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Western Shasta Resource Conservation District (WSRCD)

## **MINUTES OF THE REGULAR BOARD MEETING**

Wednesday, June 24, 2026

Board President Mike Berry called the meeting to order at 9:01 a.m.

### **WESTERN SHASTA RESOURCE CONSERVATION DISTRICT**

#### **Regular Board of Directors Meeting Minutes**

#### **Call to Order**

Board President Mike Berry called the regular meeting to order at 9:01 a.m.

Board of Directors Present: Mike Berry (Board President), Bob Bailey (Vice President), John Moore (Director), Kathy Grissom (Director), Dennis Heiman (Director), Lois Kaufman (Director), Charlie Chamberlain (Director), and Francis Berg (Associate Director).

Board of Directors Absent: None.

Others Present: Maureen Teubert (District Manager), Annalissa Powner (Executive Administrative Assistant), Sharon McBroome (Grant Accountant), Ross Perry (Technical Program Manager), Kelli Middlebrooks (Project Manager), Andrea Claassen (Project Specialist, Part-Time), and Luke Stickly, member of public.

#### **1. Additions/Changes to the Agenda**

Maureen Teubert requested that New Business Item 8.1 (CEQA Discussion) be moved to item 1 of new business.

By motion made and seconded (Bailey/Kaufman), the Board unanimously approved adding new item 8.05 CEQA Review to the agenda.

Sharon McBroome reviewed the safety procedures for participants attending the meeting via Zoom.

#### **3. Consent Agenda**

##### **3.1 Approval of the April 2026 Regular Board Meeting Minutes**

Sharon McBoome presented the previous board meeting minutes for the board to review.

By motion made and seconded (Heiman/Moore), the Board unanimously approved April 2026 minutes.

##### **3.2 Approval of the May 2026 Financial Statements**

Maureen Teubert and Shannon McBoome gave explanation and review of financial statements.

By motion made and seconded (Chamberlain/Grissom), the Board unanimously approved the May 2026 financials.



#### **4. Correspondence**

Maureen Teubert shared correspondence regarding the Wild Ways event and expressed appreciation from the organization. She also informed the Board that six complimentary tickets had been provided to the Board for the upcoming October event.

#### **5. NRCS Report**

Sharon McBroome read an email from Garrett Schroeder, who was unable to attend due to being on leave. The report stated that NRCS currently has 43 active contracts and eight applications that have been pre-approved and are in the obligation process. The State has requested additional funding, and additional applications may be selected for funding soon.

#### **6. CARCD Activities**

Maureen Teubert reported that CARCD continues to meet regularly. The next meeting is scheduled for July 14.

#### **7. Old Business**

**7.1 Strategic Plan (Recurring Item)** Maureen Teubert provided an update on Strategic Plan objectives currently being implemented by staff.

**7.2 Building Update:** Maureen Teubert reported that Annalissa Powner revised the quotation process for replacement of the yard gate and front entrance door.

#### **7.3 Northern Sacramento Valley Coalition RFFC Regional Priority Planning (Recurring Item)**

Maureen Teubert provided an update regarding ongoing Regional Priority Planning activities.

#### **8. New Business**

##### **8.05 CEQA Discussion**

Maureen Teubert reported that recent developments involving projects for which the district serves as the CEQA lead have highlighted the need to review project sites more frequently and evaluate whether revisions to current CEQA procedures are necessary. The Board

Action: By motion made and seconded (Chamberlain/Bailey), the Board unanimously approved the WSRCD staff to provide additional CEQA monitoring of current projects and send a letter of support to the Lassen Fire Safety Counsel for an upcoming grant proposal in need of a CEQA.

#### **8.1 Board Project and Planning Subcommittee Report**

Maureen Teubert reviewed the staff report for the Project and Planning Subcommittee that met on June 15.

##### **8.1.1 WSRCD 70th Anniversary Celebration Planning**

Maureen Teubert reported that the subcommittee also reviewed the preliminary budget for the district's 70th Anniversary Celebration and provided positive feedback. Additional planning meetings will be held, and approval of the celebration budget was deferred until the July Board meeting.



## **8.2 Board Finance Subcommittee Report**

Maureen Teubert reviewed the staff report from the June 19 Finance Subcommittee meeting. The committee reviewed the FY 2025–2026 and FY 2026–2027 District budgets and the preliminary budget for the district's 70th Anniversary Celebration.

### **8.2.1 Review and Approval of the FY 2026–2027 WSRCD Budget**

Maureen Teubert and Sharon McBroome reviewed the FY 2026-2027 WSRCD Budget that was included in the board packet.

Action: By motion made and seconded (Dennis Heiman/John Moore), the Board unanimously approved the FY 2026–2027 WSRCD Budget by voice vote.

## **8.3 District Manager Annual Review Planning**

Sharon McBroome discussed the need to schedule Maureen Teubert's annual performance review and to discuss the employee step schedule, as Mrs. Teubert has reached the final step. The Board requested that employee feedback forms be distributed prior to the August 26 Board meeting.

## **8.4 District Manager's Report**

Maureen Teubert presented the District Manager's Report that was included in the board packet. There were no questions from the Board.

Closed Session: There was no Closed Session.

### **Next Meeting**

The next regular Board meeting is scheduled for Wednesday, July 31, at 9:00 a.m.

A Subcommittee meeting was scheduled for July 24 at 10:00 a.m.

### **Tentative Agenda Items**

1. Review of the Unrestricted Budget.
2. Approval of the 70th Anniversary Budget.
3. JPA Update.
4. CEQA Information

### **Adjournment**

By motion made and seconded (Lois Kaufman/Bob Bailey), the Board unanimously adjourned the regular meeting by voice vote at 11:16 p.m.