



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

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## June 23, 2022– MEETING MINUTES—Approved July 28, 2022

Regular Board Meeting, Thursday, June 23, 2022, 10:00 A.M. – 12:00 P.M.

Directors Present: B. Jefferson, J. Gularte, B. Plemmons, B. Lipe, J. Doud, J. Clarke

Directors Absent: Ritter (Associate), I. Mendoza (Associate)

Others Present: P. Robins (RCDMC), M. Errea (RCDMC), M. Barker (RCDMC), A. DeLara (NRCS)

Recorder: P. Robins, M. Barker

*The meeting was held in hybrid form, both in-person and by Zoom conference.*

Closed Session: Executive Director Annual Performance Review.

Open Session: Director Jefferson called the meeting to Order at 10:34 am.

Public Comment: None.

Report out from closed session: Director Clarke expressed that Executive Director performance review was positive overall, including information provided through staff peer reviews. The Board and staff appreciate his dedication to the RCD. An associated 5.9% cost-of-living increase for Robins was approved by the Board to be effective July 1.

### Consent Items:

- *Approval of Resolution 22-10 to comply with AB 361 for remote meetings*
- *Approval of Draft Meeting Agenda*
- *Approval of Minutes from the May 19, 2022 Regular Board meeting*
- *Staff Activities Report for May 2022*

Director Clarke moved to approve the Consent Items. Director Doud seconded the motion, and all voted to approve.

### Reports

*NRCS Report:* NRCS Salinas District Conservationist Ari DeLara reported that they just recently hosted an America's Conservation Ag Movement (ACAM) meeting in Spanish for the producer learning community. Approximately 20 producers and 10 agency partners attended. RCDMC, NCAT and 2 small producers presented on topics such as beneficial insect plantings, crop rotations, soil health. A field tour is planned for August. NRCS is partnering with Pam Krone and Braga Fresh on a Healthy Soils Program demonstration project, with the goal to demonstrate a functioning reduced tillage management system on annual crops. NRCS will be running RUSLE to ensure the proposed reduced till method meets their specifications for that practice code. In this last round of funding, the Salinas office saw 5 EQIP and 4 CSP applications selected for funding totaling \$300K in additional funds. \$450k was obligated in the first round of FY-22. They anticipate 14 Joint Chiefs (forest management) applications and 2 RCPP applications to be

funded also (deadline for these fund pools are July 8), adding \$483K to obligated funds for the county. Robins is helping to extend the RCD's forestry agreement to provide technical assistance for the Joint Chiefs funding and to create a new National Water Quality Incentives funding pool for Monterey County. DeLara also shared that NRCS has an engineering intern from Hartnell College (Brittney Cortes) this summer.

*Executive Director Report:*

Robins shared that the Carmel Valley Fuelbreak CAL FIRE grant has been awarded for \$3.4 million. Robins noted that all activities have already been designated in the grant, which will serve mostly private land in Carmel Valley. He also shared that a \$10 million Dept. of Conservation Ag Land Repurposing grant has been awarded to Central Coast Wetlands Group and the Groundwater Sustainability Agency for a multi-benefits proposal for planning and purchasing easements for potential multi-benefit projects such as ag water quality improvement wetlands, groundwater recharge basins. Robins also noted that all employee annual reviews will be complete by the end of the day and that he has initiated the sign up for a Flexible Savings Account program for staff to begin July 1.

*Director Reports:*

Director Plemmons shared that the Spring RCD Area meeting was held in Pescadero earlier this month. The next area meeting will be in the Gilroy area and hosted by Loma Prieta RCD. Robins noted that San Mateo RCD announced that they are negotiating a large, low interest cash flow assistance loan from the Moore Foundation and that he would be following up with them. The CA RCDs annual meeting will be held in Sacramento this fall.

Old or Standing Business

P. Robins / Directors

No items pulled from the Consent Agenda.

*Monthly Financial Statements:* Finance Manager Errea presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending June 23, 2022. The accrual account balance on June 23, 2022 was \$244,067.52, with a balance of \$191,803.29 in the Chase Bank and County Treasury (including loans and advance payments), \$331,056 in liabilities, and \$383,320.52 due to the RCD as receivables from various grants and outstanding invoices. For comparison, the Accrual accounting balance for District Funds stood at \$273,424.22 on May 19, 2022.

Errea noted that there was also a CARCD \$50K loan that was not reflected in the balance sheet.

*Expenses:* Errea presented the list of detailed expenses to be paid on June 23, including bi-weekly salary through June 19, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the months of May and June, totaling \$59,080.25.

Director Plemmons moved to approve the June financial statements and the May and June expenses. Director Clarke seconded the motion, and all voted to approve.

*Employee Compensation and Retirement Program updates.* Robins reviewed the updated Compensation Policy which includes revised Position Categories, Level, and Pay ranges, an updated Annual Pay Increase Structure, and a new policy for Employee Retirement and Savings Account Benefits that would direct him to identify a high flexibility, low cost program that would accommodate an Employer Match Increase to employee retirement contributions of 8% or more, Equitable Savings, Health and Childcare Savings Accounts, and Benefits for Returning

Seasonal Employees. The Compensation Policy (annual pay increase structure) would take effect July 1<sup>st</sup>. The Employee Retirement and Savings Account Benefits Policy update would be implemented as soon as possible, depending on program enrollment timelines.

Director Doud moved to approve the updated Employee Compensation Policy as proposed, and Director Lipe seconded the motion. All voted to approve.

Director Lipe moved to approve the Employee Retirement and Savings Account Benefits Policy as proposed and Director Gularte seconded. All voted to approve.

*Fiscal Year 2022-23 Budget and Work Plan.* Robins briefly reviewed the Annual Work Plan with board members for proposed work and aspirations for completion during the Fiscal Year of July 1, 2022 – June 30, 2023. Work plan goals for the next fiscal year include Salinas River programs, collaborative work with Monterey County farmers and land managers, raising public awareness about Monterey County growers conservation and stewardship efforts as well as educating the public about what RCDMC does, bringing in robust/diverse sources of revenue, and retention of high-quality staff. Director Plemmons moved to approve the FY 2022-23 Work Plan and Director Doud seconded. All voted to approve the motion as described.

Robins reviewed the ~\$3.2 million, balanced budget for FY 2022-23 that supports the workplan, noting special expenses for a Cost Allocation Plan (\$10k), hiring a new part-time Program Assistant to be dedicated to administrative and outreach support, and new laptops for two staff along with a video conferencing device to support hybrid meetings in the future. Director Lipe indicated that he and Director Plemmons had reviewed drafts of the budget with staff. Lipe moved to approve the budget as proposed. Director Clarke seconded the motion. All voted to approve.

New business

*Resolution 2022-11 Requesting \$400,000 Dry Period Loan from County of Monterey for Fiscal Year 2022-23.* RCDMC is requesting an increase dry period loan amount from Monterey County to cover any periods where grant reimbursements are not received in a timely manner. These loans allow RCDMC to pay its obligations incurred for conservation project implementation in a given fiscal year. The amount requested is increased by \$100,000 compared to the prior fiscal year's request.

Director Doud moved to approve the Resolution 2022-11 and Director Plemmons seconded. All voted to approve the resolution.

Announcements

None.

Directors/ Robins

12:04 P.M. Meeting Adjourned

Next Regular RCD meeting: Thursday, July 28th, 10am. Meeting will be held both in-person and by Zoom. The location will likely be at the American Ag Credit Office in Salinas.