



Pima Natural Resource Conservation District  
Pima Center for Conservation Education, Inc.  
3241 N. Romero Road  
Tucson, AZ 85705  
[www.pimanrcd.org](http://www.pimanrcd.org)  
[www.azranchingfarming.org](http://www.azranchingfarming.org)  
Email: [clerk@pimanrcd.org](mailto:clerk@pimanrcd.org)  
Phone (520) 250-9314



## **DRAFT Minutes for Combined Meeting of the Pima NRCDC and Pima Center for Conservation Education (PCCE), Inc. January 20, 2026**

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### **Summary of Motions and Tasks**

- *Next meetings:*
  - AACD Supervisor Training (virtual) - January 28th, 1-3pm
  - February board meeting: Colleen send doodle poll
- *Next meeting agenda items:* approve AACD agreement, review cooperator agreement language and sign-up system, discuss website, Local Work Group meeting planning, remaining 2025 unallocated funds.
- *Approval of past meeting minutes:* Motion to approve the 12/10/25 Minutes by Supervisor DuHamel; Second by Supervisor Lopez. All in favor; none opposed.
- *AACD agreement:* schedule a subcommittee meeting with Supervisors Miller and Coping and AACD to revise the agreement based on input from Supervisors.
- *New district email address:* Amber reach out to Brooke and get Mary access to the the email address.
- *Cooperator outreach:* Amber reach out to Juan to get on an upcoming SACPA agenda.
- *Local Work Group Meeting:* Mary reach out to Santa Cruz to start planning.

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**Quorum was established and the meeting called to order by Supervisor Miller at 10:04am**

### **Roll-call and Introductions**

Supervisors present (all):

- Mary Miller, Chair
- Cindy Coping, Treasurer
- Jonathan DuHamel
- Juan Lopez
- Stacy Madigan

Guests:

- Jennifer Krentz (NRCS)
- Amber Morin (AACD)
- Lexi Boss (AACD)
- Elena Dosamantes (AVCA)
- Ashley Wright (UA Cooperative Extension)
- Zach Linaman (BKW Farms)
- Colleen Whitaker (SDR)

**1. Call to the public** - none

**2. AACD Support** *Amber Morin, AACD*

The [draft agreement](#) was shared with Supervisors ahead of the meeting.

Amber provided an overview

- The agreement includes administrative support and grant and agreement management.
- Roles: Amber will provide grant and agreement management support; Lexi will provide administrative support. They can jump in for each other as needed.
- Fiscal role - The hands on of managing the finances is still a Supervisor effort. But signing an agreement or submitting a grant would be part of this. AACD will not responsible for paying bills or writing checks.
- Financial reporting would be part of this as well; provided by Deb Smith.
- Grant and agreement management - The AACD ED would have authority for signing grants and agreements. AACD would be responsible for all staff related expenses.
- Terms of payment - AACD will only take administrative fees as part of an agreement or grant; these will all be reviewed and approved by Supervisors. There won't be any surprise fees.
- Administrative support will be provided at no cost to the District. The State board determined AACD should provide these services at no cost. This will be Lexi's role - meeting agendas, minutes, posting to website, GIS support, etc. She will answer directly to Amber.
- Annual Local Work Group meetings - Amber and Lexi will both work on this.
- District reports - Amber and Lexi will work together on this.
- Amendments to the agreement can be made.

Discussion

- Financial management
  - Mary - can these aspects be clarified in the agreement? It is somewhat unclear now. We need to make sure our fiscal systems are sustainable. Cindy has spent a lot of time on this; going forward a system that can be more easily transferred from Supervisor to Supervisor would be better.
  - Cindy is Willing to stay on as an advisor to ensure the next person knows how to do what she does.
  - Amber - **Action: meeting with Mary and Cindy to get clarity on financial aspects of the agreement.**

