

Appendix C: Steering Committee Meeting Agenda, Minutes, and MOU

Steering Committee Members listed alphabetically:

Tony	Bailey	Natural Resources Conservation Service 184 Professional Court Lafayette, IN 47905	tony.bailey@in.usda.gov http://www.in.nrcs.usda.gov/
Dawn	Boston	Wildcat Creek SWMD 2780 N. 9 th Street Lafayette, IN 47904	wcswd@gte.net
Cathy	Burwell	Purdue Extension Consumer & Family Sciences 9170 North Clover Lane Rome City, IN 46784	cathy@POSEIDON.CES.PURDUE.EDU http://www.cfs.purdue.edu/extension/
Barbara	Cooper	1146 ABE Purdue University West Lafayette, IN 47907	bccooper@purdue.edu http://www.ecn.purdue.edu/SafeWater/
Brian	Daggy	Indiana Farm Bureau 225 South East St. PO Box 1290 Indy, IN 46206	bdaggy@farmbureau.com http://www.farmbureau.com/
Jane	Frankenberger	1146 Ag & Bio Engineering Purdue University W.L., IN 47907	frankenb@ecn.purdue.edu http://www.ecn.purdue.edu/SafeWater/
Greg	Hardin	Indiana Association of Soil & Water Conservation Districts 640 S. State Rd. 75 Danville, IN 46122-8746	http://www.iaswcd.org/index.htm
Jim	Krejci	HENT Rm 130-A Purdue University W.L., IN 47907	jmkrejci@purdue.edu http://www.anr.ces.purdue.edu/
Brent	Ladd	1146 Ag & Bio Engineering Purdue University W.L., IN 47907	laddb@ecn.purdue.edu http://www.ecn.purdue.edu/SafeWater/
Heather Amy	Rippey Reeves	Indiana Department of Environmental Management 100N Senate PO Box 6015 INDY, IN 46206	Hrippey@dem.state.in.us http://www.state.in.us/idem/owm/
Kerry	Smith	Natural Resources Conservation Service 217 E. Bell Dr. Warsaw, IN 46580-9362	kerry.smith@in.usda.gov http://www.in.nrcs.usda.gov/
Chad	Watts	Indiana Department of Natural Resources 1523 N. US Hwy 421, STE #2 Delphi, IN 46923-9396	chad.watts@in.usda.gov http://www.ai.org/dnr/index.html
Fred	Whitford	Purdue Pesticide Programs Lilly Hall Purdue University West Lafayette, IN 47907	whiteford@btny.purdue.edu http://www.btny.purdue.edu/PPP/
Kristin	Whittington	IDEM 100N Senate PO Box 6015 INDY, IN 46206	kwhittin@dem.state.in.us

FARM*HOME*SYST STEERING COMMITTEE AGENDA

June 7, 1999

Committee members: Greg Harden (IASWCD Board Member), Chad Watts (DNR), Jim Krejci (Purdue), Fred Whitford (Purdue), Kerry Smith (NRCS), Tony Bailey (NRCS), Heather Rippey (IDEM), Chris Cunningham (IDEM), Brian Daggy (Farm Bureau), Jane Frankenberger (Purdue), Brent Ladd (Purdue).

INTRODUCTIONS

PROGRESS REPORT

- Indiana Conservation Partners
- Materials distributed
- Meetings attended
- Media promotion
- Review of national and state materials

SUGGESTED PLAN OF WORK

- Short Term
- Long Term
- Focus Areas
- Strategies

Farm and Home A Syst Steering Committee Meeting Minutes
June 9, 1999

Present at this meeting were Heather Rippey of IDEM, Brian Daggy of Indiana Farm Bureau, Kerry Smith of NRCS, Tony Bailey of NRCS, Chris Cunningham of IDEM, Chad Watts of IDNR, Jim Krejci of Purdue/Clean Water Indiana, Brent Ladd of Purdue Extension-FAS/HAS coordinator, and Jane Frankenberger of Purdue Extension-Water Quality. Committee members not in attendance were Greg Hardin - IASWCD Board Member and Farmer and Fred Whitford – Purdue Pesticide Program.

The meeting opened with introductions around the table and a brief progress report from Brent on what has been accomplished so far. The remaining time was focused on the suggested plan of work for the program.

There was discussion about integrating FAS into cost-share programs such as EQIP. Tony Bailey said he would look into that at the state level and provided Dwayne Howard, NRCS as a contact person to deal with this issue. Discussion of how FAS relates to other programs such as Core 4 took place, with a conclusion that “piggy-backing” with other established programs would be the best way of introducing FAS to farmers. Some mention was made in regard to State Revolving Funds and Drinking Water Funds with IDEM as being applicable with Eagle Creek and Wildcat Watersheds.

There was a favorable response from the group about putting surveys up on the web in a downloadable format. This would help reduce the amount of material printed off and/or being stored in offices. Also, homeowners and farmers could also access the information and download individual surveys. Brent mentioned long range plans of developing materials for under-served audiences, both for low literacy groups as well as for farm groups that “fall through the cracks” with other programs.

An effort will be made to contact all the Extension Educators and SWCD’s in regards to the FAS display boards that were sent out in 1997. Brent will also be working to get a display ready for the Pathways to Water Quality state fair exhibit.

A good deal of discussion took place around the Indiana Farm Bureau Private Well Test Program. Brian Daggy suggested getting with the 15 field reps that cover the state. It was also decided to try promoting FAS/HAS at the county fairs either with the FAS display boards and/or with information on the County Farm Bureau tables. Brent will also follow up with Heidelberg College about sending information out.

In developing and promoting a before/after educational-attitudes survey for the two 14 digit watershed areas, Chris Cunningham mentioned looking at IDEM/Pork Producer’s voluntary audit. Initially we will try the before/after survey on a voluntary basis and if it isn’t catching on, we can attempt to give some incentive like a mini-grant or gift certificate or something to get people to participate. A focused media plan involving local newspapers, radio, and other formats such as Non-point Notes , Partnership Today, and farm publications will also take place.

More discussion took place around giving incentives to participate in FAS. Giving credits to farmers who participate would help them in getting EQIP money. This would be up to the local workgroups in each district. Brent will write up a brief report on what we would like to have happen and send this to Tony Bailey for review.

