

Cost Share Committee Meeting Agenda: September 21, 2026

All Items are available on the Committee Website.

All committee members have access to ShareFile for checking out and editing documents.

[Soil & Water - Cost Share Committee | NC Agriculture](#)

I. Welcome & Purpose:

The Cost Share Committee was established to review and evaluate policies that affect multiple cost share programs. The Committee ensures consistency, clarity, and alignment of these policies across programs. It does not address Best Management Practices (BMPs), as those decisions remain the responsibility of each program's individual technical review committee.

Charge of the Cost Share Committee:

- Review and consider policy issues that span multiple cost share programs.
- Develop and recommend revisions to cost share program rules.

II. Review Draft August Meeting Minutes

III. Committee communication and outreach

a. Internal

- Share materials through [Committee website](#).
- Post more detailed materials in ShareFile. This allows members to access recordings of any meetings they miss, and it will serve as a central repository for policies, draft documents, and edits discussed during meetings. Members can check out documents, make revisions, and save updated versions so the entire Committee can review and build on each other's work. It will also house the full responses to survey submittals.

b. External

- The Committee website "Draft Policy Revisions – Feedback Needed" section worked well – see results spreadsheet.
 - Did all Committee members receive these submissions directly by email?
- Updates are included in the coordinator's monthly report.
- Commissioner Baker sent an email (9/1) to area listservs to encourage district feedback.

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

1. Repairs – review comments received; consider modifications, if finished, prepare for Commission consideration.
2. Criteria of Extension of Previous Program Year Contracts – review comments received; consider modifications, if finished, prepare for Commission consideration
3. Policy Clarification: Supervisor Attendance Requirements

Relevant policies include:

- [Cost Share Program Contracts on Government-Owned Property](#)

A district supervisor and a representative from the cooperating government agency must be present at the Commission meeting to present the request and respond to questions.

- [Criteria for Extension of Previous Program Year Contracts](#)

Policy is already in edited format from the Cost Share Committee and addresses this requirement.

- [Prohibition of Post-Approval of Contracts](#)

If the request is referred, a district supervisor must appear before the Commission to request the exception.

- [Special Requests](#)

At least one district supervisor must present the district's request.

4. New and Expanded Operations – review draft

V. Rules Review Process

[subchapter d rules.pdf](#)

Chairman Baker contacted Commission Chair Bleiweis and received the following guidance on this topic: *"It is requested that the Cost Share Committee begin the process of reviewing the rules and process by which Technical Assistance Funding is allocated - with the goal of potentially updating the rules to better reflect the needs of districts."*

The JAA Criteria and rules, also on the committee agenda, shall also be reviewed with the goal of potential revision in light of JAA progress since JAA targets and deadlines were initially set."

This means that the Commission is most interested in preparing revisions to the following rules:

- 02 NCAC 59D .0108 TECHNICAL ASSISTANCE FUNDS
- 02 NCAC 59D .0201 CRITERIA AND PROCEDURES FOR GRANTING JOB APPROVAL AUTHORITY

Develop a Rules Review Plan

- Decide whether the review will focus only on the two priority rules or the full rule set.
- Define a clear process and timeline for gathering input, drafting revisions, and finalizing language.
- Share the plan with all relevant partners.
- Define outreach methods— informational emails, updates at regularly scheduled meetings (Commission meetings, area meetings, annual meeting, CET, Division Update Meetings), are others necessary?
- Provide clear summaries of proposed changes to support accessible, easy feedback.

Reminder: Meetings scheduled for the third Monday of every month at 9am through Microsoft Teams.