

Sierra Nevada Conservancy

Thursday, Sept. 29, 2005

8:00 AM

Location:

Resources Building
Auditorium
1416 Ninth Street - 1st floor
Sacramento, CA 95814

Agenda

- I. **Call to Order**- Chairman Mike Chrisman called the meeting to order at 8:15 a.m. He announced that the Assembly Had appointed John Brissenden to the Board.
- II. **Swearing in of new board member(s)** - Christine Sproul indicated that the swearing of the new Board member would take place later in the day.
- III. **Roll call**-all member were present except for the Department of Finance representative, Bernie Weingardt and Dean Swickard. Brent Handley attended for Mr. Weingardt
- IV. **Approval of the minutes of the June 30, 2005 meeting**- Lee Stetson moved approval of the minutes as submitted, _____ seconds, Motion passed without objection.
- V. **Deputy Attorney General's Report**- Christine Sproul discussed the rules related to closed session. She stated that the Bagley Keene Open Meeting Act specifies that the agency must convene in open session and then go into closed session. After closed session, the Chair must open the session again. This must be part of the notice and included on the published agenda. If decisions are made,

those decisions must be announced in the subsequent open meeting (except personnel matters). She cautioned everyone that the content of closed session is confidential. She stated that for this meeting, these criteria have been met so we can go into closed session.

Will discuss the conflict of interest later, but a draft prepared and is in your packets, which includes reporting requirements for board members, statements of economic interest.

VI. Administrative Report.

- a. Dave Willis reported that we have completed the process for selection of an Administrative Officer and was prepared to recommend a candidate to the new Executive Officer. He reported that we have collected applications for the Executive Secretary position and they can be reviewed and interviewed by the new Executive Officer.

He also reported that we will utilize the same Position classifications as the Coastal Conservancy does to recruit program staff as it would take a year to create a new class and this way we can begin immediately. In response to a question by Member Waterston, we will not be involved at all with the Coastal Conservancy, just using their classifications. We will be doing our own testing and hiring. Member Arcularius asked if the job descriptions were satisfactory and Mr. Willis said that they were.

In response to a question by the Chairman Mr. Willis described the Administrative Officer position as one that at the first level of supervisor and would be responsible for all administrative matters, such as budgeting, personnel, procurement, etc.

He also reported that we have submitted the paperwork (Form 9) to DGS to begin the process of finding a

headquarters site but that advertising for a site will not take place until after the next board meeting in December.

- b. Ray Lacey reported that we have completed five of six outreach meetings, listed dates and locations on the web site and that the final and last outreach meeting will be held in Quincy on October 6. In terms of others who want more informal updates he has told them he will be available. In both numbers and in good faith, we have found an enormous eagerness to participate. There is such a diversity of issues, concerns and stakeholders. There is no commonality between regions. The local people have the knowledge and ready to talk in depth, wanting to take into consideration existing plans needing to be implemented. One interesting point regarding technical support – intention was explain kinds of technical support that SNC would offer. However, what is happening in all communities is that they are coming to us with what they can bring to the conservancy. These meetings have been a great bridge builder, and it is turning into a two way street. We have received encouragement for need for strategic planning before jumping into anything. Geography is a huge challenge, as the locally based must be integrated and working with the region, and reporting back to them is unresolved. People want to know information and when it is available. Raw data from meetings will be prepared for next meeting. There is a great interest on part of community to see data and share specifics. We have prepared a brochure with frequently asked questions, and I have a couple hundred prepared for board to take back home. We want consistent and valid information to get out.

- VII. **Proposed delegation of authority to Chairman-Dave Willis** explained that the proposed resolution would give the Chairman the authority to enter into limited contracts with other state agencies and out side providers for services. Bob Kirkwood moved approval of the resolution which was seconded by Linda Arcularius and passed without objection.
- VIII. **Proposed conflict-of-interest code**-Christine Sproul recommended authorizing the process to adopt a conflict of interest code. She pointed out that members packets included a description of the draft code proposed and a copy of the FPPC code. She stated that this code will proved sunshine to the Board's process and she asked that the Board approve initiating the process. It was moved by Bob Kirkwood and seconded by Helen Baumann to authorized the staff to proceed with the rulemaking process regarding conflict of interest. The motion passed without objection.
- IX. **Public comments**-The Chairman asked for public comments at this time and there were none.
- X. **Executive Officer Search**-Christine Sproul suggested that there be a summary of the process from the Executive Officer Search Committee. Linda Arcularius commended the committee and staff for the work done to date. Bob Kirkwood