We considered focusing on Kilmore Creek and Eagle Creek areas to designate as 14 digit watersheds to focus the program and before/after surveys. Chris Torp is the contact in Frankfort and Matt Dickey for the Eagle Creek watershed.

Everyone thought that being included in Home Extension Clubs, Farm Bureau Women's Division meeting, and other environmental groups could only help to promote our program.

In a brief discussion on strategy the feeling was that Conservation Partners would probably not be interested in taking FAS to do on-site assessments. There may be the possibility of having an Earth Team Volunteer to carry this out, but concerns of confidentiality were raised. It sounds like eventually having the FAS assessments being user friendly enough for self-assessment may be the direction to head. Tony Bailey thought that having a short training session for Conservation people on doing FAS assessments while focusing on the Site Survey would be helpful. Brent will coordinate something with the conservation district annual meeting or another meeting being held. Brent mentioned that other states have not had success with FAS unless it is tied with cost-share incentives.

Thanks for all your valuable input. The next meeting is scheduled for September 2, at 9am in the ABE building, Room 212. Brent will send parking stickers to those who need them. Brent will make every effort to keep the committee members updated through e-mail or phone. If you have any other suggestions please contact Brent. See you next meeting if not before.

FARM*A*SYST AND HOME*A*SYST STEERING COMMITTEE MEETING

THURSDAY, SEPTEMBER 2
9AM
AGRICULTURAL & BIOLOGICAL ENGINEERING BUILDING,
ROOM 212
PURDUE UNIVERSITY

AGENDA

- NEW COMMITTEE MEMBERS
- HANDOUT ON PROGRESS AND CURRENT PLANS
- DISCUSSION ITEMS (bring your ideas)
- FARMSTEAD PRE-SCREENING PUBLICATION
- TRAINING SEMINARS
 - WHO?
 - WHAT FORMAT?
- PILOT STUDIES FOR FAS/HAS IN 14 DIGIT WATERSHED AREAS
 - BEFORE/AFTER SURVEY
 - INCENTIVES
- MEMORANDUM OF UNDERSTANDING
- OTHER?

Parking with the enclosed PU Sticker will be available in the lot west of the ABE Building. Hope to see you here! Any Q's call or e-mail Brent: [765.496.6331](tel:765.496.6331)/laddb@ecn.purdue.edu

Minutes from Steering Committee meeting of September 2, 1999

Farm*A*Syst and Home*A*Syst

In attendance: Brent Ladd, Chris Cunningham, Dawn Boston, Cathy Burwell, Jane Frankenberger, Tony Bailey, Chad Watts, Jim Krejci, Brian Daggy.

The meeting opened with introductions of our newest committee members, Dawn Boston, Director of Wildcat Creek Solid Waste Management District, and Cathy Burwell, Purdue Consumer & Family Sciences and manager of the USDA Water Quality Data Base. Both Dawn and Cathy have a depth of knowledge in their fields that will help round out the steering committee. They both have excellent ideas and contacts that will help the program grow.

The next item of business was a discussion of progress since the last meeting along with topics of a Farmstead Pre-Screening publication, training seminars and the 14 digit watershed pilot areas.

The following action items came from the discussion:

- Due to our materials going out to participants of the Farm Bureau Well Test, we decided to work with Becky Goetz in getting a news release about well testing and our programs. This release will also be e-mailed to all ANR and CFS Educators.
- There was good discussion on the Farmstead Prescreening Draft. Each member is encouraged to send specific comments to Brent. The Prescreen will be used as an introduction tool for the Farm*A*Syst program. This publication will be used at meetings and presentations. Eventually, this publication will be in downloadable form on our upcoming Web site.
- Some discussion of including the Children's Health Initiatives with Home*A*Syst took place. We may work with IDEM, OPPTA, to adapt the Home*A*Syst guide to Indiana. Dawn will look into grant opportunities from IDEM. The contact person is Chad Trinkle, 317-233-0726.
- On the topic of training seminars, it has become clear that time and money restrictions will not allow most Extension or SWCD personnel to do on-site assessments. The group decided that a focus on organizations like Extension Homemakers would be most productive. Cathy recommended using a safety & health approach rather than an "environmental approach". We decided this approach would still meet our objective of educating farmers and citizens to protect Indiana water from contamination. Brent plans to work with Betty Krejci and Ellen King to be included on next years Extension Homemaker annual conference. Brent will be working with Carol Hegel, Indiana Farm Bureau, in presenting the programs to the Safety & Health Coordinators at their annual conference. Bill Field, ABE faculty, was also mentioned as a good contact for Safety issues and Brent will sit down with him to discuss our objectives. Other groups that Brent plans to contact include Earth Team Volunteers, realtor groups and the Master Gardner program. Thus, training seminars will be developed with these audiences in mind, although Extension and SWCD personnel will be welcome to attend. The group thought that continuing to give informational type presentations to the Extension and SWCD educators will probably be the best approach on that end of things. Dawn also will be looking into the upcoming SWMD annual meeting and the possibility of having Brent present the programs this or next year.

- With regard to the 14 digit before/after survey areas, we discussed that a “proposal” or plan needs to be developed to outline the objectives and methods for implementing the pilot studies. The main objective is to demonstrate level of effectiveness that our program has within two 14-digit watersheds. Once the before and after surveys have been developed, an intensive promotional program targeting FFA, School Teachers, Extension Homemakers, etc. needs to take place. The initial goal is to get participants to complete the before survey, complete appropriate Farm*A*Syst / Home*A*Syst surveys, and then do an after survey several months later. These should give us information on how effective the programs are at education and changes in practices. Incentives to participate may be necessary. Dawn mentioned that Ben & Jerry’s Ice Cream give free ice cream to any event that helps the environment. Other local businesses may be willing to give discounts on goods and services. Brent & Jane will be working on a proposal for these studies and circulating the proposal for comments. The pilot areas will be within the Wildcat Creek Watershed and the Eagle Creek Watershed.
- Thank you for your ideas and input. NOTE!! The next steering meeting has been re-scheduled for Friday, December 10, 9am in the ABE building, Room 212, rather than December 2. Please notify me if you have conflicts with this meeting time.

