

MINUTES

REGULAR BOARD MEETING

December 16, 2015 \* 5:30 PM

**Board Members Present:** Greg Lowden, Colleen O’Sullivan, Rose Owens and Patrick Truman  
**Board Members Absent:** Mike Rourke  
**Associate Board Members Present:** None  
**District Staff:** Shiloe Braxton, Kelly Sheen, Trish Wardrip, Mark Dowdle  
**Other Agency Staff:** None  
**Guests:** Scott Morris, Ken Dunn

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**1.0 Call To Order:** Meeting called to order at 5:31 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Owens/Lowden to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Owens/Lowden to approve minutes of November 18, 2015 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip, Sheen and Braxton reported on District finances. The District recently received substantial payments of receivables which placed it solidly in the black. Suggestion to increase District credit line discussed.

**4.2 Discuss and Approve List of Warrants for November 2015**

MSC – Owens/Truman to approve list of warrants in the amount of \$256,238.29.

**5.0 Projects Report**

Directors read report. Sheen answered questions about status of BAER project. Braxton reported the 2016 annual operating plan for Weaverville Community Forest was finalized and signed during a meeting of the WCF steering committee on December 15. He will next be working to obtain retained receipts from USFS and BLM to move projects forward.

**6.0 NRCS Report**

None.

**7.0 Northwest California RC&D Council Report**

None.

**8.0 Community Forest/Stewardship Committee Report**

Report submitted under Agenda Item 5.0, above.

**9.0 Trinity Collaborative Report**

Braxton reported on recent National Recreation Area group meeting. Concessionaire contracts will be expiring in 2017. May go back out for RFP. Current contractors incurring losses due to drought. USFS will review status of each campground. Will prepare a prospectus and go out to bid. Noted none were designed to run at profit. Management of these sites is something the District or non-profits should explore. There is growing support for the multi-purpose trail around Trinity Lake. Group looking at phase-planning.

TCCG's Fire Kill to Fuel Breaks proposal was submitted. Work may be funded via sale of merchantable timber. USFS is conducting public workshops.

Braxton discussed the issue of the vast amount of dead and dying trees observed throughout the state. He noted California lacks the infrastructure it once had to process timber. Ken Dunn reported all biomass contracts are going down. Market is rapidly declining for biomass. There is not market to accept it. PG&E is turning more to low-cost natural gas for electrical generation.

**10.0 Public Comment**

None.

**11.0 Discuss/Take Action to Dissolve the Weaver Basin Trails Committee as Constituted as an Informal District Subcommittee and Endorse Its Subsumption by the Weaverville Community Forest Steering Committee (Continued from November 18, 2015.)**

No Action Taken.

Braxton apologized to Scott Morris and Jerry Hauke and noted his emails compounded the situation. He noted Weaver Basin Trails Committee has brought significant in-kind match to WCF projects. Over the course of years, probably many informal discussions and agreements made. It is difficult to service those without overextending the District, which has no other funding aside from grants. District and WBTC need to understand each others' needs to get work done. It is a mutually beneficial relationship. Braxton suggested Board direct staff to conduct a workshop with WBTC; review what each provides in the way of tangibles. If needed, work out an MOU for future guidance and to serve as a roadmap.

Truman stated that was a good idea; asked how the issue arose. Braxton explained issue arose from September board meeting. Morris clarified Board discussed the issue but took no formal action. Sheen explained the move emanated from Rourke's suggestion pertaining to District's interest in trails countywide. Discussion about not being formal committee led to discussion about committee under WCF Steering Committee.

Owens stated support for Braxton's workshop proposal. Lowden noted all trails on BLM and USFS, so much common interest of WBTC, WCF and District working together.

Braxton explained the idea is to help leverage as much resources as possible.

Ken Dunn stated one of the WBTC is to see how it can get more members of the community to use the trails and become involved. Morris stated it has been more than 12 years since a trails master plan was prepared. Sheen calculated 16 years. Morris noted the need to ask community members what they want, so they have a stake in what is going on. There should be trails in other areas – a Trinity trails alliance. He noted Ross Molyneux' efforts with the Trinity Lake trail and mentioned other endeavors and proposals.

Truman noted Owens and Rourke have pushed for more trails efforts in other parts of the county. He urged all to move forward.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Hauke expressed his support for Braxton's suggestion of an MOU. He took issue with the \$10,000 figure mentioned previously as unfunded District expenses incurred for services rendered. Hauke presented a compilation of RAC-funded trail projects. He said notion that the committee was costing the District money makes it appear to be a luxury the District can't afford, rather than as a contributing partner. Sheen clarified the \$10,000 figure refers to time and resources that he, Dowdle and other personnel expended in support of the WEMBO event – an amount not chargeable to RAC. He explained RAC has grant requirements that prevent the expenditure of funds outside of a specific, approved project. Braxton noted those unfunded expenditures were very separate from work done for trails. WEMBO was a lesson learned. RAC contributions greatly appreciated. Braxton elaborated on unfunded expenses.

O'Sullivan clarified that WEMBO is a separate issue. District did not anticipate administrative costs associated with WEMBO. None of that was covered by RAC.

Morris asked if there was some way the District could obtain RAC funds for costs to the District. Braxton replied he was already working on obtaining funds for technical support. He noted there was the mistaken impression the District provided insurance for volunteers. It does not do so. Morris asked how to address that, such as when working on WCSD land. Sheen explained the need for release of liability in such instances.

O'Sullivan urged all to move forward. Sheen stated his technical skills had grown significantly from his work in support of RAC trails projects.

Braxton will move forward with workshop with WBTC.

**12.0 Discuss/Take Action on Proposed Revision to District Personnel Policy Pertaining to Wait Period Prior to Coverage by District Health Benefits**

MSC – Truman/Lowden to approve change in wait period from 90 days to 60 days.

**13.0 Discuss/Take Action on Election of Board Officers**

MSC – Truman/Lowden to appoint Colleen O'Sullivan as Board Chair.

MSC – Lowden/Truman to appoint Rose Owens as Board Vice Chair.

**14.0 Board Reports/Correspondence**

Sheen reported Trish Wardrip conducted research in response to board members' query in November. She confirmed that all reimbursements to Directors were taxable, including health insurance and mileage reimbursements. This can be addressed by recipient in their own tax filings.

**15.0 District Manager's Report**

Braxton reported he has joined Rotary of Weaverville. He discussed his attendance at CARCD conference and noted focus on tree mortality, biomass and carbon. State is concerned about how to address tree-kill and overstocked stands. Biomass could provide economic opportunity in long-run if can turn it into something useful. May be opportunity for heating/cooling of planned new county buildings due to proximity. Wants to learn if economically feasible. Braxton and Donna Rupp will be making presentation on education at next Trinity River Management Council.

**16.0 Adjourn**

Adjourned at 6:45 p.m.

TCRCD Office

5:30 PM

#6 Horseshoe Lane,  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

January 20, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for December 16, 2015 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for December 2015
- 4.3 Discuss District Individuals' Charitable Donations
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Discuss/Take Action on Proposed Amendment to District Fiscal Policy Pertaining to the Sale of Fixed Assets
- 12.0 Board Reports/Correspondence
- Distribution of Form 700 Report Information – Filing Deadline April 1, 2016
  - AB 1234 Reminder
- 13.0 District Manager's Report
- 14.0 Adjourn

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

MINUTES

REGULAR BOARD MEETING

January 20, 2016 \* 5:30 PM

**Board Members Present:** Greg Lowden, Colleen O’Sullivan, Rose Owens

**Board Members Absent:** Mike Rourke and Patrick Truman

**Associate Board Members Present:** None

**District Staff:** Shiloe Braxton, Kelly Sheen, Trish Wardrip, Mark Dowdle

**Other Agency Staff:** None

**Guests:** None

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**1.0 Call To Order:** Meeting called to order at 5:34 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Lowden/Owens to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Owens/Lowden to approve minutes of December 16, 2015 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported all District payables, including line of credit, have been satisfied. Substantial receivables invoiced and due. Braxton noted District’s acquisition of a used Xerox color copier/printer. He reported on the status of the recent independent audit and anticipates no significant findings.

**4.2 Discuss and Approve List of Warrants for December 2015**

MSC – Owens/Lowden to approve list of warrants in the amount of \$315,309.27.

**4.3 Discuss District Individuals’ Charitable Donations**

**5.0 Projects Report**

Directors read report. Braxton reported on seasonal layoffs and upcoming work season. He noted the District has submitted a grant application to the CalFire State Responsibility Area program. He reported he met with TRMU District Ranger Tina Lynsky about the Browns Forest Health Project (WCF). TRMU Recreation Planner Angie Abel plans to contract with the District this year to fund an internship position (GS-4), 40 hours per week for 22 weeks. The position will provide provisioning and mule packing support to USFS wilderness and trails staff. Mileage reimbursement to the District on behalf of those efforts may help offset the District’s cost of acquiring a small pickup truck. Braxton is exploring opportunity for District to contract on Browns III, since it will be a smaller project and the District has capacity to be sensitive with treatments. He noted the demand for Sheen’s GIS work is stepping up. Braxton met with Brandt Gutermuth regarding TRRP projects.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Braxton has submitted formal application for a seat on TAMWG. He and Donna Rupp presented at TMC about upgrading education and outreach program.

