

Colusa County
RESOURCE CONSERVATION DISTRICT
May 16th, 2023

100 Sunrise Blvd. Suite A-3, Colusa, CA. 95932
CCRCD Meeting Minutes

DIRECTORS PRESENT: Beth Nall, Tom Hickok, Walt Seaver, Ben King

OTHERS PRESENT: Liz Harper- CCRCD Executive Director, Ben Martin-NRCS Colusa Field Office Wildlife Biologist, Anastacia Allen- County of Colusa Agricultural Department's Commissioner, Alexandra Berlier- CCRCD Office Assistant and Bookkeeper

The meeting was called to order at 3:06 pm.

ACCEPTANCE OF AGENDA: Agenda was approved with no changes or additions. Nall moved to approve the agenda as presented. Hickok 2nd the motion. The motion passed with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain.

PUBLIC/PARTNERS COMMUNICATIONS:

NRCS Wildlife Biologist reported the Natural Resource Conservation Service will be rolling out new programs in the coming year, one being the Disaster Fund Pool which will fund practices to recover from a natural disaster. NRCS will focus on Forest Improvement, Urban Farming and Drought Resilience.

The County Ag Commissioner reported that crop loss reported in crop year 2022 represented big losses across all crop types in Colusa County. The crop report should be released soon.

APPROVAL OF MINUTES:

The minutes for the meeting on March 21st, 2023, were presented to the board. The minutes for the March board meeting were approved as presented. Hickok moved to approve the minutes. Nall seconded the motion. The motion passed with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain. Harper also presented the board with meeting minutes from the Personnel Committee on April 18th, 2023.

FINANCIAL REPORT:

The Directors present received balance sheets for the period of April 19th, 2023 - May 15th, 2023. The CCRCD's fund balances were as follows: Umpqua checking account \$1,560.00; petty cash account \$100.00; CCRCD General Fund (464) \$244,411.41; CCRCD Misc. Projects (473) \$7,207.93; CalFire fund (477) \$330,241.85; and Clearing Account fund (465) \$0. The DOC fund (475) \$107,288.37.

The Board was presented with four (4) claims to be paid in May. Colusa County RCD- Petty Cash for \$9.98; Clyde Hladky for \$1,200.00; Employment Development Department for \$85.23; and US Bank for \$589.63.

The fund balances and claims to be paid in May were approved by the board. Nall moved to approve the financial report. King seconded the motion. The motion passed with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain.

CCRCD DISCUSSION AND ACTION ITEMS:

Harper presented the current applicants for the Project Manager position. Six candidates were interviewed. Two candidates were selected to move to the next recruitment step.

Harper presented the committee with the draft Mid-Year Budget Review. The fiscal year expenses and income need to be adjusted for approval before the fiscal year ends. Harper will adjust and have the board review the next meeting with actuals through June. The FY 22/23 budget adjustment will need to be approved at June's meeting.

Harper presented the board with funding sources and amount budgeted for personnel for the next three years. Harper then presented the committee with the CCRCD Salary Scale Policy that was last reviewed and approved in 2018. The personnel committee on April 18th, 2023's meeting, drafted new salary scales and job titles. These recommendations were presented to the board. King moved to approve the new salary scale for job positions at the CCRCD. Hickok seconded the motion. The motion passed with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain.

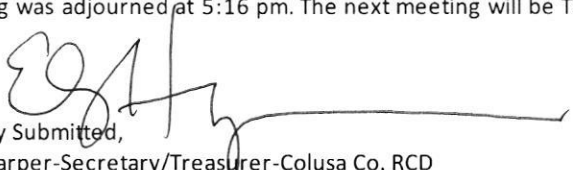
The personnel committee reported on their meeting prior to the board meeting. They reviewed Berlier's performance review and Harper's performance report. Nall recommended for the board to adjust Harper's salary to \$40/hour and Berlier's salary to

\$21/hour effective immediately. King moved to approve the salary adjustments. Nall seconded the motion. The motion passed with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain.

CCRC D REPORTS:

- **UPDATED NRCS Cooperative Agreement 2021:** Harper continues to work with NRCS to extend contract to 2025 with added funding for \$60,000; Harper/Berlier completed 6-month report and quarterly invoice.
- **Colusa Glenn Sub Watershed Program:** Continued to aid with reporting over the phone and in-person
- **Healthy Soils Demonstration Site:** Closed
- **UPDATED 2019 CalFire Forest Health Grant:** Harper developed contract amendments for winter pile burning. Tree surveys are being planned for spring before weeds. GIS specialist through CARCD will aid with final mapping. Harper is working with Berlier to organize maps and hiring a project coordinator. Harper subcontracted field work to Kingsley and his wife to do tree surveys and other project verification in place of coordinator.
- **2021 CalFire Forest Health Grant:** Harper created contracts for invasive species control, hazard tree removal, right of way clearance and shaded fuel break. Harper completed a quarterly report and invoice.
- **Department of Conservation (DOC) RFFCP:** Harper is working with a consultant to fill job position and reviewing job applications. Interviews took place and two candidates are in the secondary steps of the hiring process.
- **After the Fire RCPP:** Working with NRCS-Colusa Field Office on program development and roll out in our county. Berlier and Harper sent the first invoice.
- **TNC- Outreach and Education:** Nothing to report.
- **CARCD Monarch TA on Working:** Completed
- **CDFA Climate Smart Ag TA for HSP:** Harper worked with Sutter RCD on quarterly report and invoicing and budget for upcoming solicitation
- **CDFA Climate Smart Ag TA for SWEEP:** Harper worked with Sutter RCD on quarterly report and invoicing and budget for upcoming solicitation
- **NEW CDFA Pollinator Habitat Program:** In contracting
- **NEW County of Colusa Fire Mitigation Coordinator:** In contracting
- **NEW CARCD/WCB Habitat Restoration:** In contracting

The meeting was adjourned at 5:16 pm. The next meeting will be Tuesday, June 20th, 2023, at 3pm at the RCD office.


Respectfully Submitted,
Elizabeth Harper-Secretary/Treasurer-Colusa Co. RCD