



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

PHONE: 707.462.3664 FAX: 707.462.5549

Tuesday, May 19, 2020

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

Directors Teleconferenced: Lisa Bauer, Cathy Monroe, Craig Blencowe

Associate Directors Teleconferenced: Mike Webster, Tony Orth

*Staff: Megan McCluer, Deborah Edelman, Mary Mayeda, Chris Bartow, Katy Brantley
 Joe Scriven*

NRCS Teleconferenced: Erica Lundquist

Public Teleconferenced: Elizabeth Salomone – Russian River Flood Control District

I.	CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS: 9:05 AM
II.	ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) <i>Add 6-8 Diversity, Equity, and Inclusion – Katy</i>
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 April 21, 2020 Board of Directors (BOD) Minutes <i>Craig Blencowe motioned to approve the Consent Calendar and Cathy Monroe seconded. Craig Blencowe, Cathy Monroe, and Lisa Bauer voted in favor.</i>
V.	ACTION ITEMS
	5-1 Board approval of Financial Statements and Warrant Requests for: April 2020 <i>Craig Blencowe motioned to approve the Consent Calendar and Cathy Monroe seconded. Craig Blencowe, Cathy Monroe, and Lisa Bauer voted in favor.</i>
	5-2 Formal vote for John Hansen as Associate Director (for formal notice and record) <i>Lisa nominated John Hansen to be an Associate Director of MCRCD, and Cathy Monroe seconded. Craig Blencowe, Cathy Monroe, and Lisa Bauer voted in favor.</i>
VI.	DISCUSSION ITEMS
	6-1 Audit Update – Lisa <i>The Board Financial Committee has been formed and consists of Cathy Monroe, John Hansen, and Lisa Bauer. Ursula Butler and Megan McCluer are staff support to the Board Finance Committee (BFC). The BFC is addressing the last fiscal year 18/19 audit, current fiscal year 19/20 monthly reporting, and next fiscal year 20/21 planning. In addition, the BFC is working on the RFP for a new auditor, cost policy statement for federal indirect rate application, and hiring of two new staff for the Finance Department. See handout provided.</i>
	6-2 Board of Directors – Personnel Discretionary Fund <i>Lisa would like to include this topic at the June meeting. This item will be part of the overall budget review.</i>
	6-3 Strategic Planning – Megan <i>Megan reviewed the current status of the draft plan and reminded Directors to participate on the program teams to finish their chapters.</i>

	<p>6-4 Protocol: COVID-19 Safe operating procedures for office scheduling and field work – Megan <i>Megan described the current protocols for safe office and work procedures, which follow the State and County criteria. The protocols are posted at the Ukiah and Willits offices.</i></p>
	<p>6-5 Oak Woodland Protection Ordinance Sub-committee update – Mary <i>Mary stated that no progress was made on this topic since the last meeting.</i></p>
	<p>6-6 Duration of Landowner Access Agreements – Joe <i>Joe summarized the history and current status of Landowner Access Agreements. He described the change in duration from 10 to 20 years, which has created difficulties in securing landowner support for some projects. General discussion and agreement from Directors, with direction to Joe to contact CARCD and other RCDs to determine if this has been a problem with them. Peter Braudrick’s position on the Board at CARCD may be an opportunity for him to bring up this topic to them. Identifying if this change in duration originated at the legislative level or from an agency will be an important step. As a frame of reference, many NRCS practices include a 10-year access agreement.</i></p>
	<p>6-7 Update on Willits staff move to the Coleman House – Chris <i>Chris provided an update on the process of moving out of the South Main Street office and into the Coleman House. All staff except for Jake Stubberfield are working from their home offices when not in the field. They follow the safe operating procedures when working together. The Coleman House will not be open to the public for the near future.</i></p>
	<p>6-8 Diversity, Equity, and Inclusion – Katy <i>Katy discussed the importance of diversity, equity, and inclusion from project, staff, and Board perspectives, and stated that this topic has been a main focus of CARCD this year. Peter attended several trainings on this topic and will add to the discussion at the June meeting. General discussion identified several options to increase our focus on this topic. Lisa suggested establishing a committee and Katy, Mary, and Deborah volunteered. Katy will contact Peter to see if he is available to serve on the committee too.</i></p>
	<p>INFORMATIONAL ITEMS</p>
VII.	<p>7-1 NRCS Report <i>Erica said the NRCS office is closed to the public. They submitted 21 EQIP applications for this round, most of which were forestry related. She gave specific kudos to Mary and Heather for their work. NRCS is beginning work on the next round of EQIP applications.</i></p> <p>7-2 Director Reports <i>Tony said the tree cutting work in Brooktrails has been halted for this year, and the crews will focus on removing the debris they created.</i> <i>Cathy stated that the Climate Action Task Force will be working with the RCD and the SALC 2020 grant for a baseline study for agricultural emissions in Mendocino County.</i> <i>Mike attended the Ukiah Valley Basin Groundwater Sustainability TAC meeting, which is moving forward on a calibrated groundwater monitoring model.</i> <i>Craig described the timber market as improved a bit since last meeting, and mentioned that Soper-Wheeler Timber Company is selling their lands in Mendocino County.</i></p> <p>7-3 Staff Reports and Grant Status <i>Megan said Patty submitted two proposals last month.</i> <i>Mary is working on a proposal to NCRP to finish the carbon modeling tool.</i> <i>Deborah appreciated Mike’s participation and expertise in the Groundwater Sustainability TAC meeting. She finished the CASGEM monitoring for the spring. The DROPS projects in Ukiah and Anderson Valley were highlighted in a recent report that lauded their success and effectiveness.</i> <i>Katy said she and Linda have been helping farmers with applications for the CDFW Healthy Soils Program, which is scheduled to disperse \$22M in 2020. The program will be active next year, so she and Linda will be prepared to help the farmers submit applications earlier.</i></p>

	Adjournment: 11:30 AM
	AGENDA SETTING
IX.	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.
	Next MCRCD BOD meeting will be June 16, 2020

Actions

Add to agenda for June meeting

1. *Personnel Discretionary Fund*
2. *Diversity, Equity, and Inclusion*