Home*A*Syst and Farm*A*Syst Steering Committee Meeting

Tuesday, December 14
9AM
Ag & Bio Engineering Building
Room 212
Purdue University

AGENDA

- Update on program activities
- Annual work plan
- Discussion of 14 digit study proposal
- Other items that need discussion



Parking with a state or federal vehicle or with a P.U. parking sticker is available in the lot West of the ABE Building (including further west by the greenhouses), along Service drive to the South of ABE, and along S. University to the East of ABE.

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NEXT STEERING COMMITTEE MEETING: APRIL 10, MONDAY, 9AM-12PM, ABE 212, PURDUE.

Minutes on last Home*A*Syst / Farm*A*Syst Steering Committee Meeting
December 14, 1999

Those present:

Jane Frankenberger

Heather Rippey

Tony Bailey

Chad Watts

Dawn Boston

Barbara Cooper

Cathy Burwell

Brent Ladd

Minutes refer to plan of work outline from last meeting.

I. Brent first lead the meeting through the plan of work discussing both the work done in the past six months and that planned in the next six months. In the plan of Work, the following items were discussed:

1.b. The Web page for FAS/HAS will contain links to the home pages of the organizations represented by people in the steering committee. Tony suggested getting links from the organizations to the FAS/HAS page as well. He will check on the NRCS page. Heather will check on linking from the IDEM site and Chad will try to get a link from the DNR site, if possible. Brent should check with Brian Daggy about getting a link from the Farm Bureau site, as well.

1.c. Brent will post the questionnaire he has developed on the Web. It is in the process of being printed for distribution now, but he can post it on the Web before it is published on paper.

1.d. Brent will check what BMP documents are available through other states for other animals. NRCS has a workbook they use on animal waste management, but they largely use Purdue's information and numbers in their workbook. Andy Strickfield and Dennis Lasiter at IDEM are also working on animal BMP's. We should coordinate with them on any fact sheets we develop.

Dawn offered clip art of cows, pigs, etc. to use on any future pubs.

Pork producers have an Environmental Assurance Program (workbook) that might be useful, too.

1.f. Possibility of doing Spanish or low reading ability pubs mentioned. More to be discussed after 2000 census is out.

2.b. Presentations:

- Barbara will call Dana Neary about the possibility of getting FAS/HAS in the IASWCD display this January.

- IDEM will include FAS/HAS info at their booth, at least. Brent will mail them to Heather.

- Dawn will include brochures in the Clinton Co. SWMD booth at HASTI

2.c. Articles:

- Tony will get info to Brent about how to publish in "Partnership Today"

- Indiana Prairie Farmer - There is a connection through an AG Eng. alumnus.
- Dawn will check about getting an article in the Wildcat Creek SWMD Newsletter
- Brent should call Linda Eastman at Tippecanoe County NRCS about getting article into their newsletter

2.d.3. Add RC&D's and county libraries to distribution list

2.e.f., and g Ongoing efforts:

Tony suggested that Brent contact people who have done FAS/HAS to follow-up. Ask what changes have actually taken place as a result of the assessment.

Asides: It was mentioned that insurance companies may provide an opportunity to promote the system.

It was also mentioned that Fred Whitford might include FAS for certification credit in the Pesticide Program.

3.c. Can add Carroll Co and Clinton Co to Wildcat Creek study

3.f. Americorps/Envirocorps: May work with IDEM's office of Pollution Prevention to get started on this

Aside: Dawn will provide information on how to dispose of household hazardous waste. Every local SWD has different protocols for disposing of waste.

4.b. Tony suggested collecting "testimonials" from those who have already done FAS/HAS to be used as anecdotal information in promotional materials and in reports. (Tom Beckman is editor of Indiana Prairie Farmer.)

II. Plan of Work approved with a few changes, especially the addition of dates.

III. Proposal:

1. Remove "the first 100" from the text to be replaced by "a sample of 100"
2. Cathy asked about the costs of mailing the questionnaires. We discussed several options for getting participation other than a random mailing.
 - a. Enlisting FFA's to assist with the assessments: Rossville HS and Carroll Co. HS FFA chapters were mentioned.
 - It was suggested that Brent could take an FFA student with him when he does a few assessments to train the student. The student could then work independently. It should be stressed that Brent is a phone call away to answer questions, if this is done.
 - A suggestion that competition between two chapters might be used to generate interest
 - Awards ceremony
 - Cathy suggested that Brent first ask what the local chapter would like as an incentive to help, then see if it could be provided - rather than coming up with an independent idea
 - b. What are the most effective incentives? Heather suggested a cash prize rather than tools or something else
 - A cash award or incentive for the FFA chapter to assist was also mentioned

- Check with large corporations (Wal-Mart (for gift certificate), Cinergy)
- c. Perhaps matching funds from Farm Bureau could be used to sweeten the incentive pot

3. Other questions and suggestions:

Can we coordinate with other organizations or groups to publicize the program?

Can we get the questionnaire published in a local paper?

Can we write an article for the local paper in advance to get the word out more cost-effectively?

Posters at the place where people pay their local water bills.

4. Assessment questionnaire;

More thought needs to be put into questions. If possible the questionnaire needs to be shortened and streamlined, but demographic information needs to be added.

Put open-ended questions in

Add disclaimer: that they are not expected to know all the answers to the questions, but that if they participate in the assessment they will discover the answers.

INDIANA FARM*A*SYST AND HOME*A*SYST

NEXT MEETING APRIL 10
9AM
PURDUE CAMPUS
AGRICULTURAL & BIOLOGICAL ENGINEERING
ROOM 212

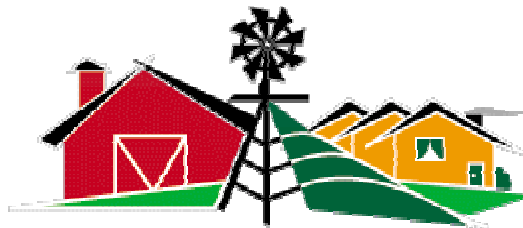
MEETING AGENDA

- PROGRAM UPDATE FOR LAST QUARTER & PLANS FOR THIS QUARTER
- IDEAS ON OPPORTUNITIES FOR FUTURE PROGRAM EXPOSURE & USE
- REPORT ON CURRENT ASSESSMENT STUDY IN CLINTON COUNTY
- FUTURE PROGRAM FUNDING IDEAS, CONTACTS, PARTNERS (NEEDED!)
- ADDITIONAL ITEMS?

