

**DRAFT Minutes of the Regular Meeting of the Board of Directors  
March 18, 2021  
3:00 pm – 6:00 pm  
via Zoom teleconference**

Directors present: Barbara Kossy, TJ Glauthier, Adrienne Etherton, Jim Reynolds

Associate Directors present: John Keener

RCD staff present: Kellyx Nelson, Lau Hodges, Jarrad Fisher, Amy Kaeser, Sheena Sidhu, Dylan Skybrook (Santa Cruz Mountains Stewardship Network Manager)

NRCS staff present: Jim Howard

Guests present: George O. Kolombatovich, Rudy Espinoza-Murray

**1. Call to Order**

Kossy called the meeting to order at 4:00 p.m.

**2. Approval of Agenda**

Motion to approve closed session agenda passed unanimously.

**3. Convene Closed Session**

**3.1 Public Employee Performance Evaluation Pursuant to California Government Code §54957**

Title: Executive Director

**4. Adjourn Closed Session**

**5. Convene Open Session and Report on Closed Session**

- Open Session was called order at 4:01 p.m.
- Glauthier noted the board felt very positive towards Nelson's performance and the Board approved a paid, 6-week sabbatical in recognition of her 15 years of employment at the RCD. She made this request in lieu of a change to her compensation.

**6. Introductions of Guests and Staff**

All in attendance introduced themselves.

**7. Public Comment**

There was no public comment.

**8. Consent Agenda**

- Glauthier pulled item 8.4 and Etherton pulled 8.1.
- Etherton moved to approve the agenda as amended, Kossy seconded. Motion passed unanimously.

## 9. Regular Agenda

### 9.1 Board will consider appointment of John Keener as Associate Director.

- Discussion included:
  - Role and requirements of associate directors (non-voting but still subject to Brown Act, conflict of interest, and attendance policies);
  - Keener's interests, including removal of the fish barrier and the bridge over San Pedro Creek, Pacifica Watershed Coalition, Fire Safe San Mateo County and the large eucalyptus stands around Linda Mar in Pacifica;
  - When asked, Keener said he would be comfortable with the non-advocacy role of RCDs.
- **ACTION:** Etherton moved to appoint John Keener as Associate Director, Reynolds seconded. Motion passed unanimously.

### 9.2 Board will consider recommendation to amend and sole source contract with the California Native Plant for the Landscape Database and Vegetation Mapping Project in Santa Cruz and Santa Clara Counties.

- Discussion included California Department of Fish and Wildlife's relationship with California Native Plant Society (CNPS) for this work, CDFW's requirement to work with CNPS, and their unique expertise for the project. Nelson noted that the RCD staff was working on a proposed update to the Procurement Policy to address the distinction of a sole source versus a subaward.
- Glauthier noted the omission of 'Society' on the agenda and memo header and asked that it be added in for the record.
- **ACTION:** Etherton moved to amend the sole source contract with CNPS, Kossy seconded. Motion passed unanimously.

### 9.3 Executive Director's Report

- Nelson would be leading a webinar after the meeting, "Caring for a Watershed Top to Bottom."
- Black, Indigenous & People of Color (BIPOC) group of RCD staff submitted a letter to CARCD board expressing concerns and providing a list of demands. The CARCD Board would be responding within the week; all demands were accepted and the CARCD Board thanked the BIPOC group for making them better.
- Recent RCD staff presentations:
  - Noah Katz, Water Quality Program Manager, reported to the Midcoast Community Council (MCC) regarding water quality monitoring.
  - Sidhu reported to MCC reading fire and fuel load reduction efforts.
  - Nelson and Sidhu met with the Portola Valley Town Council.
  - Katz presented to the San Mateo County Harbor District.
  - Issel presented to Pescadero Municipal Advisory Council.
  - Nelson presented to Thrive Alliance San Mateo.
  - Nelson and Katz will be hosting a public webinar about water quality on the Coastsides on April 21st.

- All staff will be attending Diversity, Equity & Inclusion (DEI) training in the near future and directors are invited to join.
- Communications continue to be an unmet need for the RCD which was resulted in a story that is largely untold.
- RCD staff is working on an Implementation Plan for the strategic plan.
- The Fiscal Year 2022 Budget process is underway. Nelson acknowledged Hodges' efforts on preparing the packet for our new federally approved indirect rate; it has been a big lift.
- RCD contracted with Jayne Batty of Miramar Farms, to support convening an advisory committee for the RCD's potential boundary expansion. Kaeser is the RCD staff project managing it and Kossy and Glauthier are directors on the committee.
- RCD has been working on a land acknowledgement, a number of complexities to it.
- Project updates:
  - Two to four more carbon farm plans are in development.
  - Notice to proceed has been issued by funder for the fish passage barrier work on San Pedro Creek.
  - Post-fire recovery work continues, specifically with hazardous tree removal as well as bridge and road repairs. Howard complimented Sheena Sidhu and Sara Polgar, RCD staff, on their communication and collaboration with the State of California; Sidhu noted the integration with NRCS had been phenomenal.
  - Recent meeting of Integrated Watershed Restoration Program's Technical Advisory Committee about fish habitat restoration projects in planning and design phases.
  - Cloverdale Bridge Project if funded will include installing a number of habitat enhancements.

#### **9.4 NRCS report**

- Howard reported being pleased with the new Secretary of Agriculture, Tom Vilsack; immediate improvements included a new directive on the NRCS telework policy based on DEI and employee retention and policy on COVID response and safety.
- Howard and Nelson would be bringing a new Vehicle Use Cooperative Agreement before the board by May.

#### **9.5 Directors' reports**

- Kossy will be taking her new travel trailer on a three to four week trip but will make herself available for Board Meetings.
  - Etherton reported her excitement for SB 1383 about recycling and compost, and her hope that it would become a funding source for carbon farm plans. She also reported the Institute for Local Government's Beacon Awards would be open to Special Districts; it might be a good opportunity for the RCD.
- Reynolds stated how much he appreciates the RCD's Board and staff and hoped to host everyone at Level Lea Farms.
- Glauthier expected to meet with the Local Agency Formation Commission in April; they had all the maps and Glauthier hoped for the opportunity to annex the area east of Skyline Blvd.

- Keener is involved with a setting up a California native plant nursery on the site of Pacifica Gardens.

**8.4 March 11, 2021 letter to California Department of Water Resources (DWR) regarding late grant payments.**

- There was discussion about the origins of writing the letter and the partnership with DWR in preparing it.

**7 Adjourn Meeting**

- Kossy adjourned the meeting at 5:12 p.m.