



Resource Conservation District
Ventura County

MINUTES
Regular Meeting of the Board of Directors
Tuesday, December 13, 2011

CALL TO ORDER The **December 13, 2011 Regular** meeting of the Board of Directors of the Ventura County Resource Conservation District (RCD) was called to order by President Mike Mobley at 8:37 a.m., at the Ventura County Public Works Agency Watershed Protection District – Conference Room, 11251- B Riverbank Drive, Ventura, CA 93004, with a quorum of Directors present.

ROLL CALL & INTRODUCTIONS

DIVISION 1, (Ojai Division)

Victor Contreras, Secretary
Bud Sloan

DIVISION 2, (Santa Clara Division)

Michael Mobley, President
Doug Nelson

DIVISION 3, (South Ventura County)

Chris DeVan
Carol Kurtz

STAFF PRESENT:

Martin Melvin, Executive Officer
Debra Gillis, Finance and Operations Director

Agenda: President Mobley presented the agenda for board approval. On motion by Director **Contreras**, Seconded by **Nelson**, the Board approved the **December 13, 2011** Agenda. Motion carried 6-0.

Minutes: The minutes of the Regular Meeting of the November 22, 2011 Regular Meeting were presented for approval. Director **Contreras** noted that he was absent and it was not indicated on the minutes. On motion by Director **Kurtz**, Seconded by **Sloan**, the board voted to approve the minutes of the November 22, 2011 regular meeting with the noted correction. Motion carried 6-0.

REPORTS

Debra Gillis, Finance and Operations Director presented the financial reports for the periods ended **November 30, 2011** for the Board to approve. Discussion on the financial reports included a question from Director **Contreras** regarding the expenses for the BMP program and reimbursements for the VCAILG education event. Director **Contreras** indicated that the event seemed successful and well attended.

President **Mobley** asked how the mobile lab grant would be billed. Director **Kurtz** inquired about possibly getting reimbursement from the Farm Bureau for education events sponsored by the RCD. She also asked about an expense to the Ventura County Star, which was related to the Coastal Cleanup Day program. Debra Gillis pointed out that private vehicle mileage would be increasing due to upcoming work performed on the mobile lab grant and suggested that the Board consider looking at the cost efficacy of purchasing a vehicle for District use. On motion by Director **Nelson**, Seconded by Director **Sloan**, the Board voted to approve the financial reports for the periods ended November 30, 2011. Motion carried 6-0.

Motions & Resolutions

6.1 Discussion and possible action on selecting a date for the Strategic Planning Meeting and the format and content of that meeting.

Marty Melvin indicated that Maryann Rooney was available January 24 or 31 to facilitate our meeting. On Motion by Director **Sloan**, Seconded by Director **DeVan**, the Board voted to hold the Strategic Planning Meeting on January 24, 2012. Director **Kurtz** suggested that people be invited from other agencies to provide presentations to the Board on what they are working on in their organizations. The Board discussed the various agencies and people they would like to invite. President **Mobley** thought that it would be best to let the facilitator determine the flow of the meeting which would help encourage participation from the public and that having less structure around discussion topics would be best. Director **Sloan** suggested that the meeting be held at the Ventura County Fairgrounds to provide a central location. Other suggestions for discussion topics at the Strategic Planning Meeting included: funding, education and outreach, watershed protection, agriculture innovation, protecting agricultural resources, and energy conservation. Director **Contreras** also suggested that our mission statement be added to all agendas so that the public can be aware of what our purpose is.

Closed Session:

Public employee performance evaluation of Ventura County Resource Conservation District's Executive Officer pursuant to Government Code Sections 54954.5 (e) and 54957.

Report on Action Taken in Closed Session:

President **Mobley** indicated that the review had been completed and would be presented to the Executive Officer in approximately one week.

ADJOURNMENT: President **Mobley** adjourned the meeting at 11:00 a.m.

Respectfully submitted,
Martin Melvin, Clerk of the Board (DG)

MINUTES APPROVED: January 18, 2011

PRESIDENT: 
MIKE MOBLEY

SECRETARY 
VICTOR CONTRERAS