

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
January 26, 2016**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Board Vice Chair Christine Johnson at 4:10p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Christine Johnson
Stephen (Steve) Jones
Mica Heilmann
Claudia Smith
Robert (Bob) Wiswell, Jr.

Directors Absent: Steven (Steve) Garcia
Thomas (Tom) Wehri

Others Present: Elisa Noble, RCD Executive Director
Kirsten Losse, RCD Staff
Susan Werner, Werner Accounting Services
Carol-Anne Rutenbergs, NRCS Acting DC
Richard & Kathy Gresham, Retiree
Katie Maloney, Retiree

APPROVE THE AGENDA

Claudia Smith moved to approve the agenda. Stephen Jones seconded; motion carried unanimously.

PUBLIC COMMENT

None

APPROVAL OF PREVIOUS MINUTES

Claudia Smith moved to approve the minutes of December 10, 2015 and Special Meeting Minutes of December 30, 2015 as presented. Stephen Jones seconded; motion carried unanimously.

FINANCIAL REPORTS

Susan Werner of Werner Accounting Services presented the financial reports and provided a new report to the board of directors showing the monthly deposits and expenditures for December, 2015. Each month Susan will prepare this

report and the board of directors will review and approve with the financial reports. Stephen Jones moved to approve the financial reports at December 31, 2015. Mica Heilmann seconded; motion carried unanimously.

BUSINESS

New Business:

- a) *Discussion to Consider and Possible Action re: Changing the District's Workmen's Compensation Insurance Coverage to Special Districts Risk Management Association (SDRMA) which is managed by CA Special Districts Association (CSDA):*

Elisa Noble gave background regarding the proposal to move from State Fund to SDRMA as the last piece for moving all RCD insurance coverage under the SDRMA umbrella. The Board requested more information re: an actual quote compared to the current rate, and any potential discounts/dividends for having all of the District's insurance with SDRMA. Elisa will research these items and report back to the Board.

Old Business:

- b) *Discussion regarding 2016 Health Care Coverage Update:*

Elisa provided an update on how the District is paying for each retiree's new health care coverage. Mark White and Katie Maloney will receive checks for up to \$950 per month as reimbursement once they provide copies of their monthly health care invoices. Rich & Kathy Gresham requested four different checks for their Medicare expenditures. Rich Gresham requested advance payment rather than monthly payment to ensure the checks arrived to the Blue Shield in a timely manner. The Board of Directors agreed to pay a quarterly payment for the Gresham's Medicare insurance payments. Elisa and Susan will facilitate the payment of the retiree health care invoices. Current RCD employees, Elisa Noble and Kirsten Losse, are covered through SDRMA.

- c) *Discussion to Consider and Possible Action re: Annual Work Plan (AWP) for FY 15-16 Mid-Year Status:*

Elisa Noble updated the Board on new, completed, and continuing projects, as described in the AWP. Good questions and discussion were had on various projects.

- d) *Discussion to Consider and Possible Action re: Placer County RCD's Draft Strategic Plan:*

The Board of Directors discussed the draft report produced from the December 10, 2015 Strategic Planning Meeting. The Board discussed the

goals and ongoing commitments and requested a grid or chart to better prioritize the “to do” list for moving the strategic plan forward, and for incorporating it with the AWP.

e) *Discussion to Consider and Possible Action re: Funding Placer RCD Outreach, Marketing and Administration Tasks:*

Elisa Noble provided the Board some Outreach and Administration Position Concepts for their consideration. Elisa reminded the Board they had budgeted \$15,000 for marketing for FY15-16, none of which had yet been spent.

The Board discussed the concept of hiring a Community Liaison / Outreach Coordinator on a short-term contract. Elisa recommended Don Ales, who serves as the Gold Country Fair Heritage Foundation Executive Director. Board members noted that marketing and outreach materials should be developed before time and energy is spent on outreach. The Board requested Don Ales present to the Board on what services he could provide.

The Board also discussed the concept of hiring a Program Assistant/Intern on a 6-month contract for 20hrs/week at \$12/hour. The idea was that this person could help move along the marketing projects, besides providing general program assistance. The Board provided staff direction to hire this position as discussed.

AGENCY REPORTS

A written activity report for NRCS was presented by Carol-Anne Rutenbergs, NRCS Acting District Conservationist (DC). NRCS is in the process of hiring an engineer and a DC for the Auburn office.

DIRECTORS' REPORTS

Steve Jones:

- Steve reported he will be working for Sierra Nevada Conservancy as a retired annuitant to provide forestry expertise. He wanted to inform the board of directors in case there was any potential conflict of interest. Elisa will check with Legal Counsel.

RCD STAFF RECOMMENDATIONS/REPORTS

A written activity report for the period between Board meetings was provided for Board review.

COMMUNICATIONS

Will be recorded in the minutes.

FUTURE AGENDA ITEMS

- SDRMA Insurance Information
- Grid/Chart to connect “to do” list to Strategic Planning and the AWP
- Hiring an Administrative Assistant

ADJOURNMENT

With no further business to conduct, Claudia Smith moved to adjourn. Mica Heilmann seconded; motion carried unanimously. Christine Johnson adjourned the meeting at 6:02 p.m. The next regular meeting is scheduled for February 23, 2016 from 4-6 p.m.