**6.0 NRCS Report**

None.

**7.0 Northwest California RC&D Council Report**

None.

**8.0 Community Forest/Stewardship Committee Report**

Information provided under Agenda Item 5.0, above.

**9.0 Trinity Collaborative Report**

Braxton reported on recent Collaborative Meeting. Noted upcoming meeting of facilitation team.

**10.0 Public Comment**

None.

**11.0 Discuss/Take Action on Proposed Amendment to District Fiscal Policy Pertaining to the Sale of Fixed Assets**

MSC – Owens/Lowden to approve amendment to District Fiscal Policy pertaining to the sale of fixed assets.

**12.0 Board Reports/Correspondence**

Directors and Dowdle discussed need for filing of FPPC Form 700 before April 1 deadline. Dowdle will provide information and links to online Ethics training to Directors to facilitate compliance with requirements of AB 1234.

Owens asked the board to consider earlier meetings during winter months when less daylight hours. Lowden suggested 4:30 p.m. start time. O’Sullivan noted it had been some time since the board met in Hayfork and suggested meeting there to accommodate Owens’ request. Board of Director’s regular meeting, February 17, 2016, will be held at the Roderick Senior Center in Hayfork. The meeting start time will be 6:00 p.m.

**13.0 District Manager’s Report**

Braxton thanked O’Sullivan for attending Lions Club. Please with presentation and good attendance. He reported the District is kicking off the community meetings and presentations on the CWPP Update. He has prepared and sent an evaluation form for the current CWPP to Trinity FSC. Attended Trinity County Fish and Game Commission. Noted there is an open commission seat and it would be good to have District representation. Braxton reported there should be penalty revenues coming back to the local commission resulting from conviction of game law violators. Plea bargaining foregoes obtaining those revenues. Supervisor Fenley and D.A. to discuss. New game warden in southern Trinity.

Braxton reported attending BOS meeting. North Coast RWQCB made presentation on new program pertaining to waiver of discharge for agricultural operations. Present focus is on cannabis growers.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

A new permit process requires compliance with Best Management Practices to mitigate discharge. RWQCB is engaging third-party vendors to verify compliance with BMPs. Braxton asked Directors if they would be interested in the District participating as a third-party vendor in this program. Owens expressed support, as long as it is legal and the District does not engage in enforcement. Braxton noted fines for non-compliance are as high as \$10,000 per day. He has contacted other North Coast RCDs about developing a common approach for the region in serving as third-party vendors to this program. He will work with RWQCB to learn more. Working with other RCDs could lead to a partnership program. Owens and O'Sullivan stated the District should pursue this.

Braxton reported the BOS appears to be working on developing a grading ordinance. Lowden noted there is an ordinance addressing work in decomposed granite areas.

Braxton told the board Pat Frost has been and continues to be a wonderful resource for Braxton to call upon for insights.

### **14.0 Adjourn**

Adjourned at 6:26 p.m.



Roderick Senior  
Center

6:00 PM

90 Corral Avenue,  
Hayfork, CA

## Board of Directors Meeting

### *Agenda*

February 17, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for January 20, 2015 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for January 2016
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 6:00 P. M. Time Certain: PUBLIC HEARING: To Solicit and Receive Public Input for the Development of a Grant Proposal for Funding from the 2016 Off-Highway Motor Vehicle Recreation Division Grants and Agreements Program.
- 8.0 Northwest California RC&D Council Report
- 9.0 Community Forest/Stewardship Committee Report
- 10.0 Trinity Collaborative Report
- 11.0 Public Comment
- 12.0 Discuss/Take Action on District Sponsorship of Trinity County Students to Attend 2016 Range Camp
- 13.0 Discuss/Take Action on Resolution 16-01 Expressing District Support for Enactment of the Northern Inner Coast Range State Conservancy
- 14.0 Board Reports/Correspondence
- AB 1234 Reminder
- 15.0 District Manager's Report
- 16.0 Adjourn

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

**MINUTES**

**REGULAR BOARD MEETING**

February 17, 2016 \* 5:30 PM

**Board Members Present:** Colleen O’Sullivan, Rose Owens, Mike Rourke

**Board Members Absent:** Greg Lowden and Patrick Truman

**Associate Board Members Present:** None

**District Staff:** Shiloe Braxton, Mark Dowdle

**Other Agency Staff:** None

**Guests:** Karla Lane

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**1.0 Call To Order:** Meeting called to order at 6:00 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Rourke/Owens to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Owens/O’Sullivan to approve minutes of January 20, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Braxton reported on District’s acquisition of a used Xerox color copier/printer. He noted the completion of the independent audit and anticipates no significant findings.

**4.2 Discuss and Approve List of Warrants for January 2016**

MSC – Owens/Rourke to approve list of warrants in the amount of \$82,305.63

**5.0 Projects Report**

O’Sullivan congratulated staff on renewal of the TRRP Education and Outreach agreement. Braxton reported on a new agreement with USFS to provide support for USFS backcountry logistics. The agreement will fund an internship position (GS-4), 40 hours per week for 22 weeks, beginning around April. The District will advertise the opening.

**6.0 NRCS Report**

None.

**8.0 Northwest California RC&D Council Report**

Braxton reported the Council and Trinity County may be working toward passage of a countywide grading ordinance.

**9.0 Community Forest/Stewardship Committee Report**

Information provided under Agenda Item 5.0, above.

**10.0 Trinity Collaborative Report**

Braxton reported the Trinity County Community Protection Plan has been named a recipient of special USDA funding through the Joint Chiefs Landscape Restoration Partnership program. The Plan was put forward by the Trinity County Collaborative Group, NRCS, Six Rivers National Forest and Shasta-Trinity National Forest. Another TCCG project, Firekill to Fuelbreaks, has been elevated on the USFS program of work. Braxton noted a proposed BOS letter, drafted by TCCG's Fuelbreak Work Group, was approved by Trinity County BOS this date. The letter urges increased efficiency by consulting agencies USFWS and NOAA Fisheries. It asks for shortening consulting timelines in order to prevent decline in salvage timber values that impact project viability. He explained informal consultation occurs in field trips during project development, so biological opinion should be forthcoming. Braxton answered questions. He noted TRMU efforts to engage TCCG in redesigning projects. USFS gains social license to move forward when the diverse interests of TCCG come to agreement. Braxton reported Naomi Merwin resigned as facilitator and Pat Frost volunteered to facilitate. The District will be asking for another round of funding for TCCG facilitation.

**11.0 Public Comment**

None.

**7.0 PUBLIC HEARING: To Solicit and Receive Public Input for the Development of a Grant Proposal for Funding from the 2016 Off-Highway Motor Vehicle Recreation Division Grants and Agreements**

Karla Lane of Hyampom stated she would like to see a public education program about responsible OHV riding. She expressed concern about OHV riding in sensitive areas. Would like to see more awareness of fragile areas. Braxton explained project will address a desire to encourage OHV users to ride in legal areas. Rourke expressed concern about how little the District has done to plan for or create trail systems. He noted there is no South Fork Mountain trail. There are dead end routes. There is nothing for horses or hiking. Rourke noted trails have disappeared on the USFS Travel Management Plan. He stated he wants to be involved in that planning and wants it to come to the District board. Owens concurred with Rourke's comments. Braxton noted a desire to develop loop routes. He wants more through-routes so can decommission unapproved routes.

**12.0 Discuss/Take Action on Sponsorship of Trinity County Students to Attend 2016 Range Camp**

MSC – Owens/Rourke to approve two scholarships each in the amount of \$450 to cover registration costs for two Trinity County students to attend 2016 Range Camp. Rourke noted District has sponsored up to two students in past years.

**13.0 Discuss/Take Action on Resolution 16-01 Expressing District Support for Enactment of the Northern Inner Coast Range State Conservancy**

Braxton explained the idea behind the proposed state conservancy is to help the region obtain bond funding. Directors sought more time to study the matter and to obtain additional information. Directors expressed uncertainty as to what the conservancy would accomplish. Rourke and Owens expressed concern about potential for regulatory effects on private landowners. Braxton stated he obtained confirmation it would not be a regulatory agency. O'Sullivan noted a new state agency would be created by formation of the conservancy.

MSC – Owens/Rourke to postpone item to next regular board meeting.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

**14.0 Board Reports/Correspondence**

Dowdle reported he had sent information and links to online Ethics training to Directors to facilitate compliance with requirements of AB 1234. Also reminded of need to file FPPC Form 700 before April 1 deadline.

Rourke reported his receipt of letter from State Senator Mike McGuire thanking Rourke for his participation in recent Career Technology Education roundtable hosted by McGuire. Rourke reported his students took first and third places in the forestry competition at the Sierra Cascade Logging Conference in Redding.

**15.0 District Manager's Report**

Braxton reported the District and Trinity County will be submitting an application to McConnell Fund for rebuilding the playground at Lowden Park.

