

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Regular Meeting  
July 21, 2009**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District (RCD) Board was called to order by RCD Board Chair Tom Wehri at 4:02 p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Thomas (Tom) Wehri  
Steven (Steve) Garcia  
Claudia Smith  
Robin Mahoney  
Andrew (Dave) Funk  
Robert (Bob) Wiswell, Jr.  
Scott Harvey  
Stanley MacDonald, Associate Director

Directors Absent: None

Others Present: Rich Gresham, RCD Manager  
Mike Brenner, NRCS District Conservationist  
Katie Maloney, RCD Programs Manager

APPROVE THE AGENDA

Robin Mahoney moved to approve the agenda as presented. Bob Wiswell seconded; motion carried unanimously.

GUESTS

Stewart Feldman

PUBLIC COMMENT

None

APPROVE PREVIOUS MINUTES

Robin Mahoney moved to approve the minutes of the RCD Board Meeting of June 16, 2009 with amendments. Dave Funk seconded; motion carried with Claudia Smith and Scott Harvey abstaining.

FINANCIAL REPORTS

Katie Maloney presented the June 2009 financial reports. Claudia Smith moved to approve the financial reports with corrections. Robin Mahoney seconded; motion carried unanimously.

## BUSINESS

Old Business:

- a) *Discussion to Consider and Possible Action Re: RCD 2009-2010 Annual Plan and Staff Allocation:*

Rich Gresham indicated he incorporated the revisions to the annual plan as requested by the Board.

Robin Mahoney moved to approve the RCD 2009-2010 Annual Plan and Staff Allocation as revised. Scott Harvey seconded; motion carried unanimously.

- b) *Discussion to Consider and Possible Action Re: RCD 2009-2010 Budget:*

Katie Maloney indicated she revised the RCD 2009-2010 Budget as requested by the Board.

Katie suggested that once the '08-'09 carryover amount has been determined the Board can review a potential transfer from RCD Restricted Funds if needed to cover any deficit not covered by expense reduction efforts.

Board discussion revolved around the need to monitor expenses closely and several expense reduction tactics including the possibility of delaying the planned hiring of staff to reduce the expected deficit.

Bob Wiswell moved to approve the budget as revised contingent upon the Board increase the normal bi-annual review of the RCD Budget Variance Report to a quarterly basis in order to monitor the need for any budgetary adjustments.

Claudia Smith seconded, motion carried unanimously.

- c) *Discussion to Consider and Possible Action Re: Placer County Annual Joint Work Program/Contract:*

Rich Gresham reported the final version of the proposed 2009-2010 RCD/Placer County contract has been cut down to \$30K and includes two tasks, the 2010 Ag Tour and NPDES assistance.

Robin Mahoney moved to approve the revised contract as presented. Dave Funk seconded; motion carried unanimously.

- d) *Discussion to Consider and Possible Action Re: Cost of Living Adjustment:*

Rich reviewed Board's decision to budget for a potential 3% Cost of Living Adjustment (COLA) for RCD Employees, historically effective July 1<sup>st</sup> of each year.

After Board discussion revolving around the Board's desire to review current Consumer Price Index data, the availability of funding, and a review of the historical effective date of the annual COLA, Scott Harvey proposed the Board defer the COLA decision until after the first quarter of the new fiscal year. The Board concurred.

e) *Discussion to Consider and Possible Action Re: RCD Contract with Ryan Bellanca:*

Rich Gresham reviewed the proposed contract with Ryan Bellanca related to Sierra Nevada Conservancy's Service Request.

Scott Harvey moved to approve the contract as presented. Bob Wiswell seconded; motion carried unanimously.

f) *Discussion to Consider and Possible Action Re: RCD Contract with Doug Ferrier:*

Rich Gresham reviewed the RCD's contracting process and "Scope of Work" development as related to grant funded projects in response to Dave Funk's proposal that the Bark Beetle Grant Administrator (CalFire) review and approve the proposed subcontract with Doug Ferrier before the Board considers approving the subcontract.

Board discussion revolved around appropriate roles of the grantor and grantee in the project proposal development, contracting, and subcontracting process.

After Board discussion, Scott Harvey moved to approve the proposed contract with Doug Ferrier as presented. Bob Wiswell seconded; motion carried unanimously with Dave Funk abstaining.

Tom Wehri invited Dave Funk to bring any issues he may have with the RCD contracting process to the RCD Board Operations Committee for their consideration.

g) *Discussion to Consider and Possible Action Re: RCD Personnel Policy Revision Update :*

Rich Gresham reported incorporating the refinements to the updated policy as requested by the Board. He informed the Board that any changes to the PERS contributions and/or a 457 Plan can be made via RCD Board Resolution.

