

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 TWENTY-FIFTH MEETING

Monday December 20, 2021—6:00 P.M.

MINUTES

1. **CALL TO ORDER:** the meeting was called to order via Zoom videoconference by President R.C. Brody at 6:03 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley and Laurie Price on the videoconference. Director Steve Rosentsweig was absent. Also on the videoconference were Associate Director Dennis Washburn, Executive Officer Clark Stevens and Finance & Operations Officer John Hendra.
2. **INTRODUCTION OF GUESTS:** Glenn Bailey, past Director and RCD representative to the Sepulveda Basin Wildlife Area Steering Committee.
3. **PUBLIC COMMENTS**
 - Mr. Bailey reported that he is the new Chair for the SBWASC for 2022. Contact him if you have items for the agenda. The next meeting is January 25, 2022.
4. **MINUTES:** Approval of minutes for meeting of November 22, 2021: the Board voted to approve the minutes as presented. **Moved/Seconded: Ms. Burnam/Ms. Price; approved 4-0.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for November 2021 and review of financial reports through November 30, 2021: Mr. Hendra reviewed the reports and answered questions from Directors. The Board voted to approve the Claims and Financial reports as presented. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 4-0.**
6. **REGULAR CALENDAR**
 - A. Approval of Resolution No. 2021-12-01: Proclaiming a local emergency exists, re-ratifying the proclamation of a state of emergency by executive order N-29-20, issued by Governor Newsom on March 17, 2020, and re-authorizing remote teleconference meetings of the legislative bodies of the RCDSMM for the period December 27, 2021 to January 26, 2022 pursuant to Brown Act provisions:

- Directors discussed the ongoing health emergency and voted to keep remote meetings in place. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 4-0.**
- B. Review and approval of 2020-21 Financial Statements resulting from the audit of the RCD by Rogers, Anderson, Malody and Scott, LLC: Mr. Brody and Ms. Helsley discussed their review of the financial statements. Mr. Hendra answered questions about the audit process and the auditor's results. The Board voted to approve the 2020-21 financial statements. **Moved/Seconded: Ms. Price/Ms. Helsley; approved 4-0.**
- C. Discussion and approval of revision to requested Sphere of Influence expansion boundary map: Mr. Stevens and Mr. Brody reported on the progress of the Municipal Services Review by LA LAFCO and potential changes to the Sphere of Influence (SOI) expansion maps. Mr. Stevens recommended removing the Ventura County portion of the expansion request since it isn't under LA LAFCO control and will introduce erroneous information into the process. The Board directed Mr. Stevens to draft a letter to LA LAFCO requesting Ventura County be removed from the SOI expansion request. The Board also voted to give the ad hoc Boundary Expansion Committee authority to work with Mr. Stevens to make changes to the map for LA County. **Moved/Seconded: Ms. Price/Ms. Helsley; approved 4-0.**
- D. Discussion and approval to add a second Senior Conservation Biologist position to the RCD staff: Mr. Stevens discussed how this opportunity came about and the benefits it will provide to the RCD. Mr. Hendra reviewed the financial aspects of the proposal. After discussion, the Board voted to approve a new Senior Conservation Biologist position at the RCD. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 4-0.**
- E. Review and approval of RCD Cell Phone Use policy: Mr. Hendra reviewed the policy and answered questions from Directors about its implementation. After discussion, the Board voted to approve the Cell Phone Use policy. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 4-0.**
- F. Authorization for allocation of surplus funds from 2020-21 fiscal year: Mr. Hendra explained that the current request is strictly for cell phone funds. The Board voted to approve allocation of \$4260 from the 2020-21 surplus to cell phone use reimbursement. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 4-0.**
- G. Creation of ad hoc Investment Committee of the Board of Directors and appointment of committee members: the Board voted to create an ad hoc Investment Committee to review current RCD investments and recommend changes if appropriate. Directors Burnam and Price were appointed to the committee. The Board also suggested places to identify members of the public

who work in finance to ask for assistance. **Moved/Seconded: Ms. Price/Ms. Helsley; approved 4-0.**

- H. Review and approval of comment letter to the California Fish and Game Commission supporting the listing of southern steelhead trout as endangered under the CA Endangered Species Act: the Board reviewed the letter and approved transmittal to the CA Fish and Game Commission. **Moved/Seconded: Ms. Helsley/Ms. Burnam; approved 4-0.**
- I. Review and approval of Board of Directors meeting calendar for 2022: the Board voted to approve the 2022 Board meeting calendar with one change: move the September meeting to the 19th (3rd Monday) instead of the 26th, which is Rosh Hashana. **Moved/Seconded: Ms. Price/Ms. Helsley; approved 4-0.**

7. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** no report.

8. **INFORMATIONAL REPORTS:**

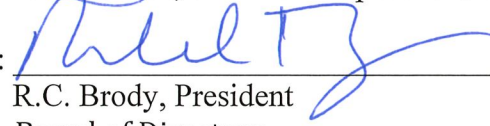
- A. Staff Reports for November 2021:
 - i. Clark Stevens, Executive Officer
 - ii. John Hendra, Finance & Operations Officer
 - iii. Rosi Dagit, Senior Conservation Biologist
 - iv. Marilyn Brody French, Education Supervisor
 - v. Antoine Kunsch, Community Resilience Coordinator

9. **DIRECTORS' COMMENTS/ANNOUNCEMENTS:** there were no comments.

10. **ADJOURNMENT:** The meeting was adjourned at 7:54 p.m. **Moved/Seconded: Ms. Helsley/Ms. Price; approved 4-0.**

Submitted by: 
John Hendra, Finance & Operations Officer

Date: 12/20/2021

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

Date: 4/29/2022