



BOARD OF DIRECTORS

R. C. Brody  
President

Steve Rosentsweig  
Vice President

Nancy Helsley  
Treasurer

Beth Burnam  
Director

Deborah Klein Lopez  
Director

EXECUTIVE OFFICER  
Clark Stevens

**REGULAR BOARD MEETING**

SEVEN HUNDRED SEVENTY-SEVENTH MEETING

**Monday August 28, 2017—6:00 P.M.**

**Resource Conservation District Office**

**540 S. Topanga Canyon Blvd, Topanga, CA 90290**

**MINUTES**

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 6:00 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley and Steve Rosentsweig in attendance. Also in attendance were Associate Director Dennis Washburn, Executive Officer Clark Stevens and Operations Manager John Hendra.
2. **SWEARING IN OF NEW DIRECTOR:** Mr. Brody administered the oath of office to Deborah Klein Lopez.
3. **INTRODUCTION OF GUESTS:** there were no guests.
4. **PUBLIC COMMENTS:** there were no public comments.
5. **MINUTES:** Approval of minutes for meeting of June 26, 2017. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0 with one abstention.**
6. **MONTHLY CLAIMS AND FINANCIALS:** Approval of claims for June and July 2017 and review of financial reports through June 30, 2017 and July 31, 2017. **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 5-0.**
7. **REGULAR CALENDAR**
  - A. New Director introduction and welcome: Directors introduced themselves and gave some information on their background and association with the RCD.
  - B. Report on training course: 3<sup>rd</sup> Party Compensatory Mitigation for Southern California: Mr. Hendra reported on the course he participated in that covered the basics of setting up and running both mitigation banks and in-lieu fee programs. The Mountains Restoration Trust and Mountains Recreation and Conservation Authority both run In-Lieu Fee programs, so there does not seem to be a demonstrated need in the Santa Monica Mountains. Mitigation Banks are capital intensive up front and probably beyond the means of the RCD. Mr. Stevens also discussed RCD efforts to provide mitigation plantings for Los Angeles County



permittees in lower Topanga State Park. This has potential to be an important service, but more sites and habitat types need to be identified to accommodate the demand. The Board suggested outreach methods to increase this business and requested that staff provide regular updates at Board meeting.

- C. Organizational assessment process update: Mr. Hendra updated the Board on the progress of the organizational assessment. Staff and Educator interviews are mostly complete and outside interviews are being set up. In addition, we have distributed surveys to about 400 people affiliated with the RCD or who have expressed interest in the RCD. Amy Stork of Solid Ground Consulting will compile the interview and survey results for the organizational assessment retreat, which will be held at the Topanga Library on Oct. 4.
- D. Education Program update: Mr. Hendra updated the Board on the interim steps being taken to maintain the education programs through the organizational assessment. The plan is to hire a permanent Education Coordinator in the spring when more education candidates are likely to be looking for jobs. In the meantime, Danielle Alvarez of the Research and Restoration Department has stepped in until the end of September, by which time an interim program manager will be hired to run programs until spring. Directors reviewed the Interim Education Program Manager job description and suggested edits. Mr. Hendra reported on meetings with the Educators and donors to the education programs held to discuss ideas and directions.
- E. Board expansion: discussion and possible action: the Board discussed this topic briefly but decided to take no action at this time.

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

9. **INFORMATIONAL REPORTS:**

A. Staff Reports for June and July:

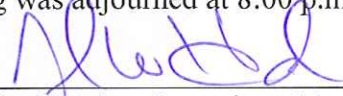
- i. Clark Stevens, Executive Officer: Mr. Stevens discussed the types of environmental services we have been offering to landowners. This is a new venture for the RCD for which we have been getting many calls. The CalTrans permit to plant under the Liberty Canyon bridge has finally been approved so planting will go forward. And, LA County Planning has given the RCD the go-ahead to do the demonstration structure.
- ii. John Hendra, Operations Manager
- iii. Rosi Dagit, Senior Conservation Biologist

10. **DIRECTORS' COMMENTS/ANNOUNCEMENTS**

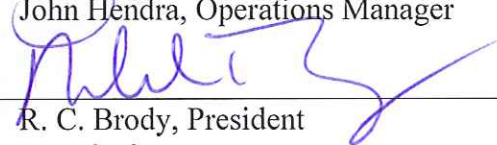


- Ms. Burnam received notice from the CA Native Plant Society that Rosi Dagit is speaking on October 10 about the beetle infestation.
- Ms. Helsley gave an overview of Envirothon for Ms. Lopez's benefit. Ms. Helsley also reported that the CA Envirothon has expanded their steering committee, rewritten their by-laws and is forming an advisory committee. Palisades High School team went to the national finals and placed ninth out of over 50 teams. Ms. Helsley is doing outreach to various high schools in Los Angeles, including Canoga Park High School, to recruit more teams for next year.

11. ADJOURNMENT: **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 5-0.** The meeting was adjourned at 8:00 p.m.

Submitted by:   
John Hendra, Operations Manager

Date: 3/26/18

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

Date: 3/26/18