

Cost Share Committee Meeting Minutes: August 17, 2026

Participants: Patrick Baker (Chair), Rodney Taylor, Jason Byrd, Blake Henley, Lee Holcomb and Julie Henshaw. Other attendees included: John Beck (DSWC), Anne Coan (NCFB), and Darren Layton (Alamance SWCD).

I. Welcome & Purpose

Chairman Patrick Baker opened the meeting and confirmed attendance. Julie noted that Rick would be absent due to another commitment but had submitted edits to the draft July minutes.

Patrick restated the Committee's purpose:

- Review and evaluate policies impacting multiple cost share programs.
- Ensure consistency, clarity, and alignment across programs.
- Develop and recommend revisions to program rules
- BMP specific decisions remain under each program's technical review committee.

Julie added updates on ShareFile access and website postings based on feedback from the prior meeting.

II. Review Draft July Meeting Minutes

- Rick and Lee were mistakenly listed as "guests" and should be moved to "committee members present."
- Motion to approve corrected minutes: Rodney Taylor
- Second: Lee Holcomb
- Motion passed unanimously.
- Julie confirmed corrections and will upload the updated PDF to the website.

III. Committee Communication and Outreach

a. Internal: Julie introduced the new ShareFile site for the Committee, noting:

- Committee members can check out documents, make edits, and check them back in.
- Meeting recordings are stored there for members who miss discussion and would like to review.
- ShareFile will reduce multiple email versions and maintain a change history.
- Members were asked to test their ShareFile access before the next meeting.
- Lee confirmed successful access.

b. External: Julie reviewed ongoing improvements to external communication:

- [Draft Policy Revisions – Feedback Needed](#) section now live on the Committee website.
- Anyone can submit their response using the [online form](#); all Committee members receive submissions automatically.
- No public comments received yet — members agreed additional outreach is needed.
- Regional listservs (Mountain, Piedmont, Coastal) have been created and populated.
- Patrick will send direct email messages through these listservs to improve engagement.
- Updates continue through the Coordinator’s monthly report.
- CET training sessions may also be used to increase awareness and encourage policy feedback.

IV. Policies to Review (track changes incorporate meeting discussion items)

1. Repairs – No comments received to date

Discussion:

- Committee agreed to add clarifying language allowing extension requests when repairs were completed within the allotted time but damaged by extreme weather.
- New sentence drafted by John Beck was accepted by the Committee.
- Because new language was added, the Committee agreed the comment period should be extended and policy reposted.

Action:

- Julie will incorporate the added language and repost the revised draft for additional public comment.

2. Criteria of Extension of Previous Program Year Contracts

Discussion:

- Committee reviewed the updated draft.
- No further edits were suggested, and members felt the policy was clear and complete.

Decision:

- Open comment period for this policy.
- Post alongside the revised Repair policy.

3. New and Expanded Operations — Review Draft with Comments

This item involved the most extensive discussion.

Key points:

- **Structure of policy:** Members agreed it may need clearer organization, possibly using headers separating the following categories:
 - Crop operations
 - Livestock operations
 - Operation type changes
 - Relocation scenarios
 - Expansion scenarios
- **Lagoon/waste structure closures:**
Clarification added — operations abandoned for four years remain eligible for closure under the Waste Impoundment Closure BMP (including swine and dairy operations).
- **Land use vs. business ownership:**
Consensus: Eligibility follows land use history, not operator identity.
Example: Buyer of an existing livestock farm remains eligible immediately.
- **Conversions (crop → livestock):**
This establishes a new resource concern; livestock-related BMPs require a three-year establishment period.
- **Increasing animal units:**
Committee determined this section should refer to major expansions, typically tied to new structures or historically large expansions (e.g., O200). Minor livestock increases should not trigger expanded-operation restrictions.
- **Relocation clause:**
Existing wording is confusing.
Committee requests clearer separation between:
 - Relocation due to loss of land or regulatory constraints (eligible)
 - Voluntary relocation or new operation establishment (three-year rule applies)

Action:

- Julie will restructure and consolidate all comments into a revised draft for the next meeting.

V. Rules Review Process

- The Commission Chair requested that the Committee begin the rulemaking process for [Cost Share Program Rules 02 NCAC 59D Series](#)

- Subchapter D rules have completed the first step in the rule readoption process with the Agency Determination of Necessary.
- This allows the Committee to begin work on rule revisions.

Patrick reported:

- Commission Chair Bleiweis wants the Committee to target revisions to the following rules:
 - 02 NCAC 59D .0108 TECHNICAL ASSISTANCE FUNDS
 - 02 NCAC 59D .0201 CRITERIA AND PROCEDURES FOR GRANTING JOB APPROVAL AUTHORITY
- Patrick will follow up with the Chair to identify priorities and report back at the next meeting. Members acknowledged significant future workload.

VI. Next Steps

The Committee confirmed the following action items:

- **Repairs Policy**
Revisions added; repost for extended comment period.
- **Extension Policy**
Ready for public comment.
- **New and Expanded Operations Policy**
Julie will prepare a revised draft incorporating today's discussion.
- **Rules Review Preparation**
Patrick will clarify priorities with Commission leadership.
Committee will begin work once guidance is received.
- **Outreach**
Patrick will send announcements through regional listservs to boost feedback.
- **Regular Meeting Reminder**
Meetings are held third Monday of every month at 9:00 AM on Microsoft Teams.