- Grants and agreements
  - Mary - there are a number of current agreements, one of which is a master agreement with AVCA and project specific addendums. Would these need to be updated to involve AACD?
    - Amber - if you want AACD to manage these (e.g. deadlines, invoices) they could be updated for clarity.
  - Cindy - the only other agreement is with SDR
  - Action: update AVCA agreement to reflect AACD support
- Cindy - have heard that other districts who are receiving these services from AACD also support sponsorships for the conference, or are somehow compensating AACD for services. Is there an unwritten expectation of financial support for AACD?
  - Amber - would like to speak further about where this has come from. No. There should be no unexpected expectations that aren't captured in an agreement. There won't be any pressure coming from me on this.
- New email system
  - Amber - there is a new .gov system. Brooke is setting these up for Districts who need help. Amber and Lexi will have access to the emails and can check them. If the Chair or Vice Chair would like to have access to these, that's no problem. We just need clarity about who is passing on information to supervisors. This can be clarified in the agreement.
  - Mary - do Supervisors get individual .gov emails? (No - there is one .gov per District).
  - Cindy - the email message in December said everything from Jan 1 forward has to be on this system. We have not received a password.
    - Amber will reach out to Brooke to let her know that Mary needs access. Brooke will retain access.
  - Cindy - will this affect the Google Drive and where we are keeping files? How do we manage this logistically if only one person has access to the email address?
    - Amber - people can be given access to Google Drive as needed. State agencies are required to use Google.
- Website
  - Mary - right now our website is independently run. Would this be transitioned toward the new system?
  - Amber - there are two options. AACD is managing the State website where you are required to post meeting minutes, agendas, and financial reports. AACD is doing this. You can retain your individual site, or just transition and use the state site. There are some benefits to having an independent site, but the state website can be updated as you would like. Although there are less opportunities
  - Mary - let's tag website as a future discussion topic. This could be something that would be good to include in the agreement.
- Plan for agenda design and meeting preparation
  - Mary - we understand working within Open Meetings Laws is very critical. It is necessary, however, to have occasional work sessions between meetings. Can a small group of people (not quorum) continue to do this with Amber and Lexi?
  - Amber - it is not a problem to do this if it is agreed by the board and captured in

minutes. Best practice is to try and do the best we can to set the next agenda up in the current meeting. But keeping the efficiency meetings is not a problem as long as they don't diminish the other Supervisors roles. It's important that everyone understands all Supervisors have an equal say.

- Mary - as an example, we need a further conversation to clarify some language in the AACD agreement. Is it useful to call it committee and clearly set it up during the current meeting?
- Amber - yes, for example you can call it an Agreement Committee and we would post the meeting. We would say in this meeting that the vote will come back to the full board in the next meeting.
- Mary - how do Supervisors feel in general about this transition to working with AACD?
  - Stacy - feel good. No questions or concerns.
  - Cindy - this will be a big improvement. Clerks come and go, and it is always a burden on board members to recruit new clerk. Having AACD provide the clerk will take a lot of pressure off the board.
  - Jonathan - agree
  - Juan - agree.
- Agreement finalization - next steps: **subcommittee will meet with Amber and Lexi and bring a final agreement back to next regular supervisors meeting.**

### **Cooperator Outreach** - Amber Morin, AACD

The board has been talking a lot about trying to update Cooperator agreements and grow the list of Cooperators. At previous meetings, AACD staff were asked to assist.

- These ideas are pretty preliminary. As AACD starts engaging more with the District this will evolve. Has PNRCD appeared on previous SACPA agendas?
  - Cindy - there were two meetings in the last year. At one of them Cindy plugged the District, and Deb spoke at one. There was no response.
  - Amber would like to attend with Cindy to talk about the District and how to get involved.
  - Juan is president of SACPA. The last agenda was pretty packed with critical items. The next meeting will likely be mid-Feb. **Amber reach out to Juan to get PNRCD on agenda.**
  - Cindy suggested that PNRCD does a small sponsorship and table.
- Mary - another great opportunity is the annual AVCA Community Meeting on May 13, 2026. In general producers are not very up to date on why the NRCD is important.
  - Amber - in 2026 if there are any opportunities to put PNRCD in front of any partnering group, I am willing to do so and bring a Supervisor with me. It is so important to meet people face to face.
- Amber shared a draft outreach flyer with Supervisors
  - This could be done as a tri-fold. It will focus on what is the NRCD and why someone should become a cooperator: influence conservation outcomes, access to funding/programs, support for conservation planning, increased credibility as a sub-division of the state, legal status with federal partners to participate in NEPA as a cooperator. Historically, Districts have also had access to different equipment (e.g. seed drills, monitoring).

