



MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
May 13, 2022

A regular meeting of the Board of Directors of the Yuba County Resource Conservation District (YCRCD) was held on **May 13, 2022**, commencing at **9:35 A.M.** The meeting was held in person at the Yuba County Agricultural Commission Office’s conference room. Members of the public could attend in person or via Zoom Video Conference and Audio Teleconference.

ROLL CALL

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

Others Present:

Frank Denatale, Fire Prevention Officer, Community Development and Services Agency, Yuba County

CHANGES TO AGENDA

Director Aseltine Neilson requested that the approval of the April 2022 minutes be tabled until the next board meeting. Director Lindman made a motion to table the approval of the April 8, 2022, Regular Meeting minutes until the next board meeting, Director Fildes seconded the motion, and the motion passed unanimously.

PUBLIC COMMENT

No public comments were provided.

CONSENT ITEMS

- A. Approval of the minutes of the April 8, 2022, Regular Meeting, as written or as modified. As approved under changes to the agenda, this item was tabled until the next board meeting.

DISCUSSION AND ACTION ITEMS

- B. Approve payment of the final invoice from Amy Stork, Solid Ground Consulting, for Needs Assessment. Director Lindman made a motion to approve the payment for Amy Stork, Solid Ground Consulting, for \$6,100.00. Director Fildes seconded the motion, and the motion was passed unanimously.

- C. Approve payment of Sacramento Valley Region of RCDs 2022-2023 dues. Upon a motion made by Director Lindman, seconded by Director Fildes, and unanimously carried, the Board approved paying the 2022-2023 Sacramento Valley Region of RCDs annual dues for the amount of \$150.00.

D. Partner Reports

No representative from the Natural Resource Conservation Service (NRCS) or Sutter County RCD (SCRCD) participated in the meeting, and Director Lindman was unable to attend the most recent SCRCD meeting, so no partner updates were provided. Pa Yang, NRCS, had sent an email prior to the meeting indicating that she would not be providing a written report for the Board meeting packet.

E. Financial Report

No financial reports were provided in the Board meeting packet. Director Aseltine Neilson reviewed with the Board members a list of recent purchases (and approximate costs) for the “Be Prepared Fair” and the office. Prior to these purchases, the total balance in the YCRCD accounts was \$19,662.02. The financial reports for the June Board Meeting should reflect these purchases as well as the payments approved in items B and C above.

F. Review documents related to the 2020-2021 audit and consider the following actions:

- a. Approval of 2020 audit document
- b. Approval of 2021 audit document
- c. Approval of 2020-2021 audit management report
- d. Approval for Director Lindman to sign the 2020-2021 audit management report letter
- e. Approval of response letter to 2020-2021 audit management recommendations

The Board directors discussed the audit documents and upon a motion by Director Lindman, seconded by Director Aseltine Neilson, and unanimously carried, the Board decided to table all of these except (d) until the next Board meeting. The Board directors reviewed together the 2020-2021 audit management report letter. Upon a motion by Director Fildes, seconded by Director Lindman, and carried unanimously, approval was provided for Director Lindman to sign the 2020-2021 audit management letter.

G. Finalize plans for the May 19th “Be Prepared Fair”

Director Fildes indicated that he will bring copies of the Forest Management Handbook that he recently received along with copies of the 2-page summary of this handbook. The banner has arrived along with the pens. Director Fildes will be there when the building opens up and will set up the table. Director Aseltine Neilson is planning to generate some posters with assistance from Pa Yang (NRCS) and she will bring these along with some business cards.

H. Needs Assessment – Next Steps

The Board discussed some of the actions listed in the Needs Assessment conclusion. In addition to developing various materials that can be provided to potential Board

members, the Board needs to secure funds to hire staff. The Needs Assessment indicates that the YCRCD will need a startup budget of about \$125,000. This includes salaries for an Executive Director and administrative staff. Director Lindman sent out the Needs Assessment to partners such as the Yuba Water Agency and the Yuba County Board of Supervisors. On May 17th, Director Lindman will be providing a presentation to the Yuba Water Agency (which includes some of the Yuba County Supervisors) that will highlight the results of the Needs Assessment and on May 18th she will provide a similar presentation to the Integrated Regional Water Management Program. The YCRCD Board agreed to wait until the June board meeting to discuss what steps to take next regarding the development of materials for potential Board members.

