

BOARD OF DIRECTORS MEETING MINUTES

Date: Thursday October 18th, 2018

Time: 1:30 pm.

Location: 202 Mira Loma Dr., Truckee Conference Room, Oroville, CA 95965

Directors/ Associate Directors in Attendance: Dave Lee, John Christofferson and Colleen Hatfield

Others in attendance: BCRCD -Thad Walker, NRCS- Dan Taverner and Dagoberto Osorio

- 1) **CALL TO ORDER** – The Meeting was called to order at 1:36 PM by Dave Lee, Chairman of the Board
- 2) **WELCOME AND INTRODUCTIONS** – Dave Lee, President
- 3) **REVISIONS TO AGENDA** (only emergency situations requiring the need to take immediate actions may be added as action items pursuant to Gov. code 549954.2(b))
 - i) actions may be added as action items pursuant to Gov. code 549954.2(b))

Director Hatfield Requested:

- update on CARCD Regional Meeting be added to the agenda, added as 6C

4) **PUBLIC COMMENT (on non-action items)**

- (1) (3 min. limit per speaker/topic, 15 minutes/person/meeting total)
- (2) *Public comment is encouraged. Any member of the public may address the Board with any comment related to the Resource Conservation District's areas of concern. However, no action can be taken by the Board on such items at this current meeting. The Board may direct staff to agendize such items for consideration at a future meeting.*
- (3) **Please note that all action items will have time set aside for public comment prior to the vote occurring. After a motion is made and seconded by two BCRCD Directors, the Chair will first ask for any further discussion from the Directors and Associate Directors and then Chair will open up the item for brief public comment limited to 2 minutes/person. After the public comment period closes a vote will be held.*
 - No public comment was made

5) **ACTION ITEMS** – Dave Lee, President

- a) Review and approval of the minutes of the Regular meeting held September 20th, 2018
 - Director Hatfield Requested: Partner Report 7A that she did not make the motion and the second. Changed to Hatfield made motion and Christofferson made second, all voted in favor.
 - Revised Minutes were approved- Christofferson made motion, Hatfield made second, all voted in favor of approving the minutes.
- b) Review and Approve Outstanding Bills
 - Bills were reviewed and discussed
 - Christofferson made motion to Approve Paying of Outstanding Bills, Hatfield made second and all voted in favor.

- Christofferson made request that additional project budget tracking information (percentage of completion and percentage of budget) be provided to the RCD Board each month.
- c) Bookkeeper report – Director Hatfield
 - No updates
- d) Insurance claim update and audit – Director Hatfield & Director Christofferson
 - Hatfield has sent list of items to insurance agency but they have not responded
- e) Bank card –
 - Hatfield went to Robobank to request pre-paid credit card, was advised that pre-paid cards were offered directly through credit card companies
 - Hatfield is going to follow up directly with Visa and Master Card about getting pre-paid card
- f) Fee for Service Policy – Thad Walker
 - Christofferson presented draft fee for service schedule
 - Schedule was reviewed by board and staff, grant writing and general labor were added to the schedule
 - With additions Christofferson made motion to approve, Hatfield made second, all voted in favor.
- g) Dome Trail Construction Document & Extension Request - Thad Walker
 - Walker provided update on Dome Trail project with USFS- site visit with Plumas National Forest Staff and Region 5 Engineering Staff
 - USFS accepted requested extension on RAC grant for 3 years and are working on grant amendment
- h) Stoney Fire Assessment and Restoration Project
 - Walker provided brief update on project progress
- i) CEQA training for staff
 - Walker provided update: Staff Rougle and Keesey are currently taking courses
- j) Granit Basin NEPA/CEQA Update
 - Walker provided update: Working with Archeologist to adjust alignment for conflicts, Plumas Forest Service has been providing feedback on changes to alignment
- k) North County Road Inventory –Agreements & Contracts
 - Walker provided update on progress of road surveys that have been completed
- l) Forestry Assistance Grant and contract with Phil Nemir – Tim Keesey
 - Christofferson reviewed contract and presented minimal changes in relation to ownership of work product
 - Christofferson made motion to approve contract with minimal changes, Hatfield made second and all were in favor
- m) 2018 OHMVR Planning Grant – Thad Walker
 - Walker presented update on Colby Collaborative effort and upcoming meeting with Lassen National Forest, Butte County Supervisor Teeter, OHVR Division and Recreational Groups
 - Discussions will continue with Lassen National Forest and Butte County Public Works about potential OHV Grant for 2019
- n) Cal Fire, CEQA Work for Fuels Reduction Projects and contract
 - Walker provided update- Rougle and Walker meet with CalFire to discuss Fee For Services work for Cal Fire CEQA projects, Cal Fire will reach out if services are needed
- o) Healthy soils Field Day – Director Hatfield
 - Hatfield presented information about upcoming healthy soils workshop on December 7th in Yolo and would like a RCD staff member to attend
 - Hatfield is going to check with Rougle about her availability to attend the workshop

