**MINUTES OF BOARD OF DIRECTORS MEETING**  
**Tuesday, January 20, 2015**

**Directors Present:** Craig Blencowe, Peter Braudrick, Jerome Dix, Dave Koball  
**Directors Absent:** None  
**Associate Directors Present:** None  
**Associate Directors Absent:** Geri Hulse-Stephens, Paul Zellman  
**Staff Present:** Patricia Hickey, Joseph Scriven, Deborah Stanger Edelman, Ursula Butler, Linda MacElwee, Patty Madigan  
**NRCS Staff Present:** Evan Corrales  
**Other:** Mike Webster

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<th><strong>I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS</strong></th>
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<tbody>
<tr>
<td></td>
<td>Call to order at 9:12 am.</td>
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|   | **II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))** |

|   | **III. PUBLIC COMMENT** Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). |

|   | **IV. CONSENT CALENDAR**  
**4-1 December 16, 2014 Minutes**  
Craig Blencowe moved to approve the December 16th meeting minutes, Dave Koball seconded. Jerome Dix, Peter Braudrick, Dave Koball and Craig Blencowe voted in favor. No nays. |

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<th><strong>V. ACTION ITEMS</strong></th>
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</table>
|   | **5-1 Board approval of Financial Statements and Warrant Requests**  
Amended bills list was presented with two additional bills from Discovery Office Systems and Goranson & Assocs. An AR aging detail report will be included in the next financial package. Dave Koball moved to approve the financial statements and warrant requests. Peter Braudrick seconded. Jerome Dix, Peter Braudrick, Dave Koball and Craig Blencowe voted in favor. No nays.  
**5-2 Board approval to hire a part-time bookkeeping assistant**  
We are looking at a possible college student as part-time bookkeeping assistant that may be able to earn college credit at the same time. Craig moved to approve hiring a part-time bookkeeping assistant. Peter seconded. Jerome Dix, Peter Braudrick, Dave Koball and Craig Blencowe voted in favor. No nays.  
**5-3 Board approval to host the North Coast RCD Area Meeting**  
Mendocino RCD was nominated to host the meeting. Peter moved to approve hosting the North Coast RCD area meeting. Dave seconced. Jerome Dix, Peter Braudrick, Dave Koball and Craig Blencowe voted in favor. No nays. |
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<tr>
<th>VI</th>
<th>INFORMATIONAL ITEMS</th>
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<tbody>
<tr>
<td>6-1 Correspondence &amp; Notices/Additional Agenda Items</td>
<td>Presentation to the BOS meeting on 3/3/15 in the afternoon. Workshop in Laytonville organized by Evan Corrales &amp; Joe Scriven on 1/31.</td>
</tr>
<tr>
<td>6-2 NRCS Report</td>
<td>Tom Schott is doing outreach for forestry programs. Awaiting grant award decision from DFW on joint projects with NRCS for LWD projects.</td>
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<tr>
<td>6-3 Grant Status/Staff Reports</td>
<td>Proposal status presented. Deborah submitted a proposal under the school district for $440,000. Some components are storm water planters, interlocking pavers, rainwater catchment, water tank, and more. Linda submitted a similar proposal for $125,000 with the Anderson Vly School district for projects at the high school &amp; elementary school. Components include disconnecting rain water runoff from the storm drain system, tanks and more. Patty feels confident that the DFW grant proposals will be funded.</td>
</tr>
<tr>
<td>6-4 Update on Willits Bypass Mitigation Lands</td>
<td>A meeting with Caltrans to review the budget for the 10 year agreement went smoothly. The current agreement is being amended to increase the budget and extend the time frame. Patricia &amp; Chris presented to the Sherwood Valley Tribal Council to discuss the RCD involvement with the mitigation lands. The RCD was invited to participate in their historic preservation training.</td>
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<tr>
<td>6-5 Update on the GP Bark Dump Property</td>
<td>Craig requested a decision from the board on continued involvement in the project.</td>
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<td>6-6 Update on the Building Better Boards Training</td>
<td>None</td>
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<th>VII</th>
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<td>The meeting adjourned at 12:02 pm.</td>
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## MINUTES OF BOARD OF DIRECTORS MEETING

### February 17, 2015

**Directors Present:** Peter Braudrick, Dave Koball  
**Directors Absent:** Craig Blencowe, Jerome Dix  
**Associate Directors Present:** Geri Hulse-Stephens, Paul Zellman  
**Associate Directors Absent:** None  
**Staff Present:** Patricia Hickey, Joseph Scriven, Deborah Stanger Edelman, Ursula Butler, Linda MacElwee, Patty Madigan, Chris Bartow  
**NRCS Staff Present:** Carol Mandel  
**Other:** Mike Webster

### I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS

Call to order at 9:06 am. An absence of a quorum was determined.

### II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))

None

### III. PUBLIC COMMENT

Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).

### IV. CONSENT CALENDAR

No vote taken due to an absence of a quorum.

### V. ACTION ITEMS

5-1 **Board approval of Financial Statements and Warrant Requests** - discussion and questions regarding the financial statements. No vote taken due to an absence of a quorum.

