

MARIPOSA COUNTY RESOURCE CONSERVATION DISTRICT
Regular Meeting of the Board of Directors

Date & Time: Wednesday, August 5, 2026 @ 2:00 PM
Location: Ag. Commissioner Office's Conference Room
5009 Fairgrounds Road, Mariposa CA 95338

AGENDA

2:00-2:05 **Introductions – open meeting.**
2:05-2:10 **Public communication-** Members of the audience will be permitted to address the Board on items affecting the operation of the district and within the jurisdiction of the Board. The Chairman may limit the time available for comment.
2:10-2:15 **Minutes:** March and June 2026
2:15-2:20 **Correspondence:** FRRC Renewal, SDRMA WC Reconciliation
2:20-2:25 **Information items or Special Guests:**
2:25-2:45 **Staff and Partner Reports:**
2:25-2:40 IRWMP: progress report.
2:40-2:45 MCRCD: progress report.
2:45-3:10 **Directors Reports-** limit to 5 minutes each.
3:10-3:20 **Future Agenda Items:** Banking Options

3:20-3:35 Subcommittee Reports(s) limit to 5 minutes each:

	July 2026	August 2026
Personnel		
Finance	Update – Bookkeepers Report	Update
Grants	Update	Update
Home Hardening Program	Update	Update
Board Development		

3:35-3:40 Unfinished Business:

3:40-3:45 Discussion:

3:45-4:00 Action Items:
Personnel Policy Updates
AmeriCorps Volunteer
Investigate Acquiring Bank Account/Payroll Services

4:00 Adjournment

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.

For persons requiring accommodations pertaining to physical accessibility, sign language interpretation, Braille, large print, or alternative formats, please contact the MCRCD office at least 5 days in advance of the event at (209) 966-0970

**MARIPOSA COUNTY RESOURCE CONSERVATION DISTRICT
of the Board of Directors MINUTES**

Date: Wednesday, March 4th, 2026 @ 2:00 PM

Location: Conference Room at the Ag. Commissioner's Office, 5009 Fairground Rd.,
Mariposa, CA 95338

Directors Present: David Mecchi, Lyle Turpin, Wayne Kelly, John Carrier.

Directors Absent: Don Smith

Associate Directors Present: None

Associate Directors Absent: None

Staff Present: Melinda Barrett, Kevin Spach

Guests:

Call to Order:

Meeting called to order at 2:02 PM by MCRCD President David Mecchi.

Public Communication:

None.

Minutes:

None.

Correspondence:

- Letter from county administrative office for budget request
- Letter from Amador RCD about salary survey

Special Guest:

None

IRWMP: Verbal report by Melinda Barrett

MCRCD: None

Directors' Reports:

Lyle Turpin: Verbal report

Wayne Kelly: Verbal report

John Carrier: Verbal report

David Mecchi: Verbal report

Agenda Items: None.

Subcommittee Reports:

Personnel:

Received resumes for Home Hardening program

Finance:

None.

Grants:

None.

Home Hardening Program:

Report given

Unfinished Business:

None.

Action Items:

Adjournment:

Meeting adjourned at 3:00 PM.

Motion:Second:

Ayes: David Mecchi, John Carrier, Wayne Kelly, Lyle Turpin

Nays: None

Motion Approved

Submitted by: Emma Copello

Date Approved: _____

Recorded minutes are available at the RCD office. Persons with disabilities needing alternative communication or assistance should contact the office at least five days in advance. MCRCD is an equal opportunity provider and employer.

MCRCD Mission Statement

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**MARIPOSA COUNTY RESOURCE CONSERVATION DISTRICT
of the Board of Directors MINUTES**

Date: Wednesday, June 3rd, 2026 @ 2:00 PM

Location: Conference Room at the Ag. Commissioner's Office, 5009 Fairground Rd.,
Mariposa, CA 95338

Directors Present: David Mecchi, Lyle Turpin, Wayne Kelly, Don Smith, John Carrier.

Directors Absent: None.

Associate Directors Present: None

Associate Directors Absent: None

Staff Present: Melinda Barrett, Emma Copello, Kevin Spach

Guests: Jessica Marlay, Sierra Foothill Conservancy

Call to Order:

Meeting called to order at 2:02 PM by MCRCD President David Mecchi.