**16.0 Adjourn**

Adjourned at 7:00 p.m.

TCRCD Office  
Conference Room  
6:00 PM  
#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

March 23, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for February 17, 2015 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for February 2016
- 4.3 Discuss and Accept Fiscal Year 2014-2015 Independent Audit Report
- 4.4 Discuss LOC Renewal
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Discuss/Take Action on Proposed Increase to District Per Diem Rate
- 12.0 Discuss/Take Action on Resolution 16-01 Expressing District Support for Enactment of the Northern Inner Coast Range State Conservancy
- 13.0 Discuss/Take Action on Resolution 16-02 Approving and Authorizing Execution of an Agreement with the California Department of Forestry and Fire Protection for the Northern Trinity County Fuels Reduction and Community Chipping Project [Project Tracking #15-SRA-SHU-1037]
- 14.0 Board Reports/Correspondence
- Form 700 Reminder
- 15.0 District Manager's Report

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

- 15.0 Closed Session: Government Code § 54957(b)(1): Public Employee Performance Evaluation: District Manager 6-Month Evaluation
- 16.0 Adjourn

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MINUTES

REGULAR BOARD MEETING

March 23, 2016 \* 5:30 PM

**Board Members Present: Colleen O’Sullivan, Rose Owens, Mike Rourke, Greg Lowden and Patrick Truman**

**Board Members Absent: None**

**Associate Board Members Present: None**

**District Staff: Shiloe Braxton, Angela Snyder, Kelly Sheen, Trish Wardrip and Mark Dowdle**

**Other Agency Staff: Heidi Harris, NRCS District Conservationist**

**Guests: Jeff Morris**

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**1.0 Call To Order:** Meeting called to order at 5:35 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Rourke/Lowden to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Rourke/Owens to approve minutes of February 17, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip and Sheen reported on financials. February was a slow month; moving in to work season. Waiting on substantial receivables that have been invoiced.

**4.2 Discuss and Approve List of Warrants for February 2016**

MSC- Truman/Owens to approve list of warrants in the amount of \$82,560.48.

**4.3 Discuss and Accept Fiscal Year 2014-2015 Independent Audit Report**

Wardrip reviewed auditor’s report and comments. Braxton commended Tofflemire’s efforts and direction in preparing for a clean audit.

MSC- Truman/Rourke to approve Independent Audit Report for FY 2014-2015.

**4.4 Discuss Line of Credit Renewal**

Sheen reported on plans to increase line of credit. Sheen noted need to change signatories on line of credit. Two directors and two staff members needed as signatories. Sheen proposed Braxton and himself as the staff signatories to replace grant coordinator Doyas and former district manager Cousins. Board concurred.

**5.0 Projects Report**

Braxton responded to questions about Brown’s Fire Salvage. Explained why project will not move forward as expected. BLM plans instead for firewood sale to District. Braxton will seek to acquire



## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

material as biomass rather than firewood. Condon wants to get some usable lengths for TRCC to mill for public benefit products.

Braxton responded to questions about South Fork projects and about GVC Stewardship. District expenses for permits and roadwork are covered under the Stewardship Agreement. He clarified that BLM hopes to conduct sale this year and do roadwork improvements next year.

Sheen and Braxton expect the District will do contract roadwork on behalf of the sale to be funded by BLM because of the nature of the soils. District has requisite experience with GVC soils. Braxton has been in communication with Caltrans about work potential for District's Reveg Department in area of Hwy 3 landslide.

Rourke sought clarification on Tarwater's concern about the USFS funding for 13 Dips.

O'Sullivan asked about Weaverville Summer Day Camp. Sheen reported \$8,000 in funding for WSDC not used last year and has been carried over for this year.

Rourke reported schools' superintendent interested in having vacant Cox Bar School used as an environmental education facility.

### **6.0 NRCS Report**

Harris reported NRCS has received portion of USDA and Joint Chiefs' funding. NRCS is working on local ranking criteria and practices. Will fund the same as EQIP. Harris will meet with Braxton, Mark Lancaster and others to ensure objectives are met.

Oak Restoration funding awarded through the NRCS Regional Conservation Partnership Program will target larger land owners in Southern Trinity with focus on Mad River, Eel and VanDuzen.

Harris credited the momentum of the TCCG and extensive fires for obtaining Joint Chiefs.

NRCS CA is at 40% of staffing statewide. Hiring moved to regional rather than state.

Job openings are flown for only 5 days. Have tried to fill Area Forester post four times.

Braxton asked about Technical Service Providers. Harris confirmed they still hire them, but hiring process moved to national.

Harris explained the relocation funds tap out NRCS Agreement Funds. Making it harder to acquire local assistance via agreement.

Rain has enabled burning of brush piles and subsequent closures of extended EQIP contracts.

Harris reported her appointment to co-lead on California Ag Leadership Foundation. She attended governor's agriculture reception. She is trying to get California Agriculture Secretary Karen Ross to visit Trinity County.

### **7.0 Northwest California RC&D Council Report**

Truman reported all is going well. Being asked to work on numerous watershed issues. Lowden inquired about Democrat Gulch Road in WCF. Noted it needs upgrades.

### **8.0 Community Forest/Stewardship Committee Report**

Braxton reported Steering Committee met this date with USFS and BLM. BLM stressed they want to pursue planning a green timber harvest project in WCF. He expects to have signed AOP documents in next week and reported no revenues forthcoming yet. BLM projects planning capacity being usurped by TCCG proposals.

Explained Hauke's desire to conduct walking tours to introduce public to WCF. Reported District will likely organize these with use of USFS retained receipts. District has received \$10,000 from BLM to work on strategic plan for WCF. Braxton confirmed District will not be donating staff

time. Purpose will emphasize education potential of WCF. Braxton hopes to involve Amy Livingston in conducting wildflower tours; possibly not this year. Braxton planning for WCF public meeting at end of May. He will ensure O'Sullivan is on notification list for Steering Committee.

#### **9.0 Trinity County Collaborative Report**

Braxton reported recent meeting was successful. Explained restructuring agenda led to greater productivity. Focus was on Fire Kill to Fuel Break project and USFS proposed alternatives. NMFS is awaiting biological assessment from USFS. Braxton noted timber industry concerns about timeliness. Much effort has been invested. TCCG supported Minersville grant application.

#### **10.0 Public Comment**

Jeff Morris noted USFS expanded the scope of TCCG's original Fire Kill to Fuel Break proposal despite desire to streamline. All are frustrated.

#### **11.0 Discuss/Take Action on Proposed Increase to District Per Diem Rate**

Wardrip explained need to adjust per diem rates to match those of GSA. Rourke proposed issuing reimbursement beginning first day of travel rather than requiring submittal of receipts and paperwork. Sheen proposed just one rate and will bring back wording at next meeting.

MSC- Truman/Rourke to reflect GSA rates, approved travel reimbursement rate per staff recommendation

#### **12.0 Discuss/Take Action on Resolution 16-01 Expressing District Support for Enactment of the Northern Inner Coast Range State Conservancy**

Rourke favors the proposal and wants to support preservation of working landscapes. O'Sullivan noted other regional efforts where conservation easements employed to preserve open space and working landscapes. Rourke noted inability to participate in bond funds if not included within boundaries of conservancy. Morris noted NICRSC creates a new state agency rather than a consortium. Counties that opt in will have seats on board. New mechanisms for state funds to flow to the county level, but not to county. Prioritized bond money and other funding. Morris responded to questions about who determines how funds are allocated. The county reps will determine how funds will flow to the local entities- i.e.; RCD's. He recited involvement and participation by other regional counties. Non-regulatory; in some ways will be a subject of CA Department of Conservation. Rourke noted it will be grant driven. Presently bond funds are available yet Trinity County unable to take advantage without structured entity to channel funds. Rourke noted it could be a mechanism to deal with fuels reduction as part of working landscape conservation. Morris noted correlation to Joint Chiefs projects. Truman noted value of maintaining working lands as working lands – not as public lands. This mechanism helps that. Morris reported legislation progressing quickly; will keep District informed. Rourke noted more counties than seats on NICRSC Board. Morris stated county seats were expanded from 4 to 6, and expects Trinity County and Siskiyou County will trade off.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MSC- Rourke/Truman to pass Resolution 16-1.

Roll Call Vote- All ayes: Lowden, Owens, O'Sullivan, Truman, Rourke

No noes

No abstentions

**13.0 Discuss/Take Action on Resolution 16-2 Approving and Authorizing Execution of an Agreement with the California Department of Forestry and Fire Protection for the Northern Trinity County Fuels Reduction and Community Chipping Project [Project Tracking #15-SRA-SHU-1037]**

MSC- Truman/Owens to pass Resolution 16-2.

Roll Call Vote- All ayes: Lowden, Owens, O'Sullivan, Truman, Rourke

No noes

No abstentions

**14.0 Board Reports/Correspondence**

Dowdle reviewed Form 700 filing requirements and deadline.

Owens informed of Roderick Senior Center's upcoming dinner April 17.

