



**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 highlighted in blue.)

Date: Monday, May 10, 2004

Time: Called to Order at 9:02 a.m. by Gary Freeman, President

Place: CSV RC&D Area Council Office

I. Roll Call

A. Council Members

Gary Freeman, President and Glenn County Supervisor
Mike Yalow, Treasurer and Mayor of Orland
Ernie White, Tehama County RCD
Peter Jukusky, Colusa EDC
Ross Turner, Tehama County Board of Supervisors

B. Members Absent

Christy Scofield, Vice President and Colusa County Supervisor
Margie Sawyer, Glenn County RCD
Claudia Martin, Business Resource Specialist, Tehama Local Development Corp.
Gary Evans, Colusa County RCD

C. Other Guests

Bill Burrows, Burrows Ranch and Ag/Nature Tourism Operator
D.C. Jones, Butte County RCD
Jose Ascencio, Hispanic Chamber of Commerce President
Mark Black, Glenn County Assistant Ag Commissioner
Orion Fulton, Great Valley Center
Larry Akin, RC&D 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.

Turner moved to add the item Personnel to the agenda. Yalow seconded. Approved unanimously.

III. Approval of March 8, 2004 Meeting Minutes

Turner moved to approve the minutes as presented. White seconded. Approved unanimously.

IV. Approval of Invoice Payments

Yalow presented no invoices; however, once the Council receives grant funds requested from NRCS, there will be a few. Turner asked if there are any invoices past due. Yalow replied no. Akin noted that the delay in receiving the requested funds is caused by funding allocation changes.

V. Personnel

President Freeman reported that the Executive Committee recommends increasing Manhart's (Executive Assistant) salary by \$1.50 per hour and adding an additional day to her schedule, therefore allowing her to work four days a week (32 hours per week). White moved to adopt the recommendation of the Executive Committee to increase the Executive Assistants salary by \$1.50 per hour and to add an additional day to the work week, totaling four days a week (32 hours per week). Discussion on effective date occurred. Effective date is May 10, 2004, which is the beginning of a new pay period. Turner reaffirmed that the legal issues will be examined before issuing a paycheck for the new salary. [Yalow will look into the issues at hand.](#) Approved unanimously.

VI. New Business

- Adopt Employee Policy Handbook

Akin noted that Scofield called with changes and that he can present them. She had a question concerning breaks, is there too much detail? She has found that having too many details may cause legal issues. Yalow agreed. Page 16 – Scofield believes that the sentence, The performance review shall include overall job expectations and performance adherence to this Employee Handbook, and specific suggestions for improvement, *if needed*, should have if needed at the end. Page 19 – Under A. Vacation, Illness, and Leave, should read Council not company. Page 21 – should read President not Chairman. Akin mentioned that Scofield was confused after reading Sick Leave on pages 20 and 21. Scofield also thinks that leave for family emergencies should be included in the Voluntary Benefits. Page 25 – she believes that compensatory time should be taken within the same year not week. Jukusky noted that if this changed, it affects a following sentence. Not will be taken out of the incorrect sentence. [Yalow asked the Council to email or call him with other changes.](#) He will fine touch the document and then bring it to the next meeting. Turner suggested that the [document be mailed or emailed with noted changes.](#) Yalow asked the Council if they wanted their names or officer positions only on the front page. President Freeman suggested officer positions only.

- Adopt Sponsorship Fee Structure

President Freeman presented the Sponsorship Fee Schedule. The Fee Schedule is as follows: Sponsors – Cities and Counties \$300, Organizations 50 to 100 people \$200, Organizations <50 people \$150. Associate Sponsors – Organizations >50 people \$75, Organizations <50 people \$50. Turner moved to adopt the Sponsorship Fee Schedule recommended from the Executive Committee. White seconded. Approved unanimously.

VII. Council Member Reports

Turner thanked Akin and staff for helping with the Olive Fruit Fly grant search.

Yalow noted that he attended the CARC&DC Spring Legislative Conference and Great Valley Center Conference. He made contacts with partners and gained knowledge about ag/nature tourism.

