

**THE PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
April 23, 2019**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Chair Claudia Smith at 4:02 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
Steven (Steve) Garcia
Christine Johnson
Mica Heilmann
Patricia (Patti) Beard

Others Present: Elisa Noble, RCD Executive Director
Susan Werner, Werner Accounting Services
Maddison Easley, Placer RCD Employee
Sharon Nance, NRCS Area Conservationist
Chris Robbins, NRCS District Conservationist
Jerry Reieux, RCD Contractor
Ariel Achilles, Potential RCD Intern
Kate Espinola, Placer RCD Employee

APPROVAL OF AGENDA

Elisa Noble suggested to adjust the agenda for Sharon Nance's report upon her arrival. Steve Jones requested to enter into close session after the regular meeting. Christine Johnson moved to approve the amended agenda, Tom Wehri seconded, and the motion passed unanimously.

PUBLIC COMMENT

Jerry Reieux mentioned on a site visit the concept of changing land zoning to TPZ was discussed and he is looking into the answer through County resources. Also, Jerry Reieux suggested celebrating the accomplishment of completing the Frost Hill project by being interviewed by the Dutch Flat Community Center to share with the community the details of the project.

APPROVAL OF PREVIOUS MINUTES

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

FINANCIAL REPORTS

Susan Werner of Werner Accounting Services presented the financial report. Susan reported she has not received the recent County reports. DOC, Frost Hill 1 & 2 and the CALFIRE Chipper Tree Mortality have been closed out. Susan has not received a call from the County regarding our negative balance. Still waiting for the ADRIP checks to arrive. Claudia Smith asked if RWA or DWR have signed the letter from our auditors. Susan said at this point the auditors want the check in the bank. Susan will submit an updated report for next Board Meeting.

AGENCY REPORT - SHARON NANCE, NRCS AREA CONSERVATIONIST

The Board and all present introduced themselves to Sharon Nance. Sharon gave a brief instruction of herself and addressed the topics of her last visit to the area. Sharon updated the Board on the hiring of a new Area Forester and Area Engineer. As well as an update on NRCS's current agreements and programs.

BUSINESS

New Business:

a) Placer RCD Intern

Elisa Noble introduced Ariel Achilles as a potential RCD Intern. Ariel gave the Board a brief background of her experience and interests, which included FFA President, agricultural involvement and currently enrollment at Sierra College. Ariel will help with administrative tasks around the office and as well as the Ag Tour. Mica Heilmann moved to hire Ariel as an Intern. Steve Jones seconded the motion and the motion passed unanimously.

b) Multiple Upcoming Events

April 25th – Earth Day at Sierra College – Maddison Easley and Kate Espinola will attend event if feasible.

April 26th – Regional RCD Meeting in Sonora -Claudia Smith, Tom Wehri, Maddison Easley, Kate Espinola, and Elisa Noble planned to attend the meeting.

May 17th -19th - Auburn Home Show - Elisa Noble explained to the Board the RCD will have two booths at the Home Show. Our regular booth in the CALFIRE Building and a booth at the "Your Botanical Experience" area. The Board discussed different options for donations of seedlings, soil and pots. Mica Heilmann suggested there be a cap on spending for this project. The Board capped spending at \$2,000.00.

May 19th – Salmon Festival – An event at Auburn Park School. Claudia suggested offering them information but hold-off on having a booth due to conflict with the Home Show.

May 30th – Ag Tour - Elisa Noble reported to the Board that she met with Ag Partners to discuss logistics. The Ag Tour theme will be on Labor and consist of

three stops: Fowler Nurseries, a mandarin grower and a livestock property. Invitations will be sent out next week.

c) May Board Meeting Moved to June 4th

Elisa Noble suggested to the Board that the May Board meeting be moved to June 4th. Claudia Smith mentioned there will not be too much business to discuss and for it to remain on May 28th. No action was taken.

d) Approve Amendment of the CAL FIRE HQ Contract Amendment

Steve Garcia provided background on this contract and how there have been three “phases” so far. The most up-to-date version of the amendment allowing work to be done on the North Fork American Shaded Fuel Break was provided in the packet. There was discussion and it was decided to wait until the final contract was ready and vote next month.

