



Yolo County Resource Conservation District

221 West Court Street, Suite 1
Woodland, CA 95695

phone: (530) 661-1688
www.yolorcd.org

BOARD OF DIRECTORS - REGULAR BUSINESS MEETING MINUTES

Date: Wednesday December 12, 2020

Time: 5:08 pm- 6:47pm

Location: All-remote meeting, to comply with COVID-19 requirements.

Directors Present: Mark Cady (President), Mike Turkovich (Secretary), Anya Perron-Burdick, Miranda Driver, Eric Willson (Associate Director)

Directors Absent: Open seat left by past Director Mike Leacox.

Others Present: Heather Nichols, Phil Hogan, Sheila Pratt

1. **Call Meeting to Order and Introductions** – The meeting was called to order at 5:08pm by President Cady.
2. **Approval of Agenda and Minutes:** ACTION: Approve the agenda as presented; MOTION: Turkovich; SECOND: Perron-Burdick; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver). Approve the minutes of the November 18th meeting as presented; MOTION: Turkovich. SECOND: Perron-Burdick AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver).
3. **Public Comment:** None.
4. **Ratify/Approve Expenditures (List of Checks) and Wire Transfer of Funds.** Mr. Turkovich has reviewed expenditures; ACTION: Ratify/approve expenditures as presented; MOTION: Perron-Burdick; SECOND: Turkovich; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver).
5. **Regular Reports:**
 - a. **NRCS District Conservationist's Report:** Mr. Hogan reported that the EQIP and CSP programs are accepting applications. New NRCS Field Office Engineer, Mark Santiago, started last week and is becoming oriented to the new office. Rexie Harrist is serving a detail at the Vacaville office until mid-February. Partner Biologist, Corey Shake is working on 10 waterbird applications.
 - i. **RCD Executive Director's Report:** Ms. Nichols reported that a new legislative package for special districts came out today for COVID relief. CARCD conference was virtual and most of the staff were able to attend some of the sessions and network with other RCD staff from around the state. Our CARCD Speak-Off contest winner, Rosio Luna Ayala, won the state competition. We are so proud of her! The RCD will be leading the coordination and development of a countywide Fire Safe Council.
 - ii. **Accounting transition update:** Ms. Nichols reported that we will be getting some additional QuickBooks support as we work out the kinks in our new system. Our draft audit is in the board packet and our auditor will be at our January meeting to present the final draft.
 - iii. **Monthly financial report:** Ms. Nichols reviewed the financials. Finance Committee (Turkovich and Driver) will start meeting in January 2021 on the Monday prior to board meetings.
 - iv. **COVID-19 and preparing for uncertainty:** Without knowing what the State's budget will look like yet, we can only make assumptions. All our current projects are active and reimbursements and payments are continuing as expected. We submitted several grant and project proposals for wildfire resiliency, fuels reduction, prescribed fire, carbon farming and habitat enhancement for migratory birds.
 - b. **Board member reports and comments:** Mr. Cady discussed the state budget.
6. **New Business:**
 - a. ****Recommend Mike Turkovich to the Yolo County Resource Conservation Board as a Director for 2020-2024 term:** ACTION: Recommend Mike Turkovich to the Yolo County Resource Conservation

Board as a Director for 2020-2024 term. MOTION: Perron-Burdick, SECOND: Driver. AYES: Unanimous (Cady, Perron-Burdick, Driver).

- b. ** Recommend Eric Willson to the Yolo County Resource Conservation Board as a Director for 2020-2024 term: ACTION: Recommend Eric Willson to the Yolo County Resource Conservation Board as a Director for 2020-2024 term. MOTION: Driver, SECOND: Turkovich. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver).
- c. **Authorization to engage in third-party salary survey for 2021: Ms. Nichols reported that the last salary survey was in-house, outdated and focused primarily on wages. A more comprehensive survey is needed to ensure that the RCD is providing compensation close to “market value” for staff wages and benefits. While this project was not budgeted for, Ms. Nichols reported annual budget cost savings are projected due to lower than anticipated healthcare and training expenses. She recommended allocating funds from \$2,700 in Gross Payroll Health Insurance and \$300 in Staff Costs (Non Payroll) Training to Professional Services - Other. ACTION: Authorization to engage in third-party salary survey for 2021 not-to-exceed \$3,000 with budget allocations as recommended. MOTION: Driver SECOND: Turkovich. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver).
- d. Staff report on reclassification of Program and Project Managers as exempt: County Counsel reviewed and revised position descriptions and completed a memo with their recommendation. The board is supportive of reclassification based on the recommendation

7. Confirm Next Meeting Date and Location: Wednesday, January 20, 2021 at 6:47 pm remote.

Minutes Respectfully Submitted by: Mike Turkovich, Board Secretary, and Heather Nichols, Executive Director. Approved on January 20, 2021 by the Yolo County Resource Conservation District Board.

By:

Board Secretary, Michael Turkovich