

SHASTA VALLEY RESOURCE CONSERVATION DISTRICT
Siskiyou County, California

Summarized **MINUTES** from Board of Directors' meeting of Shasta Valley Resource Conservation District, Yreka, California, on June 12, 2019.

Directors Present: Ryan Walker, Bill Hirt, Chris Robertson, Beth Sandahl, Rich Klug

Directors Absent: None

Associate Directors: None

Staff Present: Brandy Caporaso, Ed Stanton, Mike Riney, Ayn Perry

Guests in attendance: Jim Patterson, NRCS; Dave Webb; Dr. Herfindahl, Audrey Denny

Call to Order

The meeting was called to order by Chair Walker at 6:42 p.m.

Review and Approval of Agenda

Approved by common consent

Introductions

Introductions made

Public Comment None

Presentation: Audrey Denny: Klug gave an introduction. Denny said she is touring around the north state listening and learning from different organizations about their function and successes and challenges. Her background and current profession is in ag and she's interested to learn more about forestry.

Staff and board reviewed what the RCD has accomplished in the past and what we are currently doing. Stanton stated that SVRCD is moving into forestry but are running into road blocks. Discussion was had regarding the difficulty of prescribed burns.

Denny asked where SVRCD sees itself in 5 yrs. The answers involved:

- Fisheries
- Increasing revenue through non-grant funded contracts
- Forestry
- Groundwater
- Low hanging fruit on the Shasta River is done so the grant programs are highly competitive and complex

Recess was call by board chair at 7:39.

Recall to order by board chair at NRCS office at 7:54

Approval of Minutes

ACTION: Approve Minutes of May 8, 2019 as amended. **MOTION:** Hirt, **SECOND:** Robertson; **AYES:** Hirt, Walker, Robertson, Sandahl, Klug; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**

Financial Report

Caporaso presented the SVRCD financial report. Discussion ensued regarding paying and approving invoices and policies surrounding the process and needing to tighten the process so that contractors are

not paid until the work is complete and satisfactory to the client. Caporaso agreed to include grant budgets in the financial reports.

ACTION: Approve Financial Report. **MOTION:** Klug, **SECOND:** Sandahl; **AYES:** Walker, Klug, Sandahl, Hirt, Robertson; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**

Ratify Payroll

Caporaso presented payroll for ratification.

ACTION: Approve Payroll. **MOTION:** Hirt; **SECOND:** Klug; **AYES:** Walker, Sandahl, Hirt, Robertson, Klug; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**

Approval of Bills

Caporaso presented bills for payment.

ACTION: Approve Bills for Payment. **MOTION:** Sandahl, **SECOND:** Robertson; **AYES:** Walker, Sandahl, Hirt, Robertson, Klug; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**

Budget Transfer: None

Approval of Donations Received: None received

Correspondence: Caporaso presented SDRMA's board official election. No action taken.