Jones reported that Butte County is still waiting for the annexation to become official. President Freeman noted that it is in the hands of the Secretary of Agriculture. Jones also noted the Butte County RCD office is now in the USDA building at the Oroville airport.

Jukusky had no report.

White talked about the area RCD meeting at the Monastery in Vina. He discussed their tour and how they are interested in ag/nature tourism projects. Turner suggested [sending the Monastery CSV RC&D materials](#) in order to get them involved in the project. White also reported the Tehama County RCD has been actively involved with Sunflower CRMP.

VIII. Partner Introductions and Reports/Comments

Black introduced himself and noted that he wants to learn more about the CSV RC&D projects.

IX. Sponsorships; Partnerships Opportunities

- Sponsorship Representation: EC Committee recommendations

Akin suggested the Council [invites all of the tribes to the next meeting](#) since the Sponsorship Fee Schedule has been adopted. Akin noted that he has the letters to send they just need to be mailed.

- Mr. Jose Ascencio, Northern California Hispanic Chamber of Commerce President Ascencio passed out a handout explaining the background and mission of the Hispanic Chamber of Commerce of Northern California (based in Chico). A key point Ascencio mentioned was that you do not have to be Hispanic to be a member. The Chamber, made up of volunteers, was developed three to four years ago to help businesses. He also explained how the Chamber is a value added business resource that is working on a demographic report of the Nation, region, California, and North Valley. They also provide marketing services, mixers, conferences, and have helped to create business to business discounts. Another aspect of the Chamber is giving back to the community. They give scholarships and technology assistance, coordinate celebrations, and provide many more benefits aimed for the community. [President Freeman asked if the Chamber may be able to help support the levy protection efforts for Hamilton City.](#) Ascencio replied sure, if they can help in any way they will. Yalow asked how outreach is being done by the Chamber. Ascencio said there is minimal outreach simply because the Chamber is made up of volunteers and the funding is not there; however, they have a mailing list that is growing. Jones noted that the City of Oroville and the Economic Development Corporation would be good contacts. The Council expressed their interest in the Chamber becoming part of the Council. [Ascencio will take this opportunity to the Chamber and they will make a](#)

[decision](#). Orion noted that the Great Valley Center has a Legaci grant program that may be beneficial to the Chamber.

- Mr. Orion Fulton, Great Valley Center, AgInnovators effort

Fulton noted that he works in the New Valley Connections department of the Great Valley Center, which is funded by the James Irvine Foundation. One project they are working on in particular, AgInnovators, has helped to research agriculture and the unique ways operators are running their business. Fulton regrettably announced that the funds for the project have run out; however, he believes that the project ties in well with the CSV RC&D ag/nature tourism project. He discussed the project in further detail and then asked the CSV RC&D if they could partner in this project. Burrows agreed that the Great Valley Center and the CSV RC&D would be great partners. He shared his thoughts and his ideas on the matter; however, believes the main constraint is meeting with one another because of the large geographic area. President Freeman said this project fits nicely with what the CSV RC&D has been working on and agrees the Council can partner more closely. Yalow noted that there have been four organizations working on the ag/nature tourism idea: Great Valley Center, Small Farm Center, RC&D's, and the independents; however, the main constraint, he believes, is communication. Yalow thinks that the CSV RC&D would be a great host for the project to help organize the communication lines. Orion said the Great Valley Center is willing to help support the CSV RC&D initially to keep the project going; they can offer website framework assistance and can host the website for approximately one year. Fulton confirmed that the core of the project is to create a website with an interaction communication system. An ad hoc committee was created consisting of Fulton, Burrows, Yalow, and Jukusky to work on the ag/nature tourism project.

