

MINUTES

SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE YUBA COUNTY RESOURCE CONSERVATION DISTRICT

9:30 am Friday June 19, 2020

Held via Zoom

President Alyssa Lindman called the meeting to order at 9:36 AM.

A. ROLL CALL

Roll Call:

Directors	Present	Absent
Director Alyssa Lindman	X	
Director Gary Fildes	X	
Director Deborah Aseltine Neilson	X	
Director Doug Neilson	X	

ACTION ITEMS

B. YCRCD'S ANNUAL WORKPLAN FOR 2020-2021

A draft work plan, created by President Lindman and Director Aseltine Neilson was presented and feedback was sought from the entire Board. Specific items needing feedback were:

Complete the Annual Audit. The expected completion date and what auditor to use were still unknown. Yuba County was suggested could supply a name of an auditor. Director Fildes reported that the County would provide an auditor, possibly, but it would still be up to the RCD to pay for the audit (approximately, \$2500), which we do not have. Our workplan has a timeframe starting in December and ending in June. July is the required completion date. We will be specifying a start date in early (March ?) 2021 with a completion date by July 2021. Since the estimate for the audit was 'at least' \$2500 and that was a year ago, we modified the amount in the annual workplan's budget to \$3000.

Part-time worker. There was an extended discussion about who pays for the worker we are sharing with YWP&FSC. FSC stated that they will pay for her time that she works for us. Director Neilson was concerned that, on paper, it would be better if we paid her ourselves since we've actually budgeted for her salary. Director Fildes suggested that we could work out an MOU with FSC stating that she is our employee for the hours contracted although it wouldn't address the basic issue that, on paper, Director Neilson wants to show that the RCD has an employee. It was further suggested that we keep the employee in the budget and that the salary that FSC was willing to provide be given to the RCD in the form of a grant. President

Lindman will check with some of the Agencies to see if we can claim a person on the budget but have her paid out of the FSC coffers. In order to further our current grant applications, Director Fildes suggested that we keep her in the budget with the intent of paying her from grant monies. If awarded, and the FSC does indeed pay for her we can formalize that with the FSC through an MOU and approach the granting agencies for a change to the budget. If the FSC doesn't end up paying the salary then we are budgeted to perform that ourselves. President Lindman however was uncomfortable with including monies for a part time worker in our grant application that may not ultimately be needed, or used, for that purpose. It was decided to leave this position in our grant applications and use any monies awarded for the identified purpose. We will use the person to the level of funding that we are awarded. Currently, our plan is to use the person for 4 hours. If awarded then FSC does not need to provide for that 4 hours and the monies FSC earmarked could be used for other purposes. If it ends up needing more hours we'll adjust the budget accordingly and approach the FSC for the additional. There was additional discussion concerning how to convert from 4 hours a week to the total time needed for each task - the grant application wants hours per task – and what specifically were the tasks we might need her to do (e.g., grant writing, phone answering, partnership development, etc.). Director Fildes and Director Neilson were appointed to a committee (M/S Aseiline Neilson/Lindman, approval was unanimous) tasked with developing a workplan and budget, specifically for the DOC application). A due date is next Wednesday, June 17. There was an extended discussion concerning funding and task details and scheduling for the three special projects anticipated for the coming year: CalRecycle ranch and farm trash cleanup, AB38, and Foothill disadvantaged property cleanup.

Director Neilson made a motion to accept the workplan with additions/revisions identified during the above discussion. President Lindman seconded the motion. The motion passed with unanimous consent.

C. RESOLUTION #20-1. A RESOLUTION OF THE YUBA COUNTY RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AUTHORIZING YCRCB BOARD MEMBERS, EMPLOYEES, AND BOARD-DESIGNATED INDIVIDUALS TO PURSUE GRANT AND FUNDING OPPORTUNITIES WHEN AND WHEREVER THEY OCCUR

Director Neilson described the resolution to the Board. Essentially, it allows Directors to investigate and pursue grant funding without further Board approval. Any awards, however will require Board approval to accept.

President Lindman made a motion to adopt Resolution #20-1; Director Fildes seconded the motion. The motion passed by unanimous consent.

D. RESOLUTION #20-2. A RESOLUTION OF SUPPORT BY THE YUBA COUNTY RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE DEPARTMENT OF CONSERVATION FINANCIAL ASSISTANCE PROGRAM, AND TO ENTER INTO AND PERFORM UNDER THE TERMS OF THE DOC FAP GRANT AGREEMENT

There was no major discussion of this Resolution which is required to submit an application to the DOC-FAP.

President Lindman made a motion to adopt Resolution #20-2; Director Aseiline Neilson seconded the motion. The motion passed by unanimous consent.

E. FINALIZE THE DOC FAP GRANT APPLICATION FOR SUBMISSION

The budget is still outstanding. However, the overall document is ready for submission.

F. ADJOURNMENT

With no further business before the Board, **President Lindman motioned that the meeting be adjourned. Director Fildes seconded, and the motion passed by unanimous consent.**

The meeting adjourned at 11:43 AM.