



PUBLIC NOTICE
Special Meeting of the:
Honey Lake Valley Resource Conservation District
Attachments available 5/28/20 at
www.honeylakevalleyrzd.org

Date: Friday, May 29th, 2020

Via Teleconference:

Dial-in number (US): (425) 436-6394
Access code: 234435#

Time: **8:00 AM**

SPECIAL MEETING MINUTES

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT MAY ADVISE ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED ABOVE AT LEAST A DAY BEFORE THE MEETING.

I. CALL TO ORDER. PLEDGE OF ALLEGIANCE. ROLL CALL

Board member Jesse Claypool called the meeting to order at 8:02 AM, and a quorum was noted. Board member vacancy was noted.

II. APPROVAL OF AGENDA

Board member Will Johnson made a motion to approve agenda, Board member Laurie Tippin seconded, and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

III. PUBLIC COMMENT - NONE

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. Five (5) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

IV. CONSENT ITEMS - NONE

V. REPORTS - NONE

VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – RCD

A. Discussion of staffing needs for the District

Current District Manager's last day will be June 26th, 2020. Board members discussed further staffing needs

for the district including filling DM role, an administrative assistant, and a future watermaster technician.

Tippin made the following staffing proposal: RCD DM (supervising 25%). Watermaster (understanding of water law), Seasonal Technician for irrigation season, Administrative Assistant (50% WM / 50% RCD)

Staff direction: update DM position description, reach out to RCD online for an Administrative Assistant position description.

Board direction: review DM position description and post online / locally.

VII.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity

- A. Discussion of funding opportunities for the District

Meyer provided a Calrecycle funding update and discussion of the NACD TA Grant. Tippin discussed the DOC TA grant with the opportunity to provide training and the DOC Riparian Grant.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity

VIII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION– WATERMASTER - NONE

VIII. ADJOURNMENT – 9:55 AM

The next Honey Lake Valley RCD special meeting will be **June 9th, 2020 at 5:30PM**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,

APPROVED:  _____
Jesse Claypool, RCD Board Chairperson

DATE: **June 25, 2020**

Kayla Meyer

Kayla Meyer
District Manager