

Monday, February 27, 2023, 3:00 pm to 5:00 pm
Clovis Memorial Building – Room 2, 453 Hughes, Clovis, CA & Via MS Teams

Meeting Minutes

- I. **Call to Order** President
A. Director roll call
Pete Lassotovitch, Gary Temple, Alan Fry, Matt Hurley
B. Introduction of guests
Staff: Kelly Kucharski, Karin Roux, Tanner Michaelson, Daisy Guzman, Veronica Martinez
Guest: John Heywood, Teri Knight, Susan Carter, Robert Jackson, Mikhael Kazzi NRCS
- II. **Approval of Minutes for January 24, 2022** Directors
Pete made a motion to approve January minutes , Gary Temple seconded motion, all voted, and the motion passed unanimously.
- III. **Public Comment for any item not on the agenda (No Action can be taken)**
No comment
- IV. **SRCD Board Action Items and Discussion Topics – (I): Info / (A) Action**
- A. Acknowledgement of Appointment of Interim Co-Executive Directors
- B. Financial Management related to Change in Leadership **(A)** Co-ED Roux
1) Change Authorized Signatories on Umpqua Bank Accounts xx-2423 and xx-1688
2) Authorize Board Chair to Sign Letter Requesting Change in Signatories for Both Umpqua Accounts
3) Change Authorized Signatories on Central Valley Community Bank Account -xx4698
4) Authorize Board Chair to Sign Letter Requesting Change in Signatories for Central Valley Community Bank account
Reminder - add California Class to the list of Name Authorization change
Proposed Resolution:
Add Alan Fry as signer to the two Umpqua accounts, and California Class. Add Co-EDs Kelly Kucharski and Karin Roux as signers to the two Umpqua accounts, the Central Valley Community Bank account, and the California Class account. Remove Steve Haze as signer from the two Umpqua accounts, the Central Valley Community Bank account, and the California Class account.
Alan Fry makes a motion to pass the resolution: authorized change of signatory authority to Treasurer Alan Fry, Karin Roux, and Kelly Kucharski. Gary temple seconds the motion, and motion passed unanimously.
Comments: discussion on moving more money into the California Class account. Co-Eds need to review financials before making any recommendations on specific numbers.
- C. Benefits for Staff **(A)** Co-EDs
1) Health Insurance
Co-Eds made a presentation based on materials that were provided to the Board with their packets. Request for information on eligibility: Employees to be eligible after having been employed with SRCD for 6 months before; to Full time employees (30 hours per week or more); and currently for employees only (employees would have to cover expense of additional dependents)
Matt Hurley motioned to pass the recommendation as presented, Alan Fry seconded the motion, motion passed unanimously
- 2) Paid Public Holidays
Co-Eds made a presentation based on materials that were provided to the Board with their packets. The Board recommended increasing the number of paid public holidays from three to six days per year. Request for information on eligibility: at this point in time, only Full time employees (30 hours per week or more) are eligible.

Matt Hurley motioned to pass the recommendation as edited, Alan Fry seconded the motion, motioned passed unanimously.

The Board requested co-EDs provide copy of proposed policies regarding these two benefits at next month's Board meeting.

- D. QuickBooks Online Migration (I) District Dev'l
The consultant, Susan Werner, has been making progress on Sierra RCD's migration to Quickbooks Online. Payroll was successfully run for the month of January. She will be populating the module with expenses made from July to December, 2022. SRCD might have to extend her contract as there are almost double the number of open grants than she knew of when she made her first proposal and it takes time to create a chart of accounts for each grant/project.
- E. LAFCo Annexation (I) Co-ED Kucharski
Heard back from LAFCo,. Too much time has passed in drafting the new boundary description and Sierra RCD will have to restart application process. LAFCo will send the paperwork of SRCD that it has on file.
- F. Native Plant Operation (I) Dev'l Advisor/Forestry
A grant proposal was submitted and was approved. Coming up with a refined budget to build the operation. By middle of march there should be a working plan. Running this at the Auberry Mill site or San Joaquin River, open to recommendations. Need around 1 acre to get the operation started.
- G. SJR Conservancy O & M Contract – Lanes Center Premises Admin & Mgmt (I) Co-ED Kucharski
Co-EDs and the Development Advisor are meeting with John Shelton next week to discuss the Nursery project and biomass plans as well as further plans with SRCD.
- H. Dinkey Collaborative (I) Dev'l Advisor/Forestry
Collaborative meeting went well, they are doing a lot of wrap up work. There is an opportunity for SRCD to collaborate on Forestry plans.
- I. Biomass Resource Management Development Dev'l Advisor/Co-ED
Looking at options and areas to apply for permits. As many as 27 permits to be considered.
- 1) Auberry Mill Site – MMR/W-C/CEC & DOC Planning Grant (I) District Dev'l Advisor/ED
- J. Creek Fire Recovery Collaborative (I) CFRC Chair/Co-EDs
1) Sierra RCD act as Fiscal Sponsor for Creek Fire Recovery Collaborative - (A)
Asking to have SRCD as a fiscal sponsor since we have Tanner as a full time staff at Sierra RCD. Sierra RCD has the bank account, Central Valley Community Bank, as an option to sponsor the creek fire recovery
Alan makes a motion to have SRCD as a fiscal sponsor, Gary Temple second that motion, motion passed unanimously
- 2) SRCD Support for CFRC staffing (I)**
Co Executive Directors, Karin and Kelly SRCD, approved Tanner SRCD to hire an assistant to eliminate overtime hours.
- K. Forestry and Watershed Program (I) Forestry Program Mgr.
1) Board Resolution Cal Fire Forest Health Program Proposal (A)
Board of Directors want a resolution to apply on the proposal, project is a 1.3 million dollar project, 1,200 acres.
Matt Hurely moved to look for resolution, Alan Fry seconded the motion, and motion passed unanimously
- L. Ag-Rangeland Program (I) District Dev'l / ED
1) Board Authorize Application to CDFA CUSP - Technical Assistance and Direct Producer Grants for Drought Relief (A)
Sierra RCD interested in applying for Parts 1 (technical assistance) and Part 2 (provide direct to producer grants for drought relief).
Matt Hurley motions to approve applying for both parts, Alan Fry seconds the motion, and motion passed unanimously.

V. Financial Reports

A. Monthly Reports (I)

Treasurer / Exec. Director

B. Review & Approval Expenses

Directors

VI. Reports:

A. NRCS Report – RCD Local Working Group

Fresno County DC

Teri Knight is current acting-District Conservationist for the Fresno Field Office. Discussed funding from the Inflation Reduction Act grant.

B. CARCD - Virtual Conference March 6 through 30th

Co-ED Roux

Making it available to employees

VII. Adjournment – Next Meeting: Monday, March 27, 2023 – at Clovis Veterans Memorial Room 2 & via MS Teams Meeting Adjourned 4:26pm

To make changes/additions/corrections please email: Daisy Guzman dguzman@sierrarc.com