### VI. INFORMATIONAL ITEMS

6-1 **Presentation on the CSDA Special Districts Leadership Academy Training** – Peter gave an overview of the subjects reviewed and recommended that all new board members attend.  
6-2 **Discussion and Planning around the North Coast Area RCD meeting scheduled for April 8th and 9th** – To be held at Yokayo Ranch adjacent to Mendocino College, Patricia asked Peter to step in for Ron Rolleri, Chris Bartow volunteered to run the BBQ, the NRCS regional meeting is being coordinated with the meeting, and public officials are going to be invited.  
6-3 **Discussion and Planning around the March 3rd Board of Supervisors Presentation** – Joe and Linda will be putting together a power point presentation. Craig Blencowe & Patricia will do the presentation.  
6-4 **Discussion and Planning around the Sustainable Aglands Strategy Plan** – Patricia gave a description of the project and available funding.  
6-5 **NRCS Report** – field trials on tillage changes are being setup. A regional review of the ranking system will be taking place at the upcoming meeting. Planning on doing more education and outreach.  
6-6 **Grant Status/Staff Reports** –  
   - Patricia discussed the Willits Bypass project. Reported on the contract negotiations with the county for annual funding.  
   - Joe discussed the status of his projects. Will be working again with the Pinoleville Tribe on snorkel and spawning surveys.  
   - Linda is attending a financial planning for holistic grazing course and assisting with the class to
become certified instructors.
- Deborah attended a kickoff meeting for the Potter Valley outdoor education program. A lot of outdoor education programs are under development and she would like to set up a coordination meeting so that the programs complement instead of compete.
- Patty announced that we received two DFW grants. The county planning grant has been completed. The 401 fees have been increased for coordinated permitting. The roads handbook has been updated and another printing will be done soon.
- Chris presented photos and a mission statement. He has been working with Geri to develop a system to manage the mitigation land and presented a draft of the system.

6-7 Update on the Willits Bypass Mitigation Lands – contracts need to be completed in the next two months. The contracts are for NFWF endowment and Caltrans coop agreement.

6-8 Update on the Building Better Boards Training - None

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<td>The meeting adjourned at 11:34 pm.</td>
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MINUTES OF BOARD OF DIRECTORS MEETING
March 17, 2015

Directors Present: Peter Braudrick, Dave Koball, Craig Blencowe, Jerome Dix
Directors Absent: None
Associate Directors Present: Geri Hulse-Stephens, Paul Zellman
Associate Directors Absent: None
Staff Present: Patricia Hickey, Joseph Scriven, Deborah Stanger Edelman, Ursula Butler, Linda MacElwee, Patty Madigan, Chris Bartow
NRCS Staff Present: Carol Mandel
Other: Madelin Holtkamp

I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS
Call to order at 9:12 am. An absence of a quorum was determined.

II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))
None

III. PUBLIC COMMENT
Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).

IV. CONSENT CALENDAR
4-1 January 20, 2015 minutes
4-2 February 17, 2015 minutes
Dave Koball motioned to approve the January and February 2015 consent calendars, Peter Braudrick seconded. Dave Koball, Peter Braudrick, Jerome Dix and Craig Blencowe voted in favor, 0 nays.

V. ACTION ITEMS

5-1 Board approval of Financial Statements and Warrant Requests current meeting and the February 17, 2015 meeting - Dave Koball motions to approve the financial statements, Peter Braudrick seconded. Jerome Dix, Craig Blencowe, Peter Braudrick and Dave Koball voted in favor, 0 nays.
5-2 Board approval of RESOLUTION No. 2015-195 – to enter into an agreement with DFW for the Flynn Creek Coho Habitat Enhancement Project. Peter Braudrick motioned to approve resolution 2015-195, Craig Blencowe seconded. Jerome Dix, Craig Blencowe, Peter Braudrick and Dave Koball voted in favor, 0 nays.
5-3 Board approval of RESOLUTION No. 2015-196 – to enter into an agreement with DFW for the John Smith Creek Coho Habitat Enhancement Project. Peter Braudrick motioned to approve resolution 2015-195, Craig Blencowe seconded. Jerome Dix, Craig Blencowe, Peter Braudrick and Dave Koball voted in favor, 0 nays.

VI INFORMATIONAL ITEMS

6-1 Informational presentation on the Fire Safe Council and the possibility of incorporation as an RCD program - Run by volunteers. The council has a chipping program, very good literature, a website and tools. The council board and volunteers are willing to stay involved. The council would like to become a program of the RCD. The trend in fire prevention is watershed wide.
6-2 Discussion and Planning around the North Coast Area RCD meeting scheduled for April 8th and 9th – to be held at the Yokayo Ranch. A BBQ is planned. Board members were asked to attend. Registration process is underway and menus are being finalized.

6-3 Landsmart Update – Linda displayed and navigated through the website. Carol stated that the program is a more comprehensive program than others that are available. Vineyards, rangeland and equine templates are complete. Orchard, row crops and forestry are going to be developed.

6-4 NRCS Report – The ranking system will be discussed at the next cluster meeting. Carol will be discussing bringing back a watershed approach to project ranking at the meeting. Jim Spear met with Patricia and discussed the future of both organizations working together. Patricia and Carol discussed starting joint staff meetings.

6-5 Grant Status/Staff Reports –
- Patricia has been working on the Willits Bypass Mitigation contracts. The sustainable ag lands grant is will provide funding for Land Smart development.
- Deborah has reached out to other environmental education programs in Ukiah valley for a meeting to coordinate programs and eliminate competition. Sustainable Growers Guide contract has been executed. Deborah is attending ground water legislation informational meetings conducted by the county.
- Joe has been working on DFW proposals. He will be presenting at the Eel River Recovery Project.
- Linda attended a tank & forbearance tour through SRF.
- Chris noted that Bakers Meadowfoam is blooming in one area. He is working on lease agreements with the grazers. There will be no irrigation on the mitigation property starting this year.

