

Meeting Minutes

- I. Call to Order** President
- A. Director roll call
Pete Lassatovitch, Gary Temple, Alan Fry, Matt Hurley
- B. Introduction of guests & staff
Kelly Kucharski, Karin Roux, Tanner Michaelson, Daisy Guzman
Erin Capuccino, John Heywood, Robert Jackson
- II. Approval of Minutes for February 24, 2023** Directors
- Director Temple made a motion to accept/approve the minutes for February, 2023, Director Hurley seconded the motion, and the motion passed unanimously (4-0-1)*
- III. Public Comment for any item not on the agenda (No Action can be taken)**
- Board members recently learned of the passing of Sherman Pennebaker, who previously served as Board Member for Sierra RCD, and wished to acknowledge and memorialize his contributions in these meeting minutes.
- IV. Partner Reports:**
- A. NRCS Report – RCD Local Working Group Fresno County DC
- a. No NRCS staff were present; Karin reported receiving an email from Teri Knight (acting DC) regarding plans to coordinate the annual Working Group meeting with all Fresno County RCDs.
- V. SRCD Board Action Items and Discussion Topics – (I): Info / (A) Action**
- A. Financial Management **(A)(I)** Co-ED Roux
- 1) Update on Change Authorized Signatories on Umpqua Bank Accounts xx-2423 and xx-1688 **(I)**
- i. Matt sat in on a call with Karin and Umpqua representative to accelerate the process of changing signers; docusigns were sent to Alan, Kelly and Karin, working on removing Steve Haze’s name from the account.
- 2) Update on change Authorized Signatories on Central Valley Community Bank Account -xx4698 **(I)**
- i. The board wants the addition of Tanner as a signer to require a second signature, Karin or Kelly, for security. All checks would require two signatures, following regular protocol.
- 3) Addition of Tanner Michaelson as Authorized Signer on CVCB Account -xx4698 **(A)**
- i. *Director Temple moved on the addition of Tanner Michaelson as Authorized Signer on CVCB Account, Chair Lassatovitch seconded the motion, and the motion passed unanimously (4-0-1)*
- 4) Letter from Board Treasurer to CVCB Tanner Michaelson as signer **(A)**
- i. **Director Hurley moved to have treasurer submit letter, Director Temple seconded the motion, and the motion passed unanimously (4-0-1).**
- B. California CLASS Investment Program **(A)** Co-Eds
- i. Adding half a million to the existing balance
1. **Chair Lassatovitch moved to authorize \$500,000 to be redirected to the CLASS investment, Director Hurley seconded the motion, and the motion passed unanimously (4-0-1).**
- 2.
- C. Benefits for Staff **(I)** Co-ED Roux
- 1) Proposed Health Benefits Policy

- i. Proposed policy provided to the Board describes Health Benefit options and staff eligibility. Director Hurley recommended reaching out to the providers and asking that they review SRCD's policy for clarification.

Director Hurley moved to approve the Health Benefit options presented by staff, subject to suitable financing being available to cover, Director Temple seconded the motion, and the motion passed unanimously (4-0-1).

2) Proposed Paid Public Holidays Policy

- i. Proposed policy provided to the Board describes Public Holiday options and staff eligibility. Karin clarified SRCD staff will be able to choose which holidays they take and that the six holidays are per calendar year and can't be rolled over year-to-year. Director Hurley recommended clarifying how many hours per day count as a "working day".

Director Hurley moved to approve the proposed policy (as amended during the discussion), Director Temple seconded the motion, and the motion passed unanimously (4-0-1).

D. Native Plant Operation **(I)**

Advisor/Co-ED

- 1) This item was about planning what to do without the Cal Fire grant that was not awarded. Looking to reorganize the plan with the \$250,000 that was received from a separate grant to support the project. September 30th this year is another Cal Fire grant opportunity. The proposed nursery location is still not set since different grant outcomes & collaboration with Reedley College can change the location.
- 2)

E. Biomass Resource Management Development

Advisor/Co-ED

- 1) Auberry Mill Site – MMR/W-C/CEC & DOC Planning Grant **(I)**
Discussion on relocating equipment and materials being stored at the site.
- 2) San Joaquin River Conservancy
Description of ongoing discussions SRCD is having with SJRC about services and rental agreements.

F. Forestry and Watershed Program **(I)**

Co-ED Kucharski

Award from USDA Community Wildfire Defense Grant program; Sierra RCD's "Saving the Sierras: 9 Firewise Communities of Eastern Fresno County" **(I)**

- 1) Sierra RCD was awarded the grant in mid-March. It will continue the work of Fire Risk Evaluations to protect communities in the Sierras over a period of five years.

G. Creek Fire Recovery Collaborative **(I)**

CFRC Chair

- 1) Quarterly Report- Rebuilding Grants and Log to Lumber Program - **(I)**
Poor weather changed some plans, including an extension to one project: Logs to Lumber. None of the sheds were delivered this period but have seven scheduled for next period. Rebuilding grants program closes in June, 2023.
- 2) Gold 4 Celebration **(I)**
As the NCCC AmeriCorps team leaves on April 4th, the SRCD planned a celebration for them for April 1st. Coordinated primarily by Tanner Michaelson on behalf of the Creek Fire Recovery Collaborative, all staff and Board members are invited.

H. Programs and Grants – RACI and Flow Chart

Co-Eds

To provide Board and staff with clarity on staff duties and allocated use of grant funds, SRCD Co-EDs drafted two documents. Kelly created a RACI Matrix (Responsibility, Accountability, Consult and Inform) chart to show staff roles on each of the 26 open grants. Karin created a flow chart of staff positions and reporting responsibilities, and which staff are funded by which grant(s), broken down by Program.

VI. Financial Reports

A. Monthly Reports **(I)**

Will add a section in next board meeting for updates; including an update on the Quickbooks Online transition led by consultant Susan Werner.

Treasurer / Co-EDs

- VII. Adjournment – Next Meeting: Monday, April 24, 2023 – at Clovis Veterans Memorial Room 2 & via MS Teams**
To make changes/additions/corrections please email: Daisy Guzman dguzman@sierrarc.com