If you need a parking pass and did not receive one with this agenda call Becky May, 765/494-1162.

Hope to see you here.

Brent
765/496-6331



Farm*A*Syst Home*A*Syst

Indiana Farm*A*Syst and Home*A*Syst Program Steering Committee Meeting Minutes: April 10, 2000

Present at the meeting were: Barbara Cooper, Jane Frankenberger, Brent Ladd, Heather Rippey, Fred Whitford, and Chad Watts.

Brent gave an update on the program with highlights, plans, and notes from those in attendance:

Highlights from last quarter

- New program brochure printed. 1,500 are in hands of Indiana citizens already.
- New tool for introducing the program at meetings and conferences: Extension Publication WQ-32, Basic Questions. Over 1,000 are in hands of Indiana citizens.
- We gave workshops and presentations to over **1,100 citizens** in this last quarter including the following:
 - 1) “Home & Farm Assessment” presentation for Indiana Farm Bureau Health & Safety coordinators, 66 in attendance, Indianapolis, February 2, 2000
 - 2) “Give Water A Hand” workshop for Hoosier Association of Science Teachers, 35 in attendance, Indianapolis, February 9, 2000. Also worked with Barbara Cooper in developing a Septic System model for classroom use, and other water quality models for use in the classroom. These are being detailed in a paper and will eventually be on a Web site for school teachers to use.
 - 3) “Safe Water In The Future” presentations for all 10 districts of Indiana Extension Homemakers Association, 1,060 in attendance, STATEWIDE from March 20-April 5.

All presentations were well received with many questions and answers taking place. We expect that many of those who attended our workshops will be using the Farm*A*Syst and Home*A*Syst materials at home and in their communities.

Additional Notes: Fred mentioned the many groups and organizations that are into health and safety assessments on the farm. Some of these include Co-ops, Farm Bureau, and voluntary groups. It was suggested that we approach these groups in the spirit of combining strengths of our various programs.

- We have developed a web page, <http://www.ecn.purdue.edu/SafeWater/farmasyst> and it is currently in use. We have received several favorable comments about the usefulness of the Web site. Surveys and Fact Sheets for Indiana Farm*A*Syst are now available from the site. Currently Brent is working with a student in web design to upgrade our Web site to include more visual features.
- We exhibited Indiana Farmstead Assessment and Home*A*Syst at:
 1. Indiana Association of Soil and Water Conservation Districts annual meeting, January 10, 2000.

2. Indiana Plant Food and Chemical Association Agribusiness Expo, January 18, 2000
 3. Warren County Farm Day at local John Deere dealer, March, 2000
- A series of articles on Indiana Farm*A*Syst and Home*A*Syst has been written with Tom Bechman, Editor of Prairie Farmer magazine. These are due out for April, May, and June issues.
 - On request an article has been written for "The Label" newsletter of the Purdue Pesticide Program.
 - A completed EPA-319 grant proposal was submitted to IDEM on March 27, 2000. We are partnering with other Purdue researchers, Soil & Water Districts, Solid Waste Management Districts, and a local non-profit sustainable agricultural organization in the proposal.

Plans for next quarter

- Primary will be to promote, schedule, and conduct site assessments during the survey and evaluation study. We are expecting around 100 site assessments to be completed from May-August. This will take the majority of time during the next several months.
- Development of species specific livestock worksheets will also begin next quarter. Brent has been contacting people who have worked with livestock assessments in other states to get their opinions and ideas. Also, we have a very large file of good worksheet examples to draw from in developing our worksheets for Indiana Farm*A*Syst .

Additional Notes: Fred mentioned several good local sources of help with developing the livestock worksheets, including Ralph Gann with Ag Statistics for survey data and interpretation, and Ralph Williams in Entomology, P.U., who recently developed a survey with IPM and livestock. David Pike of U of Illinois has also worked in the area of IPM-livestock.

Opportunities for future program exposure

Ideas generated were to talk with ANR educators in October at the annual meetings here at Purdue. Also, Fred discussed possibilities of incorporating Farm*A*Syst into the re-certification process for pesticide applicators. This would be approximately 17,000 farmers. Re-certification is going to shift to the county level and putting together a training for ANR Educators based on the pesticide, fertilizer, fuel worksheets from Farm*A*Syst will help in this regard. It was suggested to give a presentation to IDEM on what we have accomplished with the program and what we would like to do in the future. This led to discussion of the possibility of acquiring funding for development of a field day that focuses on positive solutions for pollution prevention on the farm. The audience would be inspectors from IDEM, DNR, NRCS, Watershed Coordinators and others who would benefit from seeing proven, working solutions to preventing water pollution. Heather will look into the possibility of training funds at IDEM to this end. Heather suggested speaking with Kristin Whittington, the new IDEM-Ag liaison. Fred thought bringing in wellhead protection into such a field day would be beneficial.

Update on current Survey and Evaluation Study in Clinton County

- The survey study has begun. We have partnered with Clinton County Extension office to promote the study. Since the study began March 20, 28 farmers have requested to be included in the study. We are scheduling farm visits in June and July.
- Rossville Vocational Agricultural class will be participating by being trained in Farm*A*Syst and the class will conduct 10 farm assessments as part of the survey study.
- The Times, the local newspaper with 15,000 distribution in Clinton County, wants to do an article on the program and the survey project. During the same issue, we will publish the pre-survey in the newspaper with a request for participation. These will take place in late April with Home*A*Syst visits scheduled starting in May.
- We are offering free well water screening of Nitrate, Bacteria, and Pesticides during the study. A number of water test equipment has been evaluated in order to choose easy to use, yet accurate screenings. This free water test screening seems to be the catalyst in getting response from farmers so far.

Additional Notes: Fred brought up the idea of having other Purdue researchers study the evaluation survey for any certain questions they would like to see asked, or to id any questions they could find helpful for their own research in water quality issues. One question that was suggested we add is “How do farmers feel about someone else’s well in terms of contamination/protection”. Fred also said he could help in getting the next wave of surveys out for the study. It was decided to hire a work-study student after the data has been collected for input of data into a stats program. Fred and Heather requested to be included on a farm visit to see how the process takes place.

