

Mahoning Soil and Water Conservation District

2023 Annual Plan of Work

MISSION

TO IMPROVE AND SUSTAIN SOIL AND WATER QUALITY

VISION

**TO PROVIDE LEADERSHIP, GUIDANCE AND EDUCATION PROMOTING THE
STEWARDSHIP OF SOIL AND WATER**

Mahoning SWCD 2023 Annual Plan of Work			
OBJECTIVE ONE (1)		Increase and maintain funding for the organization.	
OBJECTIVE DESCRIPTION AND OUTCOMES:		Develop partnerships that are fiscally productive. Review revenues and expenditures for all District activities.	
PARTNERS:		Cities, Villages and Townships; Local, State and Federal agencies and organizations; Local foundations; Newly elected officials; Residents and landowners.	
SPECIFIC ACTIVITIES			
PROJECT OR INITIATIVE	TIMEFRAME OR DATE	STAFF INVOLVED	MEASURABLE/QUANTIFIABLE GOALS
1. Develop partnerships that are fiscally productive.	Throughout 2023	Director Staff Board	Perform two (2) diverse District partnership projects such as one regarding stormwater (ABC Stormwater) and one regarding agriculture (OSU & NRCS).
2. Apply for funds from local grants and foundations.	Throughout 2023	Director Staff	Education/Communication Specialist shall write and apply for grants throughout the year.
3. Institute cost benefit analysis of services provided.	December 2023	Director	Evaluate cost of all product sales versus amount of staff time and report to Board quarterly Evaluate SWPPP fees versus staff time to review and meetings, inspections associated with individual plan and report to Board quarterly Evaluate all District sales as they occur (Spring and Fall) versus staff time and report to Board
4. Revisit the MOU process and fee for services guidelines.	Throughout 2023	Director Staff Board	Review yearly
5. Create and host seminars, conferences, and workshops	Throughout 2023	Director Staff	Plan two workshops and/or field days; one for General Permit requirements and one for agricultural community.
6. For funding purposes, track projects & tasks with BEEHIVE.	Throughout 2023	Director Staff	Prepare reports and review with Board activities staff performs where there is a notable costs to the District quarterly. Continue to document and update Beehive with current projects.

7. Create informational packets to be sent to elected officials.	Throughout 2023	Director Staff	Send quarterly reports to Commissioners regarding SWCD work activities within the County.
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Mahoning SWCD 2023 Annual Plan of Work			
OBJECTIVE TWO (2)	Board and Staff Development.		
OBJECTIVE DESCRIPTION AND OUTCOMES:	Provide opportunities for Board and Staff to develop and refine skills necessary to effectively operate the District, maintain integrity of programs and create efficiency in the workplace.		
PARTNERS:	Workshops put on by EnviroCert, Farm Bureau, MCE, ODA, ODNR, OEPA, OFSWCD, USDA, USEPA, OSU Ext., and any organizations that provide effective training relevant to the work performed by District.		
SPECIFIC ACTIVITIES			
PROJECT OR INITIATIVE	TIMEFRAME OR DATE	STAFF INVOLVED	MEASURABLE/QUANTIFIABLE GOALS
1. Provide board/staff training relating to organizational operations and communication.	January 2023 To December 2023	Director Staff Board	Attend OFSWCD Annual Meeting and Summer Supervisor School. Review and approve ADP & TDP classes.
2. Provide staff training for professional development based upon district priorities & funding availability.	Throughout 2023	Director Board	Annually review staff training modules and professional development plans
3. Continue to explore ways to add associate board members.	Throughout 2023	Director Board	Solicit new Board members and maintain new Associate members annually.
4. Utilize sub-committees to address priority projects and aims.	Throughout 2023	Director Board	Create Employee and Office Policy Review Committee and meet twice a year Create Board Member Solicitation Committee with one Board member and Director

			Create MOU Review Committee to meet annually for review of MOU Add other subcommittees as necessary.
5. Retain and hire qualified staff to include an intern	Throughout 2023	Director Board	Annually evaluate staff performance and their compensation with COLA in mind. Work with surrounding Universities to procure interns for Summer assistance as time and projects allow. Evaluate the process and results to determine success. Replace existing unfilled positions dependent on yearly District plans, goals and funding.
6. Increase the capacity of the organization to provide accessible, affordable, quality services.	Throughout 2023	Director Staff Board	Hold Staff meetings every month to review District goals and their alignment to the needs of the County & adjust within Beehive. Reach out to legislators by way of Strategic Plan and Board minutes to see if new opportunities for District assistance exist.

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OBJECTIVE THREE (3)	Education.		
OBJECTIVE DESCRIPTION AND OUTCOMES:	Continually educate the community regarding the advantages of services provided by MSWCD. Increase awareness of services and benefits of services provided.		
PARTNERS:	ACoEngineers, Community Foundations HCP, Community Parks, Eastgate Regional Council of Governments, EnviroCert, Farm Bureau, Local Mahoning County Schools Mahoning County Engineers, Mahoning County Health Department, MCM Parks, ODA, ODNR, OEPA, OFSWCD, USDA, USEPA, OSU Ext., , Mahoning County Engineers, township, cities and villages, Universities, and any organization whose educational commitments to the Community align with the District's educational goals.		
SPECIFIC ACTIVITIES			
PROJECT OR INITIATIVE	TIMEFRAME OR DATE	STAFF INVOLVED	MEASURABLE/QUANTIFIABLE GOALS