e) Hiring of CAL FIRE NEU Unit Intern to Support HQ Contract

Steve Garcia presented to the Board the details of an Intern to support the HQ Contract. The Intern will assist with air quality, invoices, invoice signing and administrative tasks. The Board’s resolution is to wait on moving forward with the hiring details until the HQ Contract is amended. This item will be moved to the next Board meeting.

f) Interim Contracting Policy to Support CAL FIRE HQ Contract

Steve Garcia presented to the Board the Contracting Policies and Procedures. Steve Jones moved to “consider using this contract as an emergency contract”. Steve Jones amended the original motion to: “allow this contract to include this scenario as an emergency”. Tom Wehri seconded the motion. A vote was taken with six Directors in favor and one abstention.

g) Purchase of Additional Trucks and Chipper Program

The Board discussed the details of purchasing additional trucks and chippers for the Chipper Program. The RCD just received a grant that includes the purchase of one truck and one chipper. This purchase is separate from the purchase funded by the grant. Tom Wehri moved to “move forward with the purchase of one tow vehicle for the chipper to lease back”. Christine Johnson seconded the motion. A vote was taken with six members in favor and one-member abstaining.

h) PARS (OPEB) Trust – Consider Changing Investment Category

Steve Jones spoke to PARS, who handle RCD’s investments. Steve Jones suggested moving our investments up two steps. Christine Johnson moved to follow Steve Jones direction to move investments to a balanced level. Mica Heilmann seconded the motion, and with all in favor, the motion passed.

Old Business:

i) Program Coordinator/Ops Position Concept

This item was postponed until the May Board Meeting.

AGENCY REPORTS

NRCS REPORT

Chris Robbins, the NRCS District Conservationist, reported the details of the Conservation Stewardship Program, which is like EQIP but longer length of contracts. Chris also reported that a RCPP form was created to collect information. RCD will be the initial contact with landowners.

BOARD COMMITTEE/LIASON REPORTS

Steve Jones reported on the progress of the Financial Committee made at their last meeting. The topics included were Maddison Easley's CalPers repayment, the Placer County work week is Saturday through Friday, and recognizing priorities.

DIRECTORS REPORTS

Tom Wehri announced that it is Soil Stewardship Week. Steve Jones reported that the Forestry Committee has a meeting at CARCD. Steve Garcia announced to the Board the Governors Priority Projects will have CEQA relief and will have a lot of support from the Native Plant Society. No other projects will have CEQA relief. Claudia Smith reported that the FSTEP classes are done for this year. Also, Claudia attended the presentation that Maddison Easley did for the PCWA Board and suggested sending the power point presentation to CARCD.

FUTURE AGENDA ITEMS

Future agenda items include: CAL FIRE HQ Amendment, CAL FIRE Intern, Project Coordinator position, and Executive Director Position.

ADJOURNMENT

Tom Wehri moved to adjourn the regular meeting. Mica Heilmann seconded, and the motion carried unanimously. The regular meeting was adjourned at 6:42 pm.

The next regular board meeting is scheduled for April 23, 2019, from 4:00 pm to 6:00 pm at the RCD Conference room.

CLOSED SESSION

The Board entered closed session to discuss the transition to a new Executive Director, and the resignation of Elisa Noble, current Executive Director.

Elisa was asked for a list of items relevant to the transition including: contact names and numbers, upcoming items that need attention, and dates / types of recurring charges that are auto-paid on Elisa's credit card. Elisa agreed to have this list, which will be updated as necessary, to the Board by May 2nd. A meeting was scheduled with the Operations Committee and Elisa for May 6th, 2019, at 10:00am to go over the list and continue conversations about the transition.

Elisa agreed to work on the 2019/2020 RCD budget with Susan before her departure. The Board asked Elisa to work with the RCD intern Ariel during the transition time.

Elisa asked the board to think about how to go forward with the recurring District charges that are currently being charged to her personal credit card.
Meeting adjourned at 7:45pm.