Public Communication:

None.

Minutes:

None.

Correspondence:

- Received via mail from PG&E: Check, \$5,000 for Wildfire Resilience efforts

Special Guest:

- Jessica Marlay, Operations Director SFC. Request for approval on project specific analysis CAL VTP for CALFIRE Grant on Upper Chowchilla watershed for us to be CEQA lead agency.

IRWMP: Verbal report by Melinda Barrett

MCRCD: Verbal report by Melinda Barrett

Directors' Reports:

Lyle Turpin: Verbal report

Don Smith: Verbal report

Wayne Kelly: Verbal report

John Carrier: Verbal report

David Mecchi: Verbal report

Agenda Items: None

Subcommittee Reports:

Personnel:

None.

Finance:

Hired bookkeeper, Beth Kellner, to get QuickBooks in order

Grants:

- **New Submissions:** 2 for WCB, CCI5, Prop 4, Regional Resilience with SFC
- **LCI (OPR):** Hire Peter Tittman to do programming for a forest biomass digital marketplace

Home Hardening Program:

- 72 applications this year so far with more coming in
- Crew prioritizing assessments on remaining applications to try and finish before fire season
- Looking for long term funding

Unfinished Business:

None.

Action Items:

Hire Kevin Spach as Program Manager

- Motion: Don Smith
- Second: Wayne Kelly
- Ayes: David Mecchi, John Carrier, Don Smith, Wayne Kelly, Lyle Turpin
- Nays: None

Motion Approved

Amend contract for Emma Copello

- Motion: Don Smith
- Second: Wayne Kelly
- Ayes: David Mecchi, John Carrier, Don Smith, Wayne Kelly, Lyle Turpin
- Nays: None

Motion Approved

Hire Peter Tittman as MCRCD staff Support (Grant Funded)

- Motion: John Carrier
- Second: Don Smith
- Ayes: David Mecchi, John Carrier, Don Smith, Wayne Kelly, Lyle Turpin
- Nays: None

Motion Approved

Adopt Project Specific Analysis/addendum for the Upper Chowchilla River Watershed Forest Health and Fire Recovery Project

- Motion: Wayne Kelly
- Second: Don Smith
- Ayes: David Mecchi, John Carrier, Don Smith, Wayne Kelly, Lyle Turpin
- Nays: None

Motion Approved

Adjournment:

Meeting adjourned at 3:30 PM.

Motion: Don Smith

Second: Wayne Kelly

Ayes: David Mecchi, John Carrier, Don Smith, Wayne Kelly, Lyle Turpin

Nays: None

Motion Approved

Submitted by: Emma Copello

Date Approved: _____

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Outgoing Warrants

Date	Payee	Check Amount	Allocated Grant
1/6/2026	Thomas Aguayo	\$2,983.38	2804, 2828
1/6/2026	Jeremy Mabon	\$9,420.00	2820
1/6/2026	Emma Copello	\$1,509.00	2803
2/6/2026	CPS HR	\$680.00	2803
3/6/2026	Zachary Farmer	\$431.81	2804, 2828
8/6/2026	US Bank	\$519.45	2803, 2828
16/6/2026	SDRMA	\$4,311.42	2803
16/6/2026	SDRMA	\$851.66	2803
23/6/2026	Kevin Spach	\$437.66	2803
25/6/2026	Leslie Leavy Haul	\$22,462.00	2821
25/6/2026	AICMC	\$7,574.11	2823
	June Total	\$51,180.49	
1/7/2026	Jeremy Mabon	\$9,000.00	2820
1/7/2026	Emma Copello	\$3,060.35	2803
2/7/2026	US Bank	\$1,181.23	2803, 2828
2/7/2026	Thomas Aguayo	\$2,894.54	2828
2/7/2026	Zachary Farmer	\$581.91	2828
8/7/2026	Mariposa Bioenergy	\$299,328.02	2817
13/7/2026	Leslie Heavy Haul	\$232,441.61	2821
20/7/2026	Leslie Heavy Haul	\$183,184.50	2823
20/7/2026	AICMC	\$20,932.96	2823
	July Total	\$752,605.12	
	Total	\$803,785.61	

Deposits Made

Date	Source	Deposit Amount	Allocated Grant
6/5/2026	Cal Fire	\$ 13,547.60	2821
6/5/2026	PG&E	\$ 5,000.00	2803
6/9/2026	Energy Resources Conservation	\$ 301,314.32	2817
6/26/2026	LCI	\$ 34,642.05	2825
6/26/2026	Cal Fire	\$ 26,633.20	2821
7/30/2026	SFC	\$ 11,900.00	2803
7/30/2026	Cal Fire	\$ 205,847.95	2821



Host a SNAP Member!