**15.0 District Manager's Report**

CWPP update in full swing; public meetings planned. Flickwir has been great help getting out maps. Rupp helpful also. Shiloe completed a CARCD self-assessment and noted he is learning much. He noted one of his goals is to get WCF moving forward again. He is making good contacts with other RCDs through CARCD, learning about other programs and sharing lessons learned. He noted reticence of State DOC to work directly with RCDs due to local control. NICRSC could help tighten that relationship. O'Sullivan noted the value of intercommunication with other RCDs.

**16.0 Closed Session: Government Code § 54957(b)(1): Public Employee Performance Evaluation: District Manager 6-Month Evaluation**

MSC-Truman/Lowden to go into closed session at 7:18pm.

MSC- Rourke/Lowden to come out of closed session at 8:09pm.

Reported District Manager Braxton provided with 6-month evaluation.

**17.0 Adjourn**

Adjourned at 8:10 p.m.

TCRCD Office  
Conference Room  
5:30PM  
#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

April 20, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for March 23, 2016 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for March 2016
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Discuss/Take Action on Resolution 16-03: Granting Approval for the District to Apply for Grant Funds Off-Highway Motor Vehicle Grant Funds from the California Department of Parks and Recreation
- 12.0 Discuss/Take Action on Proposed Increase to District Per Diem Rate
- 13.0 Discuss/Take Action on TCRCD Scholarship Fund Applications
- 14.0 Board Reports/Correspondence
- 15.0 District Manager's Report
- Short term recordation of meetings
- 16.0 Adjourn

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

April 20, 2016 \* 5:30 PM

**Board Members Present:** Colleen O’Sullivan, Greg Lowden and Patrick Truman

**Board Members Absent:** Rose Owens and Mike Rourke

**Associate Board Members Present:** None

**District Staff:** Shiloe Braxton, Trish Wardrip and Angela Snyder

**Other Agency Staff:** Carrie Nicolls, NRCS District Conservationist

**Guests:** None

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**1.0 Call To Order:** Meeting called to order at 5:34 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Truman/Lowden to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Truman/Lowden to approve minutes of March 23, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials, status of line of credit and extension of line of credit.

**4.2 Discuss and Approve List of Warrants for March 2016**

MSC- Truman/Lowden to approve list of warrants in the amount of \$61,560.84.

**5.0 Projects Report**

Braxton reported of work starting on GVC mainline thinning but is having trouble with BLM. Condon is working hard to get it rolling along. Braxton announced WCF Firewood Sale meeting will be held May 25, 2016. O’Sullivan inquired about AOP’s and why funding has not been distributed. The agreements need USFS signatures and retained receipts. Braxton thinks they might be trying to hold back for larger projects. O’Sullivan requested a meeting with Braxton, Lynske, Truman and herself to discuss the disbursement of funds. Braxton noted renewal of Master agreements with USFS. He stated existing agreements and NEPA has transferred over. Braxton announced TCRCDD did well with RAC. All projects were represented well by staff and were awarded accordingly.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Braxton stated CalFire SRA Grant was turned down because of an incorrect email address. Proper protocol was followed, but application was sent to incorrect email address. Braxton wrote a letter but has not received a response.

O'Sullivan asked what is next step? O'Sullivan requests Braxton to follow up with Natalie Beans; CARCD

### **6.0 NRCS Report**

Carrie Nicolls reported Joint Chiefs ranking/screening is in final stages. No info on RCPP/Fourth batching cycle for funding working in Southern Trinity. Nicolls reported about Tree Mortality Workshop with UCCE in Hayfork on April 28.

### **7.0 Northwest California RC&D Council Report**

Truman reported about Board of Directors' meeting last week in Humboldt. Truman noted Jerry Hawke's celebration of life is scheduled for May 5, 2016 at LaGrange. Braxton discussed donations on behalf of Hawke. O'Sullivan would like a fund account set up for tracking Hawke's donations.

### **8.0 Community Forest/Stewardship Committee Report**

Discussed under project report.

### **9.0 Trinity County Collaborative Report**

Braxton reported Fuels Project is on unstable ground. Meeting with Morris and Frost on Fuel break workgroup on April 29. Everyone wants to push towards getting it done. If there is no action, will probably revert to original plan. Braxton reported Board of Supervisors approved letter for extension of Minorsville. NRA subgroup is working with Collaborative to update Recreation Plan. Next Collaborative meeting is on May 18.

### **10.0 Public Comment**

None.

### **11.0 Discuss/Take Action on Resolution 16-03: Granting Approval for the District to Apply for Grant Funds Off-Highway Motor Vehicle Grant Funds from the California Department of Parks and Recreation**

Braxton reported application for brushing with Road Decommission Crew and USFS has a match for federal projects. High levels of OHV use and re-route trails to a more environmentally friendly area.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MSC- Truman/Lowden to pass Resolution 16-03.  
Roll Call Vote- All ayes: Lowden, O'Sullivan, Truman  
No noes  
No abstentions

### **12.0 Discuss/Take Action on Proposed increase to District Per Diem Rate**

Wardrip explains on page 4: A & B are same. C is changed because we took out field rate. Wardrip noted Personnel Policy will be re-written and added to District's Handbook. Wardrip noted no elimination of receipts and explained why

MSC- Truman/Lowden to approve District Per Diem Rate.

### **13.0 Discuss/Take Action on TCRC D Scholarship Fund Applications**

O'Sullivan noted Scholarship night at TAPAC is on May 25 and discussed 3 applicants.

MSC- Lowden/Truman to approve TCRC D Scholarship Application from Mr. Fagan.

### **14.0 Discuss/Take Action on Letter of Support for Digital 299 Project**

Approved Letter of Support for Digital 299 Project from California Advanced Services Fund. Braxton noted that it invites the possibility of bringing in a data center.

MSC- Lowden/Truman to approve Letter of Support.

### **15.0 Board Reports/Correspondence**

Braxton announced board training is May 2, 2016.

### **16.0 District Manager's Report**

Braxton reported Humboldt State University students were in town on March 31 and met with Kelly Sheen and himself. Sheen discussed GIS work with students. Braxton discussed Collaborative. Students enjoyed their training in Trinity County. Braxton explained what Collaborative is and how Fuel Break Workgroup is the heart of Collaborative.

Braxton noted CWPP have meetings all over Trinity County, but have very low attendance.

Braxton noted McConnell Foundation is coming up to do site visit for equipment. Administration is included. Braxton rescheduled Mark Dowdle's retirement party to May 12 since Jerry Hawke's celebration of life will be May 5. Braxton explained BLM's envisioning process and workbook of maps so entire Trinity County area is broken down in to many areas. RCD has drop box for map workbooks.

Braxton mentioned Ukiah NCARCD meeting on April 18 went well. Using Jim Morris-Consultant for facilitation. Using Morris to derive a project in collaboration with all RCDs; Fishery/Forestry related.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

**17.0 Adjourn**

Adjourned at 6:39 p.m.



TCRCD Office  
Conference Room  
5:30PM  
#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

May 18, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
  - 3.1 Discuss and Approve Minutes for April 20, 2016 Regular Meeting
- 4.0 Financial Report
  - 4.1 Discuss Monthly Financial Report
  - 4.2 Discuss and Approve List of Warrants for April, 2016
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Discuss/Take Action on Resolution 16-04: A Resolution Authorizing Submittal of a Proposal to the Bureau of Reclamation and Designating a Representative to Sign the Agreement, and Any Amendments Thereto, for the WaterSMART Trinity River Watershed Council Expansion.
- 12.0 Discuss/Take Action on Proposed CSDA Bylaws Updates
- 13.0 Discuss/Take Action on 2016 CARCD Membership Dues
- 14.0 Board Reports/Correspondence
- 15.0 District Manager's Report
- 16.0 Adjourn

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

May 18, 2016 \* 5:32 PM

**Board Members Present:** Colleen O’Sullivan, Rose Owens, Patrick Truman and Mike Rourke

**Board Members Absent:** Greg Lowden

**Associate Board Members Present:** None

**District Staff:** Shiloe Braxton, Trish Wardrip and Angela Snyder

**Other Agency Staff:** Heidi Harris, NRCS District Conservationist

**Guests:** None

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**1.0 Call To Order:** Meeting called to order at 5:32 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Truman/Owens to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Truman/O’Sullivan to approve minutes of April 20, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials and line of credit.

**4.2 Discuss and Approve List of Warrants for April 2016**

MSC- Owens/Rourke to approve list of warrants in the amount of \$93,963.30.

**5.0 Projects Report**

Braxton brought attention to pending agreements. Rourke, Owens and Braxton discussed 13 Dips and Gap Analysis.

**6.0 NRCS Report**

Harris reported they had an annual Quality Assurance Review and got an “A”. Harris noted there is a lot going on in field and on ground. NRCS is continuing to plan on properties around Trinity County and signing off practices that have been completed.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Harris has been out of town at meetings for last two weeks attending North Coast Region Meeting and All California DC Meetings.

Harris has been in contact with Braxton about a potential chance to bundle landowners into one applicant. She noted it may help with Burnt Ranch Fire project area as well as dead and dying tree problems on smaller parcels.

