



Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday March 8, 2012

8:00 A.M.

Agriculture Center Auditorium - 5630 South Broadway - Eureka

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISCUSSION AND APPROVAL OF BOARD MINUTES FOR February 9, 2012 – ACTION ***
6. **DISCUSSION AND APPROVAL OF GRAZING COMMITTEE MINUTES FOR February 9, 2012 – ACTION ***
7. **DISCUSSION AND APPROVAL OF MINUTES FOR February 24 SPECIAL MEETING – ACTION***
8. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Aycock and Edgmon, CPAs – Communication of information related to completion of audit for year ended June 30, 2011.
 - Del Norte Resource Conservation District – Agenda for February 15th meeting and minutes from January 18th meeting.
 - Congressman Mike Thompson – Copy of letter sent to US General Services Administration regarding support to of County's proposal to continue to provide office space for USDA programs.
 - Special District Risk Management Authority – Notice of proposed reduction in worker's compensation rate.
 - Special District Risk Management Authority – Notice of proposed reduction in property/liability rate.

Outgoing:

- Aycock and Edgmon, CPAs – Communication of information related to audit for year ended June 30, 2011.
- Chris Ramsey, DFG – Requesting extension for Salmon Creek Road Decommissioning and Sediment Control Project to accommodate schedule and availability of Humboldt Redwood Company crews.
- Members of the Dairy Advisory Group – invitation to meeting February 27 to discuss restoring the Sustainable Agriculture Committee.

9. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)

- a. Review March Financial Statement
 - 1) Review of checks issued since last Board meeting
 - 2) Current Status of Invoices and Payments Received
 - 3) Discuss and Approve List of Payments – **ACTION**

10. ACTION ITEMS

- A. Resolution No. 12-04 County of Humboldt Headwaters Fund/Sustainable Family Dairies Planning Project

Background: *The Headwaters Fund Board and the County Board of Supervisors have approved the proposal submitted by HCRCD in the amount of \$79,000. The Board is being asked to adopt this resolution authorizing the Executive director to execute the agreement.*

Staff Recommendation: *Approve and Adopt Resolution No. 12-04*

- B. Resolution No. 12-05

Background: *The Department of Fish and Game, Fisheries Restoration Grant Program is accepting proposals for the 2012-2013 grant cycle. A Provisional Resolution authorizing the Executive Director to submit proposals to the California Department of Fish and Game – 2012/2013 Fisheries Restoration Grant Program is required. Any additional action that may come out of the grants and contracting process is subject to review and ratification by the Board.*

Staff Recommendation: *Approve and Adopt Resolution No. 12-05*

- C. Letter to Aycock and Edgmon, Certified Public Accountants detailing the Board's confirmation of its understanding of its responsibilities and representations.

Background: *The Board of Directors is ultimately responsible for adopting sound accounting policies, maintaining internal control over financial reporting and preventing and detecting fraud. This letter outlines and confirms the Board's and the Executive Director's understanding of these responsibilities and that no information pertinent to the audit has been withheld or misrepresented to the auditor.*

Staff Recommendation: *Each member of the Board read the letter and if there are no concerns, take action authorizing the Executive Director and Chairman to sign it.*

11. NRCS DISTRICT CONSERVATIONIST REPORT –Jon Shultz

- 12. HCRCD DIRECTOR'S REPORTS OR ANNOUNCEMENTS**
- 13. DISTRICT STAFF ACTIVITIES REPORTS and PROJECT UPDATES ***
- 14. COMMITTEE REPORTS**
- 15. NEXT REGULAR MEETING: Thursday, April 12, 2012 at 8 a.m.**
- 16. ADJOURNMENT**

(Items marked with * are attached to the director packets and can be made available upon request).