



# Yolo County Resource Conservation District

221 West Court Street, Suite 1  
Woodland, CA 95695

phone: (530)-661-1688  
[www.yolorcd.org](http://www.yolorcd.org)

## BOARD OF DIRECTORS-REGULAR MEETING MINUTES

**Date:** Wednesday, March 14, 2018

**Time:** 5:05 pm - 7:40 pm

**Location:** Yolo County RCD Office, 221 West Court Street, Suite 1, Woodland, CA

**Directors Present:** Giovanni Ferrendelli (President), Michael Leacox (Vice President), Mark Cady (Secretary), Mike Turkovich and Miranda Driver

**Directors Absent:** None

**Associate Directors Present:** None

**Associate Directors Absent:** Dave Gilmer, Ali Pahlavanian, Rudy Lucero

**Others Present:** Heather Nichols, Sheila Pratt, Sue McCloud, Robin Schlosser, and Phil Hogan

1. **Call Meeting to Order - Giovanni Ferrendelli, President:** The meeting was called to order at 5:05 pm by President Ferrendelli.
2. **Approval of Agenda and Minutes:** ACTION: Approve the agenda as presented; MOTION: Leacox, SECOND: Driver. AYES: Unanimous (Ferrendelli, Driver, Turkovich, Leacox, Cady). ACTION: Approve the minutes for the February 8, 2018 Regular Meeting as presented; MOTION: Leacox, SECOND: Cady. AYES: Unanimous (Ferrendelli, Driver, Turkovich, Leacox, Cady).
3. **Public Comment:** Robin Schlosser reported on the next phase of her adventure. President Ferrendelli thanked her for her service to the board.
4. **Approval and Payment of Claims:** ACTION: Approval of claims; MOTION: Leacox, SECOND: Cady. AYES: Unanimous (Ferrendelli, Driver, Turkovich, Leacox, Cady).
5. **Special Reports and Presentations:** A Deep Dive into RCD Monthly Financial Reports, Susan McCloud, Financial Manager, and Heather Nichols, Executive Director. McCloud walked the board through every detail of the monthly financial reports and Nichols demonstrated how numbers like actual cash balance are used in tracking fiscal health. McCloud explained why there have been final and not final financials included over the past year. The board requested only final balance sheets for future board packets. Directors thanked McCloud for providing an excellent presentation.
6. **Regular Reports:**
  - a. **NRCS Agreements with RCD:** Hogan, NRCS District Conservationist. Hogan reviewed three agreements with the RCD; the 1998 Mutual Agreement between the USDA and the State of California and the Yolo County RCD, the 1999 Cooperative Working Agreement between NRCS and the Yolo County RCD and the CARCD and the California Department of Conservation, as well as a sample Local Operational Agreement (LOA) between the Woodland Field Office of the NRCS and the Yolo County RCD. Hogan and Nichols expect to have a draft LOA completed within the next six months. Hogan reported that 25% of the NRCS California positions are vacant and Woodland Field Office staff are service multiple areas in the region.
  - b. **Executive Director's Report:** Nichols, Executive Director. Nichols reported on projects, see board report. Ben Leacox resigned as associate director as he no longer lives in Yolo County. The three remaining Associate Directors (Rudy Lucero, Dave Gilmer and Ali Pahlavanian) have been supportive of the RCD mission, but inactive for several years. The board expressed concern that our associate directorship is not serving its intention of continued board service or engaging and on-boarding potential new board directors. The Board discussed creating an advisory role for past directors. Ferrendelli offered to reach out to each Associate Director to gauge their interest in continued service to the district. Leacox suggested that Directors should reserve the right to remove inactive associate directors. Ferrendelli asked Nichols to include an action item on the April agenda. Nichols continued her report to announce that the RCD has received donations from Garth Williams, Kazie Aoki, Rudy Lucero and an anonymous donor that will support sending three local high school students to Range Camp this summer. We are now soliciting applications for students – Due April 20th. The RCD was awarded a Proposition 1 Wildlife Conservation Board Stream Flow Enhancement Program proposal 'Putah-Cache Arundo Eradication Program'. Nichols invited all the directors to visit Dave Gilmer's SLEWS project this Friday March 16<sup>th</sup>, and to a volunteer planting day





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on March 25<sup>th</sup> at Capay Open Space Park. Illegally dumped tires and trash are being cleaned up in Babel Slough through a partnership with the Sacramento Regional Conservation Corps and funding from CalRecycle. We have worked with Yolo County to successfully develop and execute a three year grazing lease for vegetation management at Grasslands Regional Park. We are making some progress on the encroachment permit for the wildlife corridors project on the Yolo Bypass Wildlife Area, but the project will be delayed as a result. Nichols reported that McCloud is putting together a financial procedures manual. A draft will be available for review soon.

- i. Financial Report: Nichols reviewed the dashboard. Added a few columns, add a new project manager. Delayed the plug planting. If everything comes together, we'll have 96% for next year.
- c. Board Member Reports and Comments: President Ferrendelli welcomed Miranda Driver to the Board. Cady reported on the RCD Director Boot Camp and his goals for the Board Development Committee to (1) finish Director Manual, (2) develop on-boarding protocol for new directors, (3) improve board's recognition of staff. Cady encouraged Driver to join the Board Development committee to provide a new director's feedback on board orientation and on-boarding.

## 7. New Business:

- a. Audit 2016-17: Nichols reviewed the major components of the 2016-2017 audit which showed no surprises or issues. Board agreed the audit should be finalized with no further discussion.
- b. \*\*Approve amendment to Job Classification and Compensation Policies: Action: Approve amendment to Job Classification and Compensation Policies: MOTION: Leacox, SECOND: Cady with adjustment of adding "*The Board maintains the discretion to withhold COLA for the entire district if, in the Board's opinion, the COLA would be harmful to the financial well being of the District. Neither the Board nor the Executive Director has the discretion to deny or award a COLA to individual employees as a form of punishment or reward*", changing the date and correcting the typo of award not reward. SECOND with amendments: Turkovich. AYES: Unanimous (Ferrendelli, Driver, Turkovich, Leacox, Cady).
- c. \*\*Approve Resolution 2018-01 Approving the Application for Grant Funds from Wildlife Conservation Board for the Putah-Cache Watershed Arundo Eradication Program Project: MOTION: Leacox, SECOND: Driver. AYES: Unanimous (Ferrendelli, Driver, Turkovich, Leacox, Cady).

## 8. Discussion:

- a. RCD Project Tracker: Tabled until next meeting.

## 9. Location: Wednesday, April 11, 2018 at 5:05 pm at the Yolo County RCD Office.

## 10. Adjourn: Meeting was adjourned at 7:40 pm by President Ferrendelli.

Minutes Respectfully Submitted by: Mark Cady, Board Secretary, and Heather Nichols, Executive Director. Approved on April 11, 2018 by the Yolo County Resource Conservation District Board.

By:

  
Board Secretary, Mark Cady