



MINUTES
9AM June 14, 2022

CALL MEETING TO ORDER: President Harry Lyons called the meeting to order at 9:03AM.

Directors present: Victoria Brandon, Randy Krag, William Lincoln, Harry Lyons, Shula Shoup, Merry Jo Velasquez

Directors absent: Jim Bridges

Others present: Peter Braudrick, Karen Buhr, Greg Dills, Linda Juntunen, Kristina Linder, Erin Taylor

1. INTRODUCTIONS: all present introduced themselves. Peter Braudrick is a Mendocino RCD board member and chair of the North Coast regional collaboration; Karen Buhr is Executive Director of CARCD

1.1 Consideration of extra Items not appearing on the posted agenda Peter: none

2. PUBLIC INPUT: none

3. SAFETY MEETING: none

4. CONSENT CALENDAR

MOTION: Lincoln moved and Krag seconded to **approve the minutes of the May 10 and May 23 meetings; accept the monthly financial report; and approve and pay current bills**

Ayes: Brandon, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Bridges

Abstained: none

5. Discussion of LCRCDD future options with CARCD executive director Karen Buhr: we are hiring an administrative assistant but have no administrator: Board members do some supervisory work as volunteers but we need supervisory staff, either an executive director or a district manager. Funding even a half-time position requires us to dig deeply into reserves, and without substantial additional resources the District will run out of money in two or three years. There is a great deal of grant funding available but we don't have personnel to write the grant proposals or to implement the projects if funded. Suggestions:

- look for partnerships with other organizations
- NRCS might have capacity building contract or be able to provided staff support
- County funds possibility but we need to build the case to hire full time managerial staff
- Karen: ALL RCDs face this problem. CARCD can help us find a hiring consultant.

Next step: all Board members to consult DOC toolbox and complete self-assessment exercises.

6. ONGOING PROJECTS

6.1 Recruiting of Directors and Associate Directors. Lincoln has resigned and recruited Davis Palmer to fill the vacancy, but he prefers to serve as an Associate Director for at least a few months before assuming a Board role.

6.2 Meisenbach Scholarship: no qualified candidates this year so none awarded

6.3 Invasive Weed Tour. Tour was held on May 25; successful event but few members of the public in attendance. Will try additional outreach next year and put up some posters.

6.4 Field Days in the Creek: held on May 18, with about 100 fourth graders participating.

- 6.5 Kids in the Creek: held in March
- 6.6 Trout in the Classroom: program was successfully concluded, with about 40 trout per class released in Blue Lakes and Putah Creek.
- 6.7 CWPP update. County administration has the draft and is coordinating public review. Kristina and Laurel have developed a “project tracker” map that can be added to CWPP as an appendix.

7. REPORTS/UPDATES

- 7.1 Lake County Fire Safe Council Report - Laurie Hutchison: see Appendix A
- 7.2 NRCS Report - Erin Taylor is Acting District Conservationist in Korinn Woodard’s absence; Woodard is expected to return in mid-September. Lake County has recently been reclassified as a high risk Covid area, and federal employees are mandated to wear masks doors and in shared vehicles. They are wrapping up fiscal year 2022 programs. There are four current EQIP contracts, with others in the application stage. Federal funding is shifting towards wildfire resilience and fire recovery; NRCS is actively partnering with USFS. Funding also available for water quality projects; may be working with the Watershed Protection District to deal with potentially failing county-maintained levees on Clover and Middle creek, upstream from the Middle Creek Wetland Restoration project.
- 7.3 Goats Rue Project - Greg Dills: see Appendix B with date correction: Larry Ray and the TERA crew hand-pulled Goats Rue on May 17-20.
- 7.4 CalTrans Revegetation Projects - Greg Dills: see Appendix B.
- 7.5 Civic Spark Fellow report - Kristina Linder: see Appendix C. Kristina’s last day will be August 12.
- 7.6 Lake County Land Trust Wright Project -- Velasquez/Lincoln/Krag. Some birders and poets have been active on the project site. Wildlife Conservation Board has invited CARCD to present a full grant proposal for the restoration work.
- 7.7 President/Director Reports. Lyons: Personnel Committee and Juntunen worked hard to fill the Administrative Assistant position. New office computer is up and running, and Velasquez will stop by the office to connect it to the new printer/scanner.

