

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
August 25, 2020**

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 4:01 p.m. on a Zoom online meeting.

MEMBERS AND OTHERS PRESENT

Directors Present: Claudia Smith
Stephen (Steve) Jones
Thomas (Tom) Wehri
Mica Heilmann
Patricia (Patti) Beard

Absent Directors: Steven (Steve) Garcia
Christine Johnson

Others Present: Sarah Jones, RCD Executive Director
Maddison Easley, RCD Employee
Allison Erny, RCD Employee
Cordi Craig, RCD Employee
Kate Espinola, RCD Employee
Chris Robbins, District Conservationist, NRCS

APPROVAL OF AGENDA

Patti Beard moved to approve the agenda, Steve Jones seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Steve Jones, Tom Wehri, and Patti Beard)

PUBLIC COMMENT

Sarah Jones introduced Cordi Craig, new District employee, to the Board.

APPROVAL OF PREVIOUS MINUTES

Tom Wehri moved to approve the meeting minutes from the regular Board meeting held on July 28, 2020. Steve Jones seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Steve Jones, Tom Wehri, and Patti Beard)

FINANCIAL REPORTS

Sarah Jones presented the financial reports. Sarah announced the draft budget for FY 20/21 is almost finalized and will be presented for approval at the September 9th Special Board meeting. The Board accepted the financial as presented.

(Roll Call: Claudia Smith, Steve Jones, Tom Wehri, and Patti Beard)

AGENCY REPORTS

NRCS REPORT

Chris Robbins, District Conservationist for NRCS Auburn Field office presented his agency report. NRCS is working on getting all contracts obligated. NRCS and RCD are finalizing the Local Working Group virtual town hall meeting details (September 2nd at 6:00pm).

BUSINESS

New Business:

a) Auditing Services- Fechter and Company

Sarah Jones presented the proposal from Fechter and Company to do the Districts FY19/20 annual audit. Tom Wehri moved to approve the proposal from Fechter and Company to perform the annual audit. Steve Jones seconded motion. A vote was taken with four members in favor and one abstention.

(Roll Call: Steve Jones, Tom Wehri, Mica Heilmann, and Patti Beard)

b) Post Modern Marketing Proposal

Sarah Jones presented the details requested at the August Board meeting regarding the Post Modern Marketing proposal. Patti Beard moved to approve the Post Modern Marketing proposal for the Chipper Program database. Steve Jones seconded the motion and the motion passed unanimously.

(Roll Call: Claudia Smith, Steve Jones, Tom Wehri, Patti Beard and Mica Heilmann)

c) Draft Volunteer Policy Handbook

Sarah Jones presented the draft Volunteer Policy handbook. Sarah will amend the dress code section as discussed. Tom Wehri moved to approve the Volunteer Policy Handbook with the changes discussed. Steve Jones seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Steve Jones, Tom Wehri, Patti Beard and Mica Heilmann)

d) Staff Changes

Sarah Jones reported that Maddison Easley is leaving the District. Cordi Craig position will move to full time. Mark White and Jerry Reieux will become a part time employee. Starting on September 14th Brian, the AmeriCorp Fellow will be starting full time. The Chipper Program will have one full time Supervisor, two full time crew members. Mike Gallagher and George Alves will become part time employees for the Chipper program.

Old Business:

e) Staff Reports

Allison Erny reported she has been working on ASFB RFP, flagging on the Applegate SFB and working with landowners for the AFF Project and landowner assistance request. Kate Espinola reported she is helping with the FY20/21 budget. Cordi Craig reported she has been reviewing the current grants and getting familiar with the District

BOARD COMMITTEE/LIASON REPORTS

No report.

DIRECTORS REPORTS

Tom Wehri reported the Chief of NRCS stepped down and now has an acting Chief.

Steve Jones asked about some details of the COVID-19 Mini grant. Maddison reported the Covid-19 mini grant was to give out seedlings and produce to the under served communities.

Steve Jones asked about the end date for the Forestland Steward Newsletter. Sarah announced it is 12/31/2021

Claudia Smith announced the Twin Peaks Orchard had a devastating fire, resulting in the loss of their packing shed.

FUTURE AGENDA ITEMS

Future agenda items to include – Board by-laws/Policy, Draft Budget, RFP Award for Auburn Shaded Fuel Break Phase II

ADJOURNMENT

Steve Jones moved to adjourn the regular meeting. Tom Wehri seconded, and the motion carried unanimously. The regular meeting was adjourned at 5:23pm.

(Roll Call: Claudia Smith, Steve Jones, Tom Wehri, Patti Beard and Mica Heilmann)

Special Board meeting is scheduled for September 9, 2020 at 4:00 pm on a Zoom online meeting call, details to follow.

The next regular board meeting is scheduled for September 22, 2020 from 4:00 pm to 6:00 pm on a Zoom online meeting call, details to follow.