



**Central Sacramento Valley
Resource Conservation & Development Area Council**
P.O. Box 606 • 327 Fourth Street, Orland, CA 95963

MINUTES

(Items to be followed through with are in bold.)

Date: Monday, December 13, 2004

Time: Called to Order at 1:00 p.m. by Gary Freeman, President

Place: CSV RC&D Area Council Office

I. Roll Call/Introductions

A. Council Members

Gary Freeman, President and Glenn County Supervisor
Mike Yalow, Secretary/Treasurer and Mayor of Orland
Christy Scofield, Vice President and Colusa County Supervisor
Claudia Martin, Business Resource Specialist, Tehama Local Development Corp.
Gary Evans, Colusa County RCD
Peter Jukusky, Colusa EDC
D.C. Jones, Butte County RCD
Mike Landini, Glenn County RCD

B. Members Absent

Ernie White, Tehama County RCD
Ross Turner, Tehama County Board of Supervisors

C. Other Guests

Andrea Casey, Colusa County, District Conservationist, NRCS
Hue Dang, Butte County, District Conservationist, NRCS
Patti Turner, Director, Colusa County RCD
Ed Chombeau, Butte County Fire Safe Council
Keith Hansen, Glenn County Supervisor
Ron Warner, Mayor of Tehama, Tehama County Supervisor Elect
Larry Akin, Program Coordinator, Central Sacramento Valley RC&D
Kandi Manhart, Executive Assistant, Central Sacramento Valley RC&D

II. Posting of Meeting Agenda

Akin confirmed meeting notice was posted per Brown Act.

III. Approval of September 13, 2004 Full Council Meeting Minutes, October 6, 2004 Executive Committee Meeting Minutes, and November 8, 2004 Full Council Meeting Minutes

Scofield moved to approve the three sets of minutes as presented. Yalow seconded. Approved unanimously.

IV. Approval of Invoices for Payments

Yalow presented two invoices: 1) Pizza Factory, \$46.81, and 2) Holiday, \$13.46 - for a total of \$60.27. These invoices were for the Councils lunch on December 13, 2004. Jukusky moved to approve the two invoices, totaling \$60.27, which will be paid from Council funds. Scofield seconded. Approved unanimously.

V. Public Comment

None

VI. Partner Introductions and Reports

Akin noted that David Rose, Glenn County District Conservationist, NRCS was unable to attend this meeting; however, **will be presenting his comments concerning the facilitated meeting held on September 13, 2004 at the January 10, 2005 Full Council Meeting in Orland, California.**

Casey noted that she is now the District Conservationist for Colusa County. She also presented that the Conservation Security Program workshops are tentatively scheduled for the end of January or beginning of February. The sign-up period is not scheduled for the program; however, it will be approximately three months in length, and a seven to eight month turnaround for the program itself. The EQUIP applications are Due December 15, 2005.

Chombeau discussed the PG&E investment program. PG&E will be investing in 140,000 acres in California. The State Fire Safe Council now has a clearing house for grant applications. He also reported that the new President of the State Fire Safe Councils is Patrick Truman and the Vice President is Stewart Gray.

Landini reported to the Council that he is the new appointed Glenn County RCD representative for the CSV RC&D.

Evans noted that Colusa County RCD is still working at finding a representative; however, Turner will be filling in until then.

VII. Adopt Executive Assistant Job Description

President Freeman presented the Executive Assistant Job Description to the Council and thanked Scofield and Manhart for the efforts in creating it. He did note that he fine-tuned it. Jukusky moved to approve the Executive Assistant Job Description as presented. Scofield seconded. Yalow noted he had concern about the recommended educational requirements; however, said it could always be changed later if needed. Approved unanimously.

VIII. Adopt CY 2005 Meeting Schedule

President Freeman presented the *draft* Meeting Schedule for CY 2005. He asked the Council if they would agree to meeting on the second Monday, every other month, at 1:00 p.m. The Council agreed. Also, President Freeman noted that a meeting will be held in the four different counties throughout the year. Note: there will be no Executive Committee Meetings when there is a Full Council Meeting.

Manhart will complete calendar for distribution. Yalow moved to approve the Meeting Schedule for CY 2005 with noted changes. Martin seconded. Approved unanimously.

IX. President's Report and Comments

President Freeman presented the National Association of Resource Conservation and Development Councils (NARC&DC) CD on "Diversity" and the California Association of Resource Conservation and Development Councils (CARC&DC) Strategic Plan presentation on CD. **He noted that he will formerly present the presentations to the Council in the coming year.**

He discussed the National RC&D evaluation. He said he talked to the interviewers about the CARC&DC program. He noted Jim Kocsis, Assistant State Conservationist, NRCS, reported positive comments about the evaluation. President Freeman also mentioned that they will be asking all Councils to comment on the program, and he hopes the Council will be inclined to do that together.