X. Status Update on Grants

Akin passed out an outline and reported that they are going to approach the ag/nature tourism project in another direction. [A mailing will be sent out of an oversized postcard introducing the CSV RC&Ds involvement with ag/nature tourism](#). Akin passed out a prototype of the postcard. [Akin will contact the Ag Commissioners in each county for a mailing list](#). Jones asked if you could use a stakeholders list. Yalow noted that it is a public list. White mentioned that the RCDs would most likely cooperate. Black noted that the Farm Bureau would also be a great source for addresses. Akin confirmed that he has met with the Glenn and Tehama Counties Farm Bureaus. Yalow said there must be a hook in order for potential operators to respond. Burrows suggested key in on profitability. Akin also noted the Small Farm Center held an ag/nature tourism workshop and he helped to facilitate it. [Akin reaffirmed that the contractors for the educational materials, FACTS, are working on the materials and he will ask them to come to the July Executive Committee meeting to report](#). They will soon be beta testing the materials; however request the help of the Council members and Program Coordinators. Akin noted he has spoken with each Chamber of Commerce and they are willing to devote their time. Akin has created letters for the committee members of each county specific steering committee to welcome them. Yalow suggested there should be one Chair and co-chairs in each county in order to have structure and accomplish their mission in a timely manner. President Freeman suggested the co-chairs chose one representative to report to the Council. Yalow suggested the ad hoc committee formed at this meeting should have representation from

Butte County. Akin replied that Ed Chombeau is the representative from Butte County. It was agreed that the ad hoc committee for ag/nature tourism will be the key group within the county specific steering communities. Akin noted the Council has applied for a Forest Service grant that will help create a region wide brochure for ag/nature tourism. He said if for some reason they do not receive the grant, another possibility is using advertisement monies. For example, \$750 for an ad in the brochure. Akin mentioned [advertising in newspapers, publications, etc.](#) to help promote the ag/nature tourism project. President Freeman noted the Planning Commission in Glenn County is starting a newsletter.

Akin also mentioned that a request for \$34,500 was submitted for the Olive Fruit Fly initiative.

Akin discussed the rural roads grant and the workshops. The first workshop will be June 4th and 5th to be held in Colusa County. The second will be July 28th & 29th to be held in Glenn County. This grant will be expended by the end of July. Burrows believes that three different groups of people should be involved: young people, ranchers and farmers, and public works and county road maintenance workers. He thinks that the timing of the workshops will cause it to be unsuccessful. October was noted to be the most successful time. Akin mentioned that Bob Johnson will be distributing the flyer at the Regional Roads meeting and other mailing lists have been obtained. [Burrows will distribute the flyer to his contacts.](#)

XI. Finance Committee Report

No report.

XII. President's Report

President Freeman reported on the CARC&DC Spring Legislative Conference. He thanked Akin and Manhart for their help. President Freeman said they had a great program and a number of great speakers.

President Freeman also noted that the CARC&DC fall conference is October 27, 28, 29, 2004. It will be held in Butte County. All Council members are encouraged to attend.

Pac Rim conference will be September 26-29, 2004 in Chelan, Washington.

President Freeman reported he has been asked to Chair the National Energy Committee.

XIII. Program Coordinator's Report

(Please see report for further information, on file at the CSV RC&D office.)
Northern Sutter County has expressed interest again to join the CSV RC&D.

He noted that the Council now has an HP computer projector and a PA system that they have immediate accessibility to.

[Also, creating a Sponsor's Packet and Marketing Packet for potential sponsors should be looked at again.](#)

XIV. Other Business/Unscheduled Matters

Jones mentioned the Butte RCD received the Department of Water Resources first offer. Also, the Oroville Wildlife Area has no staff.

Burrows invited the Council to the Mountain-Person Stewardship Day on June 5th. For more information contact the Tehama County RCD.

President Freeman noted that he will be attending the Smallwood Conference 2004 next week in Sacramento, CA.

Manhart asked which days the Council would like her to work. It was decided that the office will be open Mondays thru Thursdays, 8 a.m. to 4:30 p.m. She said she will be flexible with her schedule if there is a Friday that the office needs to be open.

XV. Adjourn

Meeting adjourned by President Freeman at 11:50 p.m.

Respectively submitted,

Kandi Manhart, Executive Assistant