

## **CCRCD BOARD MEETING MINUTES**

May 17, 2022

The regular meeting of the **Contra Costa Resource Conservation District** was held Tuesday, May 17, 2022 by teleconference.

**DIRECTORS PRESENT:** Igor Skaredoff, Walter Pease, Lorena Castillo & Bethallyn Black

**ASSOC. DIRECTORS PRESENT:** Bob Peoples, Bob Simmons, John Cain & Angela Vincent

**RCD STAFF PRESENT:** Chris Lim, Patty Pell, Ben Weise, Marianna Zavala, Daniel Correa, Rachael Byrne & Tania Aguilar

**NRCS STAFF PRESENT:** Clarimer Hernandez

**DIRECTORS EXCUSED:** Renee Fernandez-Lipp

**THE MEETING WAS CALLED TO ORDER BY CHAIR, Igor Skaredoff at 8:45 A.M.**

**INTRODUCTION/PUBLIC COMMENT PERIOD:** No public in attendance

**ADDITIONS TO THE AGENDA:** BROWN ACT, SECTION (54954.2(B) (2))

**DETERMINATION THAT A NEED IMMEDIATE ACTION EXISTS:**

Ben Weise submitted a contract with Restoration Design Group requiring a quick approval due to the status of the project. Walter Pease made a motion to add Item 2.9. Lorena Castillo seconded the motion. Motion passes 4:0.

### **CONSENT CALENDAR:**

Item 1- April 19, 2022 Meeting Minutes

Item 2- April 2022 Financials

Walter Pease made a motion to approve the Items # 1 & 2 of the consent calendar as presented. Bethallyn Black seconded the motion. Motion passes 4:0.

**NRCS REPORT:** Clarimer Hernandez, District Conservationist, NRCS, Clarimer Hernandez updated the Board on the status of her replacement, EQUIP and the number of current permits in process.

**PRESENTATION:** Marianna Zavala, Agriculture Conservation Coordinator, Rachael Byrne, Tania Aguilar and Daniel Correa all Eco Stewards Conservation Technicians for the CCRCD presented to the Board. Marianna Zavala and Tania Aguilar introduced themselves to the Board with a brief description of their backgrounds. The group finished with describing their work on current projects and well as plans for future projects.

## **DETERMINATION ITEMS:**

**2.1** Consider Approving Resolution 2022-06-Subsequent 30-day adoption of AB361. Following the decision to move this monthly Resolution to the consent calendar, Lorena Castillo made a motion to approve Resolution 2022-06. Bethallyn Black seconded the motion. Motion passes 4:0

**2.2** Consider Approving Policy #1035 updating the Conflict of Interest. Following a brief discussion on the revisions being recommended, Walter Pease made a motion to approve Policy #1035. Bethallyn Black seconded the motion. Motion passes 4:0

**2.3** Consider Authorizing Executive Director to sign contract with East Bay Regional Park District to provide permitting assistance for Voluntary Local Program. Ben Weise presented the background and purpose of the Rangeland Restoration project covered by the contract. Ben Weise finished with updates on previous projects with East Bay Regional Park. Following this discussion, Bethallyn Black made a motion to authorize the Executive Director signing the contract with East Bay Regional Park District. Lorena Castillo seconded the motion. Motion passes 4:0

**2.4** Consider Acceptance of FY 2020-2021 Financial Audit. Following a brief discussion on the findings and suggestions made by the auditor, Lorena Castillo made a motion to accept the Financial Audit. Bethallyn Black seconded the motion. Motion passes 4:0

**2.5** Consider Approving Applying for the Urban Greening Grant. Following a brief description of the project by Chris Lim, Lorena Castillo made a motion to approve the application for the Urban Greening Grant. Bethallyn Black seconded the motion. Motion passes 4:0

**2.6** Consider Approving Constructor Agreement with Café Ohlone. Chris Lim described the background and how the partnership developed. Chris Lim further described how the CCRCD plans to utilize the specialized knowledge with this partnership. Following the discussion, Walter Pease made a motion to approve the agreement with Café Ohlone. Bethallyn Black seconded the motion. Motion passes 4:0

**2.7** Consider Approving Contract with American Association of University Women for the STREAM Camp for Girls. Chris Lim presented the background of the project and his expectations for the camp. Following a few questions and answers related to the details of running the camp, Walter Pease made a motion to approve the contract with American Association. Bethallyn Black seconded the motion. Motion passes 4:0