After Board review and discussion, Robin Mahoney moved to approve the updated RCD Personnel Policy as revised. Steve Garcia seconded; motion carried unanimously.

h) *Discussion to Consider and Possible Action Re: Purchase of Equipment to Support CalFire Hired Equipment Vendor Safety Training Program:*

Steve Garcia reviewed cost estimates for the proposed purchase of software, a projection screen, an amplifier and speakers for the RCD's CalFire Hired Equipment Vendor Safety Training Program and requested the Board approve the expenditure of up to \$1,300 to purchase the items.

Claudia Smith moved to approve purchase of the items requested to support program. Robin Mahoney seconded; motion carried unanimously.

Steve also indicated the possibility of requesting additional funds for pocket reference guides and the replacement of safety equipment before the next training session in the spring.

### RCD COMMITTEE REPORTS

None

### DIRECTORS' REPORTS

*Claudia Smith:*

- Claudia reported the Mobile Poultry Processing Trailer is up and running. While sponsor decals are not yet on the unit, they will be shortly. The High Sierra Resource Conservation & Development Council will be managing funds generated from the unit.
- Claudia indicated being busy on the farm with harvesting.

*Dave Funk:*

- Dave reported receiving his Board package just before the meeting with no available time to review it properly and requested a solution to the problem.

Rich suggested the Board consider moving their monthly meeting to a date later in the month to allow for more review time.

The Board agreed to consider a change in their monthly meeting date next month.

- Dave reported attending the Army Corps of Engineers “*In-lieu of Fees Mitigation Program*” training with Tom Wehri and Mark White.
- Dave requested a GIS map of the Coon Creek project area.

*Robin Mahoney:*

- Robin noted he has yet to work with Ryan on a GIS map for the Robbers’ Roost project. He indicated that some hand surveying may be needed to determine property ownership.

*Scott Harvey:*

- Scott reported having expanded work duties that will necessitate a discussion with the Board regarding his new time constraints.
- Scott continues to work with the State Resources Commission on their scope and mission.

*Tom Wehri:*

- Tom reported reviewing revised policies and updated the Board on national resource conservation issues including the selection of the National Association of Conservation Districts (NACD) National Director.

## RCD STAFF REPORTS

In addition to the written activity reports for the month of June, submitted in the Board Package, the following points were discussed:

- Rich Gresham reported discussions with Placer County Office of Emergency Services (OES) regarding the exploration of options available to create a mechanism to accept donations for the chipper program.

## AGENCY REPORTS

In addition to the written activity reports for June-July, submitted in the Board Package, the following points were discussed:

- Mike Brenner reviewed his monthly progress report.
- Mike reported Kirsten Losse tied up loose ends before leaving for Humboldt.
- Mike expressed hope that more funding will become available for more projects.

## COMMUNICATIONS

- Letter dated July 7, 2009 from Meridian Pacific, Inc. requesting RCD email addresses for employees. Rich reported complying with the request.
- Informational Memo from Placer County Auditor Controller regarding '09-'10 Mandated LAFCO Fees
- CA Special Districts Association (CSDA) letter informing the RCD of a 2010 CSDA dues freeze
- CSDA announcement of *CSDA 40<sup>th</sup> Annual Conference and Exhibitor Showcase* from September 21<sup>st</sup> -24<sup>th</sup>
- Placer County Agricultural Commission July 13<sup>th</sup> meeting agenda
- Placer County Flood Control & Water Conservation District Technical Advisory Committee July 9<sup>th</sup> agenda and the minutes of the May 7<sup>th</sup> meeting
- Flyer for *Harvest Festival* slated for October 3<sup>rd</sup> from 9 a.m. to 4 p.m. to kick off *Fire Prevention Week* in Foresthill
- *CA-NV-HI Forest Fire Council Meeting* announcement for October 13<sup>th</sup> -15<sup>th</sup>, South Lake Tahoe
- Announcement for *Int'l Conference on Woody Biomass Utilization* slated for August 4<sup>th</sup>-5<sup>th</sup> at Mississippi University
- Announcement for *Western Forestry & Conservation Association Advanced Insect & Disease Field Session* slated for July 13<sup>th</sup> -16<sup>th</sup>, Klamath Falls, Oregon

- National Association of Resource Conservation Districts (NACD) publication, *Forestry Notes*, for July 2009
- USDA Farm Services Agency newsletter, *FSA County News*, July 2009

#### FUTURE AGENDA ITEMS

The August RCD Board Meeting Agenda may include the following items:

- RCD Board Monthly Meeting Date Change

#### ADJOURNMENT

With no further business to conduct, Dave Funk moved for adjournment. Robin Mahoney seconded; motion carried unanimously. Tom Wehri adjourned the meeting at 6:11 p.m.