- Will need to determine which website to advertise (state site, or independent site).
- Agenda item for next meeting: review cooperator agreement language
- Mary - does this need to include a person's involvement with agriculture?
  - Amber - the state board has requested the Attorney General to look at statute and provide clarity on policies. This information should be forthcoming in the next couple of weeks. Once we have this from the AG Amber can update the board.
- Amber has been working with Lexi to develop a webinar series that would talk about what the NRCD is, and why become a cooperator. These could be done as a series of 20 minute webinars. These can be recorded and posted on the website for people to reference.
- Cindy - how many people in our District are taking NRCS Equip grants that aren't cooperators? And why can a person who is not a cooperator get the same amount of points on their application? There is not preference for cooperators. Some people look at this as one more layer of government in their life, and they want to know what they will get out of it. Not sure they care about influencing the NRCS. But if you can get monitoring provided, this might be an incentive. People need tangible incentives.
- Mary - there have been some areas where some place-based groups (like AVCA) have emerged very strongly to do a lot of this work. But there are other geographic areas in the District which fall between place-based groups. These are important to capture. We should use AACD and NRCD to draw together place-based groups and work together to be more effective. We need to be making connections. There is agriculture going on in Tucson, and in rural areas.
- Stacy - right now we're getting back on our feet. To get people involved they need something tangible to hook them. They can then help get other people to buy-in. We need one or two and then it grows. How do we get them in?
- Amber - RCPP was pursued by AACD, AZGFD and Quail and Pheasants forever. As you try to get producers signed up for RCPP, this is an opportunity to talk about how important NRCD is. Take both applications when you're talking to people.
- Stacy - access to funding is a nice incentive.
- Cindy - our application is online, not hard copy.
- Stacy - we want to help people start the application while we're with them. Could there be a tablet that can be dedicated to this for meetings, so people can do it right then and don't have to do it on their phone?
- Action - follow-up on Cooperator Agreement sign-up system; any changes needed?

## **District Planning**

### Local Work Group Meeting

- Mary - One of the most important thing the NRCDs do is hold Local Work Group Meetings. These usually take place in Spring. Traditionally these have been held with other Districts. It's time to get going on making the plans.
- Cindy - Deb suggested we meet with Santa Cruz, and that Winkelman meets with Reddington. Due to geographical similarities.
- Mary - considering NRCS and District geography does NRCS have a comment?
  - Jennifer Krentz (NRCCS) - the ranking questions are done by area. If you can do this as a geographic group, that is helpful. If the areas are very different, you should have the meeting with folks you think have a similar set of resource concerns and NRCS can work

that out. Traditionally you all have met with Santa Cruz, and it's fine for NCS to continue doing this.

- Mary - would it be breaking tradition to not meet with Winkelman?
  - Jennifer - no, there are others in District 7 (e.g. Whitewater Draw) and they are not included. It may be a bit more difficult for Winkelman to meet with Reddington as they are serviced by different NRCS teams, but if that is their preference we can work it out.
- Amber - the Districts initiate the meetings. You can work together to identify date and location. This should be shared with NRCS to make sure they are available.
- Cindy - we could reach out to Winkelman, but they have San Pedro and tamarisk concerns, ours are more about erosion. You could reach out to Bill Dunn (Winkelman) to confirm his preference.
  - Mary - we can also invite them to come, even if it's not a joint meeting.
- Next steps:
  - **Mary reach out to Stephen Williams (Santa Cruz) to start planning.**
  - Date - traditionally in April.

### Long Range Plan

- Mary - The current plan is increasingly out of date. We do need to discuss this and get some advice from AACD on the importance and role of the plan. The Local Work Group meetings have a very particular agenda, but could these type of longer term strategic topics be discussed? It seems like the Local Work Group participants would be useful in this discussion. **Future agenda item - Long Range Plan.**
- Amber - parts of the plan would be good to bring up in the Local Work Group meeting. If we want to talk about items such as monitoring or erosion control, these can be pulled out of the plan and discussed in a targeted way.

### **Updates**

- AVCA: Rangeland Resilience and Road Workshop Updates - *Elena Dosamantes, AVCA*
  - PNRCD has an umbrella agreement with AVCA to work together, and sub-agreements for specific projects.
  - Rangeland Resilience Workshops
    - Open to anyone who is interested.
    - Workshop: Elkhorn/Las Delicias project monitoring. Two parts: November 7, 2025 (webinar) and a week later a site visit to practice the actual monitoring. The workshop was recorded.
      - Webinar - 25 people
      - Site visit - 8 people
    - The last one was on January 14th: Introduction to Remote Sensing and GIS Technology.
      - Workshop was held at UA
      - 18 people signed in, but there were more than that there.
      - There was a virtual option for participation as well.
    - Feedback for both was positive
  - Road Workshop

