



BOARD OF DIRECTORS

R.C. Brody  
President

Steve Rosentsweig  
Vice President

Nancy Helsley  
Treasurer

Beth Burnam  
Director

Mary Ellen Strote  
Director

**REGULAR BOARD MEETING**

SEVEN HUNDRED FIFTY-SIXTH MEETING

**Monday June 22, 2015—6:00 P.M.**  
**Resource Conservation District Office**  
**540 S. Topanga Canyon Blvd, Topanga, CA 90290**

**MINUTES**

EXECUTIVE OFFICER  
Clark Stevens

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 6:01 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley (arrived 6:15 pm), Steve Rosentsweig and Mary Ellen Strote in attendance. Also in attendance were Associate Director Dennis Washburn and Executive Officer Clark Stevens.
2. **INTRODUCTION OF GUESTS:** there were no guests.
3. **PUBLIC COMMENTS:** there was no public comment.
4. **MINUTES:** Approval of minutes for meeting of May 18, 2015. **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 4-0.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of financial reports and claims for May 2015. **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 4-0.**
6. **REGULAR CALENDAR**
  - A. **Approval of 2015-16 General Fund budget:** the Board reviewed the budget and discussed various line items such as personnel and contract/grant revenue. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 5-0.**
  - B. **Executive Officer presentation: overview of projects and programs:** Mr. Stevens discussed the various projects and tasks on which he works, including comment letters, 101 wildlife crossing, demonstration house, and Santa Susana Field Lab. Directors asked questions and discussed progress on these projects.
  - C. **CARCD Vision & Standards: assess RCDSMM's current strengths and future direction:** the Board reviewed each of the items on the Standards and discussed whether they apply to the RCDSMM and whether the RCDSMM meets the standard. Tier 1 was tabled until Operations Manager John Hendra can weigh in on policies. The Board reviewed Tier 2 and 3, then directed staff to keep these topics on the agenda so we move toward a new 5 year strategic plan. Ms. Strote suggested that each Director come to the next meeting with a very short wish list



of projects/areas they would like to see the RCD expand into or do that it is not doing now.

- D. Five Year Strategic Plan: create and approve process and timeline for completing 2015-2020 strategic plan: tabled to a future meeting.
  - E. Approval of revised Policy for Initiating, Producing and Reviewing Comment Letters: the Board reviewed the changes made to the policy in Section VI to enhance Board knowledge and oversight of the comment letter process. They also discussed notifying staff when a Director hears of an issue the RCD should weigh in on. **Moved/Seconded: Ms. Strote/Ms. Helsley; approved 5-0.**
  - F. Approval of comment letter to the Los Angeles County Regional Planning Board regarding Conditional Use Permit for Canyon View Boarding and Training Ranch for Dogs: Mr. Brody, having a potential financial interest in this agenda item due to its location near his home, recused himself from this discussion and vote. The Board reviewed the draft letter by Mr. Stevens and directed that the first sentence of bullet point 6 be removed and that the last sentence of paragraph 2 be put in bold type. **Moved/Seconded: Ms. Burnam/Ms. Strote; approved 4-0.**
  - G. Approval of Agreement with the California Conservation Corps for placement of Watershed Steward with the RCD for 2015-16: **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 5-0.**
  - H. Approval of contract with Topanga Elementary School to develop an outdoor environmental science program schedule and content for the 2015-16 school year: Mr. Stevens gave the Board an overview of the science program and the RCD's roll in it for the summer and school year. The Board discussed the RCD's right to use and resell the program to other schools. **Moved/Seconded: Mr. Rosentsweig/Ms. Strote; approved 5-0.**
  - I. Selection of candidate to fill Southern Network Seat A on the California Special Districts Association Board of Directors: Ms. Strote looked up one of the candidates and reported to the Board. After discussion the Board decided to cast the RCD's vote for Ms. MacKenzie. **Moved/Seconded: Mr. Brody/Ms. Helsley; approved 4-0 with one abstention.**
7. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:**  
Ms. Afman asked Mr. Stevens to let the Board know that the \$25,000 for a contract biologist from the RCD is ready to go pending Board approval. The Board directed Mr. Stevens to sign a contract with NRCS to provide a biologist to assist them in completing projects with landowners.
8. **INFORMATIONAL REPORTS:**
- A. Staff Reports for May:
    - i. Clark Stevens, Executive Officer



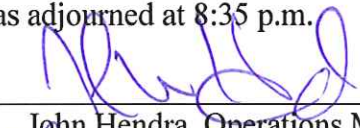


- ii. John Hendra, Operations Manager
- iii. Stephen Vodantis, Education Supervisor
- iv. Rosi Dagit, Senior Conservation Biologist

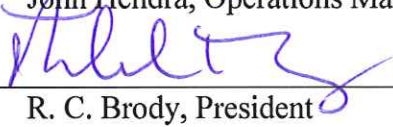
**9. DIRECTORS' COMMENTS/ANNOUNCEMENTS**

- Ms. Helsley announced that Professor Phil Rundel is retiring as oversight professor of UCLA's Stunt Ranch Reserve and will be replaced by Dr. Brad Shaffer, who is Director of the La Kretz Center, on July 1. He wants to bring more research to the Reserve.
- Ms. Helsley also announced that Santa Monica High School will join the Envirothon with a team next fall, and Pacific Palisades High School will be representing California in the National Envirothon this year, which is in mid-July in Missouri.
- Ms. Burnam attended the meeting of the Ventura County Fire multi-agency committee, which is similar to the Santa Monica Mountains Fire Safe Alliance. There were 4 Fire Safe Councils at the meeting. Marti Witter stated that there is money at the Federal level for fire modeling.

**10. ADJOURNMENT: Moved/Seconded: Mr. Brody/Ms. Strote; approved 5-0. The meeting was adjourned at 8:35 p.m.**

Submitted by:   
John Hendra, Operations Manager

Date: 9/28/15

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

Date: 9/28/15

