

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
REGULAR MEETING
May 25, 2021**

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 4:00 p.m. at a Zoom online meeting.

MEMBERS AND OTHERS PRESENT

Directors Present: Claudia Smith
Thomas (Tom) Wehri
Stephen (Steve) Jones
Kristin Lantz
Cathy Johnson
Patricia (Patti) Beard

Director Absent: Christine Johnson

Others Present: Sarah Jones, RCD Executive Director
Kate Espinola, RCD Employee
Allison Erny, RCD Employee
Cordi Craig, RCD Employee
George Alves, RCD Employee
Andrew Fritz, RCD Employee
Brian Pimentel, Grizzly Corp Fellow
Chris Robbins, District Conservationist, NRCS

APPROVAL OF AGENDA

Tom Wehri moved to approve the agenda, Steve Jones seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson, and Patti Beard)

PUBLIC COMMENT

No public comment made.

APPROVAL OF PREVIOUS MINUTES

Tom Wehri moved to approve the meeting minutes from the regular Board meeting held on February 11, 2021, with the correction of Claudia Smith as absent, not Christine Johnson. Steve Jones seconded, and the motion passed unanimously.

Steve Jones moved to approve the meeting minutes from the regular Board meeting held on April 27, 2021. Tom Wehri seconded, and the motion passed with 5 ayes and 1 abstention.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson)

FINANCIAL REPORTS

Sarah Jones presented the April 2021 financial reports. The fixed assets for the Chipper Program were updated on the report. Claudia Smith read the historical financial report from 1972. The Board accepted the financials as presented.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson, and Patti Beard)

AGENCY REPORTS

NRCS REPORT

Chris Robbins, District Conservationist for the NRCS Auburn Field Office announced that there were 11 applications that were funded in the last batching period. The next batching period will be in the middle of June and will be the last batching date of the NRCS fiscal year. The Auburn office is receiving a lot of interest in Rangeland and RCPP Programs. Chris provided details of the new program called Conservation Innovation Contracts. NRCS made their selection for the new Soil Conservation position for the Auburn office.

BUSINESS

New Business:

a) Policy Against Workplace Discrimination, Harassment, and Retaliation

Sarah Jones presented the policy to the Board. Steve Jones pointed out that in the policy “elected officials” should be “appointed and elected officials,” throughout the document, and Board Chair should be added as a contact for employees making a complaint, Sarah will make the corrections. Tom Wehri moved to approve the policy with the discussed changes. Steve Jones seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson, and Patti Beard)

b) Proposal for Strategic Planning Facilitation, Amy Stork, LLC

Claudia Smith gave a background of the District’s relationship working with Amy Stork at a board and staff retreat and the associated needs assessment report. Sarah Jones presented the proposal by Amy Stork LLC. Tom Wehri made a motion to accept the proposal and to contract with Amy Stork LLC to provide strategic planning consulting services. Steve Jones seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson, and Patti Beard)

c) Grant Update

Sarah Jones provided the grant update:

- Awarded \$52,000/ 1 Year for the Forestland Stewart Newsletter
- Applied for \$11,400,000 for connecting the North Fork Shaded Fuel Break, 2,300 acres.
- Applied for Xerces kits
- Applied for \$50,000 Healthy Soils Program
- Applied for \$52,000 Urban Waters Program
- Will apply for \$200,000.00 for a seasonal crew for the Chipper Program

d) Operations and Grants Manager/Deputy Director

Sarah Jones presented the job description for the Operations and Grant Manager. It is an upper management position. The Board directed Sarah to move forward and return in July with an org chart and finalized job description.

e) Project Updates

Firewise Trailer – Is a trailer for public events and community clean up days. This program is still being developed.

CWPP – The core team meets monthly to discuss progress. The survey they published has 436 responses. The survey will close on June 4th.

Chipper Program update was moved to the next meeting. Claudia Smith did mention that the District is working on gathering items that were being stored at the chipper location and returning them back to CalFire.

Auburn Shaded Fuel Break – Allison provided an update on the fuel break. She is looking into using grazing to maintain areas of Phase 1. It was mentioned that Daniel Berlant had a lot of positive comments about the District, Allison Erny and George Alves.

f) Request for Proposal, Auburn Shaded Fuel Break Phase 3

Allison Erny presented the Auburn Shaded Fuel Break Phase 3 RFP. It is for 35 acres of private land and is the last phase of the project. Kristin Lantz mentioned the dates on the RFP need to be updated. Allison will update the date on the final version. Steve Jones moved to approve the RFP for Phase 3 of the Auburn Shaded Fuel Break. Tom Wehri seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson, and Patti Beard)

g) Request for Proposal, Placer County Coordinated Fuel Break Phase 1

Cordi Craig presented the RFP for the mastication on the Placer County Coordinated Fuel Break. Dates will need to be updated in final version. Tom Wehri made a motion to approve the RFP for the Mastication work with the date corrections. Patti Beard seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Tom Wehri, Steve Jones, Kristin Lantz, Cathy Johnson, and Patti Beard)

Old Business:

STAFF REPORTS

District staff provided a written update of recent activities and project updates in the board packet.

BOARD COMMITTEE/LIASON REPORTS

No report given.

DIRECTORS REPORTS

Tom Wehri reported NACD is celebrating 75 years and Districts can provide them with a write up on their District. The theme is "From Dust to Diamonds."

Claudia Smith announced the new legal council will do a presentation on the Brown Act at the June Meeting. Claudia reported the Executive Committee met to discuss the details of the new Op/Grant Manager/Deputy Director position.

Steve Jones announced he will miss the July Board meeting.

Cathy Johnson asked who she can suggest ideas to regarding board meeting items. Claudia Smith asked Cathy to speak with her to put items on the agenda.

Kristin Lantz asked if the board could receive the board packet on Friday, instead of Monday. Sarah Jones responded that the financial reports are not finished until Monday, however the rest of the packet will be sent out on Friday afternoon.

FUTURE AGENDA ITEMS

Future agenda items to include – Brown Act Presentation, Ops/Grant Manager/Deputy Director, Update on Amy Stork proposal.

ADJOURNMENT

The regular meeting was adjourned at 5:55pm. Steve Jones moved to adjourn the regular meeting. Cathy Johnson seconded, and the motion passed unanimously.

The next regular board meeting is scheduled for June 22, 2021, from 4:00 pm to 6:00 pm on a Zoom online meeting call, details to follow.