



Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday, February 9, 2017

8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka
(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA** (Gov. Code 54954.2(B))
4. **PUBLIC COMMENT PERIOD**
Any person may address the Board regarding any matter within the Board's jurisdiction that is not on the agenda. Speakers are asked to limit comments to three minutes. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - CSDA: Starting local Humboldt Chapter of CSDAOutgoing:
 - State Controller's Office: Special Districts Financial Transactions Report for Year 2016
6. **HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS**
 - 6.1 Reports from Other Meetings Attended by Board Members
 - 6.2 Board Requests for Future Agenda or Information Items
 - 6.3 Other Announcements from Board Members
7. **BOARD ACTION ITEMS**
 - 7.1 Minutes for meeting of January, 2017* presented for approval
 - 7.2 February Financial Report presented for approval (Handout)
 - 7.3 Resolution 17-03 – Authorizing staff to enter into License Agreement* for access through City of Ferndale Property to the Sediment Management Area.
8. **NRCS DISTRICT CONSERVATIONIST REPORT** - *Jon Shultz, NRCS District Conservationist*
9. **UCCE Report** – *Jeffery Stackhouse, UCCE Livestock Advisor*
10. **SALT RIVER PROJECT UPDATE*** - *Staff*
11. **DISTRICT STAFF REPORTS and RCD PROJECT UPDATES*** – *Staff*
12. **OLD BUSINESS - ACTION**
 - 8.1 Review & Approve 2017 Annual Plan*
 - 8.2 Review & Approve Associate Directors Policy*

8.3 Review Conflict of Interest Policy*

8.4 Distribute Form 700

8.5 Review & Approve Updated Employee Handbook: Insurance Benefits and Leave*

8.6 Review & Approve Reserve Policy*

8.7 Review & Approve Bidding Policy*

13. ETHICS TRAINING and/or SEXUAL HARASSMENT TRAINING – Staff and Board

14. NEXT REGULAR MEETING: Thursday, March 9, 2016 at 8 a.m.

Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. ADJOURNMENT

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at 707-444-9708 x 5. Notification at least 48 hours prior to meeting time will assist staff in assuring that reasonable accommodations can be made to provide accessibility at the meeting.

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
Board of Director's Regular Monthly Meeting Minutes
January 12, 2016
Humboldt Agricultural Center

1. Meeting called to order by Board Chairman Dan Cohoon at 8:02am.
2. Attendance
 - Directors Present-
P. Bussman, M. Moore, D. Cohoon, G. Markegard
 - Directors Excused -
H. Klopper, J. Renner, G. Belli
 - HCRCDC Staff -
J. Demers- Executive Director, C. Ihle-Program Manager, F. Tjarnstrom- Project Coordinator, S. Daugherty-Project Coordinator, D.Hansen-Project Coordinator, L. Barnwell-Office Manager
 - Guests -
Jon Shultz, NRCS District Conservationist
3. No additions or changes to the agenda.
4. No public comment received.
5. District correspondence was discussed and circulated for review during the meeting.
6. No Director's reports, request, or announcements were presented.
7. Board Action Items
 - 7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes as presented for the monthly meeting of December 8, 2016. Second by Director Moore. Ayes-Director Bussman, Cohoon. Noes-None.
 - 7.2 Motion by Director Moore to approve the Humboldt County Resource Conservation District financial report staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention, pay contractors/contractor invoices as matching funds are received and issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are available. Second by Director Markegard. Ayes-Director Bussman, Cohoon. Noes-None.
 - 7.3 Motion by Director Markegard to approve Resolution 17-01 endorsing a Memorandum of Agreement between Humboldt County Resource Conservation District and the Bear River Band of Rohnerville Rancheria to implement re-vegetation and monitoring activities as part of the Salt River Ecosystem Restoration Project. Second by Director Bussman. Ayes-Director Moore, Cohoon. Noes-None.
 - 7.4 Motion by Director Markegard to approve Resolution 17-02 endorsing the application to the AmeriCorps Watershed Stewards Program (WSP) for member placement with the HCRCDC to support the Salt River Ecosystem Restoration Project. Second by Director Moore. Ayes-Director Bussman, Cohoon. Noes-None.
 - 7.5 Motion by Director Markegard to approve staff salary increases for 2017. Second by Director Moore. Ayes-Director Bussman, Cohoon. Noes-None
8. NRCS District Conservation Jon Shultz provided an update regarding current activities for contract oversight and field work through NRCS programs such as EQIP and WQI, farm bill as related to 2016 election results, and a handout outlining NRCS staff and their duties.
9. No UCCE staff available to provide an update.
10. Staff provided an update on the Salt River Ecosystem Restoration Project activities. The design team has been completing final hydraulic models and preparing resulting inundation maps.

Design team now moving onto final grading plans for 2017. Staff continues to work with landowners and agencies to implement 2017 construction season. Maintenance and monitoring continue as required by permitting agencies and in preparation for construction.

*Director Bussman excused from the meeting at 9:00am.

11. Written report of District staff activities and project updates was provided for circulation and review.
12. Due to lack of quorum, Old Business item 12.1 Review and Approval of 2017 Annual Plan and item 12.2 Review and Approval of Associate Directors Policy have been postponed until the February 2017 meeting.
13. Due to lack of quorum, New Business items 13.1 through 13.5 have been postponed until the February 2017 meeting.
14. Ethics Training to provided to Board members (Directors Moore and Markegard to attend) and staff (Executive Director Demers and Program Manager Ihle to attend) via online webinar immediately following the monthly meeting.
15. Next regular monthly meeting scheduled for Thursday, February 9, 2017 8am at the Humboldt Agricultural Center.
16. Meeting adjourned by Chairman Cohoon at 9:26 am.