Director Lindman will check with Amy Stork to see if she produced any additional materials that would be useful for potential Board members (e.g., a matrix of specific skills).

I. Development of 2022-2023 YCRCD budget

The board directors discussed what items should be included in the 2022-2023 YCRCD budget and how often the budget should be updated during the fiscal year. Director Fildes will discuss with the YCRCD bookkeeper, Dewaina Edens, what type of budget could be developed through QuickBooks. It was noted that YCRCD needs to get all the paperwork from SCRCD on collaborative grant efforts as well as SCRCD invoices that breakout SCRCD staff work for each YCRCD project. Director Lindman will discuss this need for documentation with Kelli Evans (SCRCD) and also discuss whether it would be possible for Dewaina Edens to connect directly with their bookkeeper to improve invoicing communications. Director Aseltine Neilson will reach out to Simar Bains regarding what additional collaborative grant applications SCRCD may currently be working on (e.g., the next CalRecycle grant cycle). The Board agreed that Director Fildes, Director Aseltine Neilson, and Dewaina Edens will work together over the next month to develop a 2022-2023 budget that can be approved at the June 2022 board meeting. It also would be helpful to tie together the financial reports and annual budget so that it is easier to see how YCRCD financial activities are tracking against the budget. Dewaina Edens should know whether the current QuickBooks version has the necessary features to do this task.

J. Update on relevant legislation including AB 1902

Director Lindman planned to attend the May 11th CARCD virtual town hall on AB 1902, but they unfortunately shifted the webinar time and she was unable to participate. AB 1902 would revise some of text within Division 9 of the California Public Resource Code (Division 9 covers California's Resource Conservation Districts). Concerns had been raised by some RCDs, particularly the smaller RCDs, regarding some of the proposed code changes. CARCD has been gathering comments to help facilitate changes to the proposed text and will be providing updates on revisions to AB 1902. Director Aseltine Neilson mentioned that AB 1902 also was discussed during the May 5th Spring Meeting of the Sacramento Valley Region of RCDs and any comments should be sent to Karen Buhr (CARCD). Presenters also mentioned AB 2649, the Natural Carbon Sequestration and Resilience Act of 2022. We likely will hear more about this legislation later this summer. No update on AB 1776 was provided at this spring meeting. AB 1776 adds California RCDs to the list of organizations that must be paid promptly by state agencies.

K. Items for Website

Director Aseltine Neilson asked the Board to let her know about any information or events that they become aware of that should be included on the website.

L. Meeting Logistics and Equipment

The combination of in-person and zoom meeting appears to be working well. Director Lindman will talk to SCRCD about the possibility of getting direct access to their Zoom program. The Agricultural Commissioner's staff are currently lending the YCRCD their webcam until the YCRCD obtains their own. Director Aseltine Neilson has ordered a webcam which should be available for use at the next board meeting.

M. Update on Forest Health/Fire Resilience Pamphlet Development

Director Aseltine Neilson had no update to provide on the pamphlet development.

N. Project Updates

The Board had no project updates to discuss.

BOARD PRESIDENT'S REPORT

Director Lindman had nothing else to report to the Board.

DIRECTORS' COMMENTS AND REPORTS

Director Fildes mentioned that the personnel at Beale Airforce Base are told that they should do some volunteer work. The Board discussed options for reaching out to staff at Beale Airforce Base regarding the volunteer opportunities with the YCRCD and the current Board director openings.

Director Aseltine Neilson reiterated that she participated in the May 5th Spring Meeting of the Sacramento Valley Region of RCDs. While a number of items were discussed, there was nothing presented at the meeting that was noteworthy for the Board.

Director Aseltine Neilson also found some information through the internet on mobile irrigation labs and carbon farming which she will provide to the board members.

ADJOURNMENT

The meeting was adjourned at 11:44 A.M.