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Western Shasta Resource Conservation District (WSRCD)

## MINUTES OF THE REGULAR BOARD MEETING

Wednesday, July 31, 2024, 9:03 a.m. to 11.41 a.m.

### MEETING

Board of Directors Present: Dennis Heiman (Board President), Mike Berry (Board Vice President), Bob Baily (Director), Matt Plummer (Director), John Moore (Director), Lois Kaufman (Director), Kathy Grissom (Director)

Others Present: Litza Lopez-Ramos (NRCS), WSRCD Director Maureen Teubert, Executive Admin Assistant Buffy Gray, Grant Accountant Sharon McBroome

Board President Dennis Heiman called the meeting to order at 9:03 a.m.

#### Consent Agenda:

- **1.1** Minutes for June 2024 have been moved to the next Board meeting in August. The board reviewed the meeting minutes for May 2024 and provided an amendment to the May 29th minutes by correcting the motions due to Board Director Bob Bailey not being present at the May 29th meeting.
- **1.2** Board of Directors asked that the color scheme for the Expenses and Payments graph be changed to reflect a better contrast of colors for easier viewing.

By motion made, seconded (Plummer/Moore) and unanimously carried, the Board of Directors approved the minutes as amended and financials from the consent agenda.

**Additions/Changes to Agenda:** 1. Board President Dennis Heiman asked to add "Electing a New Board President". This item was added to New Business 8.5 for further discussion. 2. Executive Admin Assistant Buffy Gray asked to add "Health Insurance Rate Increases" to New Business 8.6 for discussion and voting.

**Public Comment Period:** None

**Correspondence:** WSRCD Director Maureen Teubert provided information received from CARCD regarding the annual conference coming up. She explained that it is currently open registration, and the Board is welcome to sign up if interested in attending.

**NRCS Report:** Litza Lopez-Ramos provided a report on selections made for the Conservation Stewardship Program. She also explained that Jenna Ganoung has been selected as their Assistant State Conservationist for Field Operations for Area 1 and Mary Mayeda has been selected as their Area 1 Forester. Litza explained that they currently have two vacancies for Soil Conservationist and are hoping to advertise for those positions soon.



**CARCD Activities:** WSRCD Director Maureen Teubert provided a newsletter from the CARCD. She explained that they are updating policies, and she will keep the Board updated as changes are made. She also explained this year's conference will be held in Sacramento December 10<sup>th</sup> – 12<sup>th</sup>.

**Old Business:**

- **7.1: Clear Creek Overlook Plaque Replacement**

WSRCD Director Maureen Teubert explained that the plaque has gone missing and asked if the Board would like to replace it.

By motion made, seconded (Berry/Kaufman) and unanimously carried, the Board of Directors provided direction to staff to research replaced costs and bring back to the Board for approval.

**New Business:**

- **8.1: Strategic Planning Retreat**

WSRCD Director Maureen Teubert provided a staff report which included a draft agenda for the Strategic Planning Retreat. The Board of Directors and staff discussed what they would like to see as an outcome from this retreat. The Board of Directors asked that a brief review of the prior strategic planning be added to the agenda. It was also discussed that the retreat be kept to the Board of Directors and staff only. WSRCD Director Maureen Teubert will reach out to district partners after the retreat to see if the partners would like to provide any comments or suggestions.

Executive Admin Assistant Buffy Gray will send out a poll to staff asking who will be attending the retreat and which food options they would prefer.

- **8.2 District Retirement Benefits:** WRC D Director Maureen Teubert provided a staff report regarding the transition from Vanguard Simple IRA plan to Voya CalPERS 457 plan. She also discussed with the Board an increase in the match that the district provides, which is currently 3%.

By motion made, seconded (Bailey/Plummer) and unanimously carried, the Board of Directors approved an increased match from the current 3% to 5% and deferred other increase options to future meetings.

- **8.3 Board Subcommittee Meetings:** There are no meetings scheduled in August.

Next meetings are scheduled as follows:

Fire Safe Council Combined Meeting: Friday, August 2, 2024, at 9am (3-WSRCD Board of Directors/3-Fire Safe Council)

Admin Subcommittee Meeting: Tuesday, October 8, 2024, at 11am (to review draft personnel policies)

Project Planning Meeting: Wednesday, September 18, 2024, at 9am



- **8.4 Scheduling District Manager Annual Review:** Executive Admin Assistant Buffy Gray provided the Board with blank Performance Evaluation forms to be completed prior to the scheduled annual review. The annual review is scheduled as a Closed Session item at the next Regular Board meeting on Wednesday, August 28, 2024.
- **8.5 Board Member Terms/transitions:** WSRCD Director Maureen Teubert provided a staff report on upcoming Board of Director terms and transitions. She explained that there are three Board Directors, Bob Bailey, Kathy Grissom, and Dennis Heiman, that will have terms expiring in November and one Board Director, Matt Plummer, that will be transitioning out of the WSRCD Board and into the Board of Supervisors. Board Director Matt Plummer explained that he will serve on the WSRCD Board through the end of December.

WSRCD Director Maureen Teubert explained this is information only at this point, but prior to November staff will have to recruit for any vacant seats on the board. If any Board Director, with a term expiring, would like to renew their term, they would need to voice this at the next meeting that discusses Board Member Terms.

Added Item (07/31/2024):

Electing a New Board President: Board President Dennis Heiman, after discussion with the Board, has decided to remain the Board President through November 2024.

- **8.6 Health Insurance Rate Increases:** Added Item (07/31/2024). WSRCD Director Maureen Teubert provided a staff report on health insurance rate increases. She explained that the increase will be 9% for medical and vision and 5% for dental. With the coverage our current plan provides, it is recommended that we keep our current insurance plans and accept the rate increase.

By motion made, seconded (Plummer/Berry) and unanimously carried, the Board of Directors approved keeping the current medical/vision and dental plans and accept the rate increase.

- **8.7 District Manager Report:** WSRCD Director Maureen Teubert reviewed the District Manager report that was included in the Board packet. She also explained that the WSRCD Annual Report is complete and has been sent to print.

**Closed Session:** None

**Set next meeting date and identify agenda items:**

WSRCD Regular Board Meeting: Wednesday, August 28, 2024, at 9 a.m.

**Adjourn:**

By motion made, seconded (Plummer/Grissom) and unanimously carried, the regular meeting was adjourned at 11:59 a.m.