

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, March 9, 2023

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.)

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 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 Chair 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** – Lane Russ, Vice-Chair
2. **ROLL CALL**
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. **CONSENT CALENDAR - ACTION**
 - 5.1 Approve Minutes for Regular Meeting of February 9, 2023*
 - 5.2 Approve Minutes for Special Meeting of February 9, 2023*
 - 5.3 Approve Minutes for Executive Committee Meeting of March 2, 2023*
 - 5.4 Recommend Appointment of Reid Cody to fill HCRCO Board Vacancy*
 - 5.5 Resolution 23-04 approving the grant of funds from the State Coastal Conservancy for the Mad River Slough Wadulh Lagoon Restoration Project*
 - 5.6 Approve updated HCRCO Employee Handbook*
 - 5.7 Approve 2023 Board Officers and Committee Assignments

Board Officers – Slate:

 - Chair: Christine Manhart
 - Vice-Chair: Lane Russ
 - Secretary/Treasurer: Mark Moore

Committee Assignments – committee members and chairs to serve a one-year term

2023 Standing Committees Slate:

 - Executive Committee – Manhart (Chair), Russ, Moore
 - Finance Committee – Moore (Chair), Russ, Manhart
 - Soil Health Committee – Cahill (Chair), Golder NRCS, Stackhouse UCCE, Tanner UCCE
 - Dairy Committee - Director Cahill (Chair), Martin NRCS
 - Forestry Committee - Cohoon (Chair), Moore, Cotton

2023 Ad Hoc Committees Slate:

 - Salt River Implementation & Adaptive Management Committee – Cohoon (Chair), Russ, Manhart
 - Riverside Ranch Committee – Russ (Chair), Cahill, Manhart
6. **ITEMS PULLED FROM CONSENT CALENDAR - Action**
7. **OLD BUSINESS - Action**
 - 7.1 Discuss end of COVID-19 State of Emergency and options for Teleconferencing of HCRCO Board of Directors Meeting*
8. **NEW BUSINESS – Action**
 - 8.1 Approve March 2023 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.

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. 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.

8.2 Resolution 23-05 approving entering into a contract with the California Association of Resource Conservation Districts for Habitat Restoration and Carbon Farm Plan Implementation*

9. INFORMATIONAL ITEMS

9.1 District Correspondence

9.2 RCD Project Updates and Staff Reports*

9.3 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.*

9.4 CAL FIRE Humboldt-Del Norte Unit Update – *Chris Ramey, Battalion Chief, Fire Planning*

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

10. FUTURE AGENDA ITEMS

11. NEXT REGULAR MEETING: Thursday, April 13, 2023 at 8 a.m.

Meeting location: Humboldt Agricultural Center and Teleconference

12. 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
February 12, 2023

1. Call to Order: Vice-Chairman Lane Russ at 8:05am
2. Roll Call-
 - Lane Russ, HCRCD Vice Chairman- Present
 - Mark Moore, HCRCD Secretary/Treasurer- Present
 - Dan Cohoon, HCRCD Director- Present
 - Zach Cahill, HCRCD Director- Present
 - Christine Manhart, HCRCD Director- Present
 - Jim Cotton, 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
 - Cessair McKinney, Project Assistant – Present
 - Ellie Higgins, Project Assistant – Absent
 - Additional Attendees:
 - Todd Golder, NRCS
 - Kate Howard, NRCS
 - Shawn Fresz, CDFW
 - Conor Shea, USFWS
 - Rex Bohn, County of Humboldt Board of Supervisor
 - Andrea Hilton, GHD
 - Brett Vivian, GHD
 - Misha Schwarz, GHD
 - Kathy Phillis, SRWC
 - Tim Phillis
 - Genevieve Regli
 - Bobby Dolcini
3. Additions or Changes to the Agenda:
 - Request by Direct Moore to move agenda item 6.4c Discuss current board vacancy and potential applicants to first item (5.1)
 - Vice-Chair Russ requested holding 6.4a Elect Board Officers and 6.4b Committee Assignments to March Meeting as a special meeting is immediately scheduled after Feb meeting.

4. No public comments received.
 - Received written public comment from landowner Erik Bess requesting assistance on Wilson Creek due to flood issues on his property.
5. Informational Items
 - 5.1. (Agenda Item 6.4c) Cody Reid, Forester with Green Diamond, introduced himself and will be submitting a HCRC Board of Directors application.
 - 5.2. District correspondence received the past month:
 - Incoming: SMDRA – letters describing insurance coverage and SMDRA elections
 - 5.3. District Director Updates and Announcements:
 - None
 - 5.4. University of California Cooperative Extension Humboldt-Del Norte Update - Eddie Tanner, Specialty Crops & Horticulture. UCCE is outreaching to various Humboldt producers to provide farm education and UCCE services.
 - 5.5. NRCS Update – Todd Golder, NRCS District Conservationist – NRCS biologist, Natalie Okuns, has accepted a position with USFWS. Kate Howard’s contract is coming to an end. Jack Robie is the field office’s engineer. Erin Taylor will start her position as Tribal Liaison. A NWQI Salt River funding update was provided.
6. Board Action Items
 - 6.1. Resolution 23-02 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 23-02 by Director Moore; second by Director Cohoon. Roll Call Vote: Russ – Aye; Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none.
 - 6.2. Resolution No. 23-03 Approving Addendum #3 to the Environmental Impact Report Previously Certified for the Salt River Ecosystem Restoration Project regarding the modification of the Riverside Ranch setback berm and development of public access.
 - Executive Director Demers provided a history of the berm and public access project, CEQA, and potential funding. Discussion involved appropriateness of using an addendum rather than developing a new EIR.
 - Modifications to addendum suggested by Directors a: Sec 2.1 wording describing detrimental impacts of the berm; Sec 2.2.1 language indicating specific details of public access will be developed in coordination with CDFW, Coastal Commission, and adjacent landowner(s); limit number of weekends to no more than 39 weekend. GHD representatives captured modifications.
 - Public comment received..
 - Motion to adopt the modified Addendum #3 to the Environmental Impact Report Previously Certified for the Salt River Ecosystem Restoration Project (Resolution 23-03) by Director Moore; Second by Director Manhart. Roll Call Vote: Russ – Aye; Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none.
 - 6.3. Discuss end of COVID-19 State of Emergency and options for Teleconferencing of HCRC Board of Directors Meeting. Description of new state law regarding teleconferencing during Board meetings was provided. Consider utilizing teleconferencing primarily for partners and create a