6-6 Update on the Willits Bypass Mitigation Lands – Patricia requested that a board member be available to assist with reviewing contracts as they come in.

6-7 Update on the Building Better Boards Training – Jerome, Peter and Patricia continue to attend. Jerome stated that we need to develop a new board member package. Patricia has it under development.

6-8 Update on the GP Bark Dump Property – Dealing directly with Mendocino County Recreation board. Craig feels encouraged with the new direction. The Rec Dept is also interested the “green” development aspect of the project. Craig stated this item should be removed from future agendas but he will sporadically give updates.

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<th>VII</th>
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The meeting adjourned at 12:44 pm. Peter Braudrick made a motion to adjourn the meeting, Craig Blencowe seconded. Jerome Dix, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.
**MINUTES OF BOARD OF DIRECTORS MEETING**  
**April 21, 2015**

**Directors Present:** Peter Braudrick, Dave Koball, Jerome Dix, Craig Blencowe  
**Directors Absent:** None  
**Associate Directors Present:** Geri Hulse-Stephens, Paul Zellman  
**Associate Directors Absent:** None  
**Staff Present:** Patricia Hickey, Deborah Stanger Edelman, Ursula Butler, Linda MacElwee, Patty Madigan, Chris Bartow, Aryatara Kandahsari  
**NRCS Staff Present:** Carol Mandel  
**Other:** Mike Webster

### I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS

Call to order at 9:22 am. An absence of a quorum was determined.

### II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))

Peter motioned to add an agenda item to discuss & possible approval of working with State Parks on the Haul Road project. Dave Koball seconded. Peter Braudrick, Dave Koball and Jerome Dix voted in favor, 0 nays.

### III. PUBLIC COMMENT

Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).

### IV. CONSENT CALENDAR

4-1 March 17, 2015  
Peter Braudrick motioned to approve the consent calendar, Craig Blencowe seconded. Peter Braudrick, Jerome Dix and Craig Blencowe voted in favor, 0 nays.

### V. ACTION ITEMS

5-1 **Board approval of Financial Statements and Warrant Requests** – An amended bills list was presented to the board. Peter Braudrick motioned to approve the financial statements and warrant requests. Craig Blencowe seconded. Peter Braudrick, Craig Blencowe and Jerome Dix motioned in favor, 0 nays.  
5-2 **Board approval to adopt a phased approach to supporting the Mendocino Co Fire Safe Council** – Peter Braudrick motioned to approve adopting a phased approach to supporting the Mendocino Co. Fire Safe Council as outlined in the memo dated April 15, 2015, Craig Blencowe seconded. Jerome Dix, Craig Blencowe and Peter Braudrick voted in favor, 0 nays.  
5-3 **Board approval of RESOLUTION No. 2015-196** – motioned to approve resolution 2015-196, Craig Blencowe seconded. Jerome Dix, Craig Blencowe, Peter Braudrick and Dave Koball voted in favor, 0 nays.  
5-3 **Board approval of the RCD partnering with State Parks on the Haul Road project** – Peter motioned to approve project administration & management of the Haul Road Multiuse Enhancement project funded by Caltrans Non-motorized Recreational Trail grant and an MOU. Craig Blencowe seconded. Peter Braudrick, Dave Koball, Craig Blencowe and Jerome Dix voted in favor, 0 nays.
INFORMATIONAL ITEMS

6-1 Discussion around the North Coast Area RCD Meeting – Area meeting was well attended. Peter reported that he was appointed Board Chair of the NCARCD. John Lowry from CA Dept of Conservation (DOC) made a presentation about the functionality status of RCD’s within the state. DOC has received a grant to assist RCD’s to improve their functionality. The North Coast Area will be developing an area plan.

6-2 Discussion on CARCD’s Legislative Agenda 2015-16 – AB 32 will be an important funding source going forward. The next important legislation is the Safe Neighborhood, Parks, Rivers and Coastal Protection Bond.

6-3 Discussion around CARCD’s Vision & Standards – Peter and Patricia has been preparing the report. Policies need to be updated and visited on an annual basis.

6-3 Landsmart Update – The five RCDs have submitted proposals together to update the Landsmart program through the State Coastal Conservancy. On April 30th another proposal will be submitted to NRCS for a National Conservation Innovation Grant. Carol stated that there are no conservation plan templates for perennial crops.

6-4 NRCS Report – Evan will be leaving to work for the BLM in Oregon. Carol will be advertising the position as a Range Specialist. A shared staff person with the RCD is under consideration. Carol has been working on the greenhouse gas grant with CalFire for fuel breaks.

6-5 Grant Status/Staff Reports –
- Patricia – presented a report on grant proposals with estimated staff time spent writing them. A team approach and reliance on partners to write proposals is being taken.

6-6 Update on the Willits Bypass Mitigation Lands – Peter is reviewing contracts with Patricia. The NFWF endowment is being completed. The ten year interim coop agreement is being worked on. Caltrans would like the ACOE give them additional credits for preserving and enhancing grazing lands. It is believed that the mitigation grazing practices will improve the wetlands. Studies are going to be done to justify the additional credits.

6-7 Update on the Building Better Boards Training – The program is discussing best practices. Patricia wants to have a board recruitment package. Discussion took place with regards to potential board members. Patricia stated that the RCD needs more associate members.

