

Colusa County
RESOURCE CONSERVATION DISTRICT

March 20, 2018
CCRCD Meeting Minutes

DIRECTORS PRESENT: Bob Alvernaz, Ben Felt, Beth Nall and Kim Gallagher

DIRECTORS ABSENT: Gil Ramos, Tom Hickok, Jay Dee Garr

ASSOCIATE DIRECTORS PRESENT: Amy Gibbons

OTHERS PRESENT: Patti Turner-CCRCD Executive Director, Jim Spear-NRCS AC, Wendy Krehbiel-Colusa NRCS, John Loudon-Colusa County Board of Supervisors, Alyssa Lindman-Sutter Buttes Regional Land Trust

Ben Felt, CCRCD President called the meeting to order at 5:02 pm at the Colusa Industrial Park Conference Room

PUBLIC/PARTNERS COMMUNICATIONS:

John Loudon reported on the current activities of the Colusa County Board of Supervisors including attempts statewide to condense the lengthy permitting and requirements process for public works projects and future cutbacks to Health Services.

Wendy Krehbiel the NRCS Colusa Field Office District Conservationist gave an update on program applications, batching periods and the end of the SLEWS program for the year. Jim Spear the Assistant State Conservationist for our Region gave an update on the status of NRCS programs and staffing at the National and State levels. He gave some insight on NRCS's efforts to consolidate the administration and business portion of the agency with FSA and RMA under one roof. He stated that the Colusa Field Office still has one vacancy and how valuable the CCRCD's Cooperative Agreement for staff assistance is to local programs delivery. He thanked the CCRCD for providing this service.

Alyssa Lindman the Executive Director of the Sutter Butter Regional Land Trust introduced herself and said she wants to develop a better knowledge of the CCRCD. She stated she would be attending meetings from time to time and was open to the idea of partnering together in the future.

APPROVAL OF MINUTES:

A motion was made by Gallagher to approve the February 20, 2018 minutes. The motion was seconded by Felt and passed with 4 ayes, 0 noes, and 3 absent (Ramos, Garr, Hickok).

FINANCIAL REPORT:

The directors received a balance sheet for the period of February 20-March 19, 2018. The CCRCD's fund balances were as follows: checking account \$1400; petty cash account \$41.04; CCRCD General Fund (03200) \$59,224.48; sales tax (03201) \$0; CCRCD Misc. Projects (032025) \$6,530.29; DOC Fund (032027) has a balance of \$6,122.01 and Clearing Account fund (032001) \$0.

The board was presented with two (2) claims; Petty Cash in the amount of \$58.96 and Filter mileage & parking claim in the amount of \$84.82. A motion was made by Nall and seconded by Gallagher to approve the financial report and two claims as submitted. The motion passed with 4 ayes, 0 noes, 0 abstained and 3 absent (Ramos, Hickok, Garr).

CCRCD DISCUSSION AND ACTION ITEMS:

Turner stated that Filter is still providing general information about the Food Security Modernization Act (FSMA) and keeping an eye out for possible opportunities for the CCRCD to aid producers as a fee for service enterprise.

The board received copies in their meeting packets of the budget request that Turner submitted to the County on March 12th subject to the CCRCD Board's approval at the March 20th meeting. After some discussion a motion was made by Gallagher and seconded by Alvernaz to approve the documents with no modifications. The motion passed with 4 ayes, 0 noes, 0 abstained and 3 absent (Ramos, Hickok, Garr).

A motion was made by Nall and seconded by Gallagher to instruct the board president to sign the contract with SiteHatchery on the District's behalf. The motion passed with 4 ayes, 0 noes, 0 abstained and 3 absent (Ramos, Hickok, Garr).

Turner recommended that a couple of modifications be made to the CCRCD's Employee Handbook. She provided the board with a copy of page 21 of the handbook that included deleting the heading "Insurance Benefits (Board Policy) and the first two sentences of the paragraph under the heading. After reviewing the document a motion was made by Gallagher and seconded by Nall to accept the modifications as recommended by Turner. The motion passed with 4 ayes, 0 noes, 0 abstained and 3 absent (Ramos, Hickok, Garr).

Turner reminded the board the Form 700's are due by April 1st.

CCRCD REPORTS:

Turner provided a written summary of the activities associated with the CCRCD projects during the past month. She reviewed the tasks not previously discussed during the meeting.

- **Colusa County Grown:** Completed tasks reported under DOC grant
- **Department of Conservation Capacity Building Funding;** CCRCD staff assisted with the CCG Membership Meeting held on March 12th. Gibbons and Felt provided additional information about the meeting and guest speaker. Filter has scheduled presentations about the CCRCD to be given to Rotary, Farm Bureau and Young Farmers and Ranchers. We are promoting Filter's availability to give general information about FSMA that provides the CCRCD with contact with landowners resulting in opportunities to discover potential new projects.
- **NRCS Cooperative Agreement:** The CCRCD needs to spend 100% of the funds in this agreement prior to the end of September. Filter's hours have been increased to 32 per week devoted to this agreement for at least the next couple of pay periods. Turner will re-evaluate the budget from time to time. The CCRCD will receive a new agreement with the NRCS that will start Oct 1, 2018. Filter has attended many workshops to gain further technical expertise and assists NRCS with program administration.

- **HSP Workshop Assistance:** Payment for the 2017 CDFA Technical Assistance grant have not been received yet. The CCRCDC received a new grant to provide assistance for the 2018 application period. The focus is on outreach to get landowners to make appointments with Filter for one-on-one assistance. Filter has a couple appointments set up already and is making telephone calls. Applications are due by April 13, 2018.
- **SWEEP Evaluations:** Filter is scheduling two more SWEEP evaluations in the next couple of weeks, after this there is only one site left to evaluate. Turner stated that the Ca Department of Food and Ag is planning on doing the verifications for the next program year because they currently have enough staff to complete the work.

Turner advised the board that instead of the CARCD Sacramento Valley Region Spring Meeting there will be a one-day Durable Collaboration retreat. District Managers along with a board representative will attend this meeting. She stated the importance of a Director or Associate Director participating in the process.

Gallagher reported on a tour she took hosted by RD108 at the Wallace Weir. She stated it was a 1ML dollar project to protect salmon by keeping them in the river.

Turner reported that the District's insurance provider, Golden State Risk Management Authority, has recommended that the CCRCDC expand their Safety Committee activities by including safety as an occasional topic at monthly board meetings. This month the board discussed the importance of wearing seat belts, and not texting or using hand held devices while driving. The group was open to future safety programs at upcoming meetings.

PUBLIC COMMENT: None

ADJOURNMENT:

The meeting was adjourned at 6:05 pm by President Ben Felt. The next regular monthly meeting will be held at 5:00 on Tuesday, April 17th at the CIP Conference Room. Turner advised the group they will receive their meeting packets early as she'll be on vacation when they are normally sent.

Respectfully Submitted,

Patti Turner-Secretary/Treasurer-Colusa Co. RCD