8. New Business

- 8.1 Annual Audit
 - MOTION: Brandon moved and Shoup seconded to **contract with Pehling and Pehling for the 2021-22 audit** and authorize the President to sign
 - Ayes: Brandon, Krag, Lincoln, Lyons, Shoup, Velasquez
 - Noes: none
 - Absent: Bridges
 - Abstained: none
- 8.2 Directors and Officers insurance: we do not currently have this insurance but may have coverage through DOC or county. Need to check with county counsel and CSDA to find out if we need it.
- 8.3 Consensus that we should re-post the Project Manager job description and continue to try to fill the position
- 8.4 CLOSED SESSION: BOD went into Closed Session to discuss hiring Administrative Assistant as recommended by Personnel Committee.

OPEN SESSION:

MOTION: Krag moved and Shoup seconded to **hire Alma de Paredes as Administrative Assistant** at \$28/hour

Ayes: Brandon, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Bridges

Abstained: none

9. GENERAL DISCUSSION - no action will be taken by the board. Shoup: is the native plant project still active? It is provisionally in the budget but was effectively shut down by Covid and difficulty obtaining plants.

10. ADJOURN

MOTION: Krag moved and Velasquez seconded to **adjourn the meeting** at 11:15AM

Ayes: Brandon, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: Bridges

Abstained: none

APPENDIX A: FireSafe Coordinator Report

- Met with several community public safety leaders to discuss ideas for collaborative outreach and public safety messaging for Lake County residents.
- Met with Linda Juntunen and CLERC representatives to discuss CWPP mapping. Supplied materials for various outreach projects within Lake County.
- Continuing to work with partners on current grants/projects and considering future grants.
- Attending various local group meetings, including CMAT, Grants Best Fits, RRA, RCD.
- Looking for opportunities for future events, partnerships, funding resources, and grants.
- Continued coordination with the RRA, NCO, CMAT, CLERC and other local partners on projects.
- Continuing to promote county wide Fire Safe Lake website (www.firesafelake.org)
- Public outreach via social media for updates and info on various local fires, Covid 19 and events in the area.

Appendix B: Project Manager's Report

Goat's rue Project

RCD staff and Tera crew conducted hand pulling of Goat's rue in Eightmile Valley on the 7-9th. The crew was please to find minimal plants in the valley this year. They were able to proceed downstream to the confluence of Willow and Scotts Creeks, finding isolated plants on the margins of the canyon.

Staff and Tera crew will survey and hand pull from the bottom end of Scotts Creek up stream to the confluence of Willow and Scotts this week, 14th – 16th.

Caltrans Middletown Project

Watering and weed management continue at this time.

Caltrans Hwy 29 Project

Caltrans received the signed agreement, but has not fully executed to agreement at this time.

Project Update

Tasks that have been completed this month:

1. Started the CWPP map that will eventually be available to the public.
2. Went on site visits and updated CLERC's willing landowner database with potential project information.
3. Created a mobile version of the CLERC dashboard
4. Researched software to analyze 3D drone data.
5. Met with the Wolf Creek FWC coordinator and the Fuels Crew captain to plan out the fuels reduction project along New Long Valley Rd.

Tasks to be completed in the upcoming month:

1. Continue working on getting ROEs for the New Long Valley Rd. Fuels Crew project.
2. Finish creating the CWPP map.
3. Continue building a GIS basemap for CLERC.
4. Continue working on transferring GIS data to ArcGIS Online and research ways to better organize the data.
5. Draft a newsletter CLERC can send out to update landowners about grant opportunities and progress being made on the Forest Health Grant.

Challenges

One challenge I have faced this month - both with creating the CWPP map and getting ROEs together for the Fuels Crew project - is having to pause some of the work to wait for responses from people with important information and/or answers to questions. Fortunately, for the most part, there has been other work I can continue to do on both of these projects while I wait.

Lessons Learned

By organizing the Fuels Crew project, I have learned a lot about project planning. Because this is the first time I am taking the lead on a project, I have not always been the most efficient in getting everything done. For example, I have been asking quite a few questions to make sure I am doing everything correctly which can slow down the process. However, in the future I will be able to get work done more quickly as I will have a better understanding of how to accomplish the steps that need to take place before project work can get started.