President Freeman reminded the Council that the CARC&DC will be giving \$3,000 grants to perform Outreach for their Council, as shown through an MOU. He noted that it will occur soon. A question arose by Yalow concerning the communications between the Council and the Hispanic Chamber of Commerce. Akin noted that leadership roles have changed; therefore, has caused a bottleneck. President Freeman asked Hansen about outreach possibilities in Hamilton City. Hansen noted it is needed. President Freeman noted that outreach could be performed in Butte County to the underserved population. Dang agreed that help in marketing their crops is needed.

President Freeman noted that the Council has received the official letter for Butte County's annexation. President Freeman asked Jones the best way of spreading the news to Butte County and surrounding areas. **Jones replied by contacting Paul McIntosh, Chief Administrative Officer. Akin noted he will do that.** There was also concern that Jones may not be appointed to the Council. President Freeman suggested writing a letter to the Board of Supervisors encouraging keeping Jones appointed. A cc could also be delivered to the Butte County Resource Conservation District (RCD). **Yalow moved to approve that a letter be sent to the Butte County Board of Supervisors, with a cc to Butte County RCD, requesting D.C. Jones continue with his appointment of sitting on the CSV RC&D Council, as the Butte County RCD representative.** Jukusky seconded. Approved unanimously. Akin asked the Council their opinion on timing of the News Release since he will be crafting it along with Jim Kocsis and Butte County. Scofield noted that there is no need to wait for the new Board of Supervisors, that there could be two releases: 1) announcing annexation and 2) representatives from Butte County. Again, it was suggested that he talk with Paul McIntosh.

He also noted that the Council should plan for their Council Planning Workshop to be held in January. Some agenda items are: update the Annual and Area Plans, further discuss the facilitated meeting lead by David Rose, Committee Structure, etc. Akin noted that Butte County has been working on their material for the Plans. **Jukusky suggested a draft of each plan, with Butte County information, be distributed at the January 10th meeting to properly prepare for the workshop.**

Tentative date is January 24th from 9:30 a.m. to 4:30 p.m. and will be held either at the Kountry Kitchen or Human Resources Building in Orland, California.

X. Program Coordinator's Report

Akin presented a draft RFQ that will be distributed by the CARC&DC and the CARCD. He discussed the details and asked for any comments. Concern was raised because there was no limit of request stated and the meaning of natural resources was unclear to the Council. A question was also raised about applying and receiving both. **Akin noted that these are items he will discuss with his development team and the Council will be notified when a final copy is distributed.**

Akin mentioned that the Council will have to start considering an RFP for the USFS grant for \$15,500; he suggests it be sent out in January. A design company will have to be located to complete the map brochure. Akin also noted that additional outreach will have to be conducted, and he is working with Jaime Johansen of Butte County Farm Bureau to obtain producers. AgInnovators will also be a link to those Ag/Nature Tourism producers. Jukusky said that the Colusa EDC may contribute up to \$500 for the map since they were discussing creating a map also. Akin noted that those monies may be used as match, as well as any Great Valley Center LEGACI grant monies used towards the project. **Akin and Jukusky will meet to discuss in further detail.**

Concerning the last USFS grant for \$30,000, the contract is over, but the Council is still waiting for the final, editable copies.

Yalow asked about Grantstation and being able to use it. **Akin noted that the Council needs to obtain a password before using it.**

Akin noted he will be on vacation from December 17th to January 8th. However, will return January 10th for the Full Council Meeting.

XI. agInnovators Grant Update

Yalow reported that they have received the first request for \$15,500 of the \$40,000 grant. The monies were directed towards Rick Krepelka, Innovative Business Technologies Group. **Yalow also noted that additional grants must be applied for in order to sustain the project.** Manhart noted that the website is up and running and she handed out printouts of the website. **She asked that everyone look at it to give their opinion/suggestions.** Outreach will begin the beginning of January and a hands-on workshop introducing the website to potential Advisory Team members is tentatively scheduled for the end of January or beginning of February.

XII. Financial Report

Yalow presented the 2005 budget with noted expenditures in Quarter 1 and also the status of the grants. Compliments were given on the style and structure of the record keeping. Yalow noted that the Council should consider converting to Quick Books since it is designed for 501.c.3s. It would simplify the record keeping. Scofield moved to approve the financial reports as presented. Martin seconded. Approved unanimously.

XIII. Other Business/Unscheduled Matters

President Freeman presented the Council members and guests with a small Christmas gift and a token of his appreciation.

President Freeman noted that the CARC&DC is selling polo shirts for \$25 each. Please contact the CSV RC&D if interested.

President Freeman presented the Area 1 brochure.

President Freeman presented the letter directed towards the Council concerning a grant search request from the Colusa County RCD. The letter was presented at the last Full Council Meeting. **Akin will meet with the Colusa County RCD representatives to obtain further information and mechanics of how they wish to proceed. This topic will be on the January meetings agenda.**

President Freeman informed the Council that the CARC&DC Spring Legislative Conference will be held in Sacramento, California on April 27, 28, and 29. The location is tentatively the Raddison Hotel Sacramento. He also noted that Mike Chrisman, California Resource Secretary is also planned to speak.

XIV. Adjourn

Meeting adjourned by President Freeman at 3:30 p.m.

Respectively submitted,

Kandi Manhart, Executive Assistant