



## Minutes of the Board Meeting

June 24, 2021

Meeting was held remotely via Zoom.

1. **Call to order, Determination of a Quorum, Introductions:** Vice Chair John Nagle called the meeting to order at 10:03 am.

Directors Present: John Nagle, Vickie Mulas (left meeting at 11:30 am, after item 6B), Ron Rolleri, Ariana Reguzzoni, Jennifer Kuszmar (joined meeting at 11:26 am, during item 6B)

Associate and Emeritus Directors Present: Earle Cummings, Beth Bruzzone, Dennis Murphy

Staff Present: Valerie Quinto, Adrienne Pettit, Erica Mikesch, Kari Wester, Katie Robbins, Jessica Pollitz, Kristopher Ballard

Others Present: Drew Loganbill (NRCS), Erin Provazek and Chad Snow (Berry Dunn)

2. **Additions/Changes to the Agenda** None.

3. **Consent Calendar:** Approval of June Board meeting agenda, May Board meeting minutes, April Financial Report, and April Monthly Transactions for Board Review. Motion to approve consent calendar M: Mulas, 2<sup>nd</sup>: Rolleri. Motion passed, 4 ayes.

4. **Public Comment:** None.

5. **Information Items**

**A. NRCS Report.** Drew Loganbill provided an NRCS Report. He announced EQIP-CIC, a new pilot program that allows for implementing conservation activities typically found in CSP as well as common conservation practices typically found in EQIP. The deadline for submitting EQIP-CIC applications is July 12, 2021. Mr. Loganbill also reported on the Conservation Agricultural Mentoring Program (CAMP) and encouraged Board members to get involved with the program if they were interested.

**B. Executive Director Annual Performance Evaluation Process.** Adrienne Pettit presented this item and answered questions from the Board about the evaluation process. The evaluation will occur at the July Board meeting and will be held under closed session.

**C. Initial Annual Workplan grant- & contract-based work.** Executive Director Quinto presented this item. She noted that seventeen grants and contracts are planned to conclude this fiscal year, and that seven new grants and contracts will launch this year in addition to a few new grants recently awarded to the RCD.

6. **Action Items**

**A. Adoption of Strategic Plan for July 2021 through June 2024.** Valerie Quinto presented this item. She discussed the plan's goals, action strategies, and expected outcomes. Motion to adopt Strategic Plan, M: Rolleri, 2<sup>nd</sup>: Mulas. Motion passes, 4 ayes.

- B. Adoption of Strategic Technology Plan.** Erin Provazek & Chad Snow (BerryDunn) presented this item. Erin Provazek detailed how their team developed the plan, including their methods for identifying issues, prioritizing projects, and creating an estimated budget and timeline for implementation of the plan's recommendations. Motion to adopt Strategic Technology Plan, M: Mulas, 2<sup>nd</sup>: Reguzzoni. Motion passes, 4 ayes, Kuszmar abstained.
- C. Approval of Budget for Fiscal Year 2021-22.** Adrienne Pettit presented on this item. She detailed how the budget was developed and noted several budget highlights, including a new Program Assistant position, new Telehealth benefits for staff, and implementation costs for Year 1 of the Strategic Plan and Strategic Technology Plan. This year's budget surplus will be used to replenish the RCD's operating reserves. Motion to approve Budget for Fiscal Year 2021-22, M: Roller, 2<sup>nd</sup>: Kuszmar. Motion passes, 4 ayes.
- D. Review of Investment Policy and approval of updated policy.** Adrienne Pettit presented this item. She reported that there are no significant changes for the RCD that will result from the updated policy. Motion to approve updated Investment Policy, M: Kuszmar, 2<sup>nd</sup>: Reguzzoni. Motion passes, 4 ayes.

## 7. Update Items

- A. GSA Updates.** Vice Chair Nagle and Executive Director Valerie Quinto provided GSA updates. Valerie recently attended a community meeting for the Petaluma Basin. No further updates.
- B. Executive Committee – notes from June 14, 2021 meeting.** Executive Director Valerie Quinto reported that funds from the RCD's expiring municipal bonds will need to be reinvested. The Executive Committee has approved the County of Sonoma, which offers low management fees and has expertise in public funds investment and compliance with state regulations, as an additional custodian. The full Board will be asked at a later meeting to adopt a resolution opening the account.
- C. Board Development Committee – no meeting was held.**
- D. Strategic Planning Committee – no meeting was held, Committee to disband once Strategic Plan is adopted.**
- E. Technology Committee – notes from May 25, 2021 meeting.** No further updates.
- F. Director Updates – none.**
- G. Executive Director & Other Staff Updates.** Executive Director Valerie Quinto reported that the Governor's emergency executive order enabling the Board to meet virtually will be ending on September 30. The Board may continue to meet virtually until that time, or may resume in-person meetings earlier, depending on feedback from conversations with individual board members.

## 8. Future Agenda Items: None

## 9. Adjournment: The meeting was adjourned at 12:21 pm.

*Materials related to items on this agenda, included in the agenda packet or distributed to the Board after distribution of the agenda packet, are available for public inspection at 1221 Farmers Lane, Suite F, Santa Rosa, CA, 95405, by appointment (the office is not operating with normal business hours due to*

COVID-19). To request board packet information, please contact Valerie Quinto at (707) 569-1448 ext. 102.

*Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact Valerie Quinto at (707) 569-1448 ext. 102. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.*

**RCD Board:**

Bruce Abelli-Amen, *Chair*

Walt Ryan, *Director*

Vickie Mulas, *Director*

Ariana Reguzzoni, *Director*

Dennis Murphy, *Associate Director*

Earle Cummings, *Emeritus Director*

John Nagle, *Vice Chair*

Jennifer Kuszmar, *Director*

Ron Rolleri, *Director*

Beth Bruzzone, *Associate Director*

Delmar Friedrichsen, *Emeritus Director*

**RCD Staff:**

Valerie Quinto, *Executive Director*

Christine Kuehn, *Education & Communications Manager*

Erica Mikesh, *Partner Engineer*

Keith Abeles, *Soil & Water Specialist*

Kevin Cullinen, *Project Manager*

Katie Robbins, *Project Manager*

Wendi Asuncion, *Staff Accountant*

Jacob McDaniel, *GrizzlyCorps Fellow*

Adrienne Pettit, *Director of Finance*

Aaron Fairbrook, *Program Manager*

Jessica Pollitz, *Engineer*

Jason Wells, *Forester*

Kari Wester, *Project Manager*

Any Starovoytov, *Project Manager*

Shannon Drew, *Program Assistant*

Kristopher Ballard, *Office Assistant*

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