ADJOURNMENT AND AGENDA SETTING

The meeting adjourned at 12:43 pm. Peter Braudrick made a motion to adjourn the meeting, Craig Blencowe seconded. Jerome Dix, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.
**MINUTES OF BOARD OF DIRECTORS MEETING**  
**May 19, 2015**

**Directors Present:** Dave Koball, Jerome Dix, Craig Blencowe  
**Directors Absent:** Peter Braudrick  
**Associate Directors Present:** Mike Webster  
**Associate Directors Absent:** Geri Hulse-Stephens, Paul Zellman  
**Staff Present:** Patricia Hickey, Deborah Stanger Edelman, Ursula Butler, Patty Madigan, Chris Bartow  
**NRCS Staff Present:** Carol Mandel  
**Other:** None

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<th>I.</th>
<th>CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS</th>
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<th>II.</th>
<th>ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))</th>
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<th>IV.</th>
<th>CONSENT CALENDAR</th>
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<td>4-1 April 21, 2015 minutes.</td>
<td>Craig Blencowe motioned to approve the consent calendar, Dave Koball seconded. Jerome Dix, Dave Koball and Craig Blencowe voted in favor, 0 nays.</td>
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<td>5-1 <strong>Board approval of Financial Statements and Warrant Requests</strong> – Dave Koball motioned to approve the financial statements and warrant requests. Craig Blencowe seconded. Craig Blencowe, Dave Koball and Jerome Dix motioned in favor, 0 nays.</td>
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<td>5-2 <strong>Board approval of RESOLUTION No. 2015-197</strong> – Craig Blencowe motioned to approve resolution 2015-197 to enter into a grant agreement for LWD project with the local tribe, Dave Koball seconded. Jerome Dix, Craig Blencowe, and Dave Koball voted in favor, 0 nays.</td>
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<td>6-1 <strong>Discussion around Draft Interim Cooperative Agreement</strong> – A discussions regarding the current state of the draft agreement took place. The discussion included timelines and clarification of agreement sections.</td>
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<td>6-2 <strong>Update on the Haul Rd Project with State Parks</strong> – No update was given.</td>
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<td>6-3 <strong>NRCS Report</strong> – No report was given.</td>
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<td>6-4 <strong>Grant Status/Staff Reports</strong> – No reports were given.</td>
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<td>6-5 <strong>Update on the Willits Bypass Mitigation Lands</strong> –</td>
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<td>6-6 <strong>Update on the Fire Safe Council</strong> – No update given.</td>
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<td>6-6 <strong>Update on the Building Better Boards Training</strong> – Discussions around recruitment, current board makeup and new board member orientation and documentation took place.</td>
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<td>The meeting adjourned at 12:43 pm. Peter Braudrick made a motion to adjourn the meeting, Craig Blencowe</td>
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seconded. Jerome Dix, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.
**MINUTES OF BOARD OF DIRECTORS MEETING**  
June 18, 2015

**Directors Present:** Dave Koball, Craig Blencowe, Peter Braudrick, Jerome Dix at 10:23 am  
**Directors Absent:** None  
**Associate Directors Present:** Geri Hulse-Stephens  
**Associate Directors Absent:** Paul Zellman  
**Staff Present:** Patricia Hickey, Ursula Butler, Patty Madigan, Chris Bartow  
**NRCS Staff Present:** Carol Mandel  
**Other:** Scott Miller

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<td>Call to order at 9:09 am. A quorum was determined.</td>
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|   | 4-1 May 19, 2015 Minutes  
Dave Koball motioned to approve the consent calendar, Craig Blencowe seconded. Peter Braudrick, Dave Koball and Craig Blencowe voted in favor, 0 nays. |

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<tr>
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<tr>
<td>5-1</td>
<td><strong>Board approval of Financial Statements and Warrant Requests</strong> – Discussion around current financial position and changes to processes starting next fiscal year. Dave Koball motioned to approve the financial statements and warrant requests. Craig Blencowe seconded. Craig Blencowe, Dave Koball and Peter Braudrick voted in favor, 0 nays.</td>
</tr>
<tr>
<td>5-2</td>
<td><strong>Board approval of FY 2015/2016 Annual Budget</strong> – A review of line items and justifications of items. Dave Koball motioned to approve the FY 2015/2016 Annual Budget. Craig Blencowe seconded. Dave Koball, Craig Blencowe and Peter Braudrick voted in favor, 0 nays.</td>
</tr>
<tr>
<td>5-3</td>
<td><strong>Board approval of Randolph Scott &amp; Company’s FY 2012/2013 Annual Audit</strong> – Craig motioned to approve the Randolph Scott &amp; Co. FY 2012/2013 Annual Audit. Dave Koball seconded. Craig Blencowe, Dave Koball and Peter Braudrick voted in favor, 0 nays.</td>
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<tr>
<td>5-4</td>
<td><strong>Board approval of the 10 year Willits Bypass Mitigation Project Cooperative Agreement</strong> – The project budget was reviewed. Attorneys have reviewed the agreement on the RCD’s behalf. Craig Blencowe motioned to approve the Willits Bypass Mitigation Project Cooperative Agreement.</td>
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</table>
Agreement. Dave Koball seconded. Craig Blencowe, Dave Koball and Peter Braudrick voted in favor, 0 nays.

5-5 **Board approval of RESOLUTION No. 2015-198** – Dave Koball motioned to approve Resolution No. 2015-198 dated June 18, 2015. Craig Blencowe seconded. Dave Koball, Craig Blencowe and Peter Braudrick voted in favor, 0 nays.

