



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 January 19, 2022

Time: 5:06 pm- 6:29 pm

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

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

Directors Absent: None

Others Present: Heather Nichols, Phil Hogan, Maria Meza

1. **Call Meeting to Order and Introductions** – The meeting was called to order at 5:06pm by President Cady. Introductions were made.
2. **Consent calendar:** Restate Resolution 2021-01 for an additional 30 days to continue to allow virtual meetings because the YCRCD has reconsidered the circumstances of the state of emergency and finds that state and local officials continue to recommend social distancing. ACTION: Restate resolution 2021-01 for an additional 30 days to continue to allow virtual meetings because the YCRCD has reconsidered the circumstances of the state of emergency and finds that state and local officials continue to recommend social distancing; MOTION: Ms. Perron-Burdick; SECOND: Mr. Turkovich; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson, Driver).
3. **Approval of Agenda and Minutes:** (Gov. Code 54954.2(B))
ACTION: Approve the agenda with the amendment to make the consent calendar an action item; MOTION: Ms. Perron-Burdick; SECOND: Mr. Turkovich; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson, Driver). ACTION: Approve the minutes of the December 15th meeting with the date amended; MOTION: Mr. Turkovich; SECOND: Ms. Perron-Burdick; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson, Driver).
4. **Public Comment:** This time is reserved for the public to address the RCD Board on matters not on the agenda (Gov. Code 54954.3(a)). No public comment.
5. **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, Willson, Driver).
6. **Regular Reports:**
 - a. **NRCS District Conservationist's Report:** Mr. Hogan, reported that he helped NRCS staff organize PII contract (Personally Identifiable Information) files. Participated in the first line supervisors Teams meeting for area I NRCS, program is designed to steer management and leadership in the right direction. Listened in on a cover crops webinar, talked about the myth that crops use a lot of water, water crop initiative started. Approved several payments for EQIP contracts.

Sat in on the Teams meeting led by our state conservationist, Carlos Saurez and listened in on USDA secretary Vilsack's state of USDA webinar.

RCD Executive Director's Report: Ms. Nichols reported the RCD has many new opportunities coming in from local, state and federal partners. The goal will be to take opportunities that keep the majority of our activities in Yolo County, provide value on locally relevant issues, and build capacity while maintaining our excellent standard of work. Concept proposal for Phase II funding for Putah-Cache Arundo program was not awarded, but the RCD is committed to completing the program and will be working on funding for Phase II this spring. Ms. Nichols and Kate Reza have been working on resubmitting a proposal to develop a Prescribed Burn Association in Western Yolo County to CAL FIRE, and separately a proposal for a Mobile Irrigation Lab for Colusa, Sutter, Yolo and Yuba counties to CDFA. CARCD conference is still going, RCD will cover registration for interested board members.

i. Monthly financial report: Ms. Nichols reported that the month of December is not final, it is the end of the quarter and the RCD has not started invoicing. Annual audit will take a couple of adjusting journal entries for the RCD to be able to close its books and complete the audit.

b. Board member reports and comments: None.

7. New Business:

a. Review draft Annual Audit Report for Fiscal Year 2020-2021: Annual Audit Report Draft was reviewed.

b. **Approve access for RCD Office Manager Maria Meza, to the RCD Yolo Federal Credit Union business checking account for conducting RCD business limited to viewing account activity and downloading bank statements. Mark Cady, Mike Turkovich and Heather Nichols will remain as users on the account: Action: Approve access for RCD Office Manager Maria Meza. To the RCD Yolo Federal Credit Union business checking account for conducting RCD business limited to viewing account activity and downloading bank statements. Mark Cady, Mike Turkovich and Heather Nichols will remain as users on the account: MOTION: Ms. Perron-Burdick; SECOND: Mr. Turkovich; AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson, Driver).

c. **Approve inflation-based adjustment to current Salary Range and Schedule using Social Security COLA for 2022 of 5.9%: Ms. Nichols, proposes the salary ranges be raised based on the 5.9% COLA increase in order to keep salary range and schedule up to date. Staff annual reviews will be conducted in May and June. BOD had some concerns about making this change to the salary range before the annual budget has been developed. Item was left for the Finance Committee for further discussion. BOD agreed to table the action item to a later date and to have the Finance Committee focus on this topic until it is ready for board action.

8. Confirm Next Meeting Date and Location: Wednesday, February 16, 2022 at 5:05pm TBD.

Minutes Respectfully Submitted by: Anya Perron-Burdick, Board Secretary, and Heather Nichols, Executive Director. Approved on February 16, 2022 by the Yolo County Resource Conservation District Board.

By:


Board Secretary, Anya Perron-Burdick