Future funding, contacts, partners

Heather brought up the possibility of requesting a three year grant period for 319 grants. She will look into this for us. Fred suggested approaching industry to get many companies to fund smaller portions of our program. Indiana American Water and Indiana Cities and Towns were also mentioned as possible sources of funding. The possibility of getting regular Extension funds to rely on for salary was discussed. It was pointed out that this would also aid greatly in having in-kind matches for grant proposals to round out funding for the program. Fred will provide a list of names and phone numbers for various agency and organization persons that can answer questions on water quality and safety issues regarding environmental issues on the farm. Chad provided Matt Jarvis’ phone number. He is a new NRCS-IDEM watershed coordinator stationed in the Delphi office.

Thank you to all whom could attend for your help. Those who could not attend we welcome your input and feedback on the above items.

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www.ecn.purdue.edu/safewater

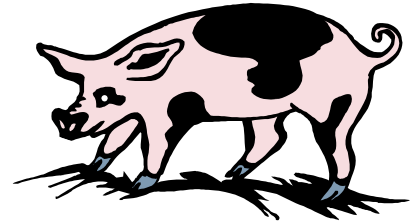
Farm*A*Syst and Home*A*Syst Steering Committee Meeting

When? August 1 at 9:30 am

Where? Purdue University, Ag & Biological Engineering in Room 212

What?

- Update on EPA-319 Grant: We have been selected by IDEM. Heather leaving.
- Pilot Project in Clinton County
 - progress to date
 - data analysis needs
 - reporting and publishing results
- Promotional Opportunities
 - State Fair: Two different exhibits.
 - County Fairs: Madison county
 - Other Exhibits: Lake county, Clark/Floyd County, Conservation Day in Greencastle, Agronomy Day.
 - Talks: Great Lakes P2, Realtor conference in Jennings
- Farm Animal Assessment Sheets
 - Review of current publications: Style, amount of info, etc.
 - Strategy for developing, printing, and distributing for Indiana: Also think about down the road we will be developing a fieldasyst with nutrient & pest management, stream & riparian assessment sheets.
- Other



Any Questions contact Brent at 765/496-6331 or laddb@ecn.purdue.edu
Looking forward to seeing you,

Home*A*Syst and Farm*A*Syst Steering Committee Meeting

Tuesday, January 23

9:30 AM

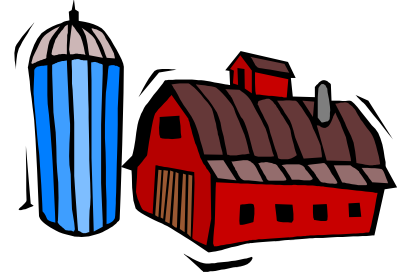
Agricultural & Biological Engineering Building

Room 212

Purdue University

AGENDA

- Update on Program Activities
- Results and Reporting of Wildcat & Sugar Creek Assessments and Program Evaluation
- Update on New Livestock Publications and Recommendations for Distribution and Promotion
- Final Project Reporting
- Continuation of Steering Committee and Upcoming Grant Project



**This is the last meeting we will hold for the current grant project. I hope you can attend.

Parking with a state or federal vehicle or with a P.U. parking sticker is available in the lot West of the ABE Building (including further west by the greenhouses), along Service drive to the South of ABE, and along S. University to the East of ABE.

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Meeting Minutes:

January 23, 2001 Steering Committee Meeting for Farm*A*Syst and Home*A*Syst Programs

Present:

Brent Ladd, Jim Krecji, Jane Frankenberger, Dawn Boston, Stacye Johnson, Amy Reeves, Kristin Whittington.

Brent gave an update on recent program activities and then focused on results of the wildcat and sugar creek watershed assessment project from last summer. A 1 page summary of the results was handed out, and the full report draft was passed around.

Specific comments about the results:

Many people had never had their water tested before and it wasn't that expensive to test it.

Took about 2 hr. per house/farm for risk assessment.

Top risk to water quality was illegal septic systems, #2 risk was fuel without secondary containment and old UST's. Fuel contamination was perceived as least concern of participants on survey. Fuel storage and handling is one area to spend extra time on.

Specific changes that people indicated they made or will make were listed in the large report (this will be emailed to each steering committee member once the final report is finished).

Going out in person helps to motivate people to complete the assessments. Twice as many people made changes in the group that Brent met with as compared to the group that did self assessments.

Brent also worked with Rossville vo-ag class and they completed 14 farm assessments with water tests. He had trouble getting final evaluations from these however.

It was suggested that a video to walk homeowners through HAS would be good.

Sometimes concerns people have were not the most important concerns found.

People seem "blind" to the things they do that may be risky.

Who should we send the final report to?

SWMD (Dawn Boston can help with mailing list)

IDEM OPPTA
Health Departments

To all Extension Educators and SWCD offices in journalistic form

Put up on Web site.

Dawn Boston mentioned a Federal Storm Water Assessment rule that will be sent to IDEM eventually. She will forward the Web site.

Goal of study: Find out what the most effective approach was in increasing pollution prevention awareness.

The next item of the meeting was the Livestock Publications:

They are nearing completion. The focus was on the Confined Livestock worksheets that have been developed.

Kristin Whittington discussed at length what she sees in the field with CFO's and helped to clarify the focus of the publication. The target audience for the pub will not be CFO's but other operations that don't meet those requirements. However, it was stated that the publication is designed to be used at any time in a confidential and voluntary manner, such that even CFO's could use it to their benefit. It was mentioned that there will be two separate livestock assessment pubs: one for confined animals and one for pastured animals.

Kristin felt we would hit our "target audience" better with the pastured publication.

Kristin said we should better define the intended use of the pubs in the introduction sections. Jane made suggestions on wording for the introduction.

After discussion a new question was added to the liquid manure storage section at the suggestion of others: "Do you have enough storage to avoid spreading manure on frozen ground?" and eliminating the question asking about depth to bedrock. Kristin said this aspect would be covered by IDEM inspectors and is more of a "new" construction concern.

Regarding separation distances originally based on IDEM numbers... Kristin stated that the numbers have changed but have not been released for the public nor have been given final approval. It was suggested that we include a table on land application setbacks. Kristin made available her charts on these setback distances.

The final report for this grant project is due 30 days following Feb. 28 to IDEM.