Business – Discussion and Possible Action

1. Approval of revisions to the Complete Personnel Handbook 2017 draft 2.2019. Discussion ensued regarding holiday pay vs PTO and hiring and termination responsibilities of the board. **ACTION:** Approve PTO going from 5% to 9% with no added Holiday Pay effective July 1, 2019. Delete table on page 19. Changes on page 10 under Hiring and Termination are not accepted. All other changes accepted. **MOTION:** Hirt; **SECOND:** Robertson; **AYES:** Walker, Hirt, Robertson, Klug, Sandahl; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**
2. Approve "19-004 RESOLUTION OF THE SHASTA VALLEY RESOURCE CONSERVATION DISTRICT (SVRCD) BOARD OF DIRECTORS ADOPTING NOTICE OF EXEMPTION PURSUANT TO CEQA GUIDELINES 15333 SMALL HABITAT RESTORATION PROJECTS AND 15303 NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES FOR GRANT AGREEMENT D1613102 WITH THE STATE WATER BOARD". There was discussion regarding surveys. **ACTION:** Approve Resolution. **MOTION:** Hirt; **SECOND:** Robertson; **AYES:** Walker, Hirt, Robertson; **NOES:** None; **ABSTENSIONS:** Sandahl, Klug. **Motion Approved.**
3. Approve "19-005 RESOLUTION OF THE SHASTA VALLEY RESOURCE CONSERVATION DISTRICT (SVRCD) BOARD OF DIRECTORS ADOPTING NOTICE OF EXEMPTION PURSUANT TO CEQA GUIDELINES 15333 SMALL HABITAT RESTORATION PROJECTS AND 15301 EXISTING FACILITIES FOR GRANT AGREEMENT F14AP0064 WITH THE DEPARTMENT OF THE INTERIOR FISH AND WILDLIFE SERVICE" **ACTION:** Approve Resolution. **MOTION:** Klug; **SECOND:** Hirt; **AYES:** Walker, Hirt, Robertson, Sandahl, Klug; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**
4. Approve letter to Assembly Member _____ and State Senator-elect Dahle. Letter is to raise awareness that (1) slow payment of grant reimbursements, (2) partial reimbursement retention on grant invoices, and (3) grant programs that provide no indirect cost allowance are extreme financial burdens to small organizations and districts and their subcontractors. **ACTION:** Approve Letter to Senator Dahle. **MOTION:** Robertson; **SECOND:** Klug; **AYES:** Walker, Hirt, Robertson, Sandahl, Klug; **NOES:** None; **ABSTENSIONS:** None. **Motion Approved.**
5. Approve forming an ad-hoc committee to deliberate, conduct due diligence and make recommendations to the Board for managing a Shasta River Water Users Voluntary Fall Flow Dedication Program that is currently managed by The Nature Conservancy. Discussion ensued:

Walker would still like to pursue as Ada is still with the program through CalTrout. Sandahl states that SRWA likes the program and would like to keep it local. Walker states that the program solves a problem and would like to find resources to make the program work. Board agrees that other funding sources than grants need to be pursued. **ACTION: Contact TNC to inform them that SVRCD is willing to take on the program and to negotiate an agreement with TNC. MOTION: Sandahl; SECOND: Klug; AYES: Walker, Hirt, Robertson, Sandahl, Klug; NOES: None; ABSTENSIONS: None. Motion Approved.** **ACTION: Form Ad-hoc Fall Flow Program Committee. MOTION: Sandahl; SECOND: Walker; AYES: Walker, Hirt, Robertson, Sandahl, Klug; NOES: None; ABSTENSIONS: None. Motion Approved.**

Project Reports: Stanton's update: Belcampo application was approved for 319h grant; he also gave updates on Parks Creek fish passage; CalFire contracts; Panther Creek and the Novy Rice walk-through.

Board and Staff Reports: Hirt stated that RCAC meeting was for water system operators. Walker stated that there is a CDFA soils health grant and that SVRCD has wrote grants in the past for technical support and to look into if there is a break out in the grant for fish.

Other Agency/Group Reports

Patterson gave a brief update that there are 10 projects split between two valleys. They are working on the Craggy project and the forester in Eureka is working on it as Yreka does not have one. There's a new area manager in Red Bluff. There is no word on Yreka's forester. The GSA inspection went well. The planning for installing pivots is going strong.

Closed Session – Personnel Government Code 54957: ACTION: Enter into closed session. MOTION: Sandahl; SECOND: Klug; AYES: Walker, Hirt, Robertson, Sandahl, Klug; NOES: None; ABSTENSIONS: None. Motion Approved.

Return to Open Session: ACTION: Exit closed session. MOTION: Sandahl; SECOND: Robertson; AYES: Walker, Hirt, Robertson, Sandahl, Klug; NOES: None; ABSTENSIONS: None. Motion Approved.

Board reported out of closed session ACTION: Form an ad hoc personnel/evaluation committee consisting of Hirt and Klug with Robertson as an alternate. MOTION: Hirt; SECOND: Robertson; AYES: Walker, Hirt, Robertson, Sandahl, Klug; NOES: None; ABSTENSIONS: None. Motion Approved.

Agenda Items for Next Meeting: None

Meeting Adjourned – 10:45 pm by Walker

Minutes approved.

Chairman
8-14-19
Date

District Administrator