5-6 **Board Nominations/Elections for 2015-16 Board Chair and Vice Chair** – Craig Blencowe motioned that Peter Braudrick assume the Board Chair and Dave Koball assume the Vice Chair. Jerome Dix seconded. Craig Blencowe, Jerome Dix, Dave Koball and Peter Braudrick voted in favor, 0 nays.

5-7 **Board approval of Mike Webster as Associate Board Member** – Dave Koball motioned that Mike Webster be approved as an Associate Director. Craig Blencowe seconded. Dave Koball, Craig Blencowe, Jerome Dix and Peter Braudrick voted in favor, 0 nays.

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<td>Craig Blencowe made a motion to adjourn the meeting at 10:36 am. Dave Koball seconded. Jerome Dix, Dave Koball, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.</td>
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MINUTES OF BOARD OF DIRECTORS MEETING
July 21, 2015

Directors Present: Peter Braudrick, Jerome Dix, Craig Blencowe
Directors Absent: Dave Koball
Associate Directors Present: Mike Webster
Associate Directors Absent: Geri Hulse-Stephens, Paul Zellman
Staff Present: Patricia Hickey, Deborah Stanger Edelman, Ursula Butler, Patty Madigan, Chris Bartow, Joe Scriven, Linda MacElwee
NRCS Staff Present: Carol Mandel
Other: Kelley Gibbs, Scott Miller, Sue Goranson

I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS
Call to order at 9:07 am. A quorum was determined.

II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))
None

III. PUBLIC COMMENT Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). None

IV. CONSENT CALENDAR
4-1 June 10, 2015 & June 18, 2015 Minutes.
Craig Blencowe motioned to approve the consent calendar, Jerome Dix seconded. Jerome Dix, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.

V. ACTION ITEMS
5-1 Board approval of Financial Statements and Warrant Requests – An additional bills was added to the list for C Bartow expense reimbursement in the amount of $773.95. Craig Blencowe motioned to approve the financial statements and warrant requests with the additional bill, Jerome Dix seconded. Craig Blencowe, Peter Braudrick and Jerome Dix motioned in favor, 0 nays.
5-2 Board approval of Goranson & Assoc. FY 2013/2014 Annual Audit and a Single OMBA 133 Audit – Sue reported that the audit looked good and feels that it was a successful year for the RCD. There were no findings. Jerome Dix motioned to approve the Goranson & Assoc. FY 2013/2014 Annual Audit and a Single OMBA 133 Audit, Craig Blencowe seconded. Jerome Dix, Craig Blencowe and Peter Braudrick voted in favor, 0 nays.
5-3 Board approval of RESOLUTION No. 2015-199 – Linda MacElwee presented an overview of the project. Jerome Dix motioned to approve resolution 2015-199, Craig Blencowe seconded. Jerome Dix, Craig Blencowe, and Peter Braudrick voted in favor, 0 nays.

VI INFORMATIONAL ITEMS
6-1 NRCS report – wrapping up the EQIP applications. Will be working on next year’s program and reviewing the rankings. The north coast will now have its own pool of water conservation funding. The cooperative agreement with the RCD to share a forester has been approved by NRCS. The shared
employee will work with NRCS to assist with forestry EQIP contracts and with the RCD on developing the Landsmart forestry module and other projects.

6-2 Grant Status/Staff Reports –

- **Patty Madigan** reported that she participated on the Technical Peer Review Committee for the North Coast Partnership. Both of the RCD projects were approved for funding with Patty excusing herself from their review.
- **Deborah Stanger Edelman** reported that her proposal to the North Coast Partnership had several components based on the water emergency planning grant that was completed in March. The project will allow creating an app for small water purveyors, water audit training, water conservation training and water distribution line assessments. The Mendocino County Sheriff has agreed to supply a $7,000.00 match for the water academy. A draft of the growers guide will be sent out the review committee in August. A list of names for the guide was presented to the board for their input.
- **Joe Scriven** – The RCD will be assisting the Salmonid Restoration Foundation with two workshops. On 8/11/15 in Willits, the “Water Rights Clinic” and on 9/16/15 in Piercy, PWA will present a roads workshop with a field component. An 8/1/15 rainwater catchment full day workshop will be held at the Mendocino College. A training was held for grounds keepers in the county for water audits of turf fields.
- **Patricia Hickey** reported that Kate Frye is planning on attending the 8/18/15 meeting and is very interested in becoming a board member.
- **Linda MacElwee** – Grant award to work with NRCS and apple farmers in Anderson Valley to implement use efficiency upgrades and installing a 40,000 gallon tank for rain water catchment on a small vegetable farm.

6-3 Update on the Willits Bypass Mitigation Lands – Chris has been working as a liaison between the grazers and mitigation construction activities. There are and have been healthy populations of endangered plant species. We are trying to keep grazing as close to usual as possible for data collection purposes.

6-4 Update on the Fire Safe Council – CWPP – Patricia and Carol are on the steering committee to update the CWPP.

6-5 Update on hiring a RPF with NRCS - see NRCS report.