Jim Krecji mentioned Farm Progress Show opportunities to work with Mark Evans. Said that we might be able to get Heidelberg Lab to test water samples of those who fill out a survey at the Show (could give them a coupon). Brent will contact Mark about this.

Continuation of Steering Committee:

A new grant project will begin sometime between May 1 and July 1, 2001. Members present were asked if they would continue serving on the committee and were asked of others that could be helpful in serving on the committee. We need to find a DNR replacement for Chad Watts (now at Nature Conservancy). Jennifer Brattenour, who is now in Chad's old position was mentioned as a possible replacement. Brent mentioned that those who will be providing assistance for the grant project are also invited to participate on the committee. This includes Steve Bonney, Sustainable Earth, and Case Medlin, Botony & Plant Pathology. Other new partners may include Habitat for Humanity, AmeriCorps, FFA, and Health Departments.

Additional discussion took place about the best way to reach citizens and get them to be active using the programs. The Michigan Farm*A*Syst program was mentioned along with the Blue Thumb project. They have a lot of \$ at their disposal, however and don't rely on volunteers.

Dawn Boston & Jim Krecji talked about the Master Gardener and Master Composter models. Might be possible to integrate some of Farm*A*Syst and Home*A*Syst into Master Gardener framework? Brent mentioned that he spoke with Rosie Lerner about this some time ago. Rosie said it was possible to include some of our materials with the Master Gardener packet. Brent needs to follow up.

Jane and Brent thanked the members for attending and all of their great ideas and assistance with this project.

Meeting was adjourned at 12:15 pm

Memorandum of Understanding Concerning the Indiana Farm*A*Syst/Home*A*Syst Partnership

*Memorandum of Understanding (MOU) between the following agencies and entities: Indiana Department of Environmental Management, Purdue University Cooperative Extension Service, Natural Resources Conservation Service - relative to the creation of a partnership to promote Farm*A*Syst/Home*A*Syst in Indiana.*

Purpose of MOU

This Memorandum of Understanding establishes an agreement between agencies and organizations to work together to promote the use of Farm*A*Syst and Home*A*Syst in Indiana. This document outlines the responsibilities agreed to by each party involved.

Objectives

The goal of the cooperative arrangement set forth by this MOU is to promote and implement Farm*A*Syst and Home*A*Syst programs in Indiana, to improve and further develop the programs for Indiana, and to train others in the delivery of the programs through on-site assessments.

Procedures

1. Purdue University Cooperative Extension Service, Indiana Department of Environmental Management, and the Natural Resources Conservation Service agree to participate in an Oversight Committee for the implementation of Farm*A*Syst and Home*A*Syst in Indiana. The oversight committee will provide ideas, contacts, and recommendations in the development, promotion, and implementation of Farm*A*Syst and Home*A*Syst in Indiana. Other organizations, including Indiana Association of Soil & Water Conservation Districts, Indiana Department of Natural Resources, Indiana Farm Bureau, Solid Waste Management Districts, may also participate in the Oversight Committee.
2. Purdue University Cooperative Extension Service will be responsible for providing the services and duties as outlined in the contract between Indiana Department of Environmental Management and Purdue University which include worksheets for Indiana's major livestock species, conducting on-site assessments, seeking funding for the Coordinator past the grant time frame, conducting at workshops to train others in on-site assessments, developing and maintaining a Web site for Indiana, coordinating with other state and national programs, developing and conducting a before/after survey in two 14 digit watersheds, and promoting the programs at the State Fair, county fairs, and other events.

3. Each organization will look for opportunities to promote the program through: 1) Local and state-wide media promotions, 2) introduction of Farm*A*Syst and Home*A*Syst materials at agency/organizational meetings, 3) incentives for participating by incorporating Farm*A*Syst/Home*A*Syst tools into other programs using cost-share credits, insurance premium reductions, and public recognition.

General Provisions

- A. Term of Agreement- This MOU will remain in effect until amended or canceled.
- B. Amendments- Any participant may propose changes to this MOU during its term. Any change will be in the form of an amendment and will not take effect until all representatives from participating organizations have signed the amendment.
- C. Cancellation- This MOU may be canceled at any time during its term, by mutual agreement among the participants, or by any participant giving the others at least 30 days notice.
- D. Adding Participants- New participants may be added if they agree to all portions of this agreement and membership has been approved by all representatives from participating organizations.

We, the undersigned, agree to the above mentioned items.

Agreed: Purdue University Cooperative Extension Service

Representative: _____ Date: _____

Agreed: Indiana Department of Environmental Management

Representative: _____ Date: _____

Agreed: Natural Resources Conservation Service

Representative: _____ Date: _____

Plan of Work: May 1999 – May 2000, Farm*A*Syst / Home*A*Syst Program

Mission: To enable Indiana citizens to reduce home and farm pollution risks through effective use of the Farm*A*Syst and Home*A*Syst programs.

Goals

1. Make sure effective, easy-to-use assessment material is available to all Hoosiers
2. Promote the use of the programs throughout the State
3. Work with related groups and agencies to strengthen each other's efforts to prevent pollution
4. Improve program continuously by learning what works and what doesn't work

Strategies

1. Make sure effective, easy-to-use material is available to all Hoosiers

a. Keep track of inventory of existing publications and their distribution through Purdue

1. A working relationship has been developed with Media Distribution to update us on availability of materials and addresses of people who request materials directly from them.

b. Make worksheets available over the Web

1. Indiana Home & Farm Assessment page has been developed at <http://www.ecn.purdue.edu/SafeWater/farmasyst>
2. On-line worksheets currently available by direct link to EPA/Purdue Farmstead Assessment site.
3. The new introductory publication WQ-32 "Basic Questions" will be put on-line in downloadable form.
4. Make links to web pages of steering committee members' organizations

c. Develop a "Basic Questions" publication to efficiently introduce people to the program

1. This is Extension publication WQ-32. It will be available in late January, 2000.

d. Adapt worksheets from other states on major livestock species

1. Will review worksheets and information already developed and include updated management information for livestock species.

e. Improve existing materials through evaluation processes and updating materials with best available information and knowledge about pollution prevention and best management practices.

1. A logbook is being kept on participant perceptions and comments about the materials.
2. New materials from other states and organizations are reviewed and filed for future reference.

f. Develop other worksheets and materials as prioritized

1. Field*A*Syst
2. Stream & Ditch Management
3. Low literacy versions
4. Spanish versions

2. Promote the use of the programs throughout the State.

a. Introduce the program through presentations at group meetings throughout the State, by focusing on groups that will promote it at home.

