

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
December 10, 2015**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Board Chair Steve Garcia at 12:36 p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Steven (Steve) Garcia
Christine Johnson
Stephen (Steve) Jones
Mica Heilmann
Thomas (Tom) Wehri
Claudia Smith

Directors Absent: Robert (Bob) Wiswell, Jr.

Others Present: Elisa Noble, RCD Executive Director
Kirsten Losse, RCD Contractor
Mark White, RCD Retired Annuitant & Retiree
Susan Werner, Werner Accounting Services
Carol Rutenbergs, NRCS
Mike Brenner, NRCS
Richard & Kathe Gresham, Retiree
Katie Maloney, Retiree

APPROVE THE AGENDA

Claudia Smith moved to approve the agenda. Tom Wehri seconded; motion carried unanimously.

PUBLIC COMMENT

None.

APPROVAL OF PREVIOUS MINUTES

Claudia Smith moved to approve the minutes of September 22, 2015 as presented. Mica Heilmann seconded; motion carried. Steve Garcia abstained as he did not attend the September meeting.

FINANCIAL REPORTS

Elisa Noble reviewed the preliminary November 30, 2015 Financial Reports pending the CPA's finalization of FY '14-'15. Tom Wehri asked about the negative profit and loss report and the outstanding accounts receivables were discussed. Elisa noted there are about four major projects that need to be

invoiced for, which make up the majority of the outstanding accounts receivable. Tom Wehri motioned to accept the preliminary financial reports as presented. Steven Jones seconded; motion carried unanimously.

BUSINESS

New Business:

- a) *Discussion to Consider and Possible Action re: Changing the Districts Health Care Coverage for retirees and employees to Special Districts Risk Management Association (SDRMA), which is managed by the CA Special Districts Association (CSDA):*

Steve Garcia gave background regarding the District's decision to move from CalPERS health coverage for employees and retirees to SDRMA health coverage – the primary reason being to not incur any additional future lifetime health coverage obligations. Claudia Smith clarified that current and future employees will not have lifetime health benefits. Elisa Noble discussed the Board packet information, which compared CalPERS premiums and coverage to that of SDRMA. Retiree Katie Maloney asked about which SDRMA health plan level had been applied for. Elisa Noble stated PCRCD is approved for the Blue Shield Gold PPO plan, and would ask SDRMA about the option for retirees to buy up a level at their own expense.

After a complete discussion regarding various Blue Shield PPO and HMO plans, the Board of Directors recommended the retirees talk directly to their doctors about whether they accept the SDRMA Gold PPO coverage plan. The Board of Directors discussed the District's current health premium cap of \$950 for each employee or retiree, regardless of dependents. Christine Johnson asked for clarification as to whether a retiree or employee received the full \$950, even if the premium was less. Elisa Noble confirmed that only the premium amount would be paid. Christine Johnson moved to change health care benefits to SDRMA effective January 1, 2016. Claudia Smith seconded; motion carried unanimously.

****Note:** subsequent to this meeting, the District was informed that it did not qualify for SDRMA coverage because of our ratio of retirees to current employees. Please refer to 12/30/15 Special Board Meeting minutes for additional information.

- i. *Discussion to Consider and Possible Action re: Adding Retiree Mark White's spouse to District Coverage effective January 1, 2016:*

Steve Garcia provided background regarding Mark White's letter, which asked the Board of Directors to include his spouse on his insurance coverage

for lifetime health benefits. Elisa Noble presented her analysis regarding estimated future costs of adding Mark's spouse.

Elisa Noble and Steve Garcia both noted that the request seemed fair in light of the fact that retirees Gresham and Maloney both have their spouses included on their lifetime health coverage. After a discussion regarding future insurance costs, Tom Wehri moved to accept the request to add Mark's spouse to lifetime health coverage. Christine Johnson seconded; motion carried unanimously.

ii. Discussion to Consider and Possible Action re: Dental and Vision Benefits:

Elisa Noble reminded the Board of the current dental benefit offered to employees, which is reimbursement up to \$1500 per year. There is no current vision coverage. Elisa informed the Board of the dental and vision coverage offered by SDRMA, which could be provided for employees at less than \$1500 per year, per employee. Elisa also indicated that retirees may also have access to this SDRMA dental and vision coverage at their own expense.