**2.8** Consider Approving Resolution 2022-04 staff Cost of Living increase. Following a brief discussion on the sources Chris Lim used to derive his recommended increase and mentioning the staff involved, Walter Pease made a motion to approve Resolution 2022-04. Bethallyn Black seconded the motion. Motion passes 4:0

**2.9** Consider Approving Contract with Restoration Design Group for the Marsh Creek Restoration. Ben Weise had previously introduced this grant, so Ben Weise briefly described the project and mentioned the current progress. Following the Board's questions and noting the

importance of public involvement, Walter Pease made a motion to approve the Contract with Restoration Design Group. Lorena Castillo seconded the motion. Motion passes 4:0

### **DISCUSSION ITEM:**

**3.1** Chris Lim updated the Board on CARCD's JEDI policy, review process as well as planned adoption process for the policy.

**3.2** Chris Lim led a discussion on the current COVID protocols. A discussion followed on the current COVID infection uptick, air purifiers and members' indicating a preference for remaining remote for awhile longer.

**3.3** Chris Lim gave an update on the progress of the Division 9 revisions and followed with an update on the AB-1902 bill.

**3.4** The Board continued its discussion on a succession plan. After discussing options and Members' future intentions, it was decided and voted that Walter Pease will move into the President position after the end of this fiscal year. Lorena Castillo made a motion to vote Walter Pease to the President position beginning July 1, 2022. Bethallyn Black seconded the motion. Unanimous vote 4:0.

### **REPORTS:**

**4.1** President Reports— Igor Skaredoff briefly mentioned his appreciation of the Board Members' willingness to share insights.

**4.2** Directors' Reports – There were no Directors' reports.

**4.3** Staff Reports— Directors stated again how much they enjoy reading about the various projects. The Board finished by asking that the project's location be mentioned in the reports, if location is not obvious.

**4.4** Executive Director Reports – Chris Lim reported on staff updates including the current hiring status for a couple of positions. Chris Lim reported on the current funding status of several grants and finished by mentioning an upcoming site visit.

**Igor Skaredoff Adjourned the Meeting at 11:13 a.m.**

**Respectfully submitted, Patty Pell, Clerk of the Board, CCRC**

Chat Transcription -

08:31:51 From Bethallyn Black she/her: Hort. & Plant science to Everyone:

My computer has no sound. I am going to switch to a different computer.

08:35:24 From Bethallyn to Everyone:

This one works

08:42:27 From mari to Everyone:

Hi folks so sorry for joining late! I had a calendar mix up :) happy Tuesday

08:46:37 From Lorena Castillo to Everyone:

Nice to have you new folks!

08:46:49 From Marianna Z to Everyone:

Thank you Lorena !

09:02:41 From Lorena Castillo to Everyone:

RCD can partner with Groundwork Richmond for tree plantings along the Greenway

09:34:06 From Clarimer.Hernandez to Everyone:

I have another meeting to go. Was a pleasure to see you all! Stay safe and healthy. :)

09:35:48 From Marianna Zavala to Everyone:

Yes! Important and exciting

09:38:44 From angela vincent to Everyone:

Exciting!

09:55:25 From Lorena Castillo to Everyone:

Be right back, I approve this contract

09:58:08 From angela vincent to Everyone:

Have to hop off for a meeting - thanks all

10:18:08 From Marianna Zavala to Everyone:

Yes thank you!

10:18:11 From Marianna Zavala to Everyone:

:)

10:30:35 From Ben Weise (he/him) to Everyone:

gonna jump off to take a quick meeting at Industrious before the luncheon. Feel free to call or let me know if you need me back.

10:37:44 From Lorena Castillo to Everyone:

I have to jump off at 10:45 for another meeting...

10:44:39 From Chris Lim, CCRCd to Everyone:

Thanks Lorena

10:49:12 From Marianna Zavala to Everyone:

Signing off folks, thanks so much and a pleasure to meet you

10:51:31 From Lorena Castillo to Everyone:

I have to sign off, thank you everyone!

11:04:44 From John Cain to Everyone:

In late 2014, the Office of Management and Budget issued new Uniform Guidance to non-profits on indirect cost accounting, which specifically direct non-profits to treat proposal costs as indirect costs (Section 200.460 Proposal costs):

“Proposal costs are the costs of preparing bids, proposals, or applications on potential Federal and non-Federal awards or projects, including the development of data necessary to support the non-Federal entity's bids or proposals. Proposal costs of the current accounting period of both successful and unsuccessful bids and proposals normally should be treated as indirect (F&A) costs and allocated currently to all activities of the non-Federal entity. No proposal costs of past accounting periods will be allocable to the current period.”

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