



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 May18, 2022

Time: 5:12 pm- 6:42 pm

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

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

Directors Absent: Mike Turkovich

Others Present: Heather Nichols, Phil Hogan, Tanya Meyer (minutes)

1. **Call Meeting to Order and Introductions** – The meeting was called to order at 5:05pm by President Cady. Introductions were made.
2. **Approval of Agenda and Minutes:** (Gov. Code 54954.2(B))
ACTION: Approve the agenda as presented; MOTION: Ms. Driver; SECOND: Mr. Wilson; AYES: Unanimous (Cady, Driver, Perron-Burdick, Willson). Approve the minutes of the April 20th meeting with the date amended; MOTION: Mr. Turkovich, SECOND: Ms. Perron-Burdick. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Willson).
3. **Public Comment:** This is time reserved for the public to address the RCD Board on matters not on the agenda (Gov. Code 54954.3(a)). Guest typist says thank you, Board, for your service!
4. **Ratify/Approve Expenditures (List of Checks) and Wire Transfer of Funds. Ms. Perron-Burdick** has reviewed expenditures; ACTION: Ratify/approve expenditures as presented; MOTION: Mr. Willson; SECOND: Ms. Driver; AYES: Unanimous (Cady, Perron-Burdick, Driver, Willson).
Double check-- find missing receipt for Davis Enterprise subscription
5. **Regular Reports:**
 - a. NRCS District Conservationist's Report: Mr. Hogan reported on a new program to help farmers with rising costs associated with their contracts called CARP (Coronavirus Agricultural Assistance Program).
 - b. RCD Executive Director's Report: Ms. Nichols reported the five RCD staff members passed their pack tests and will receive their Wildland Firefighter Type II certification. With this certification, they will be allowed to serve on prescribed fire burns. Amy Williams is continuing to improve the GIS program for different projects, including digitizing mapping for ag lease management on the Yolo Bypass Wildlife Area. SLEWS is over for 2022. It was a busy season compacted into 2.5 months this year due to staffing delays and COVID restrictions at participating high schools. Tanya Meyer was on the news: the 10PM News on Channel 13 on May 16 on fire safety. Jeanette is consulting with staff members two hours a week on project management mentoring and complex soundboarding and troubleshooting needs. Office Manager interviews have been concluded and hope to have someone in place in 2-3 weeks. Regional Conservation Partnership Program is still waiting for contract from Washington D.C. A carbon farm planning proposal with the Center for Land-Based Learning is being recommended by the Climate Action Commission to the County Board of Supervisors. The RCD received \$15K from the District Attorney's office from settlement to be used for tricolored blackbird habitat work at the North Regional Pond.

- i. Monthly financial report: Ms. Nichols reported as of May 11. See Financial Report and Dashboard. Payroll transcription error in the spreadsheet, make sure to correct % of budget.
- c. Board member reports and comments: None

6. Old Business:

- a. Review Approved Final Audit: The Board will get an update on Note 6 on Page 19, at the next meeting, to clarify the wording in that section.

7. New Business:

- a. **Approve Release of \$772.00 from the Asset Replacement Reserve Account for Extended Warranty on Existing Server: MOTION: Ms. Perron-Burdick; SECOND: Driver; AYES: Unanimous (Cady, Perron-Burdick, Driver, Willson).
- b. **Approve Annual Budget for Fiscal Year 2022-2023: The annual budget for the next fiscal year uses the proposed billable rate and includes proposed compensation adjustments for COLA, merit increases, and 8% employer match to a 457b plan retirement accounts for all staff members. Total estimated revenue is \$2,578,715. Total estimated expenses is \$2,426,995. Projected net income is \$151,720. Cash flow is healthy. The financial committee has carefully reviewed this budget. MOTION: Ms. Driver; SECOND: Ms. Perron-Burdick; AYES: Unanimous (Cady, Perron-Burdick, Driver, Willson).
- c. **Approve Billable Rate for Fiscal Year 2022-2023: MOTION: Ms. Perron-Burdick; SECOND: Willson AYES: Unanimous (Cady, Perron-Burdick, Driver, Willson).
- d. **Approve support of CARCD's updates to Division 9 of the Public Resources Code: AB 1902 updates Division 9 to align the RCDs' enabling statute with the activities the state is contracting with RCDs to implement. AB 1902 will enhance the relationship between RCDs and the Department of Conservation as the bill will provide the DOC with new tools to assist RCDs in meeting their missions. It also provides a possible \$10 million from the state budget to RCDs. MOTION: Ms. Driver; SECOND: Willson AYES: Unanimous (Cady, Perron-Burdick, Driver, Willson).

8. Closed Session: Annual Review for Heather Nichols, Executive Director.

9. Confirm Next Meeting Date and Location: Wednesday, June 15, 2022 at 5:05pm TBD.

Minutes Respectfully Submitted by: Anya Perron-Burdick, Board Secretary, and Heather Nichols, Executive Director. Approved on June 15, 2022 by the Yolo County Resource Conservation District Board.

By: *Anya Perron-Burdick* 06/10/2022
Board Secretary, Anya Perron-Burdick