NRCS has made significant head way in regard to FMP needs on forestland projects. Harris reported of good news and a battle well negotiated on behalf of NorCal DC'S. NRCS will not be requiring them for now, a much lighter version has been agreed upon.

### **7.0 Northwest California RC&D Council Report**

Truman noted Board Meeting has been moved to June. Truman will be attending National Meeting in July.

### **8.0 Community Forest/Stewardship Committee Report**

O'Sullivan reported Forestry Fuels Committee of CARCD will be meeting mid-June in Trinity County. Forestry Fuels Committee's Agenda includes; a Tour on first day and business meeting on second, a Weaverville Community Forest meeting, viewing of Phase I and Phase II, prescribed burns and BLM side of more thinning projects. Wardrip inquired about outcome of mid-June's visit. O'Sullivan hopes to attract

### **9.0 Trinity County Collaborative Report**

Braxton reports of Collaborative meeting on May 20, 2016. Braxton notes Forestry Subgroup mini-meetings become voice of meetings and USFS responds.

### **10.0 Public Comment**

None.

### **11.0 Discuss/Take Action on Resolution 16-04: A Resolution Authorizing Submitted of a Proposal to the Bureau of Reclamation and Designating a Representative to Sign the Agreement, and Any Amendments Thereto, for the WaterSMART Trinity River Watershed Council Expansion**

MSC- Truman/Lowden to pass Resolution 16-04.

Roll Call Vote- All ayes: Owens, O'Sullivan, Truman and Rourke

No noes

No abstentions

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

### **12.0 Discuss/Take Action on Proposed CSDA Bylaws Updates**

MSC- Truman/Owens to approve.

### **13.0 Discuss/Take Action on 2016 CARCD Membership Dues**

Appoint Patrick Truman as deligate. No alternatives.

MSC- Truman/Rourke to approve 2016 CARCD Dues.

### **14.0 Board Reports/Correspondence**

Discussion on PSA funding for Senior Center, CSDA workshop and Brown Act topics.

### **15.0 District Manager's Report**

Braxton discussed Rotary Scholarship Board and praised Mike Rourke's children. Braxton discussed Redding Rotary East's presentation on YFR and thanked McConnell Foundation for building restrooms for YFR.

Braxton toured Mike Rourke's property with Ryan Desantis and learned about bugs, beatles and diseases due to drought.

Braxton was asked by Stacy Cross to give a speech on VFW on Memorial Day.

Braxton announced Amy Livingston's last day with the District and hired an intern to take over for remainder of season who will train with Amy last two weeks of May.

### **16.0 Adjourned at 7:16 p.m.**

TCRCD Office  
Conference Room  
**5:30PM**  
#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

June 15, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
  - 3.1 Discuss and Approve Minutes for May 18, 2016 Regular Meeting
- 4.0 Financial Report
  - 4.1 Discuss Monthly Financial Report
  - 4.2 Discuss and Approve List of Warrants for May, 2016
  - 4.3 Discuss Drafted 2016-17 Fiscal Year Budget
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Closed Session: Government Code § 54957(b): Discussion on Personnel Matters
- 14.0 Adjourn

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

June 15, 2016 \* 5:30 PM

Board Members Present: Colleen O’Sullivan, Greg Lowden , Patrick Truman and Mike Rourke

Board Members Absent: Rose Owens

Associate Board Members Present: None

District Staff: Shiloe Braxton, Kelly Sheen and Trish Wardrip

Other Agency Staff: None

Guests: None

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**1.0 Call To Order:** Meeting called to order at 5:30 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

Request to move Item 13.0 before 5.0 due to schedule constraint for Kelly Sheen  
MSC – Truman/Lowden to approve adjustment to agenda and agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Truman/Rourke to approve minutes of May 18, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials and line of credit.

**4.2 Discuss and Approve List of Warrants for April 2016**

MSC- Rourke/Lowden to approve list of warrants in the amount of \$135,177.55.

**4.3 Discuss Drafted 2016-17 Fiscal Year Budget**

Draft budget for upcoming fiscal year was presented. Rourke/O’Sullivan asked for plan from staff to present options for balanced budget at next meeting.

**13.0 Closed Session: Government Code § 54957(b): Discussion on Personnel Matters**

Closed session began 6:03pm and discussion ended at 6:29pm.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

### **5.0 Projects Report**

Braxton reported that he and Scott Morris went out with a grad student to walk Lee Fong Trail to see if he could assist us with bridges in hopes of making it more ADA compliant.

### **6.0 NRCS Report**

None

### **7.0 Northwest California RC&D Council Report**

Truman noted there was a Board Meeting earlier that day and mentioned they are staffing up for summer season. Gus Kormier has been appointed as Treasurer to fill Jerry Hauke's position.

### **8.0 Community Forest/Stewardship Committee Report**

O'Sullivan reported on meeting with Forestry Fuels Committee of CARCD. Forestry Fuels Committee's Agenda included; a tour on first day and business meeting on second day, a Weaverville Community Forest meeting, viewing of Phase I and Phase II, prescribed burns and BLM side of more thinning projects. O'Sullivan stated that the representatives seemed to be impressed with all community work achieved in the forest and interested to hear of future possible projects. Braxton enjoyed the positive and progressive perspective of the meeting.

### **9.0 Trinity County Collaborative Report**

Braxton reports Collaborative's upcoming meeting and field tour in July, 2016. Braxton reported on Leave Marking pilot project in Hayfork. The goal is to get involvement early and often and the group is very positive about the project.

### **10.0 Public Comment**

None.

### **11.0 Board Reports/Correspondence**

O'Sullivan has accepted a temporary position with Trinity County District Attorney's office. Rourke mentioned that he finally has logs moving.

### **12.0 District Manager's Report**

Braxton and Tracy McFadin met with Randi Paris to discuss discuss the USFS Shasta Trinity/NRCS "Two Chiefs" award from the USDA and possible RCD projects in 2017.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Braxton reported on his Memorial Day speech at the VFW and the position he discussed, was we as citizens, owe it to those who have served and fought for this country, to protect our resources for the present and the future.

Braxton reported on his CARCD meeting in Ukiah and the possibility of forming a JPA so funding can be applied for regionally, that we currently do not have access to.

The District had a visit from the State Nursey Director. She toured the nursery at the Letton Ranch and then visited Young Family Ranch (YFR) and said that she could assist with possible relocation. Lowden asked if the YFR is zoned for a nursery and Braxton noted that he would discuss this possibility at the upcoming YFR board meeting in June. Another item to be discussed at the YFR board meeting is the expense of maintaining the Moon Lee Ditch and the existing contract to manage the Ditch with no funding provided.

**14.0** Adjourned at 7:00 p.m.



TCRCD Office  
Conference Room

5:30PM

#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

July 20, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for June 15, 2016 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for June, 2016
- 4.3 Discuss and Approve 2016-17 Fiscal Year Budget
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Discuss/Take Action on Resolution 16-05: RESOLUTION OF THE Trinity County Resource Conservation District, Trinity County, CA, AUTHORIZING SUBMITTAL OF APPLICATION FOR ALL CALRECYCLE GRANTS FORWHICH Trinity County Resource Conservation District IS ELIGIBLE throughout Trinity County.
- 14.0 Discuss/Take Action on Applications and Letters of Intent for Three Seats on District Board
- 15.0 Adjourn

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

July 20, 2016 \* 5:31 PM

Board Members Present: Colleen O’Sullivan, Greg Lowden , Patrick Truman and Mike Rourke

Board Members Absent: Rose Owens

Associate Board Members Present: None

District Staff: Shiloe Braxton and Trish Wardrip

Other Agency Staff: Heidi Harris, NRCS

Guests: None

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**1.0 Call To Order:** Meeting called to order at 5:31 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Lowden/Rourke to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Lowden/Truman to approve minutes of June 15, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials and line of credit.

**4.2 Discuss and Approve List of Warrants for June 2016**

MSC- Truman/Rourke to approve list of warrants in the amount of \$74,747.50.

**4.3 Discuss and Approve 2016-17 Fiscal Year Budget**

Wardrip discussed budget items and the savings of administrative staff reduction during the District’s off season. Wardrip noted another opportunity to reduce administrative expenses would be to be a contributor to CARCD rather than making full dues. Rourke suggested we send \$4,000 and have Braxton write a letter requesting \$3,000 goes towards funding projects for RCDs.

MSC- Rourke/Truman to Approve 2016-2017 Fiscal Year Budget.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

### **5.0 Projects Report**

Humboldt County and DOR tour went on in July. ESA assured all projects are on track. Braxton mentioned opportunity for growth from this project. Greenhorn funding has arrived at TCRCDD and Fuels Crews will be busy this Summer/Fall. Braxton met with District Governor and gave a tour of Young Family Ranch. District Governor loved the tour and Braxton is hoping this will bring positive PR opportunity.

### **6.0 NRCS Report**

Harris reported of one new contract with one more funding cycle prior to FYE. Harris noted Election Year changes everything, including Farmbill. Agency is growing and noted NRCS is gaining more attention, due to their growth, along with more scrutiny. As for Public Outreach, there will possibly be a mid-day open house, and making contact with the Lions Club and participating in Trinity County Fair. Harris requested this event be published in TCRCDD newsletter. Harris reported so far only one landowner is participating in Joint Chief funding but there is a great need for more. There are two Earthlearn Volunteers – In field there is an HSU student and around the office, a THS student.

