



744 La Guardia Street, Building A, Salinas, CA 93905

(831) 975-7775

March 21, 2019– MEETING MINUTES—*approved 4/25/2019*

Regular Board Meeting, Thursday, March 21, 2019, 10:00 A.M. – 12:00 P.M.

Directors Present: B. Jefferson, R. King, B. Plemmons, B. Lipe,

Directors Absent: L. Ferrasci, E. Gardner, J. Devers

Others Present: P. Robins (RCDMC), M. Barker (RCDMC), M. Errea (RCDMC), J. Tuitele-Lewis (RCDMC), J. Doud (Appointee), J. Warner (NRCS), H Higgins (student), L Graham (Soledad HS), L Hernandez (CLBL)

Recorders: M. Barker, P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:05 A.M.	<u>Call to Order</u>	<u>B. Jefferson</u>

Public Comment: None

Consent Agenda

- *Minutes from the February 21, 2019 Meeting.*
- *Staff Activities Report for February 2019.*

Director Lipe moved to approve the consent agenda. Director King seconded the motion and all voted to approve.

Reports

Executive Director Report: RCDMC is most of the way through the Dept of Finance audit of our first Wildlife Conservation Board grant. Two areas of focus have been matching contributions and subcontractor selection processes.

Executive Committee Report: Directors Jefferson and King conducted a new-director orientation for appointee John Doud during the prior period. Jefferson expressed a desire for board members to learn more about staff and project activities by attending staff meetings.

NRCS Report: NRCS Soil Scientist John Warner reported that 5 EQIP projects have been approved for a value of \$66,000. There are several projects in the planning process including a Big Sur fire project, a eucalyptus removal project, RCPP projects and Natural Resources Inventory. A Forester was hired at the NRCS Petaluma Office.

Finance Committee Report: None.

Fundraising & Education Committee Report: Robins and Director Lipe met with Melissa Duflock in King City looking for input and guidance on how to approach larger donors. Recommendations included building on top of a success story, such as the RCD’s work on the Salinas River and emphasizing the importance of youth ag education. Director King noted that she met with Leti Hernandez from Center for Land-based Learning about taking FARMS Leadership Program students to Monkeyflower Ranch for a learning module. Leti gave a brief summary of Monterey County Gives donations, which amounted to \$8,153.76.

Old or Standing Business

P. Robins / Directors

No items pulled from the Consent Agenda.

Monthly Financial Statements: M. Errea presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending March 21, 2019. The accrual account balance on March 22, 2019 was \$184,695.75 with \$68,619.26 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$259,833 in liabilities, and \$375,909 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$169,852 on February 22, 2019.

Expenses: M. Errea presented the list of detailed expenses to be paid in February including bi-weekly salary through March 22, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of January, totaling \$140,716.99.

Director King moved to approve the March financial statements and the February & March expenses. Director Plemmons seconded the motion, and all voted to approve. Director

2019 BBQ Fundraising: John Doud will talk to Jim Morris about being the auctioneer. Bill Lipe, John Doud, Sr., Chris Bunn, American Ag Credit, Alliant Insurance, Leavitt Insurance have offered sponsorships so far. Event sponsorships come with 16 (\$2,500), 8 (\$1,000) or 4 (\$500) tickets. We are still trying to bring in some high ticket items and need to work out the food logistics. Rebecca will prepare a vegetarian dish to complement the BBQ. Director Lipe offered to inquire with McIntyre Wines about wine donations.

Compliance trainings/documentation: Annual and biennial compliance requirements that are due: 2-hour online ethics training, and submission of Form 700 Statements of Economic Interest. Board Members must submit their Form 700 Statements of Economic Interest by April.

Annual Plan/Budget 6-month review: This agenda item was postponed to the April Meeting.

Range Camp Scholarship for 2nd Runner up at 2018 Land-Judging Contest: Student Hailey Higgins (of Soledad HS) came to meet the board and express her interest in the Range Camp. Higgins was joined by FARMS Leadership Program Leti Hernandez and Hailey's teacher Lauren Graham. Director Lipe moved to approve funding a scholarship for Ms Higgins. Director King seconded the motion. All present voted to approve the motion.

Consideration of Employee Leave Time policy modification: Board reviewed the revised policy changes which simplify the RCD leave policy which combines sick and vacation time into a single Paid Time Off (PTO) classification. The accrual rate will be the same for exempt and non-exempt employees, with Exempt employees receiving additional 'use-it-or-lose-it' Management Leave (4 days). All PTO is accrued as compensated leave for which employees would be entitled to reimbursement of the unused amount upon separation from the RCD. Director Lipe moved to approve the policy revision, and Director King seconded the motion; all voted to approve the revised policy.

New Business

Directors/ Staff

Staff Report: RCDMC Forest Health Coordinator Jamie Tuitele-Lewis provided a brief update on Fire Fuel Mitigation mapping and planning, including:

- Contracting with Turf Image Geospatial for fire preparedness mapping of Carmel Highlands and Pebble Beach communities; next communities to be mapped will be Aromas and Pine Canyon (South County).
- Maps will reside in a living database and will include historic fuelbreaks, access information, fire hydrants, roads, structures, etc. After on-ground validations, the

maps and associated geodatabase will be useful for fire prevention project planning and emergency response. A Dept. of Conservation grant application for Watershed Coordination has been approved, which will cover approximately 3/8 of Jamie's time. CAL FIRE Fire Prevention grant applications submitted in December are still under review.

Announcements

Directors/ Robins

April 10 – Regional RCDs meeting in Tres Pinos, San Benito County

April 18 – Central Coast Rangeland Coalition meeting in Morgan Hill

First week of June – Prescribed burn workshop in San Benito County

12:15 P.M. Meeting Adjourned

Next Regular RCD meeting:

Date: Thursday April 25, 10am

Location: RCDMC Salinas Office