

MARIPOSA COUNTY RESOURCE CONSERVATION DISTRICT (MCRCD)
Regular Meeting of the Board of Directors
MINUTES

Date: Wednesday, February 6th, 2019 @ 2:00 PM

Location: Mariposa County Resource Conservation District Office, 5039 Fairgrounds Road, Mariposa, CA 95338

Directors present: David Mecchi, Lyle Turpin, John Schroeder and John Carrier

Directors absent: None

Associate directors present: None.

Associate directors absent: None.

Staff present: Melinda Barrett, Katy Casner, Vicky Cole.

Guests: NRCS: Robyn Smith, Austin Welke, Peter McBride. Point Blue: Elaina Cromer.

Call to order: 1:57 PM by MCRCD Board President David Mecchi.

Public communication: None.

Minutes:

(M) John Schroeder to approve January regular meeting minutes (S) John Carrier. No discussion followed. Ayes: John Schroeder, Lyle Turpin. Nays: None. Motion approved.

Correspondence: 1) Received by mail: From SDRMA (Special District Risk Management Authority) the 2018 Cal/OSHA forms 300 & 300A Injury Summary. We didn't have any accidents, this form we don't have to submit, it's just for internal use. 2) Received by email, from Sierra Foothill Conservancy, their annual Oak Woodland Report. 3) Received by mail, from SDRMA. Notification of Nominations 2019 Election SDRMA Board of Directors. Board decided not to vote. 4) Received by email from SDRMA. Annual Renewal Questionnaire. The deadline is February 15th. 5) Received by email, from Lexi Ballinger. She sent MCRCD application job, she's moving to Mariposa next June. She could be a great addition to the MCRCD team.

Information Items and/or Special Guests: None.

Staff reports:

IRWMP: Written report submitted by Melinda.

NRCS: Written report submitted by Robyn.

Point Blue: Written report submitted by Elaina.

MCRCD: Written report submitted by Vicky.

Directors Reports:

John Carrier: He attended IRWM meeting this month and the Board of Supervisor's meeting where Melinda did a presentation regarding about our grants.

Lyle: He said Forth County was getting ready for the storm, getting wood supplies, old dead trees. He also talked about water rights subject.

John Schroeder: He provided a list of the Video grant status. He organized it by color, green means done; he has two areas done; Tree Mortality and Reducing Wildfire Danger. Orange color means that the speaker notes are prepared but not recorded. Blue means slides how only and black means ideas of themes for the future. Also he used red arrows to point some subjects that have priority. He put together an agenda for organization meeting and he's planning to do it at the end of this month and planning to do it quarterly.

David: He's been busy working at his ranch and doing what Vicky request, she calls or text asking to sign papers and he comes and gets it done.

Future Agenda Items: None.

Subcommittee Reports:

Personnel: He talked about the changes on the Personnel Policies, they were highlighter. On page 2, full-time and part-time hours were corrected. On page 3, office hours changed to 8:00 AM to 4:00 PM, also John Schroeder added a note on Timesheets, saying that Time will be recorded only for hours already worked. On page 5, on usage, third dot, changed to: An employer will limit the use of paid sick days to 24 hours or three days in each year of employment. After three days of sickness a doctor's note is required. Also on vacation time changed on third dot to: Accrued annual leave shall be limited to 48 hours or 6 days accrued leave allowed to take at time of termination or voluntary departure. Also on usage, second dot, changed to: An employer shall provide annual leave upon the written request of an employee. Depending on work load and seven (7) day advance notice of request. We will not pay for vacation time on termination or voluntary departure. On page 12, we added Directors Policy for match and compensation time and finally on page 16, we added a note on the employee file checklist for current car insurance proof.

Finance: None.

Grants: Melinda basically talked about the grants on her IRWMP report but accidentally forgot to talk about the IRWMP grant. County Fire has two grants; one is for very large water storage container and the second to update generators. They are going to drill wells and have backup generators for emergencies. IRWMP program is supplementing them.

Forestry & Fuels Management: None.

Policy: None.

Financial Reports: Melinda is stepping down as treasure and she's open to share all her knowledge about the position with the new treasure. She mainly took this decision for two reasons, first; she doesn't have enough time, she's so busy with grants and the second is because she's not cover in the insurance policy. The Board had a discussion about who can fill the treasure position and agreed that John Carrier is the best option for it, next Board meeting will be an action item to vote for it. No updating financial report.

Action Items:

Personnel Policies Draft: (M) Lyle Turpin to approved Personnel Policies Draft with two misspelling mistakes and adding note about car insurance. (S) John Schroeder. Ayes: John Schroeder, John Carrier, Lyle Turpin. Nays: None. Motion approved.

Discussion: Open Treasurer Position: Board agreed that John Carrier will be Treasurer; next Board Meeting will be an action item. **Director's 700 form:** MCRCD Directors will renew the 700 form, has to be done at the end of this month. Vicky will provide copy of the last one and also they will take Ethics webinar.

Adjournment: Meeting adjourned at 3:19 PM (M) John Schroeder, (S) Lyle Turpin. Ayes: Lyle, John Schroeder, John Carrier. Nays: None. Motion approved.

Submitted by: Vicky Cole

Date Approved: 03/06/2019

Recorded minutes of this meeting are available in the RCD office. Persons with disabilities who require alternative means of communication or assistance should contact our office at above number, at least 5 days prior to the event. An equal opportunity provider and employer.

MCRCD Mission Statement

The mission of the Mariposa County Resource Conservation District is to encourage and facilitate cooperative solutions to local resources conservation issues and projects. By providing leadership, the Mariposa County Resource Conservation District works with all stakeholders to find solutions that conserve the basic natural resources of Mariposa County. To further this aim, the Mariposa County Resource Conservation District provides technical assistance to landowners, carries out informational activities, seeks and implements grants and other funding sources, and develops cooperative alliances with other agencies and community organizations.