

**Minutes of the Special Meeting of the Board of Directors
Of the San Benito Resource Conservation District**

Jan 14, 2016 at 5:00pm

Conference Call

Conference Dial-In Number: 1 (302) 202-1114

Conference Code: 207951

The SBRCD typically meets the 4th Thursday of the month at the NRCS Field Office at 2337 Technology Parkway, Suite C in Hollister, CA at 5pm.

1. Meeting Called to Order by Michael Halperin at 5:10pm.

Present in alphabetical order: Camille Abreu-Woida (CAW), Erika Boyland (EB), Paul Hain (PH), Michael Halperin (MH), Andy Hsia-Coron (AHC), Drew Mather (DM), Kathleen Pollett (KP), Ted Thoeny (TT), Glenn Wilcox (GW).

2. Public Comments (The public may comment on any item not on the agenda. The law does not permit Board action on, or extended discussion of, any item not on the agenda except under special circumstances. If Board action is requested, the matter may be placed on a future agenda. Speakers comments will be limited to three (3) minutes.) None

3. Approval of Minutes: August & Sept. 2015 meeting. (No meeting Oct, Nov. & Dec.) August & September minutes approved : motioned by (TT), second (PH)

4. Treasurer's Report/ Pay Bills (discussion & action)

a. Approval of Revenue and Expenditure Transaction Detail Summary. Revenue and Expenditure Transaction Detail Report approved: motioned by (TT), second (MH)

b. Invoices to be Paid: Invoices paid

5. New Business (discussion and action)

a. Approval of Application for Board of Director's for Cameron Wright. Cameron Wright application discussed and approved: motioned by (TT), second (MH)

b. Grant 68-9104-4-272 Camille Abreu-Woida Agreement Irrigation Water Management (IWM) Grant. Discussed and approved: motioned by (PH), second (TT)

c. Grant 68-9104-4-272 Derek Jara Date Extension IWM Grant. Discussed and approved: motioned by (PH), second (TT)

d. Grant 68-9104-4-294 Camille Abreu-Woida Agreement Mobile Lab Grant. Discussed and approved: motioned by (PH), second (TT)

e. Grant 68-9104-4-294 Derek Jara Agreement Mobile Lab Grant. Discussed and approved: motioned by (PH), second (TT)

f. NRCS/SBRCD Vehicle Agreement. Discussion of RCD contractor's use of NRCS vehicles for work related travel. It would free up money in grants previously earmarked for mileage to be used for contractors. Approved and motioned by: (TT) second (MH)

g. Applications for Grant 272 for possible IWM opening and IWM CAL WORKS participation. Discussion of the hiring of a new contractor for grant 68-9104-4-272 and 68-9104-4-294 to work on IWM, NM and Mobile Lab. Review of two candidate resumes. (PH) suggested that (EB) and

(DM) meet with the candidates and give their recommendations to the board at the next board meeting on Jan. 28, 2016.

- h. CALWORKS offer of employee for RCD (Brochures, outreach and Farmer's Market). (CAW) discussed the advantages of working with CALWORKS at Gavilan College. When a contractor in the CALWORKS program gets hired they can supply 75% of the contractor's wages if they are required to drive off site during work. If the contractor does not need to drive off site CALWORKS can cover 100% of contractor's wages.
- i. Purchase of computers for IWM contractors and CALWORKS contractors. (CAW) discussed the need to purchase additional laptop computers for potential contractors. The laptops currently being used do not support the work that needs to be done to fulfill contractual requirements. (TT) suggested the (CAW) research laptops and report back to the board at the next meeting.

6. Old Business (discussion and possible action)

- a. RCD Standards & Legal Requirements. (CAW) discussed the importance of adopting the policies listed below as they are required by the CARCD as minimum standards for a working RCD. Discussion and approval of policies motioned by (PH) and second by (TT).

i) Personnel Policy

ii) Associate Director Policy

iii) Adoption Policy

iv) Financial Policy

- 7. a. NRCS: New DC Erika Boyland: (EB) introduced herself to the board of directors. She spoke about the importance of IWM and that she was looking forward to working with the RCD on projects. (EB) is a Tennessee native and has lived in CA. for 2 ½ years. She plans on having regular staff meetings and will be giving updates and reports at each board meeting.
- b. Director's Report: (PH) stated that he attended the Working Group Landscape meeting where information is shared and contacts were made. He also stated that there might be opportunities with other agencies that were at the meeting.

8. Adjournment- Next meeting Jan 28, 2016, 5pm. Meeting adjourned at 5:45pm by (MH)