

**THE PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
July 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 4:03 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
Mica Heilmann
Patricia (Patti) Beard
Steven (Steve) Garcia

Others Present: Walter Clevenger, Acting RCD Executive Director
Susan Werner, Werner Accounting Services
Maddison Easley, Placer RCD Employee
Kate Espinola, Placer RCD Employee
Michael Profant, County Council
Jerry Reioux, Placer RCD Contractor
Norm Wallace

APPROVAL OF AGENDA

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

BROWN ACT AND PUBLIC RECORD ACT

Michael Profant from Placer County, County Council presented the details of the Brown Act and Public Records Act to the Board and all in attendance.

PUBLIC COMMENT

No public comment was given.

APPROVAL OF PREVIOUS MINUTES

Mica Heilmann moved to approve the previous minutes. Tom Wehri seconded, and the motion passed unanimously.

FINANCIAL REPORTS

Susan Werner of Werner Accounting Services presented the Accounts Receivable Aging Summary to the Board. Susan reported she is creating the June books and working on the end of year reports. The Board accepted the financials as presented.

BUSINESS

New Business:

a) CARCD Dues

Tom Wehri explained to the Board that the invoice for \$5,000.00 is for a year and a portion of the dues support the partnering policy group, CSG. It was suggested to include a \$500.00 donation as well. Patti Beard moved to pay CARCD \$5,500.00 for dues and a donation. Christine Johnson seconded the motion. A vote was taken with six Directors in favor and one abstention.

b) Placer County Farm Bureau Hoedown

Claudia Smith suggested the District sponsor four couples who are new to farming in Placer County to attend the Hoedown. Tom Wehri moved to sponsor a table of 8 (\$650.00) and send out invitations to four couples. Christine Johnson seconded, and the motion passed unanimously.

c) Draft of Performance and Appraisal Form

Tom Wehri proposed the performance and appraisal form to the Board. The form is a baseline template to evaluate employee performance. Staff evaluation should occur after a six-month probationary period, and annually following the first year. The verbiage and performance expectations will vary with individual employee job description. Tom Wehri moved to use the performance and appraisal forms. Steve Garcia seconded the motion. With all in favor, the motion passed.

d) Chipper Program Fleet Insurance for New Equipment

Susan Werner presented to the Board an alternative to SDRMA Insurance, through the County's umbrella policy which is less expensive. Claudia Smith mentioned that the District is trying to move away from the County regarding the Chipper Program. Steve Garcia suggested reviewing the grant budget allocations for insurance costs then work with Joy Tucker with Cal Fire to adjust the budget to accommodate the increased insurance expenses. Direction was given to Susan to do research on the cost of insurance for the new Chipper Program equipment.

Old Business:

e) Credit Card Action

Steve Jones reported he requested information from the Secretary of State. This item will be updated at next Board meeting.

f) Seed Drill

Patti Beard suggested researching the volume of interested landowners by asking NRCS how many inquires they receive for no-till or minimum till seed drills. Maddison Easley proposed using the Healthy Soil Program as a tool to conduct outreach to farmers and ranchers regarding seed drill interest in Placer County. Claudia Smith suggested asking other RCD's for information on their seed drill program/service. Maddison will post it on the CARCD list serve. Staff was directed to start working on the survey when there is time.

g) District Manager Position Update

Maddison Easley shared with the Board that the District Manager position description has been sent to immediate partners, CARCD, NACD, Conservation Job Board, CSDA, RCRC and individuals at Placer County. It was suggested to post it on Cal Ag Jobs, Ag Alert and NorCal SAF. Tom Wehri, Patti Beard, Mica Heilmann and Maddison Easley will meet to review resumes.

h) Recognition

Tom Wehri mentioned that the Roseville Tribune ran an article on the Ag Tour. Claudia Smith shared that the Ag Tour was a success and heard a lot of good feedback from the attendees. Steve Garcia reported that the tour with his supervisors at the North Fork American River Shaded Fuel Break went well. The chippers were running near one of their stops and Steve was able to explain the RCD chipper program to them. Steve also reported that the NFARSFB is making great progress at 25% complete.

i) Staff Reports

Walter Clevenger reported he is working on the contract with Auburn Fire Department for the Auburn Shaded Fuel Break.

Maddison Easley reported she is working on the NRCS reports as well as ramping up for the RCPP Program.

Kate Espinola gave an update on the Green Waste Bin Program.

AGENCY REPORTS

NRCS REPORT

Chris Robbins, the NRCS District Conservationist was not able to attend. No report was given.

BOARD COMMITTEE/LIASON REPORTS

No report was given.

DIRECTORS REPORTS

Tom Wehri reported to the Board that he went with Steve Jones and Maddison Easley to meet with Supervisor Gore. They talked about what Placer RCD can do in the urban areas. Supervisor Gore suggested meeting with Roseville Parks and Rec. A meeting will be set up by Supervisor Gore. Tom also mentioned that NACD has a special promotion on hats through Cabela's. The CARCD Conference is coming up in November, so accommodations for registration and lodging need to be made soon.

FUTURE AGENDA ITEMS

Future agenda items to include: District Manager Update, RCD Credit Card, Purchase of Seed Drill, Contractor Rate Review, Project Update and Insurance for the Chipper Program Equipment

ADJOURNMENT

Mica Heilmann moved to adjourn the regular meeting. Steve Jones seconded, and the motion carried unanimously. The regular meeting was adjourned at 7:25 pm.

The next regular board meeting is scheduled August 27, 2019, from 4:00 pm to 6:00 pm at the RCD Conference room.