



"To protect, enhance, and support Butte County natural resources and agriculture by working with willing landowners and citizens through education, land management, and on-the-ground projects."

150 Chuck Yeager Way, Ste. A, Oroville, CA 95965 * (530) 693-3173 * bcrd@carcd.org

BOARD OF DIRECTORS

Minutes

Date: Thursday, January 20, 2022

Time: 9:00 AM

**Location: Klamath Conference Room
202 Mira Loma Drive, Oroville, CA 95965**

Or Join Zoom Meeting

<https://us02web.zoom.us/j/85961204034?pwd=UjNORGpQMmRxTGJENetiV2Z4QzBPZz09>

Meeting ID: 859 6120 4034

Passcode: 555329

Join via phone +1 408 638 0968

1. **CALL TO ORDER** – Dave Lee, President, 9:04 am

2. **WELCOME AND INTRODUCTIONS**—Chair David Lee, Vice-Chair Allen Harthorn, Treasurer Colleen Hatfield, Director John Christofferson, Associate Director Mike Crump, District Manager Thad Walker, Staff Kimberly Romero, SNAP member Cait

3. **REVISIONS TO AGENDA** (only emergency situations requiring the need to take immediate actions may be added as action items pursuant to Gov. code 549954.2(b))

4. **PUBLIC COMMENT (on non-action items)**

(1) (3 min. limit per speaker/topic, 15 minutes/person/meeting total) (2) Public comment is encouraged. Any member of the public may address the Board with any comment related to the Resource Conservation District's areas of concern.

*However, no action can be taken by the Board on such items at this current meeting. The Board may direct staff to agendaize such items for consideration at a future meeting. (3) *Please note that all action items will have time set aside for public comment prior to the vote occurring. After a motion*

is made and seconded by two BCRCB Directors, the Chair will first ask for any further discussion from the Directors and Associate Directors and then Chair will open up the item for brief public comment limited to 2 minutes/person. After the public comment period closes a vote will be held.

CONSENT AGENDA: Project Updates (see board packet). Discussion about Project Updates maybe belonging in the Staff Updates section at the end of the meeting. Teleconferencing Requirements of the Brown Act (as amended by AB 361), Resolution.

Consent agenda – Allen moved to accept, Colleen seconded, motion passed unanimously.

5. ACTION ITEMS – Dave Lee, President

- a) Review and approval of the minutes of the BOD meeting held 12/16/2021-

Dave Lee

Dave suggests the minutes be moved to the consent agenda.

John motioned to accept the minutes. Allen seconds. Motion passed unanimously.

- b) Review and approval of financials/ Audit Update - Colleen Hatfield

Update: Two highlighted items will be approved; however, they are undergoing a cross check to ensure payments is not duplicated. John points out invoice (d) a formatting issue on the date. Colleen proposed editing the formatting error.

John motioned to approve finances. Allen seconds. Motion passed unanimously.

- c) Future Audits, Request for Proposals (RFP) for audits for 2019-2020 and 2020-2021/ List of Firms for Distribution -Colleen Hatfield

A request for proposal was created by Colleen. This is information for a two-year audit. This same audit document was sent to the past auditors.

John motioned to send out the request for proposal for the continued audit of the RCD. Colleen seconds. Motion passed unanimously.

- d) Insurance Update, Comparison of SDRMA and Allevity Policy- Colleen Hatfield

Note: Colleen will send to John email thread regarding this issue. Update to be brought to next meeting.

- e) Updated COVID Regulations per Allevity Update- David Lee

Dave recommends a tracking protocol provided from Allevity. Dave questioned if tracking sheet would include board members.

- f) Procurement Policy Review/ Update- Thad Walker

John recommends verbiage be revised within section 3(D). Revise the words from “will be” to “can”.

John motioned to accept policy with revision. Allen seconds. Motion passes unanimously.

- g) MOU with Fire Safe Council to engage in Collaborative Project Mapping - Wolfy Rougle

John motioned. Allen seconds. Motion passes unanimously.

- h) Resolution to apply for CAL FIRE CCI grant 21-FP-BTU-0021 - Wolfy Rougle

John motioned to move forward with application. Colleen seconds. Passes unanimously.

- i) District Manager Job Description for Board review- Thad Walker
John recommends adding a bullet point to the JD for a required background investigation to imply consent. Colleen suggests posting the position at the beginning of February on the CARCD and district job board.
Allen voiced the board update the strategic plan, as pointed out in the Job Description.
Dave expressed concern of inclusion of the ranch/ ag communities within the strategic plan.
Colleen suggests Allen review the strategic plan (Tehama and Western Shasta).

- j) Next Board of Directors Meeting Thursday, February 17th, 2022 at 9:00 AM,
Location: Klamath Conference Room 202 Mira Loma Drive, Oroville, CA
95965

6. RCD PROJECTS AND PROGRAMS

a) Staff Updates

Red Mountain planted 12000 trees this past weekend within the Concow project area. The Pacific Southwest Research station will be out there planting trees next week. The next phase for Red Mountain will be herbicide. Restoring 60 acre! Let's post some picture for the partners. Granit Basin Draft hopefully completed by Tim Keesey by the end of the month. Pre-bid meeting will be happening next week for the Chandon Ave. clean up project.

b) Directors Update.

Colleen advises individuals to join the CARCD annual conference. Next Tuesday there will be discussion on Forest Health.

7. PARTNERS' REPORTS (5 minute limit per group)

- a) Natural Resource Conservation Service (NRCS)
- b) Butte County departments
- c) Community groups and agencies

David motions to adjourn the meeting. Meeting adjourned at 10:24 am.

8. CLOSED SESSION – Directors only

- a) Personnel Discussion

9. BOARD OF DIRECTORS REPORTS

- a) Butte County RCD Directors and Associate Directors are welcome to report

10. ADJOURNMENT

NOTE: The Butte County Resources Conservation District (BCRCD) distributes its Board meeting agendas electronically at least 24 hours in advance of meetings. If you would like to be added to, or removed from, the email list, please notify the Butte County RCD at (530) 534-0112, ext. 122 or by email to: bcrd@carcd.org. The BCRCD also publicly posts notice and agenda of meetings 72 hours in advance of meetings at the Butte County RCD office located at 150 Chuck Yeager Way, Suite A, Oroville, CA. **Reasonable Accommodations:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Butte County RCD Manager

at (530) 534-0112, ext. 122.

Please note that all action items will have time set aside for public comment prior to the vote occurring. After a motion is made and seconded by two BCRCB Directors, the Chair will first ask for any further discussion from the Directors and Associate Directors and then the Chair will open up the item for brief public comment limited to 2 minutes per person. After the public comment period closes, a vote will be held