



MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
July 9, 2021

A meeting of the Board of Directors of the Yuba County Resource Conservation District (YCRCD) was held on **July 9, 2021**, commencing at **9:32 A.M.** The meeting was conducted by Zoom Video Conference and Audio Teleconference.

The Yuba County Resource Conservation District supports the orders and directives from the California Department of Public Health and the California Governor’s Office in the effort to minimize the spread of the Coronavirus (COVID-19).

Governor’s Executive Order N-29-30 enables meetings of legislative bodies to be conducted by way of teleconference.

ROLL CALL

Directors	Present	Absent
Alyssa Lindman (President)	X	
Gary Fildes	X	
Deborah Aseltine Neilson	X	

Others Present:

Dane Widely, CSDA
Pa Yang, Natural Resources Conservation Service (NRCS)

PUBLIC COMMENT

CSDA is actively working to try and get funding. The CSDA was able to secure a 100 million dollar budget for Special Districts and they plan to survey Special Districts to see what impacts they had during the last 12 months. The Governor's Executive Order on public meetings expires on September 30, 2021.

CONSENT ITEMS

- A. Approval of May 14, 2021 meeting notes
Approval postponed until next meeting.

ACTION ITEMS

- B. Foothill Clean-up Grant Application Package

There were no questions or concerns from the Board. Upon a motion made by Financial Officer Fildes, seconded by Director Aseltine Neilson, and unanimously carried, the

Board appointed Director Lindman to modify and send preliminary submission into the Water Agency for their review.

C. Updated Banking & Expense Reimbursement Policy

The board members reviewed the proposed changes to the Banking & Expense Reimbursement Policy. Director Lindman discussed the benefit of having a debit card. She addressed that monthly bills and expenses such as the company laptop, QuickBooks, and anything else that is needed can easily be paid right away rather than using a check. Financial Officer Fildes mentioned that until an employee is hired, the Financial Officer will be responsible for the debit card. In addition, both the Financial Officer and staff will need approval from the Board for any purchases over \$100. Upon a motion made by Director Asetine Neilson, seconded by Financial Officer Fildes, and unanimously carried, the Board approved the updated Banking & Expense Reimbursement Policy.

D. Payment of Golden State Risk Management Authority Insurance Bill

Director Asetine Neilson mentioned that the Golden State Risk Management Authority Insurance payment is due for 7/1/2021 to 7/1/2022. This bill is for \$1765 and covers general insurance liability for the Directors. Upon a motion made by Director Asetine Neilson, seconded by Financial Officer Fildes, and unanimously carried, the Board approved payment of this bill.

E. Partner Reports

NRCS

Pa Yang from the NRCS indicated that she did not have much to report this month. Pa mentioned that her office selected a Soil Conservationist from New York and they are still looking for an engineer. Pa mentioned the ranking deadline for Batch 4 applications for 2021 funding was June 23th. Yuba County had a total of 43 applications for 2021. Out of the 43 applications, 7 were canceled, 24 were missing documents, and 12 were eligible. Very few of the Yuba County applicants were funded due to the small number of applicable resources covered under these applications compared to applications from other counties (Yuba County applications less competitive).

Sutter County RCD

Kelli Evans could not attend the meeting. Director Lindman mentioned that the Sutter RCD hired a new Staff member who will be assisting the Yuba County RCD with administration tasks and grant management.

F. Financial Report

Director Fildes reported that after the deduction of the \$150 check to the Sacramento Valley Region RCDs and the removal of \$5000 (that was deposited into the new account that the YCRCD has with Tri-County Bank), the current balance in the account with Yuba County is \$18,073.78. The current balance in the Tri-County Bank account is \$5,000.

G. Project Updates

No news yet on the Sierra Corps Fellow or the Grizzley Corps Fellow. Chances are that YCRCD will not get the Grizzley Corp Fellow. If this is the case, then we can reapply in January 2022. There are a couple of other Fellow programs that Director Lindman is investigating as well. There is another CalRecycle grant cycle coming up. Director Lindman has not recently discussed with Kelli Evans regarding the status of the grant applications that were submitted

together with Sutter County RCD. These included the Healthy Soils project, the Monarch Butterfly project, and the Sacramento Valley collaboration project.

H. Website Update

Director Lindman has completed the website training but she noted that prior to getting the new website launched, there is one additional State requirement that needs to be addressed and she is having trouble getting this done. Director Aseltine Neilson or Financial Officer Fildes will figure out the status of this State requirement by calling the State Controller's Office.

I. YCRCD Needs Assessment

Yuba Water Agency staff suggested that the YCRCD consider conducting a Needs Assessment. Director Lindman then had a meeting with Amy Stork with Solid Ground Consulting. Ms. Stork has provided consulting for other RCDs and workshops for CARCD. Director Lindman reviewed the current goals and status of the YCRCD and the need for funding and staff. Ms. Stork agreed that additional staff would be helpful and in particular that the YCRCD really needs an Executive Director. A Needs Assessment would help identify staffing needs like an Executive Director and should be conducted along with an opportunity analysis and action plan. Ms. Stork indicated that this effort would cover three phases: the Needs Assessment; the action plan; and next steps for implementation of the plan. Each of these phases would cost about \$5,000 for a total of \$15,000. It is likely that the Yuba Water Agency will help fund this effort and the DOC grant coordinator indicated that some of the grant funds could also be used for this effort. Director Lindman indicated that Ms. Stork will provide the YCRCD with a summary and a budget, and then Director Lindman will put together a proposal for the Yuba Water Agency.

BOARD DIRECTOR'S REPORT

In addition to the efforts regarding the "Sierra" fellow, Director Lindman is working with the DOC grant coordinator to revise the DOC grant tasks and budget. Director Lindman also has been attending a CARCD Forest Peer Partnership series of workshops and as a result, she has started meeting with Amador County RCD and Placer County RCD as they have similar goals and priorities as YCRCD. CARCD also facilitated a meeting between Director Lindman and the Butte County RCD to talk about how they grew their RCD. A big difference between the YCRCD and these other RCDs is that they have staff, highlighting the fact that for the YCRCD to address the types of projects that have been identified, the YCRCD needs staff.

DIRECTOR'S COMMENTS AND REPORTS

Director Aseltine Neilson asked what the timeframe is for YCRCD to get an audit completed. The board members discussed the audit requirements and the associated costs. Director Fildes will stop by the Auditors office to find out more information on how to go about the yearly audit.

The Board talked briefly about the potential of consolidating the YCRCD and Sutter County RCD.

The Board decided to have a special board meeting on July 23rd to approve the CalRecycle sites and perhaps discuss the Sutter County MOA.

The Board discussed potential agenda items for the next regular meeting. These include an update on the Foothill Cleanup packet and the needs assessment, a discussion about reconvening meeting in person, an update from Director Fildes on the audit process, and a report from Director Aseltine Neilson on the status of the YCRCD state controller form. Pa Yang

will be providing a presentation on the NRCS at the August regular board meeting. Director Aseltine Neilson will invite Brian Edinger from the Golden State Risk Management Authority to give his presentation at the September regular board meeting.

ADJOURNMENT

The meeting was adjourned at 11:01 A.M.