

**BOARD OF DIRECTORS**

Richard C. Brody  
President

Steven Rosentsweig  
Vice President

Nancy Helsley  
Treasurer

Beth Burnam  
Director

Laurie Price  
Director

**EXECUTIVE OFFICER**  
Clark Stevens

**REGULAR BOARD MEETING**  
EIGHT-HUNDRED FIFTH MEETING  
**Monday April 27, 2020—6:00 P.M.**

**NOTICE IS HEREBY GIVEN** that the Resource Conservation District of the Santa Monica Mountains held this meeting by video/teleconference, pursuant to Section 11123 of the Government Code and Executive Order N-29-20, issued by Governor Newsom on March 17, 2020. Pursuant to Executive Order N-29-20, District Directors did not participate from publicly accessible locations. All participants in the meeting were connected by videoconference and all votes were taken by roll call. Members of the public were able to listen to the meeting and provide comment at appropriate times

**MINUTES**

1. **CALL TO ORDER:** the meeting was called to order via videoconference by President R.C. Brody at 6:05 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley, Laurie Price and Steve Rosentsweig on the videoconference. Also on the videoconference were Associate Directors Deborah Klein Lopez and Dennis Washburn, Executive Officer Clark Stevens and Finance & Operations Officer John Hendra.
2. **INTRODUCTION OF GUESTS:** Dawn Afman, NRCS District Conservationist; Chris Palmer, CSDA Senior Public Affairs Field Coordinator.
3. **PUBLIC COMMENTS:** there were no public comments.
4. **MINUTES:** Approval of minutes for meeting of March 23, 2020: the Board reviewed the minutes and voted to approve them as presented. **Moved/Seconded: Mr. Rosentsweig/Ms. Price; approved 4-0. Ms. Burnam abstained.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for March 2020 and review of financial reports through March 31, 2020: the Board reviewed the Claims and financial statements through March. Mr. Hendra noted that the budget is on track and discussed the potential impact of the COVID-19 shutdown on finances. After brief discussion, the Board voted to approve the Claims and financial statements. **Moved/Seconded: Ms. Price/Mr. Rosentsweig; approved 5-0.**
6. **REGULAR CALENDAR**
  - A. Staff update of RCD operations during COVID-19 shut-down: Mr. Stevens and Mr. Hendra informed the Board that RCD operations and projects continue mostly

uninterrupted. The office is closed and most employees are working remotely except when an office visit is necessary, at which time protective measures are taken. Education programs have been hit hard as all field programs from mid-March through the end of the school year were cancelled, but the Education staff is adapting by producing video lessons and programs students can participate in remotely.

Mr. Palmer provided information to the Board about CSDA's work, including a briefing with California representatives to advocate for financial relief for special districts. He discussed the many free webinars and other information sources CSDA offers to help districts deal with the pandemic shutdown.

## 7. USDA/NATURAL RESOURCES CONSERVATION SERVICE

**REPORT:** Ms. Afman reported that her office is working much like the RCD is and they are open for business. They are trying to assist small farmers who may have lost their retail outlets due to closures. She and her family are safe and healthy.

## 8. INFORMATIONAL REPORTS:

### A. Staff Reports for March 2020:

- i. Clark Stevens, Executive Officer: the NFWF grant has come through and we are in final budget review. Mr. Stevens had a call with MRT regarding planning for a Calabasas site. Topanga Lagoon restoration work has been taking up much time with designing. The Liberty Undercrossing project is almost complete with just some mulch left to apply.
- ii. John Hendra, Operations Manager
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Kelly Kazmirchuk, Education Supervisor

## 9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

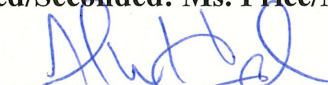
- Mr. Brody complimented Jelly Kahler, the RCD's Education and Communications Specialist, on the quality and content of the videos we are posting to Facebook and other social media.
- Mr. Rosentsweig offered condolences to Ms. Burnam on the loss of her mother to COVID-19. Ms. Burnam thanked Mr. Rosentsweig and the Board for their thoughts.
- Mr. Brody requested that additions to the Board packet be provided at least 24 hours in advance of the meeting. If there must be last minute additions to the Board packet, notice should also be given through another medium than email.

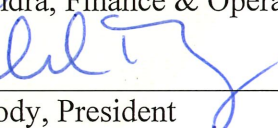
10. **CLOSED SESSION:** the Board held a closed session beginning at 7:10 p.m. to discuss lease renewal negotiations for 540 S. Topanga Canyon Blvd. (Government Code



Section 54956.8). The Board reopened Open Session at 7:47 p.m. and reported that they have approved lease contract revisions discussed in this session and directed staff to prepare the lease for signature.

11. **ADJOURNMENT:** The meeting was adjourned in honor of Marcia Burnam at 7:48 p.m. **Moved/Seconded: Ms. Price/Mr. Rosentsweig; approved 5-0.**

Submitted by:  Date: 7/14/2020  
John Hendra, Finance & Operations Officer

Approved by:  Date: 7/15/2020  
R. C. Brody, President  
Board of Directors