



Napa County Resource Conservation District Regular Meeting of the Board of Directors

MINUTES

When: Thursday, February 9, 2023 at 8:00 A.M.

Where: Tele/videoconference

Bruce Barge President	Rainer Hoenicke Vice President	Paul Asmuth Director	Jim Lincoln Director	Bill Pramuk Director	Gretchen Stranzl McCann Director	Vacant Director
	Lucas Patzek Executive Director	Anna Mattinson District Secretary	Corey Utsurogi District Counsel	Tracy Schulze Auditor-Controller		

1. CALL TO ORDER, ROLL CALL

A regular meeting of the Napa County Resource Conservation District was called to order at 8:03 A.M. on Thursday, February 9, 2023 by President Bruce Barge. This meeting was conducted pursuant to California Government Code Section 54953 and Governor’s Executive Order N-25-20, in that directors participated only by electronic means, through either audio (i.e., teleconference) or video (videoconference), or both. All directors present indicated that they there were able to hear everything clearly over the tele/videoconference system.

A. Roll call

Directors present included Paul Asmuth, Bruce Barge, Rainer Hoenicke, Jim Lincoln, Bill Pramuk, and Gretchen Stranzl McCann. Associate Directors present included Bryan Avila, Cio Perez, Matt Reid, Pierre Washington, Lauren Winczewski. RCD staff present included Lucas Patzek, Anna Mattinson, Ali Blodorn, Frances Knapczyk, Miguel Garcia, and Alex Wilbanks, and District Counsel Corey Utsurogi was present. NRCS staff present included Evelyn Denzin, Erika Valek, and Chip Bouril.

B. Approval of the agenda

Approved the agenda.

MOTION: Hoenicke; SECOND: Stranzl McCann; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None.

Motion carried.

Approval of meeting minutes

Approved minutes from the January 12, 2023 regular meeting.

MOTION: Stranzl McCann; SECOND: Hoenicke; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None. Motion carried.

C. Ratification of District bills

Ratified District bills in the amount of \$19,118.85.

MOTION: Asmuth; SECOND: Pramuk; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None. Motion carried.

D. Approval of District bills

Approved District bills for January 2023 in the amount of \$51,269.39.

MOTION: Hoenicke; SECOND: Lincoln; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None. Motion carried.

2. PUBLIC COMMENTS

Jim Wilson suggested that Napa RCD submit the Annual Report's Letter from the President and Executive Director to the Napa Register. He shared that many members in the community are interested in woody debris utilization. Lastly, he commented that there is a lot of action in the schools related to climate action, and we should connect with the school district and students about this subject.

3. CONSENT CALENDAR

Approved the consent calendar.

MOTION: Lincoln; SECOND: Stranzl McCann; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None. Motion carried.

- A. Ratify agreement with Rebuild NorthBay Foundation for administrative services.**
- B. Ratify Napa RCD Agreement No. 2022021 with Matt Greene Forestry and Biological Consulting.**
- C. Ratify Napa RCD Agreement No. 2022024 with Dogwood Springs Forestry.**
- D. Authorize Board President to execute Property Entry Agreement with the City of Napa.**

4. BUSINESS

A. Presentation and discussion about historical fiscal performance.

Executive Director Patzek presented a 5-year overview of Napa RCD's operating budget, operating reserves, and operating revenue mix. Director Lincoln presented on the core findings of the BDO fiscal infrastructure review. Director Stranzl McCann requested that the District explore hiring a consultant to fulfill an expanded accounting function. Director

Hoenicke requested a presentation on our indirect cost rate development process at a future Finance Committee meeting.

B. Discussion and possible action to establish an ad hoc Fund Development Committee.

Associate Director Winczewski presented a rationale, potential scope, and next steps for an ad hoc Fund Development Committee.

Motion to establish an ad hoc Fund Development Committee as recommended.

MOTION: Hoenicke; SECOND: Asmuth; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None. Motion carried.

C. Discussion about the Director vacancy and potential adoption of Resolution 2023-01.

Directors Barge and Stranzl McCann presented on the process for interviewing two new applicants for the Director vacancy, and evaluating them together with prior applicants for a recommendation for appointment.

Motion to adopt Resolution 2023-01 with Karen Turjanis named as the individual recommended for appointment as Director.

MOTION: Hoenicke; SECOND: Lincoln; AYES: Asmuth, Barge, Hoenicke, Lincoln, Pramuk, and Stranzl McCann; NOES: None; ABSENT: None; ABSTENSIONS: None. Motion carried.

D. Updates from the Program Advisory Committees.

Director Barge presented the purpose, roles, responsibilities, and current assignments for Program Advisory Committees in these areas: Forest Health, Watersheds, Regenerative Agriculture, Community Engagement. Staff leads assigned to each Program Advisory Committee – Frances Knapczyk, Ali Blodorn, and Miguel Garcia – provided updates on what has occurred to date and next steps.

E. Sharing results from community leader interviews.

Director Barge shared high level results from interviews with political leaders, including new Supervisors Cottrell and Gallagher. He shared that the Governance Committee will be discussing how to proceed with interviews and tie them into the strategic planning process.

F. Presentation and discussion about the FY 21-22 Annual Report.

Executive Director Patzek provided an overview of the new Annual Report and invited the Board to assist with getting it out to key partners, politicians, and community leaders. He will be in touch with the Board on a process for doing this. Physical copies of the report will be printed, and it will be available as a PDF on our website. He also discussed the opportunity to translate portions of the Annual Report into news stories to send to the Napa Valley Register and other outlets.

G. Discussion about the transition to in-person Regular Board Meetings.

Executive Director Patzek shared that beginning on March 1, 2023, all boards and commissions subject to the Brown Act will need to return to in-person meetings unless

another exception in the Brown Act applies. The District's March regular board meeting will occur at the NVTB Board Room.

5. REPORT FROM EXECUTIVE DIRECTOR, DISTRICT CONSERVATIONIST, AND DIRECTORS' COMMENTS

Evelyn Denzin (NRCS District Conservationist) provided the following update on current Napa NRCS projects and activities:

- National Civil Rights Review is looking at civil rights compliance in program delivery and facilities in California, and the Napa NRCS Field Office was selected for review. March 21st is the proposed date. One of the requests by NRCS is to interview an RCD Board Member, and Evelyn will reach out with more information soon.
- Evelyn has been appointed Interim District Conservationist for the Contra Costa County office which NRCS works to fill the vacant position.

Lucas Patzek (Napa RCD Executive Director) provided the following update on current Napa RCD projects and activities:

- Office lease and renovation: The District has executed a new office lease agreement, and the Finance Committee recently discussed the financial and design aspects of an office renovation plan. Lucas will prepare a budget amendment for the Board's consideration to include the office renovation expense.
- CAL FIRE Wildfire Prevention grant: We have been working with the City of Napa and Napa FireWise on developing a grant application to CAL FIRE's Fire Prevention grant program to include these four main components: citywide Community Wildfire Protection Plan, forest management plans, CEQA for high-priority projects, and lots of community engagement. CAL FIRE requires that our Board pass a resolution to go with the grant application, so I will put it on the March agenda.

6. ADJOURNMENT

Director Stranzl McCann left the meeting at 9:00 A.M. Director Barge adjourned this meeting at 9:36 A.M.

Respectfully submitted,

Anna Mattinson, District Secretary

(Zoom Recording)