policy for Board members utilizing teleconference. Postponed item for action until March Board meeting.

- 6.4. Board Of Directors Annual Organizational Session (cont.) – Postponed to March Meeting.
- 6.5. Review and approve February 2023 Financial Report and Staff Recommendations. Motion to accept the financial report and staff recommendation by Director Moore; seconded by Director Cahill. Roll Call Vote: Russ – Aye; Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none.
- 6.6. Review and potential action to approve Minutes for Regular Meeting of January 12, 2023. Motion to approve minutes by Director Cohoon; Second by Director Cahill. Roll Call Vote: Russ – Aye; Moore – Aye; Cohoon – Aye; Manhart – Aye; Cahill – Aye; Noes – none.
7. Staff activities are provided in Staff Report
8. Future Agenda Items
 - COVID state of emergency for teleconferencing
 - Board organization
 - Update RCD Employee Handbook
9. Next Regular Meeting: Thursday, March 9, 2023 at 8am
10. Adjournment of Meeting: 10:20am

Humboldt County Resource Conservation District
Board of Directors Special Board Meeting Minutes
Humboldt County Agricultural Center, 5630 South Broadway, Eureka
and
Video and Teleconference
Feb 9, 2023

1. Call to Order: Vice-Chairman Lane Russ at 10:21 am
2. Roll Call-
 - Lane Russ, HCRCD Vice Chairman- Present
 - Mark Moore, HCRCD Secretary/Treasurer- Present
 - Dan Cohoon, HCRCD Director- Present
 - Zach Cahill, HCRCD Director- Present
 - Christine Manhart, HCRCD Director- Present
 - Jim Cotton, Director - Present
3. Additions or Changes to the Agenda: None
4. No public comments received.
5. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).)
Vice-Chairman Lane Russ closed session at 10:22am.
6. RECONVENE IN OPEN SESSION – Report any action taken in closed session (Gov. Code section 54957(1).)
Vice-Chairman Lane Russ reconvened open session at 11:24am. Board took action to place a letter of reprimand in Executive Director Demers' personnel file.
7. NEXT REGULAR MEETING: Thursday, March 9, 2023 at 8 a.m. Meeting location: Humboldt Agricultural Center and Teleconference
8. ADJOURNMENT – by Vice-Chairman Russ at 11:26am

Humboldt County Resource Conservation District
EXECUTIVE COMMITTEE SPECIAL MEETING
Thursday, March 2, 2023 at 3:30 P.M.

LOCATION: LACO Associates Conference Room, 21 W 4th St, Eureka, CA (in person attendance only)

1. Call to Order: Vice-Chairman Lane Russ at 3:30pm
2. Roll Call-
 - Lane Russ, HCRCD Vice Chairman- Present
 - Christine Manhart, HCRCD Director- Present
 - Jill Demers, HCRCD Executive Director - Present
3. Additions or Changes to the Agenda: None
4. No public comments received.
5. New Business
 - 5.1 Discuss and possible action to establish Executive Committee purpose, process, and regular meeting schedule – ACTION
 - Standing meeting scheduled for 4th Thursday of the month at 3:30pm at LACO.
 - Standing meeting of the Finance Committee will also occur during these meetings.
 - 5.2 Review and provide comment on draft Board of Directors Regular Meeting Agenda for March 9, 2023 meeting – ACTION
 - Discussion regarding using Consent Calendar and order of business. Changes to Regular Board Meeting agenda approved by consensus.
 - 5.3 Review options for Teleconferencing of HCRCD Board of Directors Meeting under AB 2449 and the Brown Act and possible action to recommend policy to Board of Directors – ACTION
 - Reviewed guidance provided by Clerk of the Board of Supervisors; consensus to recommend following guidelines provided by BOS.
 - 5.4 Review and discuss draft HCRCD Employee Handbook and possible action to recommend changes or to recommend policy to Board of Directors – ACTION
 - Reviewed summary of changes to proposed HCRCD Employee Handbook update and determined that proposed update aligns with applicable laws and imposes no budgetary/fiscal impacts outside of board approved annual budget.
 - Recommended placement on Consent Calendar on Board of Directors Regular Meeting Agenda of March 9, 2023.
6. INFORMATIONAL - Executive Director Demers provided brief report on HCRCD projects.
7. ADJOURNMENT – by Vice-Chairman Russ at 4:50pm

