

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
July 27, 2010**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District (RCD) Board was called to order by RCD Board Chair Tom Wehri at 4:05 p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Thomas (Tom) Wehri
Steven (Steve) Garcia
Claudia Smith
Robert (Bob) Wiswell, Jr.
Andrew (Dave) Funk
Christine Johnson
Stanley MacDonald, Associate Director

Directors Absent: Robin Mahoney

Others Present: Rick Gruen, RCD Manager
Mike Brenner, NRCS District Conservationist
Katie Maloney, RCD Programs Manager

APPROVE THE AGENDA

Claudia Smith moved to approve the agenda as presented. Bob Wiswell seconded; motion carried unanimously.

GUESTS

Pat Mahlberg, Aide to Placer County Supervisor Montgomery
Linda Desai, Placer Nature Center Education Director

PUBLIC COMMENT

None

APPROVE PREVIOUS MINUTES

Christine Johnson moved to approve the RCD Board Minutes for the June 22, 2010 meeting as presented, Claudia Smith seconded; motion carried unanimously.

FINANCIAL REPORTS

Katie Maloney presented the June 2010 financial reports. Bob Wiswell moved to approve the June financial reports as presented. Christine Johnson seconded; motion carried unanimously.

BUSINESS

New Business

a) *Discussion to Consider and Possible Action Re: American River Canyons Visitor and Interpretive Center (ARVIC) MOU:*

Rick Gruen reviewed the collaborative effort outlined in the proposed non-binding Memorandum of Understanding (MOU) to allow project collaborators to engage in ongoing discussion and exploration of developing the ARVIC concept.

Board discussion revolved around the draft Mission Statement language, staff time that would be expended participating in the effort, and canyon land issues.

Tom Wehri recommended the Board approve allowing Rick to participate in the effort, including proposing language changes to the draft Mission Statement to clarify the preservation language included in the draft MOU.

Dave Funk moved to approve allowing Rick to participate in the effort on the condition that the Board reserves the right to ratify the final Mission Statement language before formally executing the final MOU. Bob Wiswell seconded; motion carried unanimously.

b) *Discussion to Consider and Possible Action Re: National Envirothon Expense Reimbursement:*

Tom Wehri gave an update on the 2010 National Envirothon event. He requested the Board consider approving the reimbursement of the \$580 room and board expense related to the week long event. Participants will be housed in a Fresno State dormitory and provided meals during the event.

After a short discussion, Claudia Smith moved to approve the request as presented. Dave Funk seconded; motion carried unanimously.

c) *Discussion to Consider and Possible Action Re: Proposed CA Special District Association (CSDA) Bylaws Amendments:*

Tom reported his review of the proposed CSDA Bylaws Amendments revealed the proposed amendments clarify and update bylaws language. He recommended the Board approve the amendments as proposed.

Claudia Smith confirmed the changes being proposed were minor.

Bob Wiswell moved to approved the CSDA Bylaws Amendments as proposed. Christine Johnson seconded; motion carried unanimously.

d) *Discussion to Consider and Possible Action Re: Election of CSDA Regional Representative to CSDA Board of Directors :*

Tom Wehri reviewed the CSDA Region 2 Representatives with the Board and recommended supporting the local candidate Valerie C. Lord.

Claudia Smith moved to elect Placer County Water Agency Assistant General Manager and Director of Administrative Services to the CSDA Region 2, Seat B. Christine Johnson seconded; motion carried unanimously.

e) *Discussion to Consider and Possible Action Re: Nature Bowl Contribution to Placer Nature Center (PNC):*

Tom introduced, then yielded the floor to PNC Education Director Linda Desai. Linda gave the Board an overview of the annual Nature Bowl event. She thanked the Board for their past support of the event and briefly reviewed event activities and sponsors. She requested the Board consider approving the PNC request for \$750 to defray expenses related to the Nature Bowl event including staff time and supplies.

After Linda fielded Board questions, Claudia moved to approve the \$750 contribution as requested. Steve Garcia seconded; motion carried unanimously.

Old Business:

f) *Discussion to Consider and Possible Action Re: Conservation Planner:*
Steve Garcia gave a brief overview of the interview/ranking process and indicated the top candidate was unanimously identified after the process was completed. Steve reviewed several options recommended by the committee to assist the Board with moving forward to fill the position.

Rick noted the search for qualified job candidates only netted one candidate able to step into the job without additional training and mentoring. While the other candidates had skills that would complement the job, none had the complete skill set needed to step into the job as envisioned by the Board.

After Board discussion that revolved around training costs and time expenditures necessary to train a second level candidate, Bob Wiswell moved to authorize the District Manager to offer the position to the top candidate at the salary level and signing bonus as recommended by the committee. Claudia Smith seconded; motion carried, with Dave Funk voting nay.

g) *Discussion to Consider and Possible Action Re: Placer County Chipper Program Update:*

Rick reported the majority of comments have been positive in response to public relations efforts related to rolling out the cost share program slated to begin August 2nd. He reviewed the invoice that includes an easy self-certification process for disabled and low-income participants and a section to encourage donations to the program.

