

**BOARD OF DIRECTORS**

Richard C. Brody  
President

Steven Rosentsweig  
Vice President

Nancy Helsley  
Treasurer

Beth Burnam  
Director

Laurie Price  
Director

## REGULAR BOARD MEETING

EIGHT-HUNDRED TWENTIETH MEETING

Monday August 23, 2021—6:00 P.M.

## MINUTES

**EXECUTIVE OFFICER**  
Clark Stevens

1. **CALL TO ORDER:** the meeting was called to order via Zoom videoconference by President R.C. Brody at 6:05 p.m. A quorum was established with Directors Beth Burnam (arrived 6:08), 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, Finance & Operations Officer John Hendra, and Education Coordinator Marilyn Brody French (left at 6:25 p.m.).
2. **INTRODUCTION OF GUESTS:** Glenn Bailey, RCD representative to the Sepulveda Basin Wildlife Area Steering Committee (SBWASC); Dawn Afman, NRCS District Conservationist.
3. **PUBLIC COMMENTS:**
  - Ms. Brody French introduced herself to the Board and gave a brief review of her experience prior to being hired at the RCD. The Directors welcomed Ms. Brody French and wished her well in her new position.
4. **MINUTES:** Approval of minutes for meetings of June 28, 2021 and July 22, 2021 (Special meeting-Closed Session only): The Board approved both sets of minutes as presented. **Moved/Seconded: Ms. Price/Ms. Helsley; approved 4-0 with Ms. Burnam absent.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for June and July 2021 and review of financial reports through June 30 and July 31, 2021: Mr. Hendra explained that the two sets of financial reports covered different fiscal years and different budgets, with the June 30 reports closing the 2020-21 fiscal year. The Board reviewed the Claims and financial reports and requested information on various items, then approved both Claims and financial reports. **Moved/Seconded: Ms. Price/Mr. Rosentsweig; approved 5-0.**
6. **REGULAR CALENDAR**

- A. Discussion and possible approval of RCD COVID vaccination policy: Mr. Brody reviewed the Los Angeles County Board of Supervisors resolution requiring LA County employees to be vaccinated. Ms. Lopez stated that the State is requiring its employees to be vaccinated. The Board directed staff to develop a policy that requires all employees be vaccinated with the goal being 100% vaccination of all employees and volunteers. The policy will be reviewed by an Ad Hoc COVID Vaccination Committee of Mr. Brody and Ms. Kline Lopez, then sent to legal counsel for final review before Board approval.
- B. Approval of Cooperative Agreement with California Department of Transportation (CalTrans) for Topanga Lagoon restoration work: Mr. Stevens explained that the Cooperative Agreement allows CalTrans to oversee initial design concepts of the Pacific Coast Highway bridge replacement without cost to grants for the Topanga Lagoon restoration. It will have no fiscal impact on the RCD. **Moved/Seconded: Ms. Price/Ms. Helsley; approved 5-0.**
- C. Approval of Memorandum of Understanding (MOU) with California Department of Parks & Recreation for the Topanga Lagoon Restoration project: Mr. Stevens explained that the MOU will govern our working relationship with CDPR for the Topanga Lagoon project. It will have no fiscal impact for the RCD. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 5-0.**
- D. Update on office relocation planning: Mr. Stevens met with Las Virgenes Municipal Water District (LVMWD) and the mutual broker that will finalize the deal. LVMWD is waiting for as-built drawings of the space in order to put together a scope of work and calculate construction costs to make the space ready for move-in. Mr. Washburn suggested discussing co-locating offices with NRCS, to which Ms. Afman expressed interest.
- E. Discussion of Board agenda distribution timing and agenda placement on website: Mr. Brody stated that he had requests from local stakeholders to view the Board agenda prior to the 72-hour period and asked that the agenda be put out by the Tuesday before the Monday meeting, which Mr. Hendra agreed to do.

## 7. USDA/NATURAL RESOURCES CONSERVATION SERVICE

**REPORT:** Ms. Afman reported that she lost an employee due to his inability to afford to buy a house in the area, but she will have three new staff coming on soon. Her office is closing its books for 2021 and getting ready for 2022. She is working with farmers trying to recover from the various fires over the last few years.

## 8. INFORMATIONAL REPORTS:

### A. Staff Reports for June and July 2021:

- i. Clark Stevens, Executive Officer: Mr. Stevens reported that Sphere of Influence discussions with various cities have been going well. He also



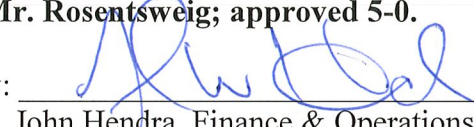
had a 90-minute conversation with Kai Luomo, the Ventura County LAFCo Executive Director, regarding expansion in that county, but Mr. Luomo is opposed to any RCD coverage of incorporated areas. The two local RCDs along with Karen Buhr, Executive Director of CARCD, may make a presentation to the Ventura County LAFCO Board regarding RCD authorities and practices state-wide.

- ii. John Hendra, Finance & Operations Officer
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Kelly Kazmirchuk/Marilyn Brody French, Education Supervisor
- v. Antoine Kunsch, Community Resilience Coordinator

**9. DIRECTORS' COMMENTS/ANNOUNCEMENTS**

- Ms. Price reported that the next DEI Committee meeting is 9/13. The Committee reviewed a few proposals but didn't find one that fit RCD needs. The Committee will revisit one of the proposals and negotiate with the consultant.

**10. ADJOURNMENT:** The meeting was adjourned at 7:43 p.m. **Moved/Seconded: Ms. Price/Mr. Rosentsweig; approved 5-0.**

Submitted by:   
John Hendra, Finance & Operations Officer

Date: 9/30/2021

Approved by:   
R.C. Brody, President  
Board of Directors

Date: 9/30/2021