

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
REGULAR MEETING
February 22, 2022**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Board Chair Claudia Smith 4:02 p.m. on a Zoom online meeting.

MEMBERS AND OTHERS PRESENT

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

Directors Absent: Thomas (Tom) Wehri

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

APPROVAL OF AGENDA

Kristin Lantz moved to approve the agenda. Steve Jones seconded, and the motion passed unanimously.

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

PUBLIC COMMENT

No public comment given.

APPROVAL OF PREVIOUS MINUTES

Patti Beard moved to approve the meeting minutes from the Special Board meeting held on December 2, 2021. Cathy Johnson seconded, and the motion passed with 4 ayes and 2 abstentions.

(Roll Call: Claudia Smith, Cathy Johnson, Steve Jones and Patti Beard)

There was a correction for Christine Johnson's last name to be changed from Jones to Johnson on item c. Kristin Lantz moved to approve the amended meeting minutes from the Regular Board meeting held on January 25, 2022. Steve Jones seconded, and the motion passed with 4 ayes and 2 abstentions.

(Roll Call: Claudia Smith, Steve Jones, Kristin Lantz and Christine Johnson)

FINANCIAL REPORTS

Sarah Jones presented the December 2021 financial reports, Mechanics Bank Statement and PARS Statement. The Board accepted the December 2021 financial reports as presented.

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

AGENCY REPORTS

NRCS REPORT

Chris Robbins, District Conservationist for the NRCS Auburn Field Office gave a brief report for NRCS. Chris announced his office is working on the current application rankings. The next ranking period is May 2022. Chris also gave a brief background for the EQIP Program for the newer Board Members.

BUSINESS

New Business:

a) Resolution 22-05, Reauthorizing Remote Meetings

Claudia Smith presented the information for Resolution 22-05 to allow virtual board meetings according to AB361.

Steve Jones moved to approve Resolution 22-05 as presented. Kristin Lantz seconded, and the motion passed unanimously with 6 ayes.

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

b) Resolution 22-06, Approval of CALFIRE Grant application for funding for a Wood Products Grant Project

Allison Erny presented the details of the Forestry and Natural Resource Career Mentorship Program. This grant application is for \$200,000 for four years. The District is applying as the fiscal sponsor under the Work Force Development Plan. Steve Jones moved to approve Resolution 22-06 as presented. Cathy Johnson seconded, and the motion passed unanimously.

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

c) Resolution 22-07, Approval of CALFIRE Grant application #21-CNR-NEU-027

Claudia Smith explained the changes to this Resolution from last month when the Board previously approved it. This is a direct grant application, not a direct contract. Kristin Lantz moved to approve Resolution 22-07 as presented. Steve Jones seconded, and the motion passed unanimously.

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

d) Chipper Program Manager position-exempt status

Claudia Smith explained the hours that the Program Manager works to complete his tasks may include working more than 40 hours a week on occasion. Sarah

Jones commented she confirmed with HR regarding the eligibility of exempt status for this position and recommended the program manager positions be designated as exempt. As an exempt position 80 hours of administrative leave are allocated each fiscal year. Kristin Lantz moved to approve exempt status for the Chipper Program Manager Position. Steve Jones seconded, and the motion passed unanimously.

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

e) 2022 Placer Resource Conservation District Draft Strategic Direction

Claudia Smith presented the draft Strategic Direction. Sarah Jones explained that this is a guiding document to use when we apply for grants, create employee work plans, and to create an annual work plan. Claudia will continue to work with Amy Stork regarding Board related items. The Board expressed their appreciation for working with Amy Stork. Cathy Johnson moved to adopt the 2022 Placer Resource Conservation District Draft Strategic Direction. Christine Johnson seconded, and the motion passed unanimously.

(Roll Call: Claudia Smith, Steve Jones, Kristin Lantz, Christine Johnson, 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.

DIRECTORS COMMENTS

Kristin Lantz asked if all grants' applications need to be presented to the Board. Sarah Jones explained it depends on the grant application requirements.

Claudia Smith reminded the Board to fill out and submit form 700. Claudia also announced that the Forestry Coordinator position has been posted and March 7th is the proposed date for interviews. Claudia also directed the Financial Committee to meet to update Kristin Lantz on the Financial committee responsibilities.

Patti Beard mentioned her concern for Heritage Oaks dying. Steve Jones and Chris Robbins will follow up with Patti with resources.

FUTURE AGENDA ITEMS

Future agenda items to include – NRCS Civil Rights Training, January 2022 Financial reports and Financial Manager Job Description.

ADJOURNMENT

The regular meeting was adjourned at 5:15 p.m. Kristin Lantz moved to adjourn the regular meeting. Steve Jones seconded, and the motion passed unanimously.

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

