

Colusa County
RESOURCE CONSERVATION DISTRICT
December 17th, 2024

100 Sunrise Blvd., Colusa, CA. 95932
CCRCD Meeting Minutes

DIRECTORS PRESENT: Beth Nall, Walt Seaver, Allen Gobel, Tom Hickok, Alex Struckmeyer, Ben King

DIRECTORS ABSENT: Nas Chaudhary

OTHERS PRESENT: Liz Harper- CCRCD Executive Director, Madison Martin- Office Manager, Madison Rico- Communications Coordinator, Tucker Bennett- Natural Resource Coordinator, Margo Flynn- Sac Valley Soil Hub

The meeting was called to order at 3:04 pm

PUBLIC COMMENT

No public comment.

CONSENT CALENDAR

ACCEPTANCE OF AGENDA:

The agenda was accepted as presented.

APPROVAL OF MINUTES:

The minutes for the meeting on November 19th, 2024, were presented. Nall moved to approve the minutes and agenda. The motion was seconded by Gobel. The motion carried with 6 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacant.

FINANCIAL REPORT:

- A. The Directors received balance sheets for November 16th-December 15th, 2024. The CCRCD's fund balances were as follows: Umpqua checking account \$1,050.00; Petty Cash account \$100.00 CCRCD General Fund (464) \$84,071.41; CCRCD Misc. Projects (473) \$41,629.63; The DOC fund (475) \$141,184.55; CalFire fund (477) \$66,160.08; and Clearing Account fund (465) \$0.
- B. The Board was presented with 13 claims to be paid in November. US Bank for \$4,141.13; Daniel Rodriguez for \$60.57; Madison Martin for \$14.60; Margot Flynn for \$62.04; Eduardo Blancas-Alcantara for \$340.19; Tucker Bennett for \$216.26; Elizabeth Harper for \$520.00; Stephen Smith for \$1,450.00; Sutter County RCD for \$1,814.87; Center for Land Based Learning for \$3,500.00; Yuba County RCD for \$4,000.00; Clyde Hladky for \$1,238.40; and Clyde Hladky for \$1,238.40.

Struckmeyer moved to approve the claims and fund balance report. The motion was seconded by Hickok. The motion carried with 6 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacant.

PUBLIC/PARTNERS COMMUNICATIONS:

- A. The Natural Resource Conservation Service.
Tucker Bennett, the Natural Resource Coordinator, had nothing to report on behalf of NRCS.
- B. Agriculture Commissioner, Anastacia Allen, did not attend the meeting.
- C. Supervisor Corona did not attend the meeting.
- D. CCRCD Board Member reports:
The Board Members had nothing to report.

GENERAL BUSINESS ACTION ITEMS:

#1 Employee Education Policy

The Board discussed Eduardo's tuition cost and was presented with an employee education policy drafted by Executive Director Elizabeth Harper. The education policy allows each employee an allowance of up to \$2,000 a year to spend on continuing education that is relevant to their job. Tuition may be reimbursed to the employee or directly paid through the RCD. Unused funds will not be paid out nor rollover to the next year. If the tuition or cost of the educational program is over \$2,000, the CCRCD board will review and approve the program on a case-by-case basis. Approval of the educational program for the employee will be formalized in an agreement. The ad hoc committee for the education policy, Director Gobel and Director Nall met prior to the board meeting and developed this RCDs policy after reviewing other RCD's policies. The direct agreement with employee Eduardo Blancas was developed and approved in the board meeting along with the remaining business action items.

#2: Vehicle Policy-Fee Structure

The Board was presented with a vehicle policy fee structure. The rates were taken from the CAL TRANS Labor Surcharge and Equipment Rental Rate Book and the CAL TRANS Equipment Rental Rate Approximation Tool. A mileage chart will also be used to log the miles.

Struckmeyer moved to approve Blancas' tuition along with the Employee Education Policy and Vehicle Policy-Fee Structure. The motion was seconded by Gobel. The motion carried with 6 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacant.

INFORMATIONAL/DISCUSSION ITEMS

1. Director requirements: Ethics and Anti-Harassment Training

The online training for ethics and anti-harassment is assigned to each Director in their online portal, Office Manager Madison Martin will be helping Director Struckmeyer reset his login information to complete his training.

2. Director Vacancy/Appointments

There is still one vacancy on the CCRCD board of Directors, recruitment is still available for interested qualified candidates.

3. CCRCD Staff Reports and Project Updates

Staff reports and project updates were handed out.

IDENTIFICATION OF ITEMS FOR FUTURE MEETINGS

The meeting was adjourned at 4:01 pm. The next meeting will be Tuesday, January 21st, 2025, at 3pm at the CIP Conference Room at 100 Sunrise Blvd., Colusa, CA 95932.

Respectfully Submitted,

Elizabeth Harper-Secretary/Treasurer-Colusa Co. RCD