

**THE PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Emergency Meeting
October 11, 2019**

CALL TO ORDER

The emergency meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Chair Claudia Smith at 2:15 p.m. in the conference room at 11661 Blocker Drive, Suite 115, in Auburn, California.

MEMBERS AND OTHERS PRESENT

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

Absent Directors: Patricia (Patti) Beard
Mica Heilmann

Others Present: Walter Clevenger, Acting RCD Executive Director
Maddison Easley, Placer RCD Employee
Kate Espinola, Placer RCD Employee

APPROVAL OF AGENDA

Christine Johnson moved to approve the amended agenda, Tom Wehri seconded, and the motion passed unanimously.

PUBLIC COMMENT

No public comment was given.

BUSINESS

New Business:

a) Financial Contractor

Claudia Smith announced that Susan Werner resigned from the Financial Contractor position on October 8th. Claudia asked Tom Wehri to ask CARCD if they had an accountant that could help us part time. Maddison Easley suggested reaching out to Nevada County RCD, to possibly use their accountant part time in the interim. Steve Garcia asked if Susan's time was charged to any grants? No, her time was not written into grants. Steve suggesting amending Grant agreements to include her time. Tom

Wehri and Claudia Smith suggested talking to Christy Claes, 2nd candidate. Tom Wehri called Christy and spoke to her about the position. Tom and Claudia will get together to write a detailed job description and send it to Christy. Claudia Smith requested for Maddison Easley and Kate Espinola to provide her with a list of daily and long term task that they currently do.

b) North Fork American River Shaded Fuel Break Project Activities

Maddison Easley presented the expense tracker to the Board. Steve Garcia asked who is tracking the expenses. Kate Espinola and Susan Werner tracked the expenses. Kate Espinola will meet with Mike Gallagher to go over the process of billing for the Tracked Chipper. Steve Jones said that Susan Werner was concerned about overspending on the North Fork American River SFB. The Amendments have been and/or are in the process of being signed. Kate asked if it was okay to send out the checks that she was told to hold and process the invoices that were received. Claudia Smith said to send them out and to process the AP Vouchers.

ADJOURNMENT

Steve Jones moved to adjourn the emergency meeting. Tom Wehri seconded, and the motion carried unanimously. The meeting was adjourned 4:18 pm.

The next regular board meeting is scheduled October 22, 2019, from 4:00 pm to 6:00 pm at the RCD Conference room.