Rick briefly reviewed Title II, Wildland-Urban Interface, and Western States several funding proposals developed and submitted to help support the program going forward. All three proposals stressed the development of a sustainable program using the cost share concept.

h) *Discussion to Consider and Possible Action Re: RCD 2010-2011 Budget:*

Rick gave an overview of the final proposed budget and the budget line item groupings used to reflect income and expense categories on the visual aide pie-charts that he handed out to the Board. He noted as the District transitions to a programs driven structure and begins to capture more project

management dollars being built into new funding proposals, the Board will see a positive shift in personnel costs being borne by management and administration dollars and not just tax revenue dollars. This will enable the District to grow its programs. He noted the District's move to a QuickBooks system structured on a program basis, it will be easier to determine the District's revenue stream from fiscal management of pass thru funds.

After Rick fielded Board questions and staff indicated the proposed RCD 2010-2011 Budget is ready for approval, Bob Wiswell moved to approve the proposed budget as presented. Claudia Smith seconded; motion carried unanimously.

RCD COMMITTEE REPORTS

Operations/Selection Committee:

Tom Wehri thanked the committee for their due diligence and hard work. See item f).

Forestry & Fuels Management Committee:

Dave Funk reported the committee reviewed progress on the Alta/Dutch Flat Bark Beetle project.

Rick added the appropriate Union Pacific Railroad permission for the project has been obtained .

Dave reported the committee further discussed the development of workshops targeting on-the-ground forestry workers. Dave attended an El Dorado County RCD workshop and indicated District Manager Mark Egbert is interested in developing Equipment Operator workshops on a regional basis.

Steve Garcia suggested the funds generated from the CALFIRE vendor training could be used to develop the proposed workshops.

DIRECTORS' REPORTS

Bob Wiswell:

- Bob reported attending the High Sierra Resource Conservation and Development Council (HSRC&D) meeting. The next meeting is slated for October.
- Bob reviewed HSRC&D's effort to provide local meat producers with a processing facility with the assistance of a \$74K grant.
- The annual Farm & Barn event will be held October 10th.

Christine Johnson:

- Christine participated in the Operations/Selection Committee's ranking/ interview/selection process and expressed her satisfaction with the results.

Claudia Smith:

- Claudia concurred with Christine regarding the ranking/interview/selection process.
- Claudia indicated while she continues to participate in the Foothills Farmers' Market, her farm is in transition.

Tom Wehri:

- Tom reported working with the CA Association of RCDs (CARCD) on an NRCS grant proposal to help ascertain current and future needs of CA's RCD's to help determine how the CARCD can assist with the 2012 Farm Bill.

RCD STAFF RECOMMENDATIONS/REPORTS

In addition to the District Manager's bi-weekly activity reports emailed to the Board, the following items were discussed:

- Rick thanked Pat Mahlberg for her support over the last six months.
- Rick reported he has begun the evaluation process for the Unfunded Liability Analysis with Bickmore Risk Services as directed by the Board.
- Katie reported the Sierra Coordinated Resources Management Council (JPA) will be meeting on Friday to execute the Cooperative Conservation Partnership Initiative (CCPI) Agreement, approve the ranking protocol and initial funding allocation, and designate the RCD as administrator of the Agreement. Administration will consist of compiling partner NRCS field office progress and reporting it to NRCS on a regional basis as well as assistance with outreach efforts. The RCD will not be handling program funds as the national level Farm Bill funding will flow thru regular NRCS channels. It is expected that funding from the state level will be forthcoming to cover CCPI administrative costs.

AGENCY REPORTS

In addition to the written activity report for June, submitted in the Board Packet, the following points were discussed:

- Mike Brenner reviewed his activity report included in the Board Packet and fielded Board questions.
- Mike reported assisting the RCD Operations/Selection Committee in the ranking/interview process for the RCD's Conservation Planner position.

Tom Wehri thanked Mike for his participation in the process.

- Mike reported working with CCPI partners to develop the CCPI ranking protocols and the first year funding allocation.

COMMUNICATIONS

- CA Special Districts Association (CSDA) memo dated June 15th encouraging 2011 CSDA Committee participation

- File copy of June 29th RCD letter from Tom Wehri to USDA NRCS Colleen Schneider regarding the Auburn Service Center status in terms of leased office space in light of the District's growing staff and the need for suitable facilities for staff and meeting areas for clients and other conservation partners.
- Placer County Flood Control and Water Conservation District cancellation notice for July 12th meeting
- RCD response to CARCD 2010 Directory Update for District and Director information
- RCD Letter dated July 19th responding to Monterey County Dept of Child Support Services regarding a Withholding Order/Notice for person never employed by District and requesting the District name be entered into the State database in its entirety in hopes that it will reduce the number of erroneous withholding orders being received from counties throughout the state.
- District thank you letter dated July 26th in response to \$100 contribution check received on behalf of the chipper program from a private party
- Western Forestry & Conservation Association materials for *Target Seedling Symposium 2010*
- CARCD Annual Conference Materials and 2010 Quota Worksheet
- *Placer Legacy* publication for summer 2010
- CSDA magazine, *Special District*, May/June 2010
- CA Forestry Association magazine, *California Forests*, summer 2010

FUTURE AGENDA ITEMS

The August RCD Board Meeting Agenda may include the following items:

- RCD Personnel Update
- F/Y'09-'10 Preliminary Financial Report
- SCRMC/JPA Minimum Bank Account Funding
- 2009-2010 Fiscal Year End Financial Report
- CARCD Conference Preparation
 - Conference Delegate Selection
 - CARCD Draft Resolutions
 - Attendee Determination

ADJOURNMENT

With no further business to conduct, Claudia Smith moved to adjourn. Christine Johnson seconded; motion carried unanimously. Tom Wehri adjourned the meeting at 6:48 p.m. The next meeting is scheduled for August 24th at 4 p.m.