The Sierra Nevada AmeriCorps Partnership (SNAP) program is seeking motivated organizations with workforce capacity needs. SNAP is an 11-month, 40-hour-per-week, National Service program designed to infuse your organization with new talent to support your restoration, volunteer engagement, and education/outreach efforts.

The formula:

- Your organization offers experiences, training, and supervision that foster the development of professional skills. Host sites pay a cash match that covers a portion of the member's stipend and health insurance.
- The SNAP program staff manages the HR and AmeriCorps grant requirements/funds and covers all other expenses (workers' comp, insurance, group training, member management, etc.).
- SNAP members bring their emerging knowledge and skills, fresh ideas, energy, and a passion for learning, which enhances organizational capacity to meet your project outcomes.

Connect with us if you think hosting an AmeriCorps member might make sense for your organization. **Please share your interest as soon as possible, preferably before August 1, 2026**, to be considered for a hosting partner slot for the 26-27 term. We can work with you if you are still securing funding; SNAP is flexible in designing creative partnerships.

Program Logistics

SNAP positions come in two different time commitments. Filling Full-Term, 11-month positions is a priority, but we have several long-term partners who regularly commit to hiring two Half-Term members.

* The 11-month, 40-hour AmeriCorps position represents approximately \$20,000 in savings for you compared to a traditional hire. Yet the member receives the bonus of more intensive professional development support, a \$500 training/gear fund, and the \$10,000 State/Federal Education Award. Below is a visual breakdown of the timelines and financial details.

	Total Hours of Service	Hours Allocated to Training (up to this #)	Ideal/ Estimated Member Start Date	SNAP Stipend Earned	Educa- tion Award Earned	26-27 Cash Match from Host Site	Position Description to SNAP Admin
Full-Term Member	1700	340	November 1-15	30,500 per year \$2,773 per month	\$10,000	Returning Host match remains \$30,500. New Host match is \$31,500	August 1
Half-Term	900	170	April 1-15	\$2,773	\$3,697.50	\$17,250	Feb 1

Recruitment Process

- For full-term positions, recruitment unfolds approximately as follows:
 - Member Service Plans are due August 1 for editing
 - Advertising will begin in early-mid August
 - SNA will begin initial interviews by the end of August
 - Hosts will begin receiving applicant packets for review and to schedule second interviews within the first two weeks of September
 - Hosts plan to focus heavily on conducting second interviews during the last two weeks of September and the first week of October. We ask for your initial candidate choices no later than October 2nd so SNAP Admin can begin making offers.
 - SNAP will provide an in-person orientation November 2-6, 2026. (Some start date variability is possible in special situations)
- For reduced-term positions, active advertising of positions begins approximately three months before the intended position start date. Member Service Plans must be complete and approved before advertising begins. We can delay advertising, but the applicant pool may be less optimal given the reduced recruitment time. Acceptance and onboarding ideally begin a month before an intended start date, but can be accomplished with as little as two weeks in special circumstances.

Benefits to Members

In addition to an invaluable entry into the conservation/stewardship workforce and extensive mentoring around professional development, members receive:

- \$2,773 monthly living stipend
- Personal Professional Development budget for gear and training of:

- \$500 Full-Term members
- \$250 Half-Term
- \$200 Reduced Half-Term
- Standard health, dental, and vision insurance
- Student loan forbearance during the service term
- CA subsidized Childcare stipends are available
- Education Award (respective amounts are listed above) if the member successfully completes their service hours

Program Information

Go to the [SNAP webpage](#) for an overview of the program. Check out the [Apply to Host Web page](#) to view the required application paperwork linked in the right-hand column. If you choose to apply, please speak with us before starting the paperwork. Then, please complete the application materials in the following order: 1. Member Service Plan (previously called the position description) 2. Application 3. Site Supervisor Position Description.

