



North Santa Clara Resource Conservation District

(formerly the Guadalupe-Coyote RCD)

An independent special district of the State of California

SUMMARY MINUTES

Regular Meeting of the Board of Directors

Thursday, May 2, 2024, at 5:00 p.m.

Note: Though agenda items may be considered out of order (for example, to accommodate the schedules of guest speakers and/or members of the public in attendance for a specific item, or when items are removed from the consent agenda), the official minutes remain recorded in the same order as originally published in the official agenda. Number of votes are reflected in the following order: Aye-Nay-Abstention, with nays and abstentions called out by Director name.

Susan Hare
President

Gail Bautista
Vice-President

Frank Maitiski
Director

Paula Quintero
Director

Director (vacant)

Larry Johmann
Associate Director
Director Emeritus

Rick Lanman, MD
Associate Director
Director Emeritus

Bill Leikam
Associate Director
Director Emeritus

Brian Schmidt
Associate Director

Mel Sarmiento
Associate Director

Kat Wilson
Associate Director

Stephanie Moreno
Executive Director &
District Clerk

Julie Gantenbein
District Counsel

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1. Call to Order: The meeting was called to order by President Hare. Directors present: President Hare, Vice President Bautista (arrived at 5:32 p.m.), and Directors Maitiski and Quintero; Director seat 5 is vacant. Associate Directors present: Associate Director Leikam. Executive staff present: Executive Director/District Clerk Moreno.

2. Meeting Agenda: No action taken to approve the agenda.

3. Public Comment – Matters Not on the Agenda: None

4. Presentation: Councilmember Domingo Candelas, San José District 8, gave a comprehensive presentation regarding his City District initiatives that align with NSCRCD's mission, programs and projects.

5. Consent Agenda:

Motion: Approve the agenda as presented. (Hare/Quintero; 4-0-0)

6. Partner Reports:

6.1 *USDA-NRCS:* District Conservationist James Booth, USDA-NRCS Hollister Service Center, provided a report on activities, and indicated NRCS is looking for new office space for its Urban Agriculture Center.

6.2 *Other Partners:* Seth Schalet, CEO for Santa Clara County Firesafe Council, gave an update on their activities.

7. Administration:

7.1 *Director Appointment:*

7.1.1 The Board reviewed the recommendation provided by Vice President Bautista and Director Maitiski, as members of the ad hoc committee appointed at the April Board meeting "to establish objective criteria for evaluating candidates for the open Director position". The Board did not adopt the recommendations and deferred discussion to a later to-be-named date.

7.1.2 Directors were initially divided as to whether or not to conduct interviews on this date, but given that the interviewees had made the effort to attend the meeting in person, consensus was reached to proceed with the interviews. Because the interviews were held in a public forum, the Directors decided to interview all of the candidates

together, alternating the order in which each was asked questions. Directors asked questions of their own choosing. After the interviews were concluded and discussion had begun as to the Board's next steps, Vice President Bautista requested a break. After the Board reconvened, the following motion was made:

Motion: Discuss and vote on filling the Director vacancy. (Hare/Quintero)

After the motion was made, President Hare opened discussion to the public. Rick Callender introduced himself as CEO of Valley Water and informed the Board that he had received a call from his retired Assistant CEO, who told him that she had been trying to log into the meeting from out of the country and was unable to do so, and asked him to pass on a message for her. He said she had just found out that the Board was considering applicants at this meeting, and despite her turning in her application to the County two months ago, she was not notified of the interviews and asked that the Directors delay the vote and take her into consideration.

Executive Director Moreno advised the Board that she had notified all applicants for whom she had received an application, and had confirmation as of Tuesday morning from the County's Deputy Board Clerk that he had sent all applications to her. She told the Board that the vacancy was only posted by the County on April 5, 2024, so if an application arrived prior to that date, the County may not have known it was intended to be considered as part of this vacancy process. She also let the Board know that in order to be as inclusive as possible, only a first review date, not a hard deadline, was set for applications and that because that information was clearly stated on the website, that she did not believe it would be a violation or cause inequity to the other applicants to accept another application. The maker and second of the motion then withdrew their motion and after discussion, a new motion was made.

Motion: Call a special meeting of the Board for the purpose of making an appointment to Seat 5 of the NSCRCD Board of Directors before May 16, 2024. (Hare/Quintero; 4-0-0)

President Hare thanked all of the candidates for participating in the interviews and indicated they would be welcome to attend the special meeting as well.

7.2 California Association of Resource Conservation Districts (CARCD):

7.2.1 Director Maitski, who is also the CARCD delegate, and Executive Director Moreno reported information regarding the election process, but indicated the results have not been announced.

7.2.2 Executive Director Moreno reported on the response received from CARCD in response to the RCDs requests for a special membership meeting and association records, and that President Hare had responded to their email.

