



# SISKIYOU RESOURCE CONSERVATION DISTRICT

## REGULAR BOARD MEETING

Etna City Council Chambers

442 Main Street, Etna, CA

## MINUTES

February 14<sup>th</sup> 2019

Approved

**Our Mission:** *Identify conservation and watershed enhancement needs, and offer assistance to landowners and resource managers to meet those needs through technical, financial and educational leadership.*

### 1. CALL TO ORDER:

- A. **Establish Quorum:** Caroline Luiz called the meeting to order at 7:16 P.M.
- B. **Pledge of Allegiance:** The pledge of allegiance was led by Jim Patterson.
- C. **Introductions:** Introductions were not necessary.
  - i. Directors Present: Caroline Luiz, Jeff Maddox, Jim Harris
  - ii. Directors Absent: Tom Jopson
  - iii. Staff Present: Lindsay Magranet, Preston Harris (via conference line)
  - iv. Public Present: Jim Patterson (NRCS)
- D. **Agenda Adjustments & Approval:** The agenda was accepted by Chairman Luiz as presented.
- E. **Approval of Minutes: January 10<sup>th</sup>, 2019 Regular Board Meeting:**

**Motion:** Harris moved/Maddox second, to approve the January 10<sup>th</sup> 2019 Regular Board Meeting minutes as presented.

**Vote:** 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) **MOTION PASSED**
- F. **Open Forum – 3 minute limit:** None.

### 2. BUSINESS: (DISCUSSION AND ACTION)

- A. **Consideration of accepting partial funding (\$36,578) from the Bureau of Reclamation for the Fort Goff Fish Passage and Diversion Improvement Project:** Preston Harris participated in this agenda item via the conference line. He reminded the Board of Directors that it needs to be decided whether the RCD should proceed with this project as an aggregate or whether the components should be separated into individual applications and timelines. He explained that staff outlined multiple budget options and have come to the conclusion that the most practical course forward is to separate the components based on landownership with work on federal land being initiated as soon as possible and work on private land being subsequently completed. He proposed using the remaining funds in the RCD's agreement with the U.S. Fish and Wildlife Service (RCD Reference #41-20) and accepting the partial funding from the Bureau of Reclamation for implementation of the instream components on federal ground. The RCD would then need to apply for additional funding to cover installation of the fish screen components on private ground in coming years. Preston reiterated that the RCD needs to meet with all the involved partners (U.S. Fish and Wildlife Service, U.S. Forest Service and NOAA Fisheries) and landowners in order receive confirmation for proceeding in this manner.

**Motion:** Maddox moved/Harris second, to approve accepting partial funding from the Bureau of Reclamation for the Fort Goff Fish Passage and Diversion Improvement Project contingent upon approval by the involved partners and landowners.

**Vote:** 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) **MOTION PASSED**
- B. **Consideration and approval to enter into a Memorandum of Understanding with a regional collaborative of Resource Conservation District's to facilitate the sharing of capacity and development of coordinated opportunities:** The Acting District Manager briefly explained that the proposed Memorandum of Understanding is the outcome of the regional RCD meetings that began in late 2015 and which she participated in until early

2017. It is currently being reviewed by several local agency formation commissions and legal firms and is therefore not yet ready for consideration and approval.

- C. **Approval to submit a proposal to the Institute of Museum and Library Services – Accelerating Promising Practices for Small Libraries Program for improving accessibility of the Scott River Watershed Resource Library managed by the Siskiyou RCD:** The Acting District Manager explained that she would like to apply to the Institute of Museum and Library Services to complete setting up a publicly accessible online interface for the Scott River Watershed Resource Library and continue working on the document cataloging process. Dr. Sari Sommarstrom would be guiding the effort and performing a quality assurance review. The proposal is planned to involve approximately \$20,000 of personnel services over a two-year term.

**Motion: Harris moved/Maddox second**, to approve submitting a proposal to the Institute of Museum and Library Services for improving accessibility of the Scott River Watershed Resource Library managed by the Siskiyou RCD.

**Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED**

- D. **Approval to participate in a Scott River Watershed Council proposal to the California Department of Fish and Wildlife – Fisheries Restoration Grant Program for updating the Strategic Action Plan:** The Acting District Manager explained that the Scott River Watershed Council is planning on re-applying to the CDFW Fisheries Restoration Grant Program for a 15-year update to the Strategic Action Plan. To assist this process, they are interested in subcontracting with the Siskiyou RCD for staff involvement in technical advisory committee meetings and cataloging of the documents contained within the Scott River Watershed Resource Library. The subcontract is anticipated to involve approximately \$10,000-\$15,000 of personnel services over a three-year period.

**Motion: Maddox moved/Harris second**, to approve participating in the Scott River Watershed Council's proposal to the California Department of Fish and Wildlife – Fisheries Restoration Grant Program for updating the Strategic Action Plan.

**Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED**

- E. **Approval to participate in a California Trout proposal to the Department of Water Resources – Integrated Regional Water Management Program for implementation of a managed aquifer recharge experiment in Scott Valley:** Preston Harris participated in this agenda item via the conference line. He explained that with Siskiyou County initiating implementation of the Sustainable Groundwater Management Act (SGMA), the University of California Davis (UCD) has gathered sufficient momentum around the Scott Valley Groundwater Model in order to plan for field testing of scenarios related to surface water application, aquifer recharge and stream flow response. California Trout is currently leading the development of a funding application to the Integrated Regional Water Management Grant Program for a managed aquifer recharge demonstration in partnership with the UCD, the Regional Water Board, the Siskiyou RCD and the Scott Valley Irrigation District (SVID). The project will involve the annual off-season application of approximately 2,400 – 4,500 acre-feet through selected areas under the SVID service area in order to test the groundwater and stream flow response over the following months and year(s). The Siskiyou RCD will be involved in the monitoring of application rates, application tracers, groundwater levels, crop condition, streamflow, water temperature and fisheries.

**Motion: Maddox moved/Harris second**, to approve participating in the California Trout proposal to the Integrated Water Management Program for implementation of a managed aquifer recharge demonstration project contingent upon approval by the Scott Valley Irrigation District.

**Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED**

- F. **Review and Adoption of a revised Personnel Policy Handbook:** The Acting District Manager presented a complete draft of the Personnel Policy Handbook to the Board of Directors, which has been revised based on current labor standards and staff input. The entire document was reviewed and there was specific discussion regarding employment terms, work hours, overtime, the compensation and benefit guidelines, and the performance evaluation process. The Board of Directors asked for specific edits to several of these sections.

**Motion: Harris moved/Maddox second**, to adopt the Personnel Policy Handbook with the revisions as discussed.

**Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED**

**G. Financial Report and Payment of Bills – Acting District Manger**

- i. Financial Report: A Financial report was presented and reviewed.
- ii. Monthly Reconciliation of the Mechanics Bank Account: A reconciliation of the Mechanics Bank Account was presented and reviewed.
- iii. Warrants for Approval:
  - Warrant #1 \$9,159.49
  - Warrant #2 \$12,690.30
  - Warrant #3 \$91,403.75
- iv. Journal Voucher for Approval: \$3,836.74

**Motion: Maddox moved/Harris second**, to accept the Financial Report and the Mechanics Bank Reconciliation as well as approve the payment of Warrant #1 in the amount of \$9,159.49, Warrant #2 in the amount of \$12,690.30, Warrant #3 in the amount of \$91,403.75 and the Journal Voucher in the amount of \$3,836.74.

**Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED**

**3. REPORTS:**

- A. Agencies – NRCS – Jim Patterson stated that he is setting up a return visit from the State Conservationist on March 18<sup>th</sup>-19<sup>th</sup> and would like to meet with the Siskiyou RCD. He reiterated that he is still working on filling the forestry position either by hiring a journeyman or loaning one from the Klamath National Forest. He also mentioned that there is a webinar review and interpretation of the 2018 Farm Bill on February 29<sup>th</sup> which can be accessed through the NRCS website. Finally, Jim reminded the Board of Directors that the California Association of RCD's is having its Annual Conference in Redding this fall.
- B. Projects – Staff did not have any additional items to report.
- C. SRWT – Preston Harris explained that all outstanding invoices are scheduled for payment and he apologized for the delay.
- D. SRWC – The RCD Acting District Manager, Lindsay Magranet, reported that the SRWC is hosting the annual Scott River Informational Forum on February 21<sup>st</sup> at the REC in Fort Jones. She mentioned that she will be presenting on riparian revegetation and encouraged Board Members to attend.
- E. Administration – The Acting District Manager did not have any additional items to report.
- F. Directors – none.

**4. AGENDA ITEMS FOR NEXT MEETING: March 14<sup>th</sup> 2019**

Memorandum of Understanding with regional collaborative of RCD's  
Approval to submit a proposal to the CDFW Fisheries Restoration Grant Program

**5. ADJOURN: With no further business, Chairman Luiz adjourned the meeting at 9:23 P.M.**

Lindsay Magranet, Acting District Manager

No Corrections  Corrected by Insertions \_\_\_\_\_

Approved  Date 4/11/19  
Caroline Luiz, Board Chairman

Minutes are subject to change/correction when submitted for approval at the next meeting, and do not become official until all appropriate signatures are affixed.

Agendas are available via email or by contacting the RCD office at 530-467-3975. Please email your e-address to [sisqrcd@sisqtel.net](mailto:sisqrcd@sisqtel.net)