- The meeting was adjourned at 5:08 PM.



Daeline Pangelinan, Conservation Associate

Approved By:



Yvonne Manglona-Juaneza
Secretary

09/24/2025

Date



Michael E.D. Aguon
Chairperson

09/24/2025

Date