



Yolo County Resource Conservation District

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BOARD OF DIRECTORS - REGULAR BUSINESS MEETING MINUTES

Date: Wednesday February 17, 2020

Time: 5:07 pm- 6:42 pm

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

Directors Present: Mark Cady (President), Mike Turkovich (Vice-president), Anya Perron-Burdick, Miranda Driver, Eric Willson

Directors Absent: None

Others Present: Heather Nichols, Phil Hogan, Sheila Pratt, Grace Ferguson

1. **Call Meeting to Order and Introductions** – The meeting was called to order at 5:07pm by President Cady. Introductions were made.
2. **Approval of Agenda and Minutes:** ACTION: Approve the agenda as presented; MOTION: Ms. Perron-Burdick; SECOND: Mr. Turkovich; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson). Approve the minutes of the January 20th meeting with the date amended; MOTION: Mr. Turkovich, SECOND: Ms. Perron-Burdick. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, 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. Perron-Burdick; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver, Willson).
5. **Special Presentation:** GrizzlyCorps Fellow Grace Ferguson. Ms. Nichols introduced Ms. Ferguson. Ms. Ferguson gave a presentation on the GrizzlyCorps program, through UC Berkeley's Center for Law, Energy and Environment and AmeriCorps. Their goal is to improve climate resiliency in California through capacity building and contributions to regenerative agriculture while providing professional experience opportunities to recent college graduates.
6. **Regular Reports:**
 - a. NRCS District Conservationist's Report: Mr. Hogan reported that Nick Gallagher is attending an ATV instructor training course and will be able to do ATV certification. The EQIP ranking deadline is March 3rd, the next deadline is June 9th. NRCS Engineer Mark Santiago has been busy training with the Area Engineer, Ha Truong. Pathways Intern, Sarah, is taking helping with applications.
 - b. RCD Executive Director's Report: Ms. Nichols reported that last month's power outage caused the loss of three working days. Most employees were creative at finding things to do and luckily, server backups worked and we didn't lose any of our files. We are gearing up for the first countywide Fire Safe Council meeting this next week. The planting season is almost finished. Our field team had to do most of the planting as partner events were not-well attended due to concerns from the coronavirus.
 - i. Accounting transition update: Ms. Nichols reported that the accounting transition is still a work in progress. We are adopting a new time keeping system to replace T-Sheets. We plan to be up and running in the middle of March.
 - ii. Monthly financial report: Ms. Nichols explained what each account is. We're at about 80% of the work that we planned to have completed at this period, due to staff changes and

inefficiencies due to coronavirus, but we expect to catch up by the end of the fiscal year. The dashboard shows that no projects have dropped off and none have been added. We're at about 83% of what we need for next year to maintain current staffing levels. We will be meeting with Yocha Dehe in the spring. Amy is building our GIS capacity, Bethany and Bailey also are very capable GIS users.

- iii. COVID-19 and preparing for uncertainty: It remains to be seen what the May Revision will do to the state's budget. Last year, 60% of our budget was from state funding.
- c. Board member reports and comments: Mr. Cady said so far nothing seems to have fallen out of the state budget.

7. New Business:

- a. **Approve amendments to Job Classification and Compensation Policies: Ms. Nichols reported that the policy had not been formally updated since 2019. The amendments increase the bottom and top of the 2019 pay ranges by the 2020 1.6% and COLA and the 2021 1.3% COLA approved at the January board meeting. There are some housekeeping updates in the amendments as well as some positions are now exempt and the new positions have been added. ACTION: Approve amendments to Job Classification and Compensation Policies: MOTION: Ms. Perron-Burdick; SECOND: Mr. Turkovich; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson, Driver).

Old Business:

- a. Salary Survey Progress Report: Geographic areas and organizations have been selected. Bryce Consulting will be looking at salary, retirement and other compensation data from other nearby RCD's, nonprofit, and private sector companies.

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

Minutes Respectfully Submitted by: Anya Perron-Burdick, Board Secretary, and Heather Nichols, Executive Director. Approved on March 17, 2021 by the Yolo County Resource Conservation District Board.

By:

Board Secretary, Anya Perron-Burdick