Reach out to SNAP's Partnerships and Member Manager, Nicole Laubach Ferretti, at nicole@sierranevadaalliance.org and Rebecca Williams, SNAP Director, at rebecca@sierranevadaalliance.org for more details. We can explore funding options, assist with defining a scope of work, and completing the application materials.

Together, we can make a significant impact on climate resilience efforts in the Sierra Nevada and Cascade regions while simultaneously providing a platform for early-stage professionals to hone their skills, explore professional possibilities, and contribute to meaningful projects. Come partner with us!

Respectfully,
Nicole & Rebecca - the SNAP Leadership Team

P.S. Please consider sharing this information with other organizations that may benefit from hosting a SNAP member.

Leave Donation Policy

I. Purpose

The Mariposa County Resource Conservation District (MCRCD) recognizes that employees may experience medical conditions or events that require extended absences from work beyond their available paid leave. This policy establishes a voluntary Leave Donation Program that allows eligible employees to donate accrued leave to a fellow employee experiencing a qualifying illness, injury, or event to provide temporary income continuation during an approved unpaid leave.

II. Policy Statement

It is the policy of MCRCD to permit voluntary donation of accrued leave among employees in a manner that is equitable, confidential, and compliant with applicable California and Federal laws. Participation is entirely voluntary, and no employee shall be coerced, pressured, or expected to donate leave.

III. Definitions

Medical Event: A serious, life-threatening, terminal, or severely incapacitating medical condition of the employee or an eligible family member that is expected to result in the employee's absence from work for at least ten (10) consecutive working days and creates a financial hardship because the employee has exhausted all available paid leave.

Catastrophic Event: A natural disaster or other extraordinary event (e.g., fire, flood, earthquake) that directly affects the employee's principal residence and results in financial hardship and inability to work, when a state of emergency has been declared.

Event: A personal life event that directly affects the employee's or the employee's eligible family member's life and is cause for an extended leave of absence from work for at least (10) consecutive working days and creates a financial hardship because the employee has exhausted all available paid leave.

Eligible Family Member: Spouse or registered domestic partner, parent, child, legal ward, or other individual standing in loco parentis.

Donor: An eligible employee who voluntarily donates accrued leave under this policy.

Recipient: An eligible employee approved to receive donated leave due to a qualifying medical, catastrophic, or personal event.

IV. Eligibility

A. Recipient Eligibility

To be eligible to receive donated leave, an employee must: 1. Be a regular full-time or part-time employee of MCRCDC. 2. Meet the eligibility requirement to use Sick Leave as outlined above. 3. Be on an approved leave of absence due to a qualifying medical, catastrophic or personal event. 4. Have exhausted all available accrued paid leave, including vacation and sick leave. 5. Provide appropriate verification, which may include medical certification or other documentation as determined reasonable by MCRCDC.

B. Donor Eligibility

To be eligible to donate leave, an employee must: 1. Be a regular full-time or part-time employee who has completed probation. 2. Donate leave voluntarily and without coercion. 3. Retain a minimum accrued balance after donation of: 30 hours of vacation leave (full-time equivalent), and 60 hours of sick leave (full-time equivalent).

For part-time employees, an employee must retain a minimum of 12 hours of vacation leave and 20 hours of sick leave after donation.

V. Leave Eligible for Donation

1. Eligible leave types include accrued vacation leave and accrued sick leave.
2. Leave may only be donated from leave that has already been accrued.
3. Donations must be made in minimum increments of one (1) hour.

VI. Limits on Donation and Use

1. A recipient may receive donated leave only in an amount sufficient to continue regular pay during the approved leave period. E.g., a full-time employee with exhausted leave who is regularly scheduled to work 40 hours may receive 40 hours. A part-time employee with exhausted leave regularly scheduled to work 25 hours per week may receive 25 hours.
2. Donated leave may be used for a maximum of twelve (12) workweeks within any rolling twelve (12) month period, unless otherwise approved by the Board or a designee.
3. Donated leave must be used on a continuous basis unless an exception is approved.
4. Donated leave can be used to supplement disability or state-paid leave, but cannot exceed the employee's standard weekly pay amount.

