



Ventura County Resource Conservation District

Mark Mooring, President
Mike Mobley, Vice President/Treasurer
Merrill Berge, Secretary
Kevin Cannon, Director
Tom Crocker, Director
Bill Morris, Director
Sean Anderson, Director

MINUTES Regular Meeting of the Board of Directors Wednesday, November 18, 2020

1. **CALL TO ORDER:** The **November 18, 2020 Regular** meeting of the Board of Directors of the Ventura County Resource Conservation District (RCD) was called to order by President **Mooring** at 8:34 a.m., via remote access, with a quorum of Directors present.

2. **ROLL CALL & INTRODUCTIONS**

Mike Mobley was absent
Bill Morris was present
Kevin Cannon was present
Tom Crocker was present
Mark Mooring was present
Merrill Berge was present
Sean Anderson was present

STAFF PRESENT:

Debra Gillis, Executive Director
Jamie Whiteford, District Scientist

3. **ADOPTION OF AGENDA** President **Mooring** presented the agenda for board approval.

On motion by Director **Anderson**, Seconded by Director **Morris**, the Board adopted the **November 18, 2020** Agenda. Motion carried 6-0.

4. **PUBLIC COMMENT** – None.

5. **REPORTS/PRESENTATIONS**

5.1. Report by Natural Resources Conservation Service (NRCS). – Dawn Afman reported that NRCS would be doing controlled burns under their EQIP program. She also reported that they have been responding to numerous requests related to the Thomas Fire and the Maria Fire. She also spoke of delays that are occurring with NRCS and certain processes due to COVID.

5.2 Report and discussion with RCD staff about RCD projects and upcoming opportunities – Jamie Whiteford reported on the status of many of the District's programs and projects.

5.3 Report by Directors – None

5.4 Report by Executive Director – Debra Gillis reported on two new interns that have begun working with the RCD team, the growing list of volunteers, and an update on the appointment process for board directors.

PO Box 147 - 3380 Somis Road, Somis, California 93066 - 805-764-5130

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6. **CONSENT CALENDAR**

6.1 October 21, 2020 Minutes of the Regular Meeting.

On Motion by Director **Berge** and Seconded by Director **Crocker**, the Board approved the October 21, 2020 Minutes of the Regular Meeting. Motion carried 6-0.

6.2 Financial Reports for October 2020.

On Motion by Director **Crocker** and Seconded by Director **Morris**, the Board approved financial reports for October 2020. Motion carried 6-0.

7. **ACTION CALENDAR**

7.1 Discussion and possible action on adopting a personnel policy for Holidays.

On Motion by Director **Anderson** and Seconded by Director **Crocker**, the Board voted to adopt a personnel policy for holidays with amendments to change Martin Luther King Jr.'s Birthday to Martin Luther King, Jr. Day and Columbus Day to Columbus/Native People's Day. Motion carried 5-1. No: **Berge**

7.2 Discussion and possible action on adopting a personnel policy for Time Keeping/Time Records.

On Motion by Director **Morris** and Seconded by Director **Cannon**, the Board voted to adopt a personnel policy for Time Keeping/Time Records. Motion carried 6-0.

7.3 Discussion and possible action on adopting a personnel policy for a Smoke-Free Workplace.

On Motion by Director **Crocker** and Seconded by Director **Anderson**, the Board voted to adopt a personnel policy for a Smoke-Free Workplace with the amendment of 3515.2 to read: Those who smoke or vape are required to do so outdoors, 100 feet from entrances or windows of buildings, covered parking lots and any eating area. Motion carried 6-0.

7.4 Discussion and possible action on a proposal from Braitman & Associates to assist the Ventura County Resource Conservation District to include incorporated cities within the District.

On Motion by Director **Morris** and Seconded by Director **Crocker**, the Board voted to abandon its pursuit into expanding into incorporated areas in Ventura County at the present time. Motion carried 5-1. No: **Anderson**.

8. **DISCUSSION CALENDAR**

8.1 General Board discussion on items of interest.

9. **REQUEST FOR FUTURE AGENDA ITEMS BY DIRECTORS**

10. **ADJOURNMENT** - President **Mooring** adjourned the meeting at 10:02 a.m.

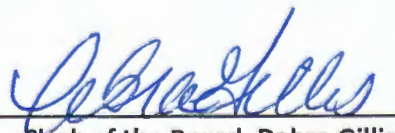
Respectfully submitted, Debra Gillis, Executive Director

MINUTES APPROVED: January 20, 2021

President:


Mark Mooring

Attest:


Clerk of the Board, Debra Gillis