



MINUTES
10AM April 12, 2022
via videoconference

CALL MEETING TO ORDER: President Harry Lyons called the meeting to order at 10:05AM.
Directors present: Victoria Brandon, Jim Bridges, Randy Krag, William Lincoln, Harry Lyons, Shula Shoup, Merry Jo Velasquez
Directors absent: none
Others present: Greg Dills, Linda Juntunen, Korinn Woodard, Laurie Hutchison, Kristina Linder

1. INTRODUCTIONS: none needed

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

2. PUBLIC INPUT: none

3. SAFETY MEETING: Review of Heat Illness Prevention as distributed by SDRMA

4. APPROVE MINUTES

MOTION: Velasquez moved and Lincoln seconded to **approve the minutes of the March 8, 2022 meeting** as presented.

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

Noes: none

Absent: none

Abstained: none

5. FINANCIAL REPORT

5.1 Monthly Report. Juntunen will meet with the bookkeeper to see about getting payroll tax categories on the Profit & Loss Statement.

MOTION: Brandon moved and Krag seconded to **accept the financial report**

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

Noes: none

Absent: none

Abstained: Shoup

5.2 Budget workshop: Directors and staff reviewed preliminary draft budget and suggested changes; a revision will be presented at the formal budget hearing in May.

6. APPROVE & PAY BILLS

MOTION: Brandon moved and Velasquez seconded to **approve and pay current bills.**

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

Noes: none

Absent: none

Abstained: none

7. CORRESPONDENCE: none needing attention

8. ONGOING PROJECTS

8.1 Recruiting of Directors and Associate Directors. The terms of Brandon, Bridges and Velasquez all end June 30: all declared their intention to renew

8.2 Meisenbach Scholarship (Lyons): forms have been sent to counselors at eligible schools with a May 1 submission deadline

- 8.3 Invasive Weed Tour (Brandon): event is all set for 9AM May 25 at Anderson Marsh
- 8.4 Field Days in the Creek (Lincoln) event insurance has been lined up. Pete McGee trying work with the landowners to make this location permanently available for the school district. Event will take place May 18
- 8.5 Kids in the Creek (Velasquez): event took place on March 10 very successfully. It was the first outing since Covid for these students and they seemed extremely appreciative.
- 8.6 Trout in the Classroom: this year's program is in progress.
- 8.7 CWPP update: final editorial changes are expected by the end of the week. Juntunen is working with the county IT department to post the plan as an interactive webpage
- 8.8 Staff hire

CLOSED SESSION: discuss Project Manager hiring

Return to open session:

MOTION: Brandon moved and Velasquez seconded to **offer the Project Manager position to Peggie King** at a rate of \$32/hour.

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

Noes: none

Absent: none

Abstained: none

Lyons will meet with her again on Thursday to discuss RCD goals and the Strategic Plan.

MOTION: Shoup moved and Krag seconded to **approve the revised Administrative Assistant job description and authorize posting the position**

Noes: none

Absent: none

Abstained: none

MOTION: Lincoln moved and Krag seconded to **accept Linda Juntunen's letter of resignation** as Administrative Assistant, effective July 1

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

Noes: none

Absent: none

Abstained: none

9. REPORTS/UPDATES

9.1 Lake County Fire Safe Council Report - Laurie Hutchison

- Continued work with NCO/EPIC on the outreach project with the Americorps Team. Supplied materials for various outreach projects for them, working on creating new outreach material for the county.
- Continuing to work with partners on Evacuation Route Grant and considering the next CalFire grants coming up. The county applied for the Evacuation Routes Grant and will be working with partners that include the FSC and Firewise Community groups to eliminate hazard trees along the Soda Bay Corridor. Considering opportunities to partner with TERA (Tribal Eco Restoration Alliance) on an upcoming CalFire grant. Still waiting to hear if Lake Co was awarded this grant.
- Attending various local group meetings. Looking for opportunities for events in the future.
- 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.

9.2 NRCS Report - Korinn Woodard. NRCS provides phone service to the RCD office (thank you NRCS!), but only one of the lines works and it is encumbered by a long-outdated answer machine message that no one can change because we don't have the password. Woodard will arrange to rectify this situation. NRCS is funding a few projects, but has less money to distribute this year.