VII. Administration and Procedures

1. **Request:** The employee requesting catastrophic leave donation shall submit a written request to the Executive Director, along with any required verification.

2. **Review and Approval:** MCRCD will review eligibility, verify documentation, and determine approval.
3. **Notification:** Upon approval, MCRCD will notify employees of the opportunity to donate leave without disclosing confidential medical information.
4. **Donation Process:** Donors must submit a signed donation authorization form specifying the number of hours to be donated.
5. **Accounting:** Donated leave will be transferred on an hour-for-hour basis, regardless of differences in pay rates between donor and recipient.

VIII. General Provisions

1. Donated leave is irrevocable once used by the recipient.
2. Donated leave is treated as taxable income to the recipient and is not tax-deductible for the donor.
3. Donated leave does not count as hours worked for purposes of overtime calculations or other premium pay.
4. If the recipient no longer requires donated leave or separates from employment, any unused donated leave will be returned to donors on a pro-rata basis where practicable.
5. This policy does not create a contractual right to donated leave and is not subject to grievance or appeal.

IX. Policy Administration

The Executive Director or designee is responsible for administering this policy, ensuring consistency with applicable laws, and maintaining confidentiality. MCRCD reserves the right to modify or terminate this policy at any time.

Appendix A: Leave Donation Request & Authorization Form

Employee Requesting Donated Leave (Recipient) –

Name:

Job Title:

Employment Status (FT/PT & FTE %):

Date(s) of Requested Leave:

Type of Event (medical /personal / natural disaster):

I certify that I have exhausted all available accrued paid leave and request approval to receive donated leave under the Mariposa County RCD Leave Donation Policy.

Employee Signature: _____ Date: _____

Verification (HR / Management Use Only)

Documentation received and reviewed: ☐ Yes ☐ No

Eligibility confirmed: ☐ Yes ☐ No

Approved by: _____ Date: _____

Leave Donation Authorization (Donor)

Donor Name:

Job Title:

Employment Status (FT/PT & FTE %):

Type of Leave Donated: ☐ Vacation ☐ Sick

Number of Hours Donated:

I understand that this donation is voluntary, confidential, and irrevocable once used, and that I must retain the minimum required leave balance after donation.

Donor Signature: _____ Date: _____

Approved by: _____ Date: _____

Sick Leave

1. Entitlement:

- An employee who works in California for 30 or more days within a year from the beginning of employment is entitled to paid sick leave.
- Paid sick leave accrues at the rate of one hour per every 30 hours worked, paid at the employee's regular wage rate. Accrual shall begin on the first day of employment.
- Accrued paid sick leave shall carry over to the following year of employment and will be capped at 10 days or 80 hours, whichever is more.
- Employees hired before the date of the adoption of this policy will keep any accrued sick leave balance, but future sick leave accrual will be capped at 10 days or 80 hours per year, whichever is more.

2. Usage:

- An employee may use accrued paid sick days beginning on the 60th day of employment.
- The Agency shall provide paid sick days upon the oral or written request of an employee for themselves or a family member for the diagnosis, care or treatment of an existing health condition or preventative care, or specified purposes if the employee or their family member are a victim of a qualifying act of violence.
 - Family members include the employee's parent, child, spouse, registered domestic partner, grandparent, grandchild, sibling or designated person.
 - Preventive care includes annual physicals or flu shots
- An employee may request the use of accrued paid sick leave up to 5 days or 40 hours, whichever is greater, per year. Usage of additional paid sick leave will require a doctor's note and prior approval or approved designation as a participant in the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA).
- An employee must use at minimum 1 hour of paid sick leave per request.
- After three (3) days of unanticipated or pre-approved leave due to sickness, a doctor's note is required to continue approved sick leave usage.

Retaliation or discrimination against an employee who requests paid sick days or uses paid sick days or both is prohibited. An employee can file a complaint with the Labor Commissioner against an employer who retaliates or discriminates against the employee.

Vacation Time

- Accrued annual leave shall be capped at 10 days or 80 hours per year, whichever is more. Employees hired before the date of the adoption of this policy will keep any accrued vacation time balance, but future vacation time accrual will be capped at 10 days or 80 hours per year, whichever is more.