Presentations given

<u>Organization</u>	<u>Number of People Present</u>	<u>Where</u>
NRCS Technical Committee	30 people	Indianapolis, IN, July 19, 1999
Clinton County Farm Bureau	150 people	Frankfort, IN, August 26, 1999
Environmental Educators Association of	10 people	Madison, IN, November 13, 1999

Indiana Wellhead protection: Best Management Practices	33 people	Warsaw, IN, November 18, 1999
Wellhead protection Best Management Practices	20 people	Rensselaer, IN, November 23, 1999
Mutual Insurance Companies Association of Indiana (Thanks Jane!)	80 people	Indianapolis, IN December 1, 1999
Science Teachers (Thanks Barb!)	20 people	Indianapolis, IN December 3, 1999

Presentations scheduled

<u>Organization</u>	<u>Where</u>
South-Central & South-West SWCD Educators	Jasper, IN, December 16, 1999
Farm Bureau Health & Safety Conference	Indy, IN, February 2, 2000
Hoosier Association of Science Teachers	Indy, IN, February 10, 2000
Indiana Extension Homemakers Association District Meetings	10 districts scheduled for CFS, March 20-April 5, 2000.
Home & Family Annual Conference	Purdue Campus June 7, 2000

b. Promote awareness of the program through exhibits at fairs, field days, and conferences

Exhibits

<u>What and Where</u>	<u>Displayed</u>	<u>Estimate of audience</u>	<u>When</u>
State Fair: The Path To Water Quality	Farm*A*Syst/Home*A*Syst large exhibit with brochures	estimated 50,000 people	August 1999
Clinton Co fair: With Farm Bureau Booth	Farm*A*syst display, brochures, and WQ publications	estimated 10,000 people	July 1999
Boone Co. fair: With Farm Bureau Booth	Farm*A*syst display, brochures, and WQ publications	estimated 10,000 people	July 1999
Agronomy day 1999:	Farm*A*syst display, brochures, and WQ publications	50 farmers	September 9, 1999
Flushing into the next century, Angola, IN:	Farm*A*syst display, brochures, and WQ publications	160 people	October 4, 1999
Cooperative Extension Service Annual Conference	Farm*A*syst display, brochures, and WQ publications	200 Educators	October 19, 1999
Environmental Educators Association of Indiana, Madison, IN	Farm*A*syst display, brochures, and WQ publications	100 educators	November 12-14, 1999
Midwest Small Farm Conference, Noblesville, IN	Farm*A*syst display, brochures, and WQ publications, (also displayed Breaking New Ground exhibit)	500 people	November 19-20, 1999.

3. *Develop a new foam core display that includes Home*A*Syst information.*

c. Write and publish articles in newspapers and newsletters of various organizations

Articles written

<u>Article Title</u>	<u>Publication</u>	<u>Date</u>
“*A*Syst –ance: Rural Pollution-Risk Assessment Program Now Available Thru Purdue”	TopSoil	May/June 1999.

“Purdue Program Provides Environmental Risk Assessments”	Nonpoint Notes	September 1999
“Farm*A*Syst , Home*A*Syst Help Protect Hoosier Families”	Koskiusko and Columbia City newspapers	August 25, 1999
Helping Indiana Families Protect Their Water	CFS Educator Newsletter	November, 1999

Articles Planned

<u>Publication</u>	<u>When</u>
Partnership Today	Winter
Indiana Prairie Farmer	Spring
Wildcat Creek Recycling Booklet (possibly to all SWMD newsletters?)	Spring
Non-point Notes (update on previous article to focus on Wildcat Study)	Spring
Indiana Agri-News	Winter

d. Develop and distribute brochures as needed

1. Developed new Indiana Home & Farm Assessment for drinking water protection brochure (for Farm Bureau Private Well Test and Heidelberg College Water Laboratory) and the new Indiana Home & Farm Assessment for Water Resource Protection brochure ID#7-25 available in January.
2. Number of brochures distributed:

<u>Organization</u>	<u>Number distributed</u>	<u>When</u>
Indiana Farm Bureau Private Well Test	2,000 program brochures sent to participants	June-December 1999.
Clinton and Tipton County Banks	500 program brochures sent to members	August, 1999
Clinton County Soil & Water District	5,000 program brochures distributed to area citizens	October 1999-Spring of 2000.
CFS Educators Exhibits	100 program brochures uncounted number picked up	November, 1999 June-December 1999

3. *Planned distribution of WQ-32 and new program brochure, with cover letter to:*

*ANR Educators
 CFS Educators
 Agricultural Science teachers
 Solid Waste Management Districts
 County Health Departments
 Soil & Water Conservation Districts
 Purdue Ag Centers
 NRCS State Office
 IDNR State Office
 IDEM
 Wildcat Creek Organizations
 National Farm*A*Syst Office
 RC&D Offices
 County Libraries*

e. Carry out individual assessments with targeted audiences to learn what is important to participants in reducing risks

1. Assessed ten homes and farms in the following counties: Warren, Fountain, Tippecanoe, Carroll, Montgomery, Clinton, Tipton.
2. 100 assessments are planned as part of watershed study (see 4c.)

f. Introduce the program to youth and teachers through groups such as FFA/Envirothon, 4-H, and environmental science teachers.

