EAST CASSIA SOIL & WATER CONSERVATION DISTRICT
MINUTES – August 4, 2026 BOARD MEETING

Place: NRCS Office, Burley, ID
Date: August 4, 2026
Time: 12:00 PM
East Cassia Presiding: Rob Cottle

East Cassia Supervisors Present
Rob Cottle- Chairman
Kurt Heward- Vice Chairman
Hannah Sanders- Member
Brogan Higley- Member

District Employees and Agency Representatives:
Rachelle Osterhout- Admin Assistant
Madison Pittenger- Pheasants Forever
Carolyn Firth- ISWCC
Heather Grace- NRCS

Not Present:
Ken Woodworth- Treasurer
Mark Webb- Associate Member
Steve Ward- Associate Member

ACTION ITEMS

I. **Called Meeting to Order:** Chairman Rob Cottle called the meeting to order at 12:22 PM

II. **Changes to agenda:** No changes

III. **Approve minutes of previous meeting:** June 2026 Minutes – Hannah Sanders moved to approve the minutes of the June 2026 meeting. Brogan Higley seconded the motion. Motion Carried.

IV. **Treasurer's Report:** Hannah Sanders presented the June and July 2026 Treasurers Report (Transaction Detail). Brogan Higley moved to approve Treasurer's Report as presented. Kurt Heward seconded the motion. Motion Carried.

V. **Calendar of Events:**

1. **Financial & Match Report Due:** August 16, 2026
2. **Next Board Meeting:** September 1, 2026 NRCS Office- Meeting room
3. **Mid-Snake RC&D:** September 11, 2026 11:00AM to 1:00PM, County West Building
4. **Division IV Fall Meeting:** November 5, 2026
5. **IASCD Conference:** November 17-19, 2026 University Inn, Moscow, Idaho

VI. **NEW BUSINESS**

1. **Financial & Match Report-** Chairman Rob Cottle reviewed the Financial & Match report. Kurt Heward moved to approve the FY26 Financial & Match Report as presented. Brogan Higley seconded the motion. Motion Carried.
2. **FY27 Budget Finalized & Signatures-** Rachelle Osterhout presented the updated FY27 Budget, including revisions to the fiscal year date, Speech & Poster Contest and Prizes budget, and the Office Expenses- Other budget. Brogan Higley moved to approve the FY27 Budget with the proposed revisions. Hannah Sanders seconded the motion. Motion Carried.
3. **IASCD Conference-** Rachelle Osterhout shared the update for the 82nd IASCD Conference. The theme will be *More Than a Conference-Practical Solutions for Real Operations.* The Conference will be November 17-19, 2026 at the University Inn, Moscow, Idaho. On November 18 there will be a presentation on Practical Drone Applications for Modern Agriculture.
4. **IASCD Awards-** The East Cassia Board reviewed the IASCD Awards nomination list and selected Carolyn Firth as its nominee for the Agency Employee Award. East Cassia staff will complete the nomination packet, including the entry form, written testimony detailing nominee's accomplishments, and any supporting letters and documentation.
5. **East Cassia 70th B-Day Supplies for Fair-** Rachelle Osterhout presented Doreen McMurray's request for up to $125.00 to purchase helium, balloons and additional business cards to distribute during the fair to highlight East Cassia's 70th birthday. Hannah Sanders moved to approve up to $125 for fair promotional supplies. Kurt Heward seconded the motion. Motion carried.
6. **ISWCC & IDWR Merger-** The Board was provided a copy of the Draft MoU for the ISWCC & IDWR merger. The comment period is open until October 16, 2026 and can be sent to info@swc.idaho.gov with the subject line "Draft MoU Comment". Carolyn Firth encouraged the board to send in comments.

7. **IASCD Survey-** Rachelle Osterhout shared an email from Mary Huff, Executive Director of IASCD, regarding updates the IASCD Policy Manual. The East Cassia Board completed the online survey during the meeting, providing input on the policy update process, including preferred revisions and how updates should be presented to the districts.

8. **Other:** Doreen McMurray is planning on retiring at the end of 2026. The East Cassia Board discussed hosting a retirement celebration in December to recognize her years of dedicated service. Potential venues included The Boat House or El Caporal.
   The Board also discussed beginning the process of identifying a successor for the Information & Education Specialist position. The intent is for the new employee to shadow Doreen during key annual events prior to her retirement. In addition, the Board discussed negotiating an agreement for Doreen to continue providing training after the new year to ensure a smooth transition during annual programs and activities.

VII. OLD BUSINESS

1. No old business

VIII. AGENCY REPORTS/ REQUESTS

1. **NRCS:** Heather Grace informed the board the application period for FY27 EQIP, CSP, RPP, Ect. Is open until September 30, 2026. Contact Madison Pittenger with Pheasants Forever for SGI and Big Game Incitive with questions or if you have any referrals.

2. **ISWCC:** Carolyn Firth informed the board Financial and Match reports are due August 16, 2026. District base and operating funds have been distributed. East Cassia received $14,500.00 and the check has been deposited in East Cassia's bank account. New CREP signups are complete. The majority of new signups were in Cassia County. There are 6000 current CREP acres. District elections will now be on odd years. Rob Cottle and Brogan Higley will be up for re-election in 2027.

Adjourn: Meeting adjourned 1:42 PM
Minutes respectfully submitted by Rachelle Osterhout.