- Still working to schedule. Thinking this will likely be in March. Will update the board.
    - Initially will be open to Border Patrol as they do a lot of the road work in the Altar Valley, and then open to others.
  - Mary - the workshop series has been going for about 5 years. Various UA research groups have supported, NRCD has supported as well. This is a good ongoing collaboration. As we meet in the Local Work Group, these topics could be fed back to AVCA to inform future Rangeland Resilience workshops.
    - The first workshops on fire, invasive species and technology came directly from Pima NRCD suggestions.
- Elections update
  - Amber - No updates until after this week with the state board. Best to wait for advice to come out in writing. Posting elections in the newspaper will no longer be required.
  - Mary - we invited Zach to this meeting as a potential new Supervisor for Pima.
  - Zach - happy to be here, excited to see where it is going.

### Agency and partner updates

#### NRCS - Jennifer Krentz ([link to full written report](#))

- Nationwide sign up for EQUIP, CSP (Conservation STewardship Program) - deadline was Jan 15th. Received typical number of applications.
- RCPP - just released deadline of February 20th for classic program. The Ft. Huachuca Sentinel Landscape RCPP.
- Restoring AZ Colorado River Basin Conservation Area - statewide alternative funding arrangement, RCPP. AACD, AZGFD and Quail and Pheasants Forever got together to develop this. There is \$25 Million in funding for next 5 years. Partners are running the sign-up. Postcards with info have been shared with a QR code that links to the application process. Batching date is January 30th. There will be subsequent sign-ups in future.
  - Mary - this is an example of where we can make a difference. As a producer we are very active in brush management on our ranch, and I had heard nothing of this until very recently through AZGFD. I've never seen the postcard. We could help get the word out on these things.
- The NRCS office has many of the postcards that people can take and share.
- RCPP Arizona website with more info: <https://www.nrcs.usda.gov/programs-initiatives/regional-conservation-partnership-program/arizona/regional-conservation>
- Regenerative Pilot Program (RPP)
  - About \$400M in funding nationwide (\$100 M for EQUIP and \$300 M for CSCP)
  - This will require whole farm assessments on the EQUIP side. Will also include soil testing. There are a suite of practices (e.g. cover crops) that will help people qualify.
- Water Supply Outlook Reports are another service that NRCS provides
  - Salt and Verde are at about 56% of capacity.
  - San Carlos reservoir is at 2% of capacity.
- No news on staffing. Jennifer's detail may end at the end of January. Will ensure there is a good transition with the next person. She will happily come back to talk about RCPP at any time.

Coordinate with Jennifer for the time being on Local Work Group planning.

#### UA Coop Extension - *Ashley Wright*

- Currently focusing on a beginning farmer/rancher workshop.
- New world screw worm outreach - there are many surveillance kits still available. Contact Ashley (adwright134@arizona.edu)
- Still trying to hire a livestock specialist, this position has been vacant for some time. Currently interviewing for the position.

#### Sonoran Desert Tortoise Lawsuit - *Mary Miller*

- Mary and Cindy sat in on Winkelman District meeting over the weekend. They have decided to be an intervener on the lawsuit. They are not currently looking for any concrete action from other Districts. Their attorney has advised that one intervener is the best path forward.

#### **District Operations and Administration**

- Approval of December 10th Minutes
  - **Motion to approve: Supervisor DuHamel; Second - Supervisor Lopez. All in favor; none opposed.**
- Financial update - Cindy Coping ([link to Treasurer's Report](#))
  - Treasurers report overview: we're solvent.
  - Cindy sold ETFs to rebalance the portfolio and ensure we have plenty of cash to pay expected bills. No income from the State.
  - Unallocated funds - these have been budgeted but not spent. They don't have to be spent.
    - Ed Center - \$2500 uncommitted in State funds budget; \$2251 in District funds.
    - PNRCD - \$8403 is committed but not yet invoiced. So no uncommitted funds.
  - **Remaining unallocated funds - future agenda item**

#### **Next steps and wrap up**

- Next meeting: January 28th (1-3pm) AACD Supervisor Training, virtual
- Regular board meetings - meeting cadence and schedule. Would be good to discuss this with AACD partners.
- Next meeting: **February - Colleen send doodle poll**
  - Approve AACD agreement and focus on capacity and management topics, treasury.

**Motion to adjourn - Supervisor Madigan; Second - Supervisor Lopez. All in favor; none opposed.**

**Meeting was adjourned at 12:00pm**