Harris noted opportunity for a donation of an acre of land with a well at watershed and could possibly be a collaborative project with NRCS/RC&D. O’Sullivan inquired about Trinity County governmental involvement positions and advised to go to [usajobs.gov](http://usajobs.gov).

### **7.0 Northwest California RC&D Council Report**

Truman attended National Meeting in Reno and noted changes in attendance from other agencies since the councils have been defunded.

### **8.0 Community Forest/Stewardship Committee Report**

Braxton reported BLM’s state director who works out of Sacramento; Director Perez was in town last week and did a tour.

### **9.0 Trinity County Collaborative Report**

Braxton reports on field trips- sample marking of pilot project Indian Valley. At same visit Ken Baldwin joined in for a prescription regarding canopy closure. Challenge- Burnt Ranch- Legacy FS green pro. Different with environ. Going to try to have a public meeting with Branch and Collaborative Group to rebuild trust. Looking to be \$15,000 funding this year and \$20,000 next year.

### **10.0 Public Comment**

None.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

- 11.0 Discuss/Take Action on Resolution 16-05:** RESOLUTION OF THE Trinity County Resource Conservation District, Trinity County, CA, AUTHORIZING SUBMITTAL OF APPLICATION FOR ALL CALRECYCLE GRANTS FOR WHICH Trinity County Resource Conservation District IS ELIGIBLE throughout Trinity County.

MSC- Truman/Rourke to pass Resolution 16-05.

Roll Call Vote- All ayes: Truman, Rourke, Lowden

No noes

No abstentions

- 12.0 Board Reports/Correspondence**

Rourke mentioned traveling to Wheatland, CA to pick up a sawmill.

- 13.0 District Manager's Report**

Opportunity for funding a Bike Park at Lowden Park for children ages 6-16 through a People for Bikes grant. This would be a collaborative event with TCRCD preparing the grant proposal, Trinity County to dedicate land and use permit and many community volunteers.

- 14.0 Discuss/Take Action on Applications and Letters of Intent for Three Seats on District Board**

MSC- Lowden/Truman to accept letters and make a recommendation to the Board of Supervisors to appoint Mike Rourke, Colleen O'Sullivan and Rose Owens as TCRCD's Board of Directors.

- 15.0 Adjourn**

Adjourned at 6:58 PM.

TCRCD Office  
Conference Room  
**5:30PM**  
#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

August 17, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
  - 3.1 Discuss and Approve Minutes for July 20, 2016 Regular Meeting
- 4.0 Financial Report
  - 4.1 Discuss Monthly Financial Report
  - 4.2 Discuss and Approve List of Warrants for July, 2016
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Adjourn

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

August 17, 2016 \* 5:34 PM

**Board Members Present:** Colleen O’Sullivan, Greg Lowden, Patrick Truman and Mike Rourke

**Board Members Absent:** Rose Owens

**Associate Board Members Present:** None

**District Staff:** Shiloe Braxton, Trish Wardrip and Angela Snyder

**Other Agency Staff:** Heidi Harris, NRCS

**Guests:** None

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**1.0 Call To Order:** Meeting called to order at 5:34 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Lowden/Truman to approve agenda.

**6.0 NRCS Report**

Harris reported of NRCS meeting most of their acreage goals in the area. NRCS is slowly picking up a couple more properties, but most are still in Southern Trinity. Harris reported of an upcoming ranch visit about 3.5 hours away from here. Harris reported of their vehicles being vandalized and it costing NRCS over \$1,000 in damages per vehicle. Harris noted NRCS is still in need of employees with Degrees in Natural Resources. There is an Area Forester position with an office being housed in Red Bluff. Another position as an Assistant to Area Conservationist will potentially be available in Redding. Harris noted of her volunteer work at Bar 717 Camp. Harris noted at the end of this month in Red Bluff, NRCS will be having their two-day Area 1 camp for all NRCS employees.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Lowden/Truman to approve minutes of July 20, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials and noted it was a busy month for the District with three payrolls in July along with multiple projects requiring large amount of contract expense.

**4.2 Discuss and Approve List of Warrants for July 2016**

MSC- Truman/Lowden to approve list of warrants in the amount of \$213,056.05.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

### **5.0 Projects Report**

O'Sullivan inquired about Reveg position and Braxton reported a great response to job advertisement and interview process. Braxton reported Board of Supervisors approved to waive county fees for the land use for People for Bikes grant. Braxton believes this project will definitely move forward with or without grant funding. Braxton noted additional \$40,000 for stand exams to support NEPA for Collaborative's Pilot project. Braxton reported with help of Cynthia Tarwater bringing Fuels Crew on to work with her crew and Greenhorn project coming through, the Fuels Crew has been steadily working without layoffs.

### **7.0 Northwest California RC&D Council Report**

Truman reported Interns returning back to college and projects are moving forward.

### **8.0 Community Forest/Stewardship Committee Report**

Braxton noted Jeff Bellaire is putting \$30,000 into the GVC Watershed and potentially \$100,000 into the Weaverville Community Forest. Braxton noted August 24, 2016 Steering Committee meeting and O'Sullivan offered to coordinate a Stewardship meeting if necessary.

### **9.0 Trinity County Collaborative Report**

The Collaborative's next meeting is September 16<sup>th</sup> in Hayfork

### **10.0 Public Comment**

None.

### **11.0 Board Reports/Correspondence**

O'Sullivan reported of her new employment with Trinity Alps Unified School District working at Weaverville Elementary School. Lowden reported on his visit for ten days in Wyoming and really enjoying Rodeo. Rourke noted Trinity County Fair went well with his livestock sales.

### **12.0 District Manager's Report**

Braxton reported on NCARCD's Monday Meeting regarding JPA between all RCD Districts. JPA would allow a full billable amount with state funded opportunities rather than limiting us to state allocations. Rourke asked about the governance makeup and how it would affect TCRCD's mission. Braxton reported that NCARCD is just getting this Idea off the ground and will be reporting to the board more information as it develops.

### **13.0 Adjourn**

Adjourned at 6:37 PM.

TCRCD Office  
Conference Room  
5:30PM  
#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

September 21, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for August 17, 2016 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for August, 2016
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Discuss / Take Action on Resolution 16-06: RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRINITY COUNTY RESOURCE CONSERVATION DISTRICT SUPPORTING PARTICIPATION IN AN EFFORT TO ASSESS THE FEASIBILITY OF CREATING A JOINT POWERS AUTHORITY FOR RESOURCE CONSERVATION DISTRICTS IN THE NORTH COAST
- 14.0 Closed Session: Government Code § 54957(b): Discussion on Shiloe Braxton's Evaluation
- 15.0 Adjourn

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

September 21, 2016 \* 5:36 PM

Board Members Present: Colleen O’Sullivan, Greg Lowden, Patrick Truman and Mike Rourke and Rose Owens

Board Members Absent: None

Associate Board Members Present: None

District Staff: Shiloe Braxton, Trish Wardrip and Angela Snyder

Other Agency Staff: None

Guests: None

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**1.0 Call To Order:** Meeting called to order at 5:36 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Lowden/Owens to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Lowden/Truman to approve minutes of August, 2016 regular meeting.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials.

**4.2 Discuss and Approve List of Warrants for August 2016**

MSC- Rourke/Lowden to approve list of warrants in the amount of \$204,217.25.

**5.0 Projects Report**

Braxton reported on District’s purchase of 100-cords of Douglas Fir at \$25/cord. He noted logs on Little Brown’s Creek might be available for Trinity High School’s Woodshop. Braxton mentioned he would also like to auction off a cord at Young Family Ranch’s BBQ Fundraiser on September 23, 2016. Rourke inquired on a time line for removing logs and Braxton noted sometime in 2017.

Braxton reported new proposal submitted which will include processing recycling at events and delivering to Trinity County’s Recycling Center. Grant pays for containers, liners and delivering/pick-up for events. Revenue goes back to TCRCD and adds diversification to District’s projects. Braxton also reported on Guadalupe Coyote RCD’s need for a Grant Writer and would like to contract with TCRCD to assist with writing their grant proposals.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Braxton introduced to the Board, TCRCD's new Revegetation Project Coordinator; Ian Erickson. Previously an employee of Portland Parks and Rec prior to Sonoma County Water District. Erickson majored in Natural Resources Planning at Humboldt State University and noted he is extremely thrilled to be a part of TCRCD.

### **6.0 NRCS Report**

Nothing to report.

### **7.0 Northwest California RC&D Council Report**

Truman reported upcoming Board Meeting in October. Truman made note of staff being pulled from Hyampom area due to crime rate and murders taking place.

### **8.0 Community Forest/Stewardship Committee Report**

Nothing to report.