1. Provide information on the updated website for individuals, the community and elected officials.	Throughout 2023	Director Staff	Update Website and Social media accounts weekly or as needed. Add partners with mutual goals to our Friends list and add their information monthly to our website
2. Create an electronically generated newsletter quarterly in combination of utilizing Social Media such as FaceBook and Twitter.	Throughout 2023	Director Staff	Produce four (4) electronic newsletters yearly and add to social media sites.
3. Develop a public relations calendar of events of community awareness activities to be in place on updated website and Social Media sites.	Throughout 2023	Director Staff	Update calendar four (4) times a year or as needed, to be placed on website and social media sites.
4. Continue to use billboards, PSA's, the Vindicator, local news publications, press releases, radio, and television to publicize events and accomplishment.	Throughout 2023	Director Staff	As funding allows: Create Billboard(s) annually Send out PSAs Create messages with updates to Urban and Agricultural Programs
5. Increase awareness of services and benefits of services provided.	Throughout 2023	Director Staff Board	Participate in community outreach meetings/events yearly. Try to ensure that participation happens monthly.
6. Conduct youth events such as Envirothon, Junior Envirothon with a focus on all communities within our county	Throughout 2023	Director Staff	Participate in one (1) Envirothon Provide educational events to all County School Districts.
7. Provide educational programs of high interest for specific target groups.	Throughout 2023	Director Staff	Provide programs to target groups.
8. Evaluate and prioritize requests for	Throughout 2023	Director Board	Monthly at Board Meetings

services in relation to staff capacity, revenue generation opportunities, and public benefit and awareness.			
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OBJECTIVE FOUR (4)	Agricultural Information & Technical Assistance (Urban & Rural)		
OBJECTIVE DESCRIPTION AND OUTCOMES:	Provide information and technical assistance to residents, landowners and community officials through SWCD programming.		
PARTNERS:	ACofEngineers, Cities, Eastgate Regional Council of Governments, Farm Bureau, Mahoning County Auditor, MCEngineer, ODA, ODNR, OEPA, OFSWCD, OSU Ext., Townships, USDA, USEPA, Villages, and any other organization and subdivision whose objectives align with those of the District's.		
SPECIFIC ACTIVITIES			
PROJECT OR INITIATIVE	TIMEFRAME OR DATE	STAFF INVOLVED	MEASURABLE/QUANTIFIABLE GOALS
1. CAUV Project	Throughout 2023	Director Staff	Work with the Mahoning County Auditor to ensure the integrity of the CAUV program.
2. Ponds	January 2023 Ongoing	Director Staff	Provide soil and watershed information Assist with soil tests for pond construction Perform Fish Sales Spring & Fall
3. Promote USDA Programs and funding opportunities.	2023 & Ongoing	Director Staff	Attend events where the District promotes opportunities for projects where the District collaborates with the USDA and its subdivisions. Seek and assist landowners where NRCS conservation projects would increase land value. Provide soil and watershed information.
4. Silviculture	2023 & Ongoing	Staff	Attend meetings of the Northeast Ohio Forestry Association Provide forestry information to County landowners and residents. Investigate complaints and ensure conservation events are properly recorded in Beehive.

			Work with ODNR-DOF to assist landowners.
5. Conservation Easements	2023 & Ongoing	Director Staff	Inspect all easements District holds individually and/or monitors for partners once (1) a year. Work with groups to procure new easements.
6. Local Agricultural Products	2023 & Ongoing	Director Staff	Provide continued technical assistance to those creating and selling local agricultural products. Promote local agricultural products. Be involved with local farmer's markets and attend local meetings regarding urban and ag community partnership markets, co-ops and CSAs.

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OBJECTIVE FIVE (5):	Urban & Rural Stormwater (Phase II) & other Mahoning County Commissioner Commitments		
OBJECTIVE DESCRIPTION AND OUTCOMES:	Provide information and technical assistance to meet the requirements of the EPA mandated storm water program and the General permit held by the County Commissioners and administered by the Mahoning County Engineers		
PARTNERS:	Army Corp of Engineers, AWARE, County Commissioners, Eastgate Regional Council of Governments MC Engineers and Health Department, Mill Creek MetroParks, ODA, ODNR, OFSWCD, OEPA, USEPA, township, city, village officials, contractors, developers, engineers and architects.		
SPECIFIC ACTIVITIES			
PROJECT OR INITIATIVE	TIMEFRAME OR DATE	STAFF INVOLVED	MEASURABLE/QUANTIFIABLE GOALS
1. Plan Review, Revisions and Approval	Throughout 2023	Director Staff	Perform Plan Revisions & provide comments & issue Approvals within a timely manner.
2. Pre-Con & Site meetings	Throughout 2023	Director Staff	Perform pre-construction and site meetings as needed during construction process.
3. Site inspections	Throughout 2023	Staff	Perform site inspection as required by the General Permit on all active sites
4. Post Construction Site Inspections	Throughout 2023	Staff	Perform post construction inspections as required by the General Permit. Report to townships & provide

			technical recommendations needed for specific improvements
5. Phase II Agency Meetings regarding Stormwater	Throughout 2023	Director Staff	Meet with Mahoning County Engineers regularly to discuss active sites. Meet with Mahoning County Engineers to update SWMP per any new requirements as needed
6. Create PSA and informative posts for website, FaceBook and informational packets to distribute	Throughout 2023	Director Staff	Create new posts (time permitting), billboards (if fiscally feasible) & have information packet to give to new sites, update partners on current stormwater & water quality initiatives.
7. Training	Throughout 2023	Director Staff	Attend training sessions to keep credentials updated for certifications.
8. BEEHIVE and Annual Reporting	Throughout 2023	Director Staff	Update BEEHIVE with current BMPS Utilize BEEHIVE for Annual Reporting requirements to OEPA