7.2.3 Executive Director Moreno reported that the CARCD Legislative Committee has now been opened up for all Member RCDs to attend, and briefly reviewed SB 1209.

7.3 Executive Director Report: Passed on report due to meeting time constraints.

8. Programs and Projects:

8.1 *Executive Director Report:* Passed on report due to meeting time constraints.

9. Board Member, Associate Director and Committee Reports:

9.1 Director Maitski gave an update on the work of the CARCD Bylaws Committee, of which he is a member.

10. Closed Session:

10.1 *Consideration of Continued Employment (Government Code § 54957(b)(1); 1 item).*
Position: Conservation Program Coordinator

11. **Closed Session Report:** During closed session, the Board took action to approve up to \$5,000.00 towards the retention of an NSCRCD employee currently employed under a H-1B program visa. Motion passed unanimously with President Hare, Vice President Bautista, and Directors Maitski and Quintero voting in favor.
12. **Meeting Adjourned.**

Consent Agenda

- 5.1 Approve minutes for the February 1, 2024 Board Meeting.
- 5.2 Approve minutes for the March 7, 2024 Board Meeting.
- 5.3 Approve minutes for the April 4, 2024 Board Meeting.
- 5.4 Accept financial reports through March 2024.
- 5.5 Authorize the Executive Director to change the June 6, 2024 Board meeting start time to 5:30 p.m. to accommodate a change in a Director's work schedule, and direct that discussion and possible action regarding a permanent time change be placed on the agenda the June 6, 2024 Board Meeting.
- 5.6 Authorize cancellation of the July 4, 2024 Board meeting as it falls on a designated federal, State and District holiday.
- 5.7 Authorize the Executive Director to execute landowner agreements with multi-family property owners to provide services, supplies, and purchase and/or installation of equipment benefiting residential renters as part of the Zen collaborative project with the City of San Jose.
- 5.8 Authorize the Executive Director to execute a partnership agreement with the Franklin-McKinney School District in order to provide services, supplies, and purchase and/or installation of equipment to benefit the Santee Community Garden as part of the Zen collaborative project with the City of San Jose.
- 5.9 Authorize the Executive Director to sign a partnership agreement with the Franklin-McKinney Children's Initiative (FMCI) to provide services, supplies, and purchase and/or installation of equipment benefitting the FMCI Community Center and the Educare Family Resource Center as part of the Zen collaborative project with the City of San Jose.
- 5.10 Authorize the Executive Director to sign a partnership agreement with City of San Jose's Park, Recreation and Neighborhood Services Department (PRNS) to provide services, supplies, and purchase and/or installation of equipment benefitting the Fair Swim Center as part of the Zen collaborative project with the City of San Jose.
- 5.11 Authorize the Executive Director to submit the *Oak Woodland Conservation in Wildland-Urban Interface (WUI) and Non-Urban Areas of Santa Clara County* a three-year grant proposal in the amount of \$220,827.20 to CARCD for a block grant application to the Wildlife Conservation Board; project to be implemented with multiple partners, including but not limited to, the Loma Prieta RCD, the Muwekma Ohlone Tribe, and the Institute for Historical Ecology; and to submit and execute all documents, including but not limited to agreements, amendments, payment requests, and notices, which may be necessary for the completion of the project.
- 5.12 Authorize the Executive Director to develop and submit an application in an amount estimated at \$450,000 for a three-year *USDA Grazing Lands Conservation Initiative* cooperative agreement to develop and implement a regional program in collaboration with interested RCDs, local Tribes, ranching associations, grazing coalitions, land trusts, and/or public agency land managers, to identify and address barriers to accessing grazing assistance for producers, including outreach and support for reaching underserved producers.
- 5.13 Authorization for the Executive Director to attend the 2024 National Association of Conservation District (NACD) Pacific & Southwest Region Meeting, scheduled for September 11-13, 2024 in Anchorage, Alaska, in response to an invitation to co-present with NACD's Equity and Outreach Program Analyst in an outreach strategies workshop that will feature NSCRCD's Farm and Ranch

Resilience Program; District expenses not to exceed \$2,900, including but not limited to registration, transportation, lodging, and per diem, without additional approval by the Board of Directors.

Information Only:

- 5.14 Santa Clara County LAFCO; *Adoption of Proposed LAFCO Budget for Fiscal Year 2024 & Notice of the June 5, 2024 Public Hearing*; received April 12, 2024.
- 5.15 County of Santa Clara Office of Sustainability; *NFWF Watershed & Community Resilience Project Listening Sessions*; received April 26, 2024.
- 5.16 Letter to Valley Water from District Counsel on behalf of District; *WY 2023 Draft Mitigation and Monitoring Report*; delivered April 27, 2024.