



RESOURCE CONSERVATION DISTRICT of TEHAMA COUNTY
2 Sutter Street, Suite D, Red Bluff, California 96080

Minutes of the
Regular Board Meeting
August 15, 2018
1:30 PM
USDA Service Center
2 Sutter St, Suite D, Red Bluff

Directors Present: Jack Bramhall, Ryan Sale, Walt Williams, Anne Read, and Scott Söder.

Directors Excused: NA

Directors Unexcused: NA

Associate Directors Present: None

Staff Present: Vicky Dawley, Emmy Westlake, Jon Barrett and Brin Greer

NRCS Staff Present: Larry Branham, Jim Spear

Visitors Present: Bobby Hughes

I. Introductions

J. Bramhall began the meeting at 1:36pm.

II. Public Communications

Bobby Hughes gave an update on the state of affairs at the Discovery Center and reported on the up-coming meeting with Forest Service discussing their special use permit.

III. Minutes

Approval of the July 18, 2018 Board Meeting Minutes

The Board reviewed and approved the minutes with the amendment of the correct start time for the next meeting.

Motion: Anne Read moved to approve the minutes as amended.

Second: Scott Söder

Vote: Unanimous

Approval of the July 10, 2018 Special Board Meeting Minutes

The Board reviewed and approved the minutes without changes to the July 10, 2018 Board Meeting Minutes.

Motion: Ryan Sale moved to approve the minutes.

Second: Anne Read

Vote: Unanimous

IV. Action Items

A. Update Policy 2307: Lead Conservation Technician

Discussion and reviewed the Lead Conservation Technician job description noting small changes. The board approved the amended update to the job description for the Lead Conservation Technician.

Motion: Scott Söder moved to accept the noted changes to Policy 2307.

Second: Walt Williams

Vote: Unanimous

B. Create Policy 2311: Conservation Technician

Review of the new Policy 2311-job description for the position of Conservation Technician.

Motion: Ryan Sale moved to accept the new policy 2311

Second: Scott Söder

Vote: Unanimous

C. Approve Hiring Conservation Technician

After discussion of the up-coming field workload and cost analysis for the position. The board approved the hiring of a Conservation Technician.

Motion: Scott Söder motion to approve the conservation technician position.

Second: Ryan Sale

Vote: Unanimous

V. Finance:

Approval of Finance Report

The board met at a special Finance meeting prior to the regular board meeting and discussed the close of FY 2017-18 financials of the District and received further information including; advances, assets, liabilities, revenue, expenditures, outstanding invoices with resolution and paid warrants.

Motion: Scott Söder motioned to approve the finance reports.

Second: Walt Williams

Vote: Unanimous

VI. Warrant Orders:

Approval of the Warrant orders to be paid in August

Motion: Ryan Sale moved to approve and pay the warrant orders in August, no un-budgeted items were found.

Second: Anne Read

Vote: Unanimous

VII. Discussion/Report Item:

A. NRCS Staff Report

Jim Spear reported on the evolving situation with the USDA lease of the current office space.

B. District Manager Report

V. Dawley reviewed the District Manager report that was included in the board packet. Noting options for housing.

C. RCDTC Staff Reports

Staff updated the board on subjects in their Staff Reports that were included in the board packet. Brin reported on a possible project for Rain Barrel education.

D. Land Use Reports

None.

E. Other Reports

None

F. Board of Directors Comments

None

VIII. Correspondence:

Reviewed after meeting.

XI. Next Meeting Date:

Regular Meeting, September 19, 2018 at 1:30 p.m.

Finance Committee September 19, 2018 at 1:00 pm

XII. Adjourned at 3:50 p.m.

Respectfully Submitted,

Emmy Westlake Project Manager

Anne Read, Board Secretary