

## MINUTES

### REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE YUBA COUNTY RESOURCE CONSERVATION DISTRICT

9:30 am Friday May 8, 2020

Held via Zoom

#### **A. ROLL CALL**

President Alyssa Lindman called the meeting to order at 9:35 AM.

Roll Call:

<b>Directors</b>	<b>Present</b>	<b>Absent</b>
Director Alyssa Lindman	X	
Director Gary Fildes	X	
Director Deborah Aseltine Neilson	X	
Director Doug Neilson	X	

**Others present:**

#### **B. PUBLIC INPUT**

There was no input from the public.

### ACTION ITEMS

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#### **C. CONSENT ITEMS:**

1. Approval of **Minutes for Regular Board Meeting of March 13, 2020**

**Director Neilson made a motion to accept the minutes as presented. Director Aseltine Neilson seconded. The Motion pass by unanimous vote.**

#### **D. FINANCIAL REPORT:**

1. Review of Cash on Hand for the period ending **April 30, 2020**

Director Fildes reported that the \$708.03 from CARCD was deposited to our account bring the total to approximately \$1800.00. **Director Aseltine Neilson made a motion to accept the financial report, President Lindman seconded. The motion passed by unanimous consent.**

## **E. DRAFT SPACE SHARING AGREEMENT**

There are two aspects to this topic: an office lease agreement with the County, and a space sharing agreement with YWP&FSC (they will share the office with us). The lease agreement was reviewed last month and not approved at that time. President Lindman checked with the County and the language in the lease agreement cannot be changed. Therefore, the lease would have to be accepted as presented. The County also indicated there were some insurance requirements associated with the lease agreement. However, those requirements are met by being covered under the YWP&FSC's insurance policy. Director Neilson still had some concerns about YCRCD's but nothing that could not be handled in the future. Without an attorney at our disposal, or the monies to afford one in any case, we will need to accept these as written. **Director Neilson made a motion to accept the space sharing agreement (with the County lease agreement). Director Fildes seconded. The motion passed unanimously.**

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## **DISCUSSION/REPORTS**

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## **F. UPDATE ON INSURANCE PREMIUMS**

This item is specific to insurance covering the operations and Directors of the RCD. This is different than the insurance mentioned in Item E, above. There are still many questions to be answered before we can proceed on these: what exactly all the various insurances are we actually need, and where will the money come from to pay for it all, among others. In any case, to properly fill out the budget (Item G, below) we need to know these expenses.

## **G. REVIEW BUDGET FOR YWPFSC – YWA GRANT**

The budget provided was created for the SNC grant application sent last year. There was an extended discussion about the office worker to be shared with the YWP&FSC. 5 hours/week was thought to be about right for our needs and for what was stated in previous discussions with Steve Andrews. That salary will come from the monies being provided by the YWA through the YWP&FSC. President Lindman pointed out that the budget does not have membership dues (CARCD, SVRRCD, etc.). Again, insurance premiums need to be determined as well.

The monies from YWP&FSC will come into FSC (actually, County -> YWA -> YWP&FSC -> YCRCD). Whether we get a portion in a lump sum, or via reimbursement is still to be determined. Most of the monies will be earmarked for projects (as opposed to monthly overhead, etc.) but we are looking to cover about 1.5 years of operations/projects with it. President Lindman will continue to investigate budget items and will work with Steve Andrews on this since YWP&FSC will need a budget from us as part of our sharing the \$200,000 from the County. Our timeframe is to provide an approved budget to Steve by the beginning of June.

## **H. DOC-RCD CAPACITY BUILDING GRANT**

President Lindman gave an overview of this new opportunity she received from CARCD. If interested, the due date on an application is June 25<sup>th</sup>. She will send a link to the rest of the Board (she had received the notice (40 pages!) the day before) so they could look over the requirements. The grant minimum is \$15,000 with a maximum of \$25,000 out of a total of \$135,000 for the whole program. A special meeting will be scheduled to discuss this grant possibility in detail. Director Neilson volunteered to create a draft grant and boilerplate for that meeting. The timing of that meeting will be around June 1.

Additional costs to be added to this grant will include the cost of our office worker (shared with YWP&FSC), grant writing training, and quickbooks training.

#### **I. UPDATE ON AB38 COMPLIANCE PROGRAM**

At the time of the meeting, no further discussion has occurred with the Realtor's Association. Time, cost, and how to interface with realtors and homeowners need to be determined, also liability. The program would tentatively begin next year (2021). We will continue work ironing out the details of the program with the goal of creating a presentation for meetings with the Realtors. President Lindman will set up a meeting with the head of the Realtor's Association for President Lindman and Director Fildes to hash out more details of what they would like to see from such a program. Director Aseltine Neilson requested to see the forms used by the FSC for defensible space inspections, and will access AB38 to compare the form there to these other forms.

#### **J. SAC VALLEY REGION OF RCD'S SPRING MEETING – APRIL 28<sup>TH</sup>**

There was a discussion of interagency agreements which would allow RCDs to work directly with State agencies. Usually RCDs would need something like a grant opportunity to work with these agencies. We now potentially can set up 'partnerships' directly with these agencies (separate funding allowing). Director Neilson volunteered to contact Kandi of SVRRCD about filling out a provided spreadsheet. Information requested includes partnerships, skill sets, and capacity. It was nice to see that these kinds of meetings are possible without having to travel.

#### **K. GENERAL UPDATES**

1. We received a free, used laptop, monitor, keyboard, and mouse from Upper Salinas - Las Tablas RCD. We need to send them a letter of thanks for their donation but need an estimate of the full value. There was some discussion about how to access the computer (the password is currently unknown).
2. There are only two desks in the office, but Steve Andrews is considering bringing in additional furniture.
3. Director Neilson will provide YWP&FSC with a logo for the office door.

#### **L. DIRECTOR'S INPUT**

President Lindman received a workshop notification from Jenn Shepherd (CARCD). This is a two-day workshop hosted by the Watershed Research and Training Center titled "Designing Engaging and Effective Agendas for Virtual Forest Fire Planning and Outreach Meetings". Both days must be attended. The dates are May 20 and 21. President Lindman cannot attend both days but wanted to share with the rest of the Board in the hopes that others might be able to, or someone attend on the day that President Lindman cannot. Jenn felt this would be a good workshop for us to participate in. President Lindman will send the Agenda to the rest of the Board and they'll check their availability.

Director Aseltine Neilson will reach out to Kathy Buhr to discuss the possibility of YCRCDD setting up interagency agreements. She will report back at a later date.

Future Director's Inputs will contain a formal item pertaining to grant opportunities. Director Neilson will create a Resolution that states the Board can pursue any grant opportunity without

a formal itemized vote (acceptance of any grant will still require Board vote). The resolution will be presented at a future meeting.

**M. ADJOURNMENT**

With no other business before the Board, **President Lindman made a motion to adjourn the meeting, seconded by Director Aseltine Neilson. The motion passed unanimously.** The meeting adjourned at 12:05 PM.