

Colusa County
RESOURCE CONSERVATION DISTRICT

December 18, 2018
CCRCD Meeting Minutes

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

DIRECTORS ABSENT: Gil Ramos, Jay Dee Garr

ASSOCIATE DIRECTORS PRESENT: George Green, Jim LaGrande

OTHERS PRESENT: Patti Turner-CCRCD Executive Director, Liz Harper-CCRCD Assistant Executive Director, Ben Martin-NRCS, Brandi Murphy-NRCS, Emily Harmon-Natural Resource Coordinator RCD, John Loudon, County.

Ben Felt, CCRCD President called the meeting to order at 5:04 pm at Louis Cairo's in Williams, CA

PUBLIC/PARTNERS COMMUNICATIONS:

John Loudon updated that the County will be allowing cannabis to be grown commercially on Colusa Industrial Park property because the single parcel will be annexed into the city of Colusa within two years. A cannabis producer operating within the city limits was fined and will likely be shutdown. Sites Phase 2 has been delayed.

Ben Martin from the NRCS gave a report on activities of the Colusa Field Office. A meeting with RCD and UCCE Extension Advisors to establish potential partnerships on projects and outreach. The new Farm Bill was signed by the Legislative Branch waiting for the President's signature.

APPROVAL OF MINUTES:

A motion was made by Nall to approve the November 27th, 2018 minutes with one correction on NRCS partner reports. An extra sentence was stuck out. The motion was seconded by Alvernaz and passed with 5 Ayes, 0 Noes and 2 absent (Ramos, Garr)

FINANCIAL REPORT:

The Directors received a balance sheet for the period November 27-December 17th, 2018. The CCRCD's fund balances were as follows: checking account \$1351.74; petty cash account \$95.89; CCRCD General Fund (03200) \$63,362.48; sales tax (03201) \$0; CCRCD Misc. Projects (032025) \$12,456.08; DOC Fund (032027) has a balance of \$4,900.38 and Clearing Account fund (032001) \$0.

The Board was presented with three (3) claims to be paid in December. Petty Cash in the amount of \$52.37, Chamber Dues in the amount of \$50.00, Pioneer Review Subscription in the amount of \$52.00. A motion was made by Nall and seconded by Gallagher to approve the financial report and claims as submitted. The motion passed with 5 ayes 0 noes, and 2 absent (Ramos, Garr)

CCRCD DISCUSSION AND ACTION ITEMS:

An action to approve Harper to have signing authority for CCRCD payroll claims and other documents such as grant reports and forms normally signed by the Executive Director was discussed. A motion was made

by Gallagher and seconded by Hickok to approve Harper's signing authority. The motion passed with 5 ayes 0 noes, and 2 absent (Ramos, Garr)

Discussion on Lundberg Farms receiving the Leopold Award for Conservation. Harper sought board's interest in taking a tour. Harper will reach out to Butte County RCD and Lundberg to set tour dates and to see how RCDs partnered with the farming operation to achieve conservation goals. Board members were also interested in inviting other RCDs in the region to participate in tour.

Title III Agreement was reviewed. A motion was made by Nall and seconded by Hickok to approve the County contract with the CCRCDC and authorized Felt to sign on the district's behalf. The motion passed with 5 ayes 0 noes, and 2 absent (Ramos, Garr)

The Board was presented with the idea of potential partnerships with California Dept of Fish and Wildlife and River Partners regarding Juvenile Fish Rearing Habitat. Harper reported on her meeting with CDFW and the types of restoration projects in our county. The board was open to project and partnership ideas.

A motion was made by Gallagher and seconded by Hickok to approve two modifications to the Personnel Policy. Which were additional language pertaining to permitted usage of sick leave and clarifying additional paid holiday policy. The motion passed with 5 ayes 0 noes, and 2 absent (Ramos, Garr). A discussion to change the Personnel Policy pertaining to accrual of sick leave from current 8.5 hours per pay period to 8 hours per pay period to align with County policy was had and action to approve was deferred until draft language is formulated and submitted to the board for consideration.

A motion was made by Gallagher and seconded by Hickok to re-nominate current President Felt and Vice President Nall. The motion passed with 5 ayes 0 noes, and 2 absent (Ramos, Garr).

A motion was made by Gallagher and seconded by Hickok to approve Harper to sign California Department of Food and Agriculture's Climate Smart Agriculture Technical Assistant agreement. The motion passed with 5 ayes 0 noes, and 2 absent (Ramos, Garr).

A discussion regarding the new Executive Director Job Description mailed out in the meeting packets was reviewed yet Board Members had a few questions and wanted more time to read. An updated job description will be emailed to board member for review and possible action to approve in January.

CCRCDC REPORTS:

Turner and Harper provided a written and verbal summary of the activities associated with the CCRCDC projects during the past month. They reviewed the tasks not previously discussed during the meeting.

- **Department of Conservation Capacity Building Program;** Executive Director training continuing finance management: payroll, filing reimbursement claims, and budget reports. Newsletter completed! Facebook account admins changed.
- **NRCS Cooperative Agreement:** Harmon is applying for Conservation Planning Training through the NACD. Harper is writing a letter of support that will be signed by Board President. This workshop is a three-week planning intensive. She will learn the 9-step NRCS Conservation Planning method, all travel expenses reimbursed through the National Association of Conservation Districts. Harmon has been working in Glenn and Colusa County on NRCS contract maintenance.

- **HSP/SWEEP Assistance:** Harper attended two webinar trainings and created promotional information for newsletter and Farm Bureau's Sodbuster. Also, talked with Farm 2 School and grower about applying for Demo Site. Reached out to UC Farm Advisor to set up a meeting in the new year to discuss potential Healthy Soil Program Demo Site ideas. State Water Efficiency and Enhancement Program trainings are being planned for the Sac Region, Harper is coordinating workshop in Colusa County.
- **Title III:** Received contract with Colusa County for Title III funding. Fire Safe Council Grant- Pre-award Documents need to be filled out and turned in by January 11th, 2019.
- **Colusa Glenn Subwatershed Program-Irrigated Lands Regulator Program:** Harper has attended Water Quality Coalition Meeting for the Sac region, Nitrogen Mgmt Continuing Education, CGSP Member Meeting and the CGSP Board Meeting. Our office is now assisting landowners with ILRP reporting.

2017/2018 CCRCO Audit in-office portion took place on December 12th. Draft report will be sent to Harper by end of month.

CCRCO Crowdfunding Campaign is still going on until the end of the year. There have been three contributions.

Durable Collaboration retreat is in February. More RCDs outside the Mendocino National Forest region want to join the MOU and is being reviewed by CCRCOs legal counsel. LAFCO has reviewed current MOU and has kept it on file.

Nall reported on the Board Bootcamp's last teleconference on the topic of Emotional Intelligence. It was very inspiring and encouraged the board to read the article.

Ethics and Sexual Harassment Prevention Training Ramos, Garr Harper and Gallagher are due. Harper and Turner will set up training in Target Solutions.

PUBLIC COMMENT: None

ADJOURNMENT:

The meeting was adjourned at 6:06 pm by President Ben Felt. The next monthly meeting will be held at 5:00 PM on Tuesday, January 15th, 2019 in the Conference Room at Colusa Industrial Properties, 100 Sunrise Blvd, Colusa.

After the meeting the annual Holiday dinner and surprise retirement celebration for Turner (21 years) and Director Alvernaz (49 years) took place. No business activities occurred.

Respectfully Submitted,

Elizabeth Harper-Secretary/Treasurer-Colusa Co. RCD