### **9.0 Trinity County Collaborative Report**

Braxton reported Collaborative receiving \$15k for an extension of agreement. Braxton announced Collaborative's September 16, 2016 was well attended with Pilot Project as topic of meeting. As for TCRCD's part in NEPA in regard to Pilot Project, RCD contracted with Watershed Center for Forestry Stand Exams and NRM has completed Botanical Surveys.

### **10.0 Public Comment**

None.

### **11.0 Board Reports/Correspondence**

Rourke noted he will not attend October's Board Meeting. Instead, he will be heading to Indianapolis for a student's FFA Award Ceremony. Truman announced a reservation for He and Braxton to attend a CARCD function at Ontario State Convention which will be held November 15-19, 2016.

### **12.0 District Manager's Report**

Braxton noted some personnel changes within District. District has hired on Ian Erickson for Vegetation. Without the supervision of a Project Coordinator, the District has asked that the long term crew leaders; Mike Dunlap and Jeff McGrew charge/ownership of their work. Braxton would like to start working on a Strategic Plan with the Board of Directors.

### **13.0 Closed Session: Government Code § 54957(b): Discussion on Braxton's Evaluation**

Closed session began 6:45m and discussion ended at 7:02 pm.

Adjourned at 7:03PM.

TCRCD Office

5:30 PM

#6 Horseshoe Lane,  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

October 21, 2015

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- |      |  |                      |
|------|--|----------------------|
| 1.0  | Call to Order  | O'Sullivan 5:30 P.M. |
| 2.0  | Discuss and Approve Agenda   |                      |
| 3.0  | Discuss and Approve Meeting Minutes  |                      |
| 3.1  | Discuss and Approve Minutes for September 16, 2015 Regular Meeting                       |                      |
| 4.0  | Financial Report   |                      |
| 4.1  | Discuss Monthly Financial Report   |                      |
| 4.2  | Discuss and Approve List of Warrants for September 2015                                  |                      |
| 5.0  | Projects Report  |                      |
| 6.0  | NRCS Report  |                      |
| 7.0  | Northwest California RC&D Council Report   |                      |
| 8.0  | Community Forest/Stewardship Committee Report  |                      |
| 9.0  | Trinity Collaborative Report   |                      |
| 10.0 | Public Comment   |                      |
| 11.0 | Discuss/Take Action on Revision to District Organizational Chart                         |                      |
| 12.0 | Discuss/Take Action on Adjustments to District Salary Table                              |                      |
| 13.0 | Discuss/Take Action on Appointment of Assistant District Manager                         |                      |
| 14.0 | Discuss/Take Action on 2016 Membership in National Association of Conservation Districts |                      |
| 15.0 | Board Reports/Correspondence   |                      |
| 16.0 | District Manager's Report  |                      |
| 17.0 | Adjourn  |                      |

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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*Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)*

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

October 21, 2015 \* 5:30 PM

**Board Members Present:** Greg Lowden, Colleen O’Sullivan, Rose Owens, Mike Rourke and Patrick Truman

**Board Members Absent:** None

**Associate Board Members Present:** None

**District Staff:** Shiloe Braxton, Kelly Sheen, Trish Wardrip, Mark Dowdle

**Other Agency Staff:** Heidi Harris, NRCS District Conservationist

**Guests:** Dennis Fox, Scott Morris

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**1.0 Call To Order:** Meeting called to order at 5:31 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Truman/Owens to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Rourke/Truman to approve minutes for regular meeting September 16, 2015.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

O’Sullivan introduced the District’s new bookkeeper, Trish Wardrip. Sheen reported on receivables and other finances and noted Tracy McFadin has been doing invoicing.

**4.2 Discuss and Approve List of Warrants for July 2015**

MSC – Truman/Lowden to approve the list of warrants for September 2015 with a total of \$208,988.62. Rourke inquired about payments District made on behalf of WEMBO event organizers. Sheen answered questions and reported he will meet on Friday with USFS accountant for final cost analysis.

**6.0 NRCS**

NRCS District Conservationist Heidi Harris gave details about the proposal submitted by the Trinity County Collaborative in response to the USDA Two Chiefs’ (USFS/NRCS) Joint Landscape Restoration Partnership proposal solicitation. NRCS, USFS, WRTC and others teamed up to craft the proposal. Harris is optimistic about its chances of being selected in the nationwide competition, in part because of strong awareness of TCCG at high levels of USDA.

Harris reported her office is also involved with a regional proposal to the Regional Conservation Partnership Program. This initiative for oak woodland restoration was accepted for the first round of competition and is progressing. It would be implemented in southern Trinity and parts of Mendocino and southeast Humboldt counties.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Harris said NRCS is in contact with landowners who had fire damage on their property. Most are in southern Trinity. She noted the Emergency Watershed Protection Program does not presently have applicability in Trinity County.

The first batching period for EQIP contracts under the new Farm Bill will occur in November. Harris noted her office has exceeded EQIP goals for Trinity County by 50 percent this year.

The North Coast Regional Water Quality Control Board is seeking applicants for board member. It is an excellent opportunity to learn how laws work. The board meets 10 times a year, mostly in Santa Rosa, and is seeking applicants from this area.

### 5.0 Projects Report

Rourke inquired about District involvement in any work on Burned Area Emergency Response (BAER) projects. Braxton described work USFS was requesting the District to implement and the short timeline involved. Tarwater has been working with USFS to develop a statement of work and budget. He noted Tarwater's crew is wrapping up projects elsewhere and shifting projects around to facilitate getting USFS BAER work done within needed timeframe.

### 7.0 Northwest California RC&D Council Report

Truman reported the Council met last week in Arcata. Projects are progressing well. Mark Lancaster suffered a broken leg recently, yet getting the job done.

### 8.0 Community Forest/Stewardship Committee Report

O'Sullivan reported on upcoming WCF steering committee meeting. Topics will include proposal to place WBT under the auspices of the WCF steering committee. She reported BLM is planning a salvage sale next spring for Little Browns Creek burn area.

### 9.09.0 Trinity County Collaborative – USDA Report

Braxton reported on recent TCCG meeting. First half focused on structure, followed by discussion about presentation on herbicide policy. TCCG needs to review its collective memory for previous discussions about this topic. Group discussed USDA Two Chiefs' Joint Landscape Restoration Partnership proposal. A TCCG forestry sub-group prepared another proposal, Firekill to Fuelbreak that received strong endorsement from the full TCCG.

### 10.0 Public Comment

Scott Morris thanked directors for all the years the District has supported trails development and maintenance. He stated he believes the trail system will gain from the changes. He noted he greatly appreciates where the trail system is now compared to 20 years ago. To have an international event here because of all those efforts is wonderful. The new signage is great and the maps are wonderful. He is enthused about the new acreage BLM has added to the Weaverville Community Forest.

### 11.0 Discuss/Take Action on Revision to District Organizational Chart

Sheen noted the District's organization chart has not been reviewed for some time. The position of assistant district manager had been part of the chart for years, but was taken off by the previous manager. The District has recently determined the position is needed in that the district manager post is more than a one-person job. Sheen presented a proposed organization chart revision that reflects present and anticipated needs by department. He noted it is becoming apparent USFS will be needing to turn to outside entities to fulfill its NEPA obligations for future projects. He stated

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

District staff would like to position the District to take a lead role in environmental compliance for USFS and others. The District could offer a full slate of resources to complete NEPA documentation. Sheen described how the District could collaborate with others to help USFS resolve its backlog of NEPA work. He explained the proposed organizational chart offers much more flexibility than the current chart and also anticipates changes in personnel. Braxton and Sheen answered questions posed by directors.

MSC – Truman/Rourke to adopt revised organizational chart as presented.

**12.0 Discuss/Take Action on Adjustments to District Salary Table**

Sheen presented existing salary table and proposed salary tables. He explained minimum wage will increase in January, triggering adjustments. One of the proposed salary tables reflects that required change. Sheen stated the last time cost-of-living adjustments were addressed by the board was 2006, and prior to that was 2001 or 2002. He noted that in preparing each of the two “optional” proposed tables, he tried to factor in the length of time since cost-of-living adjustments had been made. He commented several employees are well past the eighth step in their job range. Sheen explained that in Option 1 District Salary Table, he adjusted the base rate by four percent. Braxton noted 2.3 percent was the average increase in cost-of-living over the recent 10-year span. The Option 1 table reflected a four percent one-time adjustment in all steps of each range. Staff recommendation was to adopt the Option 1 District Salary Table. Owens asked if there were any new position headings. Sheen pointed out the new “Student Intern (College)” position and explained it reflects the higher caliber of work expected of college students.

MSC – Truman/Lowden to adopt Option 1 District Salary Table as presented.

**13.0 Discuss/Take Action on Appointment of Assistant District Manager**

MSC – Truman/Rourke to add closed session per immediate need to consider the appointment of personnel (Assistant District Manager) per Government Code §54957 and §54954.2(b)(2).  
Roll call vote: All ayes: Lowden, Owens, O’Sullivan, Truman, Rourke.

MSC – Truman/Rourke to go into closed session to consider the appointment of personnel (Assistant District Manager) per Government Code §54957 [ at 6:48 p.m.] Roll call vote: All ayes: Lowden, Owens, O’Sullivan, Truman, Rourke.