1. Presentations have been given at the Environmental Educators conference, and to science teachers as part of Barbara Cooper's grant for geology education (Thanks Barb!)
 2. *A workshop for the Hoosier Association of Science Teachers is planned in February, 2000.*
 3. *Plan on approaching FFA and 4-H groups to adopt Farm*A*Syst /Home*A*Syst as personal or community service projects.*
- g. Assist people who inquire by phone/e-mail as a result of the above efforts
1. Assisted seven families with drinking water well problems and questions over the phone and three families by e-mail.
 2. Assisted two Extension Educators with drinking water questions and education (Allen County, Henry County). Assisted three Soil & Water District Educators with water quality education (Clinton County, Lake County, Vanderburgh County)

3. Work with related groups and agencies to strengthen each other's efforts to prevent pollution

- a. Work closely with the Steering Committee representing related agencies
1. Quarterly meetings are held to express ideas and provide direction for the programs.
 2. Communication is kept open by e-mail and phone.
- b. Develop and sign Memorandum of Agreement
1. The Agreement has been signed. Each member has a copy.
- c. Participate in local programs with a variety of organizations, particularly in Wildcat Watershed, to build contacts and good will to promote a successful targeted program
1. *Participated in Clinton County's Stormwater Drain Stenciling Project, have met with Extension Educator Wayne Williams, Farm Bureau, SWCD personnel, Wildcat Creek Recycling program, Clinton County Farm Conservation Week, Eagle Creek Task Force, IDEM, IDNR Riverwatch and Project Wet Coordinators.*
 2. *Plan to continue to make contacts in the Wildcat and other areas of the state, especially organizations interested in protecting and improving water resources.*
- d. Work with Extension Homemakers and Farm Bureau Safety and Health groups to reach statewide audience
1. *Presentations are planned for all 10 Indiana Extension Homemakers district meetings in March and April, 2000.*
 2. *A workshop is planned for all Farm Bureau County Safety & Health Coordinators in February, 2000.*
- e. Coordinate with wellhead protection efforts.
1. *Presentations were given to over 50 people attending two wellhead protection meetings in November, 1999.*
 2. *Plan to present at future wellhead protection meetings.*
 3. *Helped review new WQ bulletins on Wellhead Protection.*
- f. Establish a group of "Water Stewards" throughout the State who will promote the programs and assist participants in reducing risks.
1. Attended the AmeriCorps Grants Kickoff December 13, 1999 as a strategy to gain enthusiastic people to help implement our programs.
 2. Work with IDEM project coordinator of AmeriCorps to partner on pollution prevention.
 3. Dawn Boston will provide Hazardous Waste Disposal information for each Solid Waste District.
- g. Maintain communication with National and State FAS/HAS offices.
1. *Submit requested information to aid in grant processes.*
 2. *Assisted Washington State Department of Health in getting started on their program.*
 3. *Attended National Meetings on FAS/HAS, June, 1999.*

4. *Have communicated with Michigan and Louisiana in developing our program and our survey instruments.*

4. Improve program continuously by learning what works and what doesn't work

a. Send evaluations to all people who have received FAS or HAS materials from Media Distribution.

1. Planned evaluations will be sent in order to see how effective self-assessment is for people.

b. Maintain a logbook of participants' questions, requests, and perceptions in order to improve materials and delivery of the programs.

1. *Get feedback and testimonials from those participants who have had on-site assessments*

c. Evaluate the program with a focused study using pre- and post-assessments together with on-site risk assessments.

1. A 14 digit watershed assessment and evaluation using Farmstead Assessment and Home*A*Syst Tools. Timeline: October 1999 – November 2000. An extensive evaluation of FAS/HAS impact on citizen knowledge, attitudes, and skills in pollution prevention, focused in two, 14-digit watersheds of Wildcat Creek in Carroll, and Clinton Counties.

- a. Finish developing a survey instrument
- b. Plan of distribution (direct mail, insert in newsletter, FFA groups, etc)
- c. On-site assessments of homes/farms
- d. Post-survey
- e. Synthesize results
- f. Apply results to improve program

d. Attend conferences, meetings, and field days relevant to the programs in order to improve knowledge of pollution prevention.

1. *Conferences and Field Days Attended:*

<u>Conference/Field Day</u>	<u>Where</u>	<u>When</u>
Failed/Improper Septic System Workshop	Kokomo, IN	May 18, 1999
National Farm*A*Syst/Home*A*Syst	Washington D.C.	June 2-4, 1999
Simple Living Fair	Bloomington	September 11, 1999
Flushing into the next century	Pokagon State Park	October 4, 1999
Environmental Educators Association of Indiana	Clifty Falls State Park	November 12-13
Midwest Small Farm Conference	Noblesville, IN	November 19-20
Well Plugging Demonstration	Zarst Farm, White County	September 14, 1999
Purdue Agronomy Day	Agronomy Farm	September 9, 1999

Priorities –FAS/HAS Program

Priorities are drawn directly from the Plan of Work.

Short Term

1. Finish developing a survey instrument for watershed study
2. Plan of distribution of the survey (direct mail, insert in newsletter, FFA groups, etc)
3. Introduce the program to youth and teachers through groups such as FFA/Envirothon, 4-H, and environmental science teachers.
4. Plan to continue to make contacts in the Wildcat and other areas of the state, especially organizations interested in protecting and improving water resources.
5. Write and publish articles in newspapers and newsletters of various organizations
6. Make worksheets available over the Web and update site with Steering Committee links
7. Send evaluations to all people who have received FAS or HAS materials from Media Distribution.
8. Planned distribution of WQ-32 and new program brochure, with cover letter
9. Work with Extension Homemakers and Farm Bureau Safety and Health groups to reach statewide audience

Long Term

1. Evaluate the program with a focused study using pre- and post-assessments together with on-site risk assessments.
 - On-site assessments of homes/farms
 - Post-survey
 - Synthesize results
 - Apply results to improve program
2. Adapt worksheets and information from other sources on major livestock species
3. Develop other worksheets and materials as prioritized
4. Develop a new foam core display that includes Home*A*Syst information.
5. Establish a group of “Water Stewards” throughout the State who will promote the programs and assist participants in reducing risks.

On-going

1. Introduce the program through presentations at group meetings throughout the State, by focusing on groups that will promote it at home.
2. Promote awareness of the program through exhibits at fairs, field days, and conferences
3. Participate in local programs with a variety of organizations, particularly in Wildcat Watershed, to build contacts and good will to promote a successful targeted program
4. Assist people who inquire by phone/e-mail as a result of the above efforts
5. Work closely with the Steering Committee representing related agencies
6. Maintain a logbook of participants’ questions, requests, and perceptions in order to improve materials and delivery of the programs.
7. Improve existing materials through evaluation processes and updating materials with best available information and knowledge about pollution prevention and best management practices.
8. Attend conferences, meetings, and field days relevant to the programs in order to improve knowledge of pollution prevention.
9. Coordinate with wellhead protection efforts.
10. Maintain communication with National and State FAS/HAS offices.
11. Develop and distribute brochures as needed
12. Keep track of inventory of existing publications and their distribution through Purdue.