

**SPECIAL
BOARD OF DIRECTORS MEETING MINUTES**

Date: Wednesday June 5th, 2019

Time: 3:00 pm.

Location: 150 Chuck Yeager Way, Oroville, CA 95965

- 1) **CALL TO ORDER** – Dave Lee, President
- 2) **WELCOME AND INTRODUCTIONS** – Dave Lee, President. Present: John Christofferson, Colleen Hatfield, Allan Harthorn, Thad Walker, Tim Keesey, Wolfy Rougle.
- 3) **REVISIONS TO AGENDA** (only emergency situations requiring the need to take immediate
 - i) 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 agendize 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 BCRCD 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.*
- 5) **ACTION ITEMS** – Dave Lee, President
 - a) Review Emergency Contract with Butte County Fire Safe Council.

FSC board met and adopted the contract this morning as is, but Wolfy thinks they will be open to minor changes. For example, the term of the contract is listed as 3 years but it runs from 2019 to 2021; Wolfy amended it to read 2 years. Section 4, "responsibility of provider" – states RCD has or can secure the necessary expertise. John asks will BCRCD be on the hook to recruit additional grantwriting help and if so, what if the help costs more than RCD's billable rate of \$55/hour? Colleen responded that other provisions in the contract protect the RCD from having this happen. Section 7 – keeping accounts and ledgers – John pointed out that it will be necessary to keep detailed ledgers/records of the project for 3 years, and other board members/staff agreed.

John moved Board adopt the contract after inserting \$4,400 [80 x \$55] as the not-to exceed. Allan seconded. Motion passed and Dave signed the amended contract.

- b) Review and Approve Employees for Watershed Grant.

Board asked staff for feedback on how best to use the WC hours and funding to build up RCD capacity. Any way you slice it, RCD will need to hire new people. Americorps is a great option but traditional hiring is a good option too. Wolfy is able to cover 75% of the WC position, as long as new help is found to cover field botany needs and the CEQA responsibilities of the City of Chico VMP grant.

The remaining 25% of the position, focused on erosion control project development, needs a staff person to cover it. Neither Thad nor Tim can cover these hours long-term with their existing projects, so a new hire is needed to either cover the erosion control project development hours, or to cover some of Thad's or Tim's responsibilities so one of them can cover the 25%. Thad can start out taking some of these hours with the intention that they transition to a new hire who will spend 25% of his/her time on erosion control project development and 75% of his/her time on management or CEQA-NEPA management.

John moved that RCD create 2 positions to fulfill its obligations under the WC program: a 75% position and a 25% position, with Wolfy to take the 75%. For the remaining 25%, RCD should advertise for a Conservation Project Coordinator demanding strong CEQA coordination and grant writing skills. Depending on the particular skill set of the applicant, the 25% hours will either be filled by the new hire individual or by Thad or Tim if the new hire frees up their time currently spent on NEPA-CEQA. Allan seconded, motion passed. Board directed Wolfy to develop this job description with input from other staff and Board.

~~6) RCD PROJECTS AND PROGRAMS~~

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

~~8) CLOSED SESSION – Directors only~~

~~9) BOARD OF DIRECTORS REPORTS~~

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.*

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