MSC – Truman/Lowden to appoint Kelly Sheen as Assistant District Manager.

Braxton noted the benefits of having an assistant district manager. He stated such shared management roles offer a good level of protection to the District by providing a system of checks and balances. Rourke commented having an assistant district manager was long overdue. O’Sullivan observed both Braxton and Sheen have solid understanding of the District’s financials.

MSC – Lowden/Owens to come out of closed session [7:04 p.m.]

O’Sullivan reported Board discussed recommendation of District Manager Shiloe Braxton to appoint Kelly Sheen as Assistant District Manager. Board voted to appoint Kelly Sheen as Assistant District Manager.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

**14.0 Discuss/Take Action on 2016 Membership in National Association of Conservation Districts**

MSC – Lowden/Truman to pay 2016 membership in National Association of Conservation Districts at the Gold Level of \$775.

**15.0 Board Reports/Correspondence**

O’Sullivan reported she would like to write a letter of thanks to Pat Frost for his assistance to the District during its management transition. Truman reported he and District Manager Shiloe Braxton will attend the annual meeting of California Association of Resource Conservation Districts in November. Owens asked staff to verify whether reimbursement for insurance is taxable and to ascertain whether the rate chart (from Anthem) with age categories is pertinent to such reimbursement. Lowden noted the WEMBO event appeared to be a success for Weaverville. WEMBO organizers and participants commented Weaverville was the best event host they had experienced

**16.0 District Manager’s Report**

Braxton reported on the recent Trinity Management Council meeting and concerns about education and outreach on behalf of TRRP. He will meet with TRRP Executive Director Robin Schrock tomorrow to see how the District can best address those needs. Braxton discussed obtaining public input for the five-year update to the Trinity County Community Wildfire Protection Plan. The busy fire season and management transitions put the project a couple of months behind schedule. Sheen noted the agreement for CWPP update is a two-year contract that ends in March 2017.

**16.0 Adjourn**

Adjourned at 7:38 p.m.



TCRCD Office  
Conference Room

5:30PM

#6 Horseshoe Lane  
Weaverville, CA

## Board of Directors Meeting

### *Agenda*

November 30, 2016

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- 1.0 Call to Order O'Sullivan 5:30 P.M.
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for October 19, 2016 Regular Meeting
- 4.0 Financial Report
- 4.1 Discuss Monthly Financial Report
- 4.2 Discuss and Approve List of Warrants for October, 2016
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Northwest California RC&D Council Report
- 8.0 Community Forest/Stewardship Committee Report
- 9.0 Trinity Collaborative Report
- 10.0 Public Comment
- 11.0 Discuss/Take Action on Rose Owen's Resignation as Director
- 12.0 Discuss/Take Action on Cancelling December 21, 2016 Board Meeting
- 13.0 Discuss/Take Action on Resolution 16-07: Resolution of The Board of Directors of the Trinity County Resource Conservation District Approving and Authorizing the Execution of an Agreement with the California Department of Forestry and Fire Protection for the Trinity County Fuels Reductions and Community Chipping Project #16-SHU-1006.
- 14.0 Board Reports/Correspondence
- 15.0 District Manager's Report
- 16.0 General Discussion Regarding the Relationship Between the TCRCD and the FOTCRCD, Including a Review of the MOU Between the Two Entities.
- 17.0 Adjourn

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

October 19, 2016 \* 5:34 PM

Board Members Present: Colleen O’Sullivan, Greg Lowden and Patrick Truman

Board Members Absent: Mike Rourke and Rose Owens

Associate Board Members Present: None

District Staff: Shiloe Braxton, Trish Wardrip and Angela Snyder

Other Agency Staff: Heidi Harris

Guests: Dennis Fox

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**1.0 Call To Order:** Meeting called to order at 5:34 PM by O’Sullivan.

**2.0 Discuss and Approve Agenda**

MSC – Truman/Lowden to approve agenda.

**3.0 Discuss and Approve Meeting Minutes**

**3.1** MSC – Lowden/Truman to approve minutes of September, 2016 regular meeting’s corrected minutes. Braxton noted in Projects Report 5.0, District purchased 100-cords of Douglas Fir at \$5/cord, *not* \$25/cord.

**4.0 Financial Report**

**4.1 Discuss Monthly Financial Report**

Wardrip reported on Financials. Wardrip also noted Larry Bain will be here the week of November 24, 2016.

**4.2 Discuss and Approve List of Warrants for September 2016**

MSC- Truman/Lowden to approve list of warrants in the amount of \$148,705.34.

**5.0 Projects Report**

Braxton made note of 5.8; Fuels’ Report in September’s Project Report was printed at end of GIS report. Braxton announced District’s Fuels Crews are Red Card certified to assist in burn days for Watershed. Braxton also reported BLM has burned 174 acres in GVC.

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

### **6.0 NRCS Report**

Harris mentioned she met with George Jennings; Director of Siskiyou RCD, looking for ways to recreate a place with RCD's and NRCS to work together. They are in the process of figuring out funding cycles. They are on #5 now. First Cycle of funding will be in January 2017. They are hoping for a cycle this fall, but the ranking is not yet complete. Harris briefed everyone on CSP program which entails the Landowner's Agreement for Natural Resources. CSP is changing to function more like EQUIP program where it is not as labor intensive. Harris mentioned CSP being almost like a Conservation Easement, in that if you stay consistent with the plan, you have opportunity to re-enroll. Harris noted they are operating under a new resolution. Harris noted they are continuing outreach and will be meeting with the agricultural community for new ideas for outreach. Harris went out to Burnt Ranch and was able to pick up two landowners, one of which lives adjacent to USFS land. Braxton recommended Harris to call Lara Graham with USFS. Braxton also reminded Harris of TCRCD's Chipping Program and offered the Crew's help with chipping if she can line up landowners. Truman inquired on the road in Burnt Ranch and Harris noted Hennessy Rd. Harris has two people lined up to go and reach out to that community. Harris mentioned Carrie Nichols, their Forester, is in Siskiyou County for a new burn. Harris made note of trouble they are having with their CTA System in regards to tracking some of their work. Harris says they cannot track general consulting with some landowners. CSP requires you to have a farm and track number to enter your work in their system. She hopes to find a solution to track many acres with technical support. Braxton suggested to create a farm and track number for the entire Trinity County.

### **7.0 Northwest California RC&D Council Report**

Truman noted Board Meeting in Crescent City went well. He felt everyone had a good understanding of what is going on. He mentioned more staff attended through conference call than in person and Gus Kormier filled in for one of the Board Members.

### **8.0 Community Forest/Stewardship Committee Report**

Braxton noted next meeting will be held October 25, 2016 at Weaverville Fire Hall. He plans to go over annual report, retained receipts and strategic plan.

### **9.0 Trinity County Collaborative Report**

Braxton reported both Collaborative meetings in Hayfork and Redding went well. He mentioned a lot of progress in what can and cannot be done with Alcore's Pilot Project issues. Braxton would like to see Pilot Project move forward. Fuelbreak Workgroup is struggling with prescription. Braxton wants to bring in Kenneth Baldwin to help with forestry and Jeff Morris to help facilitate moving forward.

### **10.0 Public Comment**

## TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Dennis Fox attempted to ask a question to Shiloe and Director O'Sullivan asked that Fox writes down any questions on paper and give to District Manager after the meeting. O'Sullivan also reminded Fox that the meeting accepts comments only during that time.

### **11.0 Discuss/Take Action on NACD's Annual Meeting and Membership Fees**

Truman announced NACD's annual meeting will be held January 28 – February 1, 2017 in Denver, CO. Truman noted he has 18 years on National Board. O'Sullivan requested dropping annual investment level to (Silver) \$501, then see where we are in a year.

MSC- Lowden/Truman to drop annual membership level to (Silver) \$501/yr.

### **12.0 Board Reports/Correspondence**

O'Sullivan reported Friends of TCRCD's Board Meeting went well. O'Sullivan noted the Friends would like to have a joint session to discuss grant funding opportunities. She also requested to move next Board Meeting to the last Wednesday of November in order for Braxton and Truman to attend. It is important to clarify the MOU.

### **13.0 District Manager's Report**

Braxton noted next North Coast Collaborative Meeting will be conducted through conference call. Braxton has a meeting set up with DOC to pitch JPA. JPA will not get funded this round, but hopefully in future. Braxton learned with last Governor's budget, \$2.7 million will go to RCDs. Braxton noted draft guidelines aren't out yet, but with Tier 1 status, RCDs will be eligible for \$27K. Tier 1 is a non-competitive grant program and TCRCD meets its qualifications. Braxton reported his travels to Sacramento with Nick Goulette and Tom Hall for SCALE with USFS's intentions of attempting to contract with local groups rather than hiring outside foresters. Braxton met with Dave Myer and Terry Jackson with USFS. Meeting went well. They talked about Cynthia Tarwater's programs with TCRCD being so successful that its running out of NEPA. Braxton noted there may be a spawning opportunity to work out of Mt. Eddie in Shasta Forest that could potentially be a couple years' worth of work.

Adjourned at 6:46PM.