Claudia Smith asked about a premium cap for these dental and vision coverages. Elisa recommended the Board discuss this as part of the larger discussion in the next few months regarding all health (health, vision, dental) premium caps. Claudia Smith made a motion to 1) approve the SDRMA vision and dental coverage for active employees, 2) eliminate the \$1,500/year dental reimbursement, and 3) direct staff to draft a policy on health premium caps for future Board consideration. Tom Wehri seconded, motion carried unanimously.

b) Discussion to Consider and Possible Action re: Changing Mark White's status from Retired Annuitant to Contractor effective January 1, 2016:

Elisa gave background on changing Mark's status from retired annuitant to contractor. No Board action is required.

c) Discussion to Consider and Possible Action re: Hiring Kirsten Losse as an Irrigation and Natural Resource Specialist, a permanent 30 hours per week position effective January 4, 2016:

Elisa Noble updated the Board on her discussions with Kirsten re: working 30 hours/week, rather than the originally-discussed 20hours/week. This change does not have a significant budget effect, is more in line with Kirsten's work interest, and will certainly benefit the District as a whole.

Mike Brenner inquired as to why the position was not publicly posted. Elisa responded that the District is not required to publicly post available employment positions, and, in this case, the prospective employee's skill set perfectly matched the needs of the District. In addition, the District has had a

year of experience working with the prospective employee as a contractor, so staff and Board Members have had the opportunity to confirm her work ethic, skill set, and ability to communicate and coordinate effectively.

After a short discussion, Tom Wehri moved to approve Kirsten Losse's employment as a 30 hours per week position. Christine Johnson seconded; motion carried unanimously.

d) *Discussion to Consider and Possible Action re: Proposed Updates to the Placer RCD Fiscal Management Policy and Procedures:*

Elisa referred the Board to the proposed "track changes" version of the Fiscal Management Policy and Procedures in their packet. Elisa indicated these changes had been recommended by County Counsel in light of the fact that the District no longer employs an Operations Manager. The Board spent time discussing the concept of allowing the Executive Director to sign checks less than \$500 that were presented to the Board each month. The Board decided to allow the Executive Director's signature only on reoccurring expenditures of less than \$500; in addition, a detailed transaction report will be provided to the Board of Directors each month. After a short discussion, Tom Wehri moved to approve the proposed updates to the Placer RCD Fiscal Management Policy and Procedures. Mica Heilmann seconded, motion carried unanimously.in

Old Business:

e) *Regional RCD Meeting – October 2, 2015 in North Fork:*

Claudia Smith discussed the fall regional meeting and described the tour of the host farm. Tom Wehri announced that he is no longer the Regional Chairman; that role has been passed to Harold Singer of Tahoe RCD.

f) *CARCD Annual Conference – November 19-21, 2015 in Yosemite:*

Claudia discussed the annual conference and the business meeting. Claudia reported on an Emergency Resolution that proposed to allow Executive Directors to vote at Regional RCD Meetings in place of Board Members. Claudia described her objection to the resolution based on 1) the need for Board Members to be engaged, and 2) the recent training by CARCD specifically to help RCDs grow more engaged Boards. While this resolution was defeated, it is expected that a committee will be formed to discuss other potential solutions for the purpose and attendance at Regional RCD meetings.

Steve Jones reported on his experience attending the conference for the first time as a RCD Board Member. Steve reported on the CARCD Forestry and Fuels Committee, which also met during the conference. Tom Wehri reported on the day of training for both staff and board members. This training was

very well received and well attended. As part of the CARCD's ongoing training to help RCDs meet the Visions and Standards, the Leadership Academy was announced at the conference. Elisa, Kirsten, and Tom will all participate – it is an opportunity to grow individually as leaders, as well as to improve our District's operations and impact. Tom also reported that the new CARCD officers are as follows: Glenn Franklin, Mariposa RCD as President; Paul Williams, Inland Empire RCD, as Vice President; and Phil Schoefer, Western Shasta, as Secretary/Treasurer. Tom Wehri will serve as NACD Representative this year.

AGENCY REPORTS

Mike Brenner presented the NRCS activity report for October, November, and December 2015. Mike will be retiring effective December 26, 2015.

COMMITTEE/LIAISON REPORTS

None.

DIRECTORS' REPORTS

Tom Wehri:

- Tom brought in a sample chart from San Mateo RCD that is a great tool for illustrating the funding sources of an organization. The 2016 CARCD annual meeting will be held in the Inland Empire.

Claudia Smith:

- Claudia thanked Elisa for her work on resolving the employee and retiree health insurance issues.

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

- 2016 Health Care Coverage Policy Update
- 2016 Strategic Plan Update
- 2016 Marketing/Outreach Plan

ADJOURNMENT

With no further business to conduct, Claudia Smith moved to adjourn. Tom Wehri seconded; motion carried unanimously. Steve Garcia adjourned the meeting at 2:30 p.m. The next regular meeting is scheduled for January 26th at 4:00 p.m.