



6270 Parallel Road, Anderson, CA 96007-4833 · Phone: (530) 365-7332 · Fax: (530) 365-7271

Western Shasta Resource Conservation District (WSRCD)

## MINUTES OF THE REGULAR BOARD MEETING

Tuesday, November 26, 2024

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

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

**Board of Directors Absent:** Kathy Grissom (Director)

**Others Present:** WSRCD District Manager Maureen Teubert, Executive Admin Assistant Buffy Gray, Grant Accountant Sharon McBroom, Project Manager Kelli Middlebrooks, Project Manager Ross Perry, Project Manager Holly Proce, RPF Chuck Dethero, CFO Karl Drexel

### Consent Agenda:

- **1.1** Review and Approve Meeting Minutes from October 2024 Board Meeting
- **1.2** Financials from October 2024

By motion made, seconded (Berry/Plummer) and unanimously carried, the Board of Directors approved the consent agenda.

**Additions/Changes to Agenda:** Business Item 9.3 Draft Strategic Plan Review was removed from the agenda and will be presented at a future meeting.

**Public Comment Period:** None

**Correspondence:** None

### NRCS Report:

No report. WSRCD District Manager Maureen Teubert explained that at this time there isn't a representative replacement for Litza Lopez-Ramos.

### CARCD Activities:

Vice President Mike Berry gave an update from the Sacramento Valley Region of RCD's meeting he and Project Manager Kelli Middlebrooks attended on Wednesday, November 13, 2024. He explained that five proposed resolutions were received by the CARCD from member districts and were asked to consider each resolution for approval at the CARCD conference in December. The following resolutions were



discussed at the Sacramento Valley Region meeting and following the resolutions are the proposed decisions.

Resolution 1: Direct the CARCD Board of Directors to Reaffirm Their Duty to Comply with the 2018 Adopted Bylaws.

Consensus vote, No.

Resolution 2: Amend the Bylaws to Adopt Open Meeting Requirements Consistent with the Brown Act.

Consensus vote, No.

Resolution 3: Direct the CARCD Board of Directors to Reconvene the Policy Committee in Accordance with the Bylaws.

Consensus vote, No.

Resolution 4: Direct the CARCD Board of Directors to Establish and Convene a Standing Finance Committee.

Consensus vote, Yes.

Resolution 5: Direct the CARCD Board of Directors to Rescind and Reconsider Board Action to Change the Dues Structure for FY 24-25.

Consensus vote, No.

By motion made, seconded (Bailey/Kaufman) and unanimously carried, the Board of Directors approved following the recommendation of the Sacramento Valley Region decisions on each resolution and forward to the State CARCD.

District Manager Maureen Teubert will follow up on the Sac Valley Soil Hub Advisory Committee Member recruitment.

**Old Business:** None

**Presentations:**

**8.1** Strengthening the Function & Effectiveness of Your Board, Presented by Board Director Bailey

Board Director Bailey provided a presentation on a class he attended at Shasta College regarding non-profits. He explained that having binders with board policies and other board information is helpful to new Board members and offered to create binders for any new member.

**8.2** Forest Management Plan Update, presented by Registered Professional Forester Chuck Dethero

Registered Professional Forester Chuck Dethero provided an update on the California Cooperative Forest Plan (CCFMP). He also spoke on the work that was performed by the Forestry Interns this past summer.



---

**New Business:**

- **9.1 Approval of CSDA 2025 Annual Membership Renewal:**

By motion made, seconded (Plummer/Moore) and unanimously carried, the Board of Directors approved renewing the 2025 CSDA Annual Membership.

- **9.2 Approval of Contractor Selection for Project 39-07:**

Project Manager Holly Proce provided a staff report on the selection of a contractor for Phase 1 of the I-5 Corridor Fuels Reduction project.

By motion made, seconded (Plummer/Berry) and unanimously carried, the Board of Directors approved awarding the contract to Imperial Forestry for Phase 1 of the I-5 Corridor Fuels Reduction project.

- **9.3 Draft Strategic Plan Review:**

This item was removed and will be presented at a future meeting to a date uncertain.

- **9.4 WSRCD Subcommittee Report:**

WSRCD District Manager Maureen Teubert provided a staff report updating the Board on the progress made on reviewing the draft policies and procedures. She explained that it is anticipated that the policy updates will be completed and ready to be brought to the board in December for approval.

- **9.5 Re-Organization of the Board:**

By motion made, seconded (Bailey/Plummer) and unanimously carried, the Board of Directors approved Mike Berry as Board President starting January 2025.

By motion made, seconded (Berry/Moore) and unanimously carried, the Board of Directors approved Bob Bailey as Board Vice President starting January 2025.

- **9.6 Christmas Party Update:**

WSRCD District Manager Maureen Teubert provided an update on the Christmas party arrangements and gift exchange.

Board of Directors discussed providing gift cards to all employees of the district.

By motion made, seconded (Berry/Bailey) and unanimously carried, the Board of Directors approved purchasing \$100 Visa gift cards for each employee of the district.



- **9.7 District Manager Report:**

WSRCD District Manager Maureen Teubert provided the District Manager report.

Project Manager Kelli Middlebrooks provided an update on project 19-49 and trainings staff attended.

**Closed Session:** None

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

WSRCD Regular Board Meeting: Tuesday, December 17, 2024, at 9 a.m.

Agenda items for next meeting:

- 1) Director Recognition

**Adjourn:**

By motion made, seconded (Berry/Bailey) and unanimously carried, the regular meeting was adjourned at 10:53 a.m.