



PUBLIC NOTICE
Board Meeting of the:
Honey Lake Valley Resource Conservation District
170 Russell Ave. Suite C
Susanville, CA 96130
5302574127 ext. 100

Attachments available 06/24/2024 at www.honeylakevalleyrcd.us ■

Date: Thursday, June 27th, 2024

Location: 170 Russell Ave., Suite C, Susanville CA 96130

MEETING MINUTES

votes taken via role call

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT MAY ADVISE ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED ABOVE AT LEAST A DAY BEFORE THE MEETING.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Board member Jesse Claypool called the meeting to order at 5:44PM, and a quorum was noted. Board Member Wayne Langston was absent.

II. APPROVAL OF AGENDA

Board member Will Johnson made a motion to approve the agenda with the modification to remove item 8B. Board member Robin Hanson seconded the motion with the modification, and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

III. PUBLIC COMMENT - NONE

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. Five (5) minutes may be allotted to each speaker and a

maximum of twenty (20) minutes to each subject matter.

IV. CONSENT ITEMS –

- A. Correspondence
- B. Meeting Minutes – 12/07/2023, 1/12/2024
- C. Financial Reports
- D. Agreements/Contracts

Board Member Laurie Tippin made a motion to approve the consent items, Board member Robin Hanson seconded, and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

V. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – RCD

- A. Consideration and Approval of FY 24/25 Wage Levels/Merit Advancement Step Chart (attachment)

Board member Robin Hanson made a motion to approve the Step Chart, Board Member Laurie Tippin seconded the motion, and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

- B. Consideration and approval HLV RCD's Annual Work Plan (attachment)

Board member Robin Hanson made a motion to approve the Annual Work Plan, Board member Laurie Tippin seconded and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

- C. Consideration and approval of Resolution 2024-03 to adopt the Workplace Violence Prevention Plan and Policy in compliance with SB 533 (attachment)

Board Member Laurie Tippin made a motion to approve Resolution 2024-03, Board Member Robin Hanson seconded and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

- D. Consideration and approval of Forest Office Equipment Proposal, Maintenance Agreement, and Lease Agreement for an office printer (attachment).

Board member Robin Hanson made a motion to approve the agreement, Board member Will Johnson seconded, and the motion passed, all.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

- E. Consideration and approval of Policy 2827: Workplace Violence Prevention (attachment)

Board member Laurie Tippin made the motion to approve the Policy with modifications to 2827.6d (changing the word “weapons” to “firearms”, Board member Will Johnson seconded and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATERMASTER

- A. Direction to staff in regards to remapping of Sloss Creek

Direction given to Staff

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

VII. REPORTS

- A. District Manager Report – Siemer (attachment)
Kelsey gave updates on all grant projects, financial standing, and current issues/successes.
- B. NRCS Agency Report – Stephens
NONE
- C. Watermaster / WAC Report – Langston/Siemer/Burvant
Gave updates on the current issues / how Brian’s start has been and the transition into the position.
- D. Unagendized reports by board members
NONE

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

VII. ADJOURNMENT TO CLOSED SESSION - 7:31PM

- A. Conference with Real Property Negotiations - Agency Negotiation (Kelsey Siemer - District Manager) (Government Code Section 54956.8)

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

- ~~B. Discussion regarding Pending Litigation (Government Code Section: 54956.9 (d) (2))~~

~~*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.*~~

- C. Discussion of Employee - Kelsey Siemer, Title: District Manager (Government Code Section: 54957 (b)(1))

Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.

VIII. RETURN TO OPEN SESSION - 9:31PM

The board announced the merit and pay increase for District Manager Kelsey Siemer to Step 3 to take effect in the first full pay period following the anniversary of hire date (July 6).

IX. ADJOURNMENT - 9:32PM

The next Honey Lake Valley RCD meeting will be **July 25th, 2024, at 5:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,



Kelsey Siemer
District Manager

APPROVED: 

Jesse Claypool, RCD Board
Chairperson

DATE: 7/25/2024