



Yolo County Resource Conservation District

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BOARD OF DIRECTORS - REGULAR BUSINESS MEETING MINUTES

Date: Wednesday January 20, 2020

Time: 5:04 pm- 6:26pm

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

Directors Absent: None

Others Present: Heather Nichols, Phil Hogan, Sheila Pratt, Sue McCloud, Michael O'Connor

1. **Call Meeting to Order and Introductions** – The meeting was called to order at 5:04pm by President Cady. Ms. Nichols introduced Michael O'Connor
2. **Approval of Agenda and Minutes:** ACTION: Approve the agenda as presented; MOTION: Mr. Turkovich; SECOND: Ms. Perron-Burdick; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson). Approve the minutes of the December 16th meeting with the date amended; MOTION: Ms. Perron-Burdick. SECOND: Mr. Turkovich AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
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: Mr. Turkovich; SECOND: Ms. Driver; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
5. **Special Presentation:** Annual Audit Final Draft for fiscal year 2019-2020: Michael O'Connor of Ricciardi and Associates. Mr. O'Connor presented his findings of the audit to the board. The RCD received a clean and clear audit and congratulated Ms. McCloud and Ms. Nichols on a job well done.
6. **Regular Reports:**
 - a. NRCS District Conservationist's Report: Mr. Hogan reported that the office was closed during the inaugural transition. Onboarding for Mark Santiago, Field Office Engineer, is going well. Mr. Hogan took a few minutes to talk about the loss of both Rich Rominger and Marshall McKay.
 - b. RCD Executive Director's Report: Ms. Nichols acknowledged these losses to our agricultural, conservation and Tribal communities and also reported that Michael Barbour, well-respected botany professor and recent RCD cooperator, also passed away this last month. Planting occurred at multiple project sites this month, primarily by RCD staff. Partner organizations are limiting public participation due to COVID-19. RCD has organized a new steering committee to develop a Wildfire Risk Assessment as part of the new countywide Community Wildfire Protection Plan (CWPP). The RCD hired a fire ecologist and mapping team to complete the risk assessment, with steering committee input, which should be done in September. The RCD is also leading the formation of a countywide Fire Safe Council, a broader and larger group of stakeholders to provide input on the CWPP and implement the plan once it is completed. In new grant development, RCD is included in two pre-applications for funding to the Wildlife Conservation Board's Pacific Flyway Conservation Program with River Garden Farms and with the City of Woodland for habitat enhancement for migratory birds. A new position, Field Manager, was created for staff member Bailey Adams. Bailey will now be overseeing field crews,

equipment and vehicle maintenance and repair, field safety programs and our storage and nursery facility at the flood control district. Ms. Nichols has been participating in FloodSafe Yolo discussion to increase groundwater recharge and reduce flood damage. Willson will follow up with Ms. Nichols to discuss some potential areas. Nichols reviewed the projects on the dashboard.

- i. Accounting transition update: Ms. Nichols reported that the transition is an ongoing process as we continue to find things we want to change. Ms. Nichols and Ms. McCloud are meeting tomorrow with Sue Westwood from Carbahal & Company to troubleshoot some QuickBooks issues.
- ii. Monthly financial report: The board financial committee had their first meeting prior to the board meeting. It went well and they anticipate the monthly meetings to continue. Ms. Nichols reviewed the monthly financial report.
- iii. COVID-19 and preparing for uncertainty: We have had some COVID exposures to staff, but no confirmed cases. Going into this year with an uncertain economic outlook, the RCD will continue to be highly engage in conservation discussions relevant to our county and seek to provide value where needed.

c. Board member reports and comments: None

7. **New Business:**

- a. **Apply COLA of 1.3% to all employee's salaries effective January 1, 2021: ACTION: Apply COLA of 1.3% to all employee's salaries effective January 1, 2021. MOTION: Ms. Perron-Burdick, SECOND: Mr. Turkovich. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
- b. ** Approve Annual Report 2019-2020: ACTION: Approve Annual Report 2019-2020. MOTION: Ms. Driver, SECOND: Mr. Willson. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
- c. **Elect Mike Turkovich to Vice President: ACTION: Elect Mike Turkovich to Vice President. MOTION: Ms. Perron-Burdick. SECOND: Ms. Driver. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
- d. **Elect a new Secretary: ACTION: Elect Perron-Burdick as new Secretary: MOTION: Mr. Turkovich. SECOND: Ms. Driver. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
- e. Salary Survey Progress Report: Bryce Consulting was selected to complete the survey and Ms. Nichols and Chris Rose of Solano RCD met with Shellie Anderson to discuss the scope of work. Ms. Nichols asked for a committee to review the selected list or organizations to be surveyed. Mr. Turkovich and Ms. Perron-Burdick volunteered to provide feedback. Ms. Nichols was asked to send the list out to the entire board as well.

8. Confirm Next Meeting Date and Location: Wednesday, February 17, 2021 at 5:05 pm remote.

Minutes Respectfully Submitted by: Mike Turkovich, Board Secretary, and Heather Nichols, Executive Director. Approved on February 17, 2021 by the Yolo County Resource Conservation District Board.

By:

Board Secretary, Anya Perron-Burdick