9.3 Goats Rue Project - Greg Dills. CCC is unable to provide a crew this year to assist with hand pulling of Goats Rue and TERA's bid was far over budget. We need to try to recruit volunteers to do this work under RCD staff direction. Suggestion to try to get high school students who need community service hours, and also to spread the word in the community. Several directors offered to help with recruitment; the work will take place in mid-May.

9.4 CalTrans Revegetation Projects - Greg Dills

- Middletown: Watering and weed management are ongoing. Caltrans has identified severally culturally significant sites in Trailside Park that will be excluded from the next 12.5-acre planting. They are drafting a scope of work and RCD staff will assist with budget details.
- Highway 29 CalTrans project: contract has been held up in Caltrans's contracting and legal departments and an agreement may not be ready for a few more weeks. Caltrans has requested a more detailed budget; RCD staff is currently providing the additional information. Due to this delay and drought conditions, he has requested Caltrans to push the start date out to the fall of 2022 because under the current conditions a fall planting would be more likely to survive.

9.5 Civic Spark Fellow report - Kristina Linder

Tasks completed this month:

- Published project maps on the CLERC website.
- Tried the Fuels Crew survey with the NCCC AmeriCorps team.
- Scheduled an Avenza training day with the TERA handcrew.
- Researched ESRI dashboard and web app builder to help create more informative and helpful maps for the CLERC website.
- Mapped grant projects covered by the SSCRA fire prevention grant.

Tasks for next month:

- Build a basemap that CLERC can use when mapping projects.
- Help with North Bay Forest Improvement Project (NBFIP) site visits.
- Build a web map using ESRI dashboard and web app builder.
- Work on Avenza training plan.
- Help CLERC with the Fire Prevention and Forest Health Grant project implementation.

Challenges: the three CivicSpark Fellows worked with Citizens Caring for Clearlake (CC4C) to hold a clean-up event in Redbud Park, postponed because both a city event permit and county insurance were needed, then postponed again because the insurance would not be approved in time. Instead they are going to assist with volunteer mobilization for the Earth Day clean-up event CC4C is holding with the city of Clearlake. This experience taught a lesson about effective project planning and timing.

9.6 Lake County Land Trust Wright Project. Velasquez: the Master Gardeners have resumed plant surveys, including an effort to document all on-site thistle locations before it goes to seed. Krag: the Wildlife Conservation Board seems to really want to fund the project, which it will consider in August. A permit application has been submitted to county.

9.7 President/Director Reports

- Lyons: Middle Creek Cong Mike Thompson has asked for Lake County earmark proposals, and the Middle Creek coalition has suggested power pole replacement and design and completion of feasibility stage of project including meeting NEPA and SHPO requirements. Personal obligations have forced Peter Windrem to resign from the county advisory committee, which is switching to bimonthly meetings to reduce staff time.
- Krag: already reported on WCB grant progress for Wright Project.
- Brandon: Cong Thompson called to tell her he is giving her a Climate Champion award at a ceremony to be held in Napa April 24
- Velasquez: LCLT got a second appraisal on the Keithly property (adjacent to Wright property) and contract has been signed. Blue Ribbon committee proposing money for Big Valley wetlands. CDFW wants to preserve 175 acres in Boggs Lake watershed from vineyard conversion and may finance LCLT purchase.
- Shoup: Sac Valley RCD is working on a Resilient Cities project and needs definitions. Objectives include ag land protection and support for carbon farming.

10. New Business

MOTION: Brandon moved and Krag seconded to authorize Dills to **dispose of old office records** according to the schedule and procedure in the Retention Policy

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

Noes: none

Absent: none

Abstained: none

Fortunately Strong Financial is sponsoring a free public shredder day at Umpqua Bank on April 25.

11. GENERAL DISCUSSION: none.

12. ADJOURN

MOTION: Velasquez moved and Lincoln seconded to **adjourn the meeting** at 12:01PM

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

Noes: none

Absent: none

Abstained: none