



MINUTES OF THE FEBRUARY 19, 2014 BOARD OF DIRECTORS MEETING OF THE RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY

The Regular Meeting of the Resource Conservation District of Santa Cruz County Board of Directors was called to order at **6:30PM, February 19, 2014** by Board Chair Jim McKenna at the District Office, 820 Bay Avenue, Suite 136, Capitola, CA 95010.

Directors Present: Gordon Claassen
Howard Liebenberg
Mike Manfre, Vice President
Jim McKenna, President
John Ricker
Roberta Smith

RCD Staff Present: Kelli Camara, Technical Director
Tangi Chapman, Recorder
Sharon Corkrean, Director of Finance
Susan Pearce, Program Director

NRCS Staff present: April Jernberg, Soil Conservationist

Others Present: Ken Hart

WELCOME - INTRODUCTIONS

The meeting opened at 6:30PM with a quorum present. Jim McKenna chaired the meeting.

ORAL COMMUNICATIONS

Introductions were made.

REPORTS

NRCS Reports

April Jernberg highlighted the NRCS Activity Report. In addition, April discussed changes to the new Farm Bill passed by Congress. The NRCS has been working hard to address the current drought and the initiatives to address the effects to local farmers. She told the Board that the new engineer, Dan Little has started in the Capitola Office. He will also be working out of the Half Moon Bay and Salinas offices.

(Ms Jernberg left the meeting)

(Howard Liebenberg entered the meeting)

MINUTES

The Board reviewed the January 15, 2014 meeting minutes. Howard Liebenberg moved approval of the January 15, 2014 meeting minutes. John Ricker seconded the motion. All were in favor of the motion. The motion carries.

The Board reviewed the January 30, 2014 meeting minutes. Mike Manfre moved approval of the January 30, 2014 meeting minutes as corrected. Gordon Claassen seconded the motion. All were in favor of the motion. The motion carries.

BUDGET & FINANCE

FY 2013-2014 January Expenditures – The January 2014 expenditures were reviewed by the Board. Gordon Claassen moved approval of the January 2014 expenditures. Roberta Smith seconded the motion. All were in favor of the motion. The motion carries. Sharon informed the Board that she has been preparing the financials for the FY 2012-2013 Audit. She will keep the Board informed of any findings if there are any.

ACTION ITEMS

Program Discussion Items

Resolution 2014-03 – Tangi Chapman presented the Board with Resolution 2014-01 which designates the Board President, Jim McKenna, the Director of Finance, Sharon Corkrean and the Interim-Executive Director, Susan Pearce as able to open and sign on a bank account for the RCD. Tangi further explained that by opening a bank account the RCD will be able to

accept credit cards via the new RCD website. Once the account is open, the RCD will have a "donate now" button added to the website. Future uses include allowing people to pay registration fees for workshops or conferences with a credit card. Roberta Smith moved approval of Resolution 2014-03. Gordon Claassen seconded the motion. Howard Liebenberg cautioned that the Board would need to monitor this bank account in addition to the current county bank account. Jim McKenna then called a vote of Resolution 2014-03; all were in favor of the motion. The motion carries.

Executive Director Recruitment Updates – Susan Pearce circulated the Executive Director announcement for Board review. She explained that she incorporated changes from both board members and staff. The Board then reviewed the salary range for the position and were happy with the recommendation of the current step-level chart salary range. Susan went on to review the timeline for advertising and interviewing. Susan requested and the Board agreed that the initial round of submissions should be kept confidential.

Annual COLA Review – The Board reviewed the Bureau of Labor and Statistics Consumer Price Index report for the San Francisco Bay Area for 2013. The report gave a CPI of 2.6% for the period reported. Sharon provided the Board with the current salary numbers in addition to salaries with a COLA increase of 2.0% and 2.6%. Susan pointed out that the RCD has an amazing staff and that there has been no annual step increases in the past several years except in the case of two or three staff members that have taken on additional workloads. Sharon explained to the Board that she includes a 5% salary increase in the budget each year. It was noted that the unknown part of the equation is the Executive Director Position annual salary. After discussion, John Ricker moved to adopt a 2.6% Cost of Living Adjustment to all salaries excluding contract and State Park employees effective pay period five. Roberta Smith seconded the motion. All were in favor of the motion. The motion carries.

(Mike Manfre then left the meeting)

Organizational Chart – The Board reviewed possible changes to the RCD organizational chart. The Board suggested that the Board review it at the next regular meeting so that Mike Manfre could provide his input.

Return to REPORTS

Staff Updates

Susan informed the Board that Stacie Ruffoni, RCD staff, was successful in her grant proposal to the Santa Clara Valley Water District for Acacia removal and gavel augmentation on Uvas Creek in the Upper Pajaro Watershed. Kelli Camara and Stacie Ruffoni have also been working with partners to implement an Integrated Watershed Restoration Program for the Upper Pajaro Watershed. In addition, Alicia Moss has submitted (and it looks like it will be funded) a substantial grant from the Wildlife Conservation Board for seven habitat restoration projects in the county. Susan went on to highlight several other potential grants and projects the RCD will be involved with in the coming months. Lastly, Susan reported that the Blue Circle meeting held the previous week was a huge success.

Directors/Associate Directors Reports

Roberta Smith reported on the upcoming Santa Cruz Public Meeting regarding the proposal to create a National Monument on the Coast Dairies Property on the North Coast.

John Ricker reported on the press conference held at the county building regarding the drought emergency and state and local responses to meet the needs of water users. He told the Board that NOAA has been soliciting input regarding the effect of the drought on local residents. Lastly, he reported on the LAFCO meeting he attended in which they discussed the current efforts to review local special districts sphere of influences. John Ricker reported that the RCD is currently on the list for review and at the meeting he mentioned that the RCD is interested in including the cities of Santa Cruz, Scotts Valley and Watsonville within the district boundaries.

Written Communications

Tangi Chapman shared written communications from the County Board of Supervisors and SDRMA.

Calendar Dates

February 25, 2014 – Ranching, Sustainability, and Analysis Workshop, King City.

March 26, 2014 – Santa Cruz Public Meeting on Proposal to create a National Monument on the Coast Dairies Property.

NEXT MEETING

Date/ Agenda Items

The meeting was adjourned at 7:55PM. The next meeting will be held March 12, 2014.

Jim McKenna
President, Board of Directors
(TC: JM)

