I. Introductions
J. Bramhall began the meeting at 9:15 a.m.

II. Public Communications
None.

III. Minutes of April 15, 2020 Regular Meeting and Finance Meeting
The board reviewed the minutes from April 15, 2020 Regular Meeting of the Resource Conservation District of Tehama County.

Motion: M. Vasey moved to approve the minutes of the April 15, 2020 meeting, as presented
Second: Anne Read
Vote: Unanimous

IV. Action Items
A. Policy 3515 Tobacco Free Workplace Update
The board discussed the updated to Policy 3515 Tobacco Free Workplace which will now include smokeless tobacco and e-cigarettes.

Motion: S. Söder moved to approve the updates to Policy 3515 as presented.
Second: W. Williams
Vote: Unanimous

B. FY 18-19 Audit
The board reviewed and discussed the 2018-2019 Financial Audit of the Resource Conservation District of Tehama County. Staff had reviewed the audit and found no issues within the presented draft.

Motion: S. Söder moved to approve the 2018-2019 audit, as presented.
Second: A. Read
Vote: Unanimous

C. Temporary Field Crew Hire
The board discussed the need for an additional temporary field crew member.

Motion: M. Vasey moved to approve the hiring of an additional temporary full-time field crew member.
Second: W. Williams
Vote: Unanimous

D. Used Truck Purchase
The board reviewed and discussed the need for an additional used truck with the current workload.
Motion: S. Söder moved approval of up to $35,000 for the purchase of a used truck with the capability to tow equipment.
Second: W. Williams
Vote: Unanimous

E. COVID-19 Re-open Plan
The board reviewed the Coronavirus Educational material and the proposed RCD of Tehama County Field and Office Operations Plans during the Statewide COVID-19 Order.
Motion: M. Vasey moved approval of the proposed plans as presented
Second: S. Söder
Vote: Unanimous

V. Financial Reports
A. Staff provided the Finance Report and lead a discussion regarding other agenda items related to the financial condition of the RCDTC for the May 20, 2020 Board Meeting.
Motion: W. Williams moved to approve the Finance Report
Second: Anne Read
Vote: Unanimous

B. Approval of Warrants; there are no unbudgeted items this month
Motion: Anne Read moved to approve the Warrants
Second: Walt Williams
Vote: Unanimous

VI. Discussion/Report Item:
A. NRCS Staff Report
Jenna Ganoung Natural Resource District Conservationist presented a detailed report on the current workload of NRCS and current program deadlines of the Natural Resource Conservation Service.

B. District Manager Report
V. Dawley reviewed the District Manager report that was included in the board packet.

C. RCDTC Housing
Staff is preparing to move STWEC to Suite D and the board discussed the need for a sub-committee to review the opportunity to purchase the building and/or explore other opportunities. M. Vasey and S. Söder will represent the board on the sub-committee for RCDTC housing opportunities.

D. RCDTC Staff Reports
Staff updated the board on subjects in their Staff Reports that were included in the board packet.

E. Land Use Reports
None

F. Other Report
S. Söder updated the board on current progress with the Task Force Committee for interest in the Red Bluff Recreation Area.

G. Board of Directors Comments
None

VII. Correspondence: Reviewed after meeting.

VIII. Adjourned: 11:15 a.m.
Next Meeting Date:
Regular Meeting & Special Meeting Finance, June 24, 2020.

Respectfully Submitted,

Emmy Westlake, Project Manager                                                        Anne Read, Board Secretary