



MEETING MINUTES
of the
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

PHONE: 707.462.3664 FAX: 707.462.5549

Tuesday, March 17, 2020

*This meeting was held via teleconference due to the COVID-19 pandemic.

Directors Present: Lisa Bauer

Directors Teleconferenced: Cathy Monroe, Craig Blencowe, Peter Braudrick

Associate Directors Teleconferenced: Jenn Riddell, Mike Webster

Staff: Megan McCluer, Ursula Butler, Deborah Edelman, Linda MacElwee,

Mary Mayeda, Katy Brantley, Chris Bartow, Patty Madigan, Joe Scriven

NRCS Teleconferenced: Carol Mandel

Public: John Hansen

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS: 9:49 AM
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) 7-0 Review list of prioritized policies 7-7 COVID-19 precautions by MCRCD staff
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.	CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code 54957) Title: Executive Director performance evaluation. 9:00 – 9:35 AM
V.	CONSENT CALENDAR 5-1 February 18, 2020 Board of Directors (BOD) Minutes . <i>Cathy Monroe motioned to approve, and Peter Braudrick seconded. Peter Braudrick, Cathy Monroe, Lisa Bauer, and Craig Blencowe voted in favor.</i>
VI.	ACTION ITEMS
	6-1 Board approval of Financial Statements and Warrant Requests for: February 2020. <i>Peter Braudrick motioned to approve, and Cathy Monroe seconded. Peter Braudrick, Cathy Monroe, Lisa Bauer, and Craig Blencowe voted in favor.</i>
	6-2 Review and approve of MCRCD Policy: MCRCD Vehicle Use Policy (updated). <i>Cathy Monroe motioned to approve, and Peter Braudrick seconded. Peter Braudrick, Cathy Monroe, Lisa Bauer, and Craig Blencowe voted in favor.</i>
VII.	DISCUSSION ITEMS
	7-0 Review list of prioritized policies. <i>Megan McCluer provided a spreadsheet handout and on the conference screen listing the policies and their priority ranking. The Board recommended moving item 7, Land Acquisition Policy, up to priority 5 and shifting the other two policies down. Lisa Bauer will be the lead in reviewing and revising the Procurement Policy.</i>
	7-1 Strategic Planning Day – Programs 3-minute Updates <i>Operations Program: Planning for the MCRCD 75th anniversary is underway with Lisa, Chris, and Joe. Megan contact the County’s Human Resources Department and will identify tasks and estimate cost rates for their services. Ursula is in the process of selecting an Administrative Assistant.</i> <i>Forestry Program: Exploring options of inter-agency agreements with CAL FIRE and BLM.</i>

	<p><i>Water Program: Water conservation links on website have been updated. An intern for CASGEM work has been hired. BMPs for water storage is on hold. Continuing to participate in the Groundwater Sustainability Agency's Technical Advisory Committee meetings.</i></p> <p><i>Soil Program: Web page has been updated with Healthy Soils Initiative.</i></p> <p><i>Land Stewardship Program: A spreadsheet has been drafted that lists the tasks required to enter into land acquisition contracts.</i></p>
	<p>7-2 Outlet Creek Ranch Solicitation – Discussion of criteria required for successful land ownership. <i>Craig Blencowe contacted several entities to investigate the potential for acquiring the Outlet Creek Ranch. Overall, this property is not a good fit for MCRCD.</i></p>
	<p>7-3 Oak Tree and Oak Woodland Protection Ordinance <i>The County's workshop for this topic has been canceled. The ordinance is being put before the County Planning Commission. Jenn Riddell mentioned that the county is claiming this ordinance is CEQA exempt, but includes mitigation measures. This approach is inconsistent with CEQA and is problematic. The perspective is that this ordinance is being pushed through in response to expansion of cannabis production throughout the county.</i> <i>Mary Mayeda asked that MCRCD establish a sub-committee to study the ordinance and draft a letter that provides technical guidance to those developing the ordinance. General discussion identified Craig Blencowe, Cathy Monroe, Jenn Riddell, and Mary Mayeda to serve on the sub-committee.</i></p>
	<p>7-4 Consideration of John Hansen as Associate Director of MCRCD <i>Lisa Bauer read part of John Hansen's application as an Associate Director and stated that the addition of his experience with fiscal operations will be beneficial to the Board of Directors. Craig Blencowe motioned to approve John Hansen as an Associate Director. Cathy Monroe seconded the motion. Craig Blencowe, Cathy Monroe, Peter Braudrick, and Lisa Bauer voted in favor.</i></p>
	<p>7-5 COVID-19 precautions by MCRCD staff <i>MCRCD staff will be taking precautions in work activities to protect against infection and spread of the COVID-19 virus. The Willits staff will perform administrative work from their homes, and will continue to complete tasks in the field according to schedule. Patty Madigan and Linda MacElwee will work from their home offices, and perform site visits as needed. The Ukiah staff will begin transitioning to work remotely from home and minimize office hours as much as possible.</i></p>
	<p>INFORMATIONAL ITEMS</p>
VIII.	<p>8-1 NRCS Report <i>Carol Mandel reported that her staff will be working at the Ukiah office as well as from their homes. Matt Prendergrast (Range Conservationist) will be leaving the Ukiah office in late April to take a position in southern California. The EQIP applications are being ranked for the April 17 deadline. Erin Kile will return to part-time work in May.</i></p> <p>8-2 Director Reports <i>Cathy Monroe attended the recent Climate Action Committee meeting. The Ad Hoc committee is working on carbon baseline calculations for the county as their first task.</i></p> <p>8-3 Staff Reports and Grant Status <i>Mary Mayeda submitted a BearCorps application for a Forestry Technician. She partnered with Sonoma RCD for a forestry education proposal to the North Coast Resource Partnership. They are looking at micro-grid options for the CCI Forest Health project with the gasifiers.</i> <i>Patty Madigan led a site visit with Trout Unlimited on Mill Creek to identify locations for placement of large wood structures.</i></p> <p>Adjournment: 11:57 AM</p>
	<p>AGENDA SETTING</p>
IX.	<p>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.</p>

Action Items

Lisa Bauer will be the lead for review and update of the Procurement Policy.

Megan McCluer will adjust the priority of policies accordingly.

Spelling correction for John Hansen's name to be made for future reference.

Oak Woodland Protection Ordinance Sub-committee report to Board of Directors in April.