- p) Engineering agreement –
 - Discussions on filling vacant Engineering Position have been moved to closed session portion of the meeting
- q) Next meeting date: November 15, 2018 at 202 Mira Loma Dr., Oroville 1:30 pm.
 - Director Christofferson will prepare agenda for November 15th meeting

6) RCD PROJECTS AND PROGRAMS

- a) NRCS Agreement – Dan Taverner
 - Taverner and Osoiro presented update on NRCS- Regional Conservationist, Jim Spear is leaving his position in October, will have acting RC for 30 days
 - Time Cycle Study in progress- RCD is participating as an affiliate
 - Presented update on RCD Regional Meeting
 - Ramp up |EQUIP for fuels reduction and Fire Recovery
 - Staffing at NRCS is going to be reorganized- One USDA
 - NRCS is hiring to fill 29 positions in CA by end of calendar year
 - NAQI is being funded long term
 - Conservation Stewardship Program overview was provided
- b) Funding opportunities
 - No new update
- c) Update on CARCD Regional Meeting- Hatfield
 - DOC grant dollars must be spent by February- can shift line items and discussed possibility of sending staff to regional meeting
 - DOC Watershed Management Coordinator- funds available for 20 watersheds
 - Prop 3 passing could help RCD build capacity
 - CARCD working on getting forestry funds
 - CARCD has hired development professional to fundraise
 - CARCD Durable Collaboration- working to reduce loss of grants, developing contracts to work across RCD boundaries in collaboration effort- Regional Approach through Joint Powers Authority or Memorandum of Understanding

7) PARTNERS' REPORTS (5 minute limit per group)

- No partner reports were provided

8) CLOSED SESSION – Directors only

- a) Continuing Personnel Discussion
- b) Additional Personnel Hours & Compensation
- c) Discussion – Litigation
 - BOD voted to hire Dana Jay Thomas to fill Engineering Technician staff position for BCRCD

9) BOARD OF DIRECTORS REPORTS

- No director update reports were presented

10) ADJOURNMENT

NOTE: The Butte County Resources Conservation District (BCRCD) distributes its Board meeting agendas electronically at least 24 hours in advance of meetings. If you would like to be added to, or removed from, the email list, please notify the Butte County RCD at (530) 534-0112, ext. 122 or by email to: bcrd@carcd.org. The BCRCD also publicly posts notice and agenda of meetings 72 hours in advance of meetings at the Butte County RCD office located at 150 Chuck Yeager Way, Suite A, Oroville, CA. **Reasonable Accommodations:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Butte County RCD Manager at (530) 534-0112, ext. 122.

- Please note that all action items will have time set aside for public comment prior to the vote occurring. After a motion is made and seconded by two BCRCD Directors, the Chair will first ask for any further discussion from the Directors and Associate Directors and then the Chair will open up the item for brief public comment limited to 2 minutes per person. After the public comment period closes, a vote will be held.