

Humboldt  
County



RESOURCE  
CONSERVATION DISTRICT

## Board of Directors Meeting

*The mission of the Humboldt County Resource Conservation District is to assist private and public landowners in the planning, design, and implementation of soil, water, and forest resource conservation practices to improve and enhance natural and working lands in Humboldt County*

### REGULAR MEETING: AGENDA

Thursday, November 10, 2022

8:00 A.M.

(Items marked with \* are attached to director packets. Packets may be requested by contacting the HCRCD at 707-442-6058 x 5 or emailing [jillhcrccd@gmail.com](mailto:jillhcrccd@gmail.com).)

### LOCATION: HUMBOLDT AGRICULTURAL CENTER

5630 South Broadway

Eureka, CA 95503

OR

### TELECONFERENCE via ZOOM & TELEPHONE

The public may observe the meeting from a desktop computer, mobile device, or telephone.

If accessing from a mobile device or desktop computer, click the following link to join the meeting

<https://us02web.zoom.us/j/86397595187?pwd=TnR6dldzVWJ6WUZQdmF1Y0ZuM1IPdz09>

Meeting ID: 863 9759 5187

Passcode: 1987

If accessing from a **telephone**, you can listen to the meeting live by calling:

1 669 900 6833

Enter Meeting ID: 863 9759 5187 when prompted

Enter Passcode: 1987 when prompted

To mute or unmute yourself on a telephone, press \*6

To raise your hand on a telephone, press \*9

#### HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to [jillhcrccd@gmail.com](mailto:jillhcrccd@gmail.com) before 8am on the day of the meeting, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

Contemporaneous Comments: During the meeting, the Board Chairman or designee will announce the opportunity to make public comments and identify the cut off time for each attendee. Attendees may also "raise" their hand in Zoom or via telephone by pressing \*9 to make comments. The chat feature within Zoom will also be monitored for comments submitted during the meeting.

1. **CALL TO ORDER** – Ryan Rice, Chairman

2. **ROLL CALL - HCRCD Board and Staff**

\_\_\_\_\_ Ryan Rice, Chairman

\_\_\_\_\_ Lane Russ, Vice-Chairman

\_\_\_\_\_ Mark Moore, Secretary/Treasurer

\_\_\_\_\_ Dan Cohoon, Director

\_\_\_\_\_ Zach Cahill, Director

\_\_\_\_\_ Christine Manhart, Director

\_\_\_\_\_ Jill Demers, Executive Director

\_\_\_\_\_ Curtis Ihle, Program Manager

\_\_\_\_\_ Doreen Hansen, Watershed Coordinator

\_\_\_\_\_ Jake Taulbee, Project Coordinator

\_\_\_\_\_ Anita Hipp, Office Manager

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. **INFORMATIONAL ITEMS**

5.1 District Correspondence

5.2 District Director Updates and Announcements – Directors may provide updates on their activities related to the HCRCD such as other meetings attended and other relevant announcements.

5.3 CDFW Lands and Wildlife Program Update - *Shawn Fresz, Lands and Wildlife Program Supervisor*

5.4 CDFW Coastal Conservation Humboldt/Del Norte – Eureka Field Office Update - *Michael van Hattem, Senior Environmental Scientist Supervisor*

5.5 NRCS Update – *Todd Golder, NRCS District Conservationist*

5.6 Board of Directors Reappointment & Vacancy Update\* - *Jill Demers, HCRCD Executive Director*

6. **BOARD ACTION ITEMS**

6.1 Resolution No. 22-23 making findings pursuant to Government Code Section 5493, as amended by Assembly Bill 361, and authorizing the continued use of virtual meetings

6.2 Review of FY20/21 Audit conducted by JJACPA and possible action to approve FY 20/21 Audit

6.3 Review and possible action to approve designation of fund balances for FY 22/23\*

6.4 Review and possible action to approve signers for District's Redwood Capital checking accounts

*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 707-442-6058 x 5 or email [hrcrd@yahoo.com](mailto:hrcrd@yahoo.com). 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.*

6.5 Financial Reports - Review potential action to approve November 2022 Financial Report and Staff Recommendations to approve reserve for payroll and tax liabilities and approve and issue payments for operating expenses and contractor payments as outlined in financial report.

