

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
REGULAR MEETING
SEPTEMBER 27, 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 4:03 p.m. in the conference room at 281 Nevada Street in Auburn.

MEMBERS AND OTHERS PRESENT

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

Directors Absent: Patricia (Patti) Beard

Others Present: Sarah Jones, RCD Executive Director
Donna Thomassen, RCD Employee
Kate Espinola, RCD Employee
Allison Erny, RCD Employee
Chris Robbins, NRCS District Conservationist
Johnnie Siliznoff, NRCS Assistant State Conservationist

APPROVAL OF AGENDA

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

PUBLIC COMMENT

No public comment was given.

APPROVAL OF PREVIOUS MINUTES

Approval of the August 23, 2022, minutes was tabled for next regular Board meeting.

FINANCIAL REPORTS

Donna Thomassen presented the financial reports for June, July, and August 2022. Tom Wehri moved to accept the financial reports as presented. Kristin Lantz seconded, and the motion passed unanimously.

AGENCY REPORTS

NRCS REPORT

Chris Robbins, NRCS District Conservationist reported NRCS and RCD are hosting a Local Working Group meeting on September 28th. NRCS added more funding to the Landowner Technical Assistant Agreement. Chris reported 150% increase to funds for Landowners in Placer County for technical assistance. Chris reminded the Board that the Civil Rights Training needs to be completed.

BUSINESS

New Business:

a) Resolution 22-12, Reauthorizing Remote Meetings

Claudia Smith presented the information for Resolution 22-12 to allow virtual board meetings according to AB361.

Cathy Johnson moved to approve Resolution 22-12 as presented. Tom Wehri seconded, and the motion passed unanimously with 6 ayes.

b) Resolution 22-13, Delegation of Authority – Administration and Finance Manager

Claudia Smith presented the details of Resolution 22-13, to delegate authority to the Administration and Finance Manager in the absence of the Executive Director. Kristin Lantz moved to approve Resolution 22-13. Steve Jones seconded, and the motion passed unanimously.

c) Request for Proposal (RFP) – Placer County Coordinated Fuel Break Phase III- Contract Award

Allison Erny presented the details of the five bids received for the Placer County Coordinated Fuel Break Phase III. Tom Wehri moved to approve Red Mountain Resource's bid for PCCFB Phase III. Steve Jones seconded, and the motion passed unanimously.

d) Chipper Program Update

Sarah Jones met with Jason Graydon regarding requiring the Probation participants to remain in the fenced area while onsite. Jason has ordered cameras and wheel locks for the equipment. Sarah and John Holleran will communicate through email for any future communication at his request. The Chipper staff has completed: flagging and traffic training, first aid and CPR training, and defensive driving training. The Chipper Program request form is and online payment option is now active on the website.

e) Job Description – Prescribed Fire Program Manager

Sarah Jones presented the Prescribed Fire Program Manager job description. The job description and title better represents Cordi Craig's position. Steve Jones moved to approve the Prescribed Fire Program Manager job description. Cathy Johnson seconded, and the motion passed unanimously.

f) Placer County Resource Conservation District – Draft FY22/23 Annual Budget

Donna Thomassen presented the fiscal year 22/23 draft budget. Tom Wehri moved to adopt the fiscal year 22/23 draft budget. Christine Johnson seconded, and the motion passed unanimously.

Old Business:

STAFF REPORTS

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

Sarah Jones reported on her trip to the NACD Conference. Sarah had to leave early due to the Mosquito Fire. Tom Wehri presented on Sarah's behalf.

DIRECTORS COMMENTS

Claudia Smith thanked Christine Johnson for her many years she serviced on the Board. Claudia also reminded the Board to complete their Brown Act Training.

FUTURE AGENDA ITEMS

Future agenda items to include – Civil Rights training, August 23rd Meeting minutes, Sarah Jones' presentation, CARCD Resolutions, standing meeting calendar, email addresses for the Board

CLOSED SESSION

The Board entered closed session at 5:57 pm. Claudia Smith reported that a decision was made to begin negotiations with new location and gave Sarah Jones a cap on cost per square feet. Close session adjourned at 6:25 pm.

ADJOURNMENT

The regular meeting was adjourned at 6:28 pm. Kristin Lantz moved to adjourn the regular meeting. Steve Jones seconded, and the motion passed unanimously. The next regular meeting is scheduled for October 25, 2022, from, 4:00 pm to 6:00 pm at the RCD office conference room.