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<thead>
<tr>
<th>VII</th>
<th>ADJOURNMENT AND AGENDA SETTING</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The meeting adjourned at 12:08 pm. Jerome Dix motioned to adjourn the meeting. Jerome Dix and Peter Braudrick voted in favor, 0 nays.</td>
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</table>
# MINUTES OF BOARD OF DIRECTORS MEETING

**August 16, 2016**

**Directors Present:** Peter Braudrick, Craig Blencowe, Dave Koball, Lisa Bauer, Mike Webster

**Directors Absent:** None

**Associate Directors Present:** None

**Associate Directors Absent:** Geri Hulse-Stevens

**Staff Present:** Patricia Hickey, Chris Bartow, Joe Scriven, Patty Madigan, Mary Mayeda

**NRCS Staff Present:** Carol Mandel

**Other:** Traci Pellar; Devon Jones

## I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS

## II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))

## III. PUBLIC COMMENT

Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).

Traci Pellar discussed her concerns about the Mendocino County Heritage Initiative.

## IV. CONSENT CALENDAR

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>4-1</td>
<td>July 19, 2016 Minutes Call to order 9:05am</td>
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</tbody>
</table>

Craig Blencowe motioned to approve the consent calendar, Peter Braudrick seconded. Peter Braudrick, Lisa Bauer, Craig Blencowe, Mike Webster and Dave Koball voted in favor, 0 nays.

## V. ACTION ITEMS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>5-1</td>
<td>Board approval of Financial Statements and Warrant Requests</td>
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</table>

Peter Braudrick motioned to approve the financial statements and warrant requests, Lisa Bauer seconded. Peter Braudrick, Lisa Bauer, Craig Blencowe, Mike Webster and Dave Koball voted in favor, 0 nays.

## VI. INFORMATIONAL ITEMS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>6-1</td>
<td>Environmental Impacts Related to Marijuana Cultivation in Mendocino County</td>
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Presentation by Jeanette Pedersen, Retired Resource Manager and Law Enforcement Coordinator, Calfire Mendocino Unit
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| 6-2 **Update on state and local efforts to regulate medical cannabis cultivation**—Patricia Hickey  
Patricia provided a general overview of how the programs intersect. It is very uncertain how the county or the State will be developing programs. We will have a better sense after the November election. In the meantime, MCRCD staff will be providing comment letters during the State’s and the County’s CEQA process for emerging permitting programs. |   |
| 6-3 **Forsyth Floodplain Proposal Presentation**—Joe Scriven, Patty Madigan |   |
| 6-4 **CARCD Durable Collaborations Presentation**—Patricia Hickey, Peter Braudrick  
Patricia discussed the JPA resolution staff will be bringing before the board at the next meeting. |   |
| 6-5 **NRCS Report**—Carol Mandel  
**6-6 Willits By-pass Update**—Chris Bartow, Mary Mayeda |   |
| **6-7 Grant Status/Staff Reports** |   |
| **VII** **ADJOURNMENT AND AGENDA SETTING** 12:30 pm |   |
| To request board packet information, please contact Ursula Butler at (707) 462-3664 ext 105.  
Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at (707) 462-3664. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting. |   |
## MINUTES OF BOARD OF DIRECTORS MEETING
September 15, 2015

**Directors Present:** Peter Braudrick, Jerome Dix, Dave Koball  
**Directors Absent:** Craig Blencowe  
**Associate Directors Present:** none  
**Associate Directors Absent:** Paul Zellman, Mike Webster, Geri Hulse-Stephens  
**Staff Present:** Patricia Hickey, Deborah Stanger Edelman, Patty Madigan, Chris Bartow, Joe Scriven, Linda MacElwee  
**NRCS Staff Present:** Carol Mandel  
**Other:** Megan Franks, Gabrielle Bowman

| I. | CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS  
Call to order at 9:11 AM. A quorum was determined. |
|---|---|
| II. | ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))  
None |
| III. | PUBLIC COMMENT  
Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). None |
| IV. | CONSENT CALENDAR  
Aug. 18, 2015 Minutes.  
Jerome Dix moved to approve the consent calendar, Dave Koball seconded. Jerome Dix, Peter Braudrick, and Dave Koball voted in favor, 0 nays. |
| V. | ACTION ITEMS  
5-1 Board approval of Financial Statements and Warrant Requests – Dave Koball moved to approve the financial statements and warrant requests, Jerome Dix seconded. Dave Koball, Peter Braudrick and Jerome Dix voted in favor, 0 nays.  
5-2 Board approval of a Vehicle Use Policy – Dave Koball moved to adopt the interim vehicle use policy, seconded by Jerome Dix. C  
5-3 Board appointment of Scott Miller as a MCRCD Associate Director – Dave Koball moved to appoint Scott Miller as associate director, seconded by Jerome Dix. |
| VI. | INFORMATIONAL ITEMS  
6-1 NRCS report – Carol Mandel is planning a local workgroup (agency partners) meeting in October.  
6-2 Discussion on the new Forestry and Vegetation Management Specialist position – The position is still being finalized. There is a short window of time to do forestry work. Vegetation management is on the Willits Bypass project. Potential future funding is from greenhouse gas reduction grants.  
6-3 Grant Status/Staff Reports –  
- Patty Madigan reported on projects funded by State Water Resource Control Board prop 319h Garcia TMDL, Navarro TMDL and Humboldt County prop 84 Mendocino Headwaters.  
- Patricia Hickey reported on strategies to secure greenhouse gas (GHG) reduction funds. California RCDs (state and regional) are working on GHG reduction accounting methods that will be |
approved by the ARB. To secure funding, MCRCD must work with RCD and county partners.

6-4 **Update on the Willits Bypass Mitigation Lands** – Chris Bartow reported on new wetland creation; Chris has moved livestock out of mitigation ground and managing water infrastructure. Joe and Chris are planning a stream channel maintenance policy, which they will bring for board approval. Contracts are out for bid, and bidders toured the site. Lessee management needs to be tightened.

6-5 **Update on the Fire Safe Council** – Patricia Hickey reported that many fire safety stakeholders met (CalFire, MRC, foresters, RCD). Funding must be secured to proceed.

6-6 **Fall Site Tours and Invited Speakers Discussion.** Discussed an Oct. 13 meeting and visit to Galbreath site (roads, bridges, plants), lunch in the field. The manager of Jackson Forest will be invited to do presentation in December or January, to be arranged by Peter Braudrick.

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<td></td>
<td>The meeting adjourned at 12:15 pm. Dave Koball moved to adjourn the meeting seconded by Jerome Dix. Jerome Dix and Dave Koball voted in favor, 0 nays.</td>
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MINUTES OF BOARD OF DIRECTORS MEETING
October 13, 2015

Directors Present: Peter Braudrick, Jerome Dix, Craig Blencowe
Directors Absent: Dave Koball
Associate Directors Present: Scott Miller
Associate Directors Absent: Paul Zellman, Mike Webster, Geri Hulse-Stephens
Staff Present: Patricia Hickey, Deborah Stanger Edelman, Ursula Butler, Lani Hardage-Vergeer
NRCS Staff Present: none
Other: Kate Frey

I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS
   Call to order at 9:08 AM. A quorum was determined.

II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))
   None

III. PUBLIC COMMENT
   Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). None

IV. CONSENT CALENDAR
   Sept. 15, 2015 Minutes.
   Jerome Dix moved to approve the consent calendar, Craig Blencowe seconded. Jerome Dix, Peter Braudrick, and Craig Blencowe voted in favor, 0 nays.

V. ACTION ITEMS
   5-1 Board approval of Financial Statements and Warrant Requests – Directors discussed not needing copies of bills lower than $1000. Send copies to Peter Braudrick only. Craig Blencowe moved to approve the financial statements and warrant requests, Jerome Dix seconded. Craig Blencowe, Peter Braudrick and Jerome Dix voted in favor, 0 nays.

VI. INFORMATIONAL ITEMS
   6-1 NRCS report – Patricia Hickey reported on hiring of Tom Schott for the RCD with funding from NRCS.
   6-2 Grant Status/Staff Reports –
      • Patricia Hickey reported on a presentation she gave to the CARCD Board of Directors regarding greenhouse gas reduction accounting tools and programs supported by RCDs. Practice-based GHG calculators and tracking tools are being developed with four other local RCDs. These tools will be discussed at planning meetings with the North Coast Regional Partnership and the local Board of Supervisors.
      • Deborah Edelman reported on progress with the Sustainable Grower’s Guide. The text is out for review, then it will be sent for graphic illustration, probably to be completed by the end of 2015.
   6-3 Update on the Fire Safe Council – Patricia Hickey reported that Madelin Holtkamp will be retiring from the FSC at the end of the year. Baseline funding must be secured before MCRCD can take over the activities of the Council.
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<td>The meeting adjourned at 10:15 AM so that board members could participate in a tour of the Galbreath Preserve worksite. Craig Blencowe moved to adjourn the meeting seconded by Jerome Dix. Jerome Dix, Craig Blencowe and Peter voted in favor, 0 nays.</td>
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MINUTES OF BOARD OF DIRECTORS MEETING
November 17, 2015

Directors Present: Peter Braudrick, Jerome Dix, Craig Blencowe
Directors Absent: Dave Koball
Associate Directors Present: Geri Hulse-Stephens, Mike Webster, Scott Miller
Associate Directors Absent: None
Staff Present: Patricia Hickey, Deborah Stanger Edelman, Ursula Butler, Chris Bartow, Joe Scriven, Linda MacElwee
NRCS Staff Present: Carol Mandel
Other: Julie Price

I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS
Call to order at 9:07 am. A quorum was determined.

II. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))
None

III. PUBLIC COMMENT
Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). None

IV. CONSENT CALENDAR
Agenda addition – Assignment and Redistribution of Mitigation Pastures Procedures and Protocols – for board review and approval
October 13, 2015 minutes.
Craig Blencowe motioned to approve the consent calendar, Jerome Dix seconded. Jerome Dix, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.

V. ACTION ITEMS
5-1 Board approval of Financial Statements and Warrant Requests – Craig Blencowe motioned to approve the financial statements and warrant requests, Jerome Dix seconded. Craig Blencowe, Jerome Dix and Peter Braudrick voted in favor, 0 nays.
5-2 Board approval of Annual Report for 2014/2015 - Jerome Dix motioned to approve the Annual Report for 2014/2015, Craig Blencowe seconded. Jerome Dix, Craig Blencowe and Peter Braudrick voted in favor, 0 nays.
5-3 Board approval to initiate a new strategic planning process in 2016 – The staff was directed to research a retreat and facilitator. Craig Blencowe motioned to approve a new strategic planning process in 2016, Jerome Dix seconded. Jerome Dix, Craig Blencowe, and Peter Braudrick voted in favor, 0 nays.
5-4 Board approval of Assignment and Redistribution of Mitigation Pastures Procedures and Protocols – Craig Blencowe motioned to approve the Assignment and Redistribution of Mitigation Pastures Procedures and Protocols, Jerome Dix seconded. Craig Blencowe, Jerome Dix and Peter Braudrick voted in favor, 0 nays.
### VI INFORMATIONAL ITEMS

6-1 **NRCS report** – Staff is preparing for audit that will be started in the beginning of December. Allison will be leaving in January. Carol believes that the upcoming NRCS budget will have opportunities to work together with the RCD. NRCS will be hosting some workshops regarding fire planning.

6-2 **Extended Discussion & Presentation on the Willits Bypass** – Chris and Patricia went through the presentation done for a Farm Bureau meeting.

6-3 **Completing Rare Plant Guide** – Craig gave a quick history of the guide project. Darcy Mahoney will review the guide one more time.

6-4 **Grant Status/Staff Reports** –
   - **Patricia Hickey** – Organizational model will be transitioning over the next six months. Continues to develop our partnership with the County of Mendocino. A grant proposal is being developed to update the website.
   - **Joe Scriven** – Feliz Creek dam neighbors are unhappy with the sediment deposits from the dam removal. Legal counsel has been obtained.

6-5 **Update on the Fire Safe Council** – Madeline will be stepping down in January with the exception of the funding for the CWPP update.

6-6 **Update on hiring for the Forestry & Vegetation Mgmt Specialist** – A job offer has been made.

### VII Closed Session

- to be continued during the December 15, 2015 meeting.

### VII ADJOURNMENT AND AGENDA SETTING

The meeting adjourned at 11:51 pm. Jerome Dix motioned to adjourn the meeting. Jerome Dix and Peter Braudrick voted in favor, 0 nays.
### MINUTES OF BOARD OF DIRECTORS MEETING
**December 15, 2015**

**Directors Present:** Peter Braudrick, Jerome Dix, Craig Blencowe  
**Directors Absent:** Dave Koball  
**Associate Directors Present:** Geri Hulse-Stephens, Mike Webster, Scott Miller  
**Associate Directors Absent:** None  
**Staff Present:** Patricia Hickey, Deborah Stanger Edelman, Ursula Butler, Chris Bartow, Joe Scriven, Linda MacElwee, Patricia Madigan  
**NRCS Staff Present:** Carol Mandel  
**Other:** Mary Mayeda

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<tr>
<th>I.</th>
<th>CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS</th>
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<td></td>
<td>Call to order at 9:15 am. A quorum was determined.</td>
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<tr>
<th>II.</th>
<th>ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))</th>
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| III.     | PUBLIC COMMENT Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). None |

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<thead>
<tr>
<th>IV.</th>
<th>CONSENT CALENDAR</th>
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<tr>
<td></td>
<td>Craig Blencowe motioned to approve the consent calendar, Jerome Dix seconded. Jerome Dix, Peter Braudrick and Craig Blencowe voted in favor, 0 nays.</td>
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<tr>
<td></td>
<td>5-1 Board approval of Financial Statements and Warrant Requests – Jerome Dix motioned to approve financial statements and warrant requests, Craig Blencowe seconded. Craig Blencowe, Jerome Dix and Peter Braudrick voted in favor, 0 nays.</td>
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<tr>
<td></td>
<td>5-2 Board approval of MCRCD co-sponsoring Salmonid Restoration Federation Conference – Craig Blencowe motioned to approve a $500.00 sponsorship, Jerome Dix seconded. Jerome Dix, Craig Blencowe and Peter Braudrick voted in favor, 0 nays.</td>
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<tr>
<th>VI</th>
<th>CLOSED SESSION</th>
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<tr>
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<td>The Board will discuss the Executive Director’s annual performance evaluation (continued from last month)</td>
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<tr>
<th>VII</th>
<th>RECONVENE ACTION ITEMS</th>
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<tr>
<td></td>
<td>5-3 Discussion and possible action regarding staff holiday gift</td>
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<td></td>
<td>The Board announced that the staff could have the latter half of the 24th and a gift certificate.</td>
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<th>VII</th>
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<tbody>
<tr>
<td></td>
<td>6-1 NRCS Report – moving forward with the 2016 program and currently processing applications. Advertising and outreaching for EQIP funding. NRCS passed their internal audit.</td>
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<td>6-2 Willits Bypass Update – updated the annual plan. Leases are being updated to include MCRCD.</td>
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<td></td>
<td>6-3 Grant Status/Staff Reports – Proposal submitted through NRCS for staff to work on the soil initiative with a focus on vineyards. Patty announced that a joint grant application with TU has been approved. Linda reported on a monitoring meeting she attended in November. Deborah reported that she applied for a grant to update the website to better reflect our work and to improve navigation. The BMP guide will be ready for the graphic designer by the end of the month and currently the</td>
</tr>
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</table>
Regional Board modifications are being integrated.
Joe received final clearance to proceed with construction on the jumpstart project at the college.
6-4 Update on Fire Safe Council – The board chair would like to request that the RCD help keep the council afloat until funding can be obtained. County Counsel will be consulted as to liability and/or other items of concern with the transfer. CWPP is still in process and is expected to be completed in March 2016. A public meeting will be held on January 28th.
6-5 Update on the CARCD Conference – Peter, Craig & Patricia attended the conference. Craig would like more staff to have the opportunity to attend.
6-6 Introduction of our new Forestry & Vegetation Management Specialist – Mary Mayeda introduced herself and reported on her work experience. Staff and board members introduced themselves and discussed the work they are doing.

### VII ADJOURNMENT AND AGENDA SETTING
The meeting adjourned at 12:02 pm. Jerome Dix motioned to adjourn the meeting. Jerome Dix and Peter Braudrick voted in favor, 0 nays.