6.6 Review and possible action to approve Subaward Agreement for \$258,116.84 between California Association of RCDs (CARCD) and HCRCO, funded under CAL FIRE Wildfire Resilience and Forestry Assistance Grant 8GA21908\*

6.7 Review and potential action to approve Minutes for Regular Meeting of October 13, 2022\*

**7. RCD PROJECT UPDATES and STAFF REPORTS\***

**8. FUTURE AGENDA ITEMS**

**9. NEXT REGULAR MEETING: Thursday, December 8, 2022 at 8 a.m.**

Meeting location: Humboldt Agricultural Center and Teleconference

**10. ADJOURNMENT**

Humboldt County Resource Conservation District  
Board of Directors Monthly Board Meeting Minutes  
Humboldt County Agricultural Center, 5630 South Broadway, Eureka  
and  
Video and Teleconference  
October 13, 2022

1. Called to Order by Vice-Chairman Ryan Rice at 8:02am
2. Roll Call-
  - Ryan Rice, HCRCD Chairman- Present
  - Lane Russ, HCRCD Vice Chairman- Present
  - Mark Moore, HCRCD Secretary/Treasurer- Present
  - Dan Cohoon, HCRCD Director- Present
  - Zach Cahill, HCRCD Director- Absent
  - Christine Manhart, HCRCD Director- Present
  - Jill Demers, HCRCD Executive Director- Present
  - Curtis Ihle, HCRCD Program Director- Present
  - Anita Hipp, HCRCD Office Manager- Present
  - Doreen Hansen, HCRCD Watershed Coordinator- Present
  - Jake Taulbee, HCRCD Project Coordinator- Present
  - Todd Golder, NRCS
  - Chris Ramey, CalFire
  - Kurt McCray, CalFire
  - Dena Magdaleno, Tsnungwe Council & Lower Trinity River PBA
  - Blaze Shannon, Lower Trinity River PBA
  - Basho Parks, Lower Trinity River PBA
  - Sara Vroom, Mattole Restoration Council
3. Additions or Changes to the Agenda: None
4. No public comments received.
5. Informational Items
  - District correspondence received the past month: None
  - District Director Updates and Announcements: None
  - CAL FIRE Humboldt-Del Norte Unit Update: Thanks to the HCRCD for the partnership and community protection projects the HCRCD is involved in.
  - NRCS Update: Todd Golder provided updates for NRCS. The field office is understaffed. The recently hired engineer resigned. The NRCS office is looking for engineering support. End-of-Year fiscal year contract activities include tribal, cropland, dairy, range, but no forestry. The new building design plans are being developed.
6. Board Action Items
  - 6.1. Resolution 22-21 making findings pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings. Motion to accept

- Resolution 22-21 by Director Cohoon; second by Director Moore. Roll Call Vote: Rice – Aye; Russ – Aye, Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none. Absent – Directors Cahill.
- 6.2. Resolution 22-22 approving the application for grant funds to the US Forest Service Community Wildfire Protection Grant for the Greater Willow Creek Area Wildfire Resilience Project, and conditionally accepting grant if offered. Motion to accept Resolution 22-22 by Director Moore; second by Director Cahoon. Roll Call Vote: Rice – Aye; Russ – Aye, Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none. Absent – Directors Cahill.
- 6.3. Review and action for HCRCDC to accept lead agency authority for CEQA compliance for the Marshall Prescribed Fire Project. Motion for the HCRCDC to accept lead agency authority contingent upon funding secured for HCRCDC staff time and expenses by Director Russ; second by Director Manhart. Roll Call Vote: Rice – Aye; Russ – Aye, Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none. Absent – Directors Cahill.
- 6.4. Review and action to approve Minutes for Regular Meeting of September 8, 2022. Motion to approve the September minutes by Director Cohoon; seconded by Director Manhart. Roll Call Vote: Rice – Aye; Russ – Aye, Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none. Absent – Directors Cahill.
- 6.5. Financial Reports - Review potential action to approve October 2022 Financial Report and Staff Recommendations to approve reserve for payroll and tax liabilities and approve and issue payments for operating expenses and contractor payments as outlined in financial report. Motion to accept the October Financial Report and Staff Recommendations, with the exception of holding payments associated 155-1 to 15514 until the HCRCDC receives funding from project funder by Director Moore; seconded by Director Cahoon. Roll Call Vote: Rice – Aye; Russ – Aye, Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none. Absent – Directors Cahill.
7. Staff report provided – Brief descriptions were provided on the following topics: Draft audit is ready for review and will be presented at the November meeting; the HCRCDC is hiring two project assistants to assist with HCRCDC programs and NRCS; and a forestry position will be advertised.
8. Future Agenda Items
- Audit
  - Grant proposals
  - Board Organization, including open Board position
  - Reserve committee report
9. Next Regular Meeting: Thursday, November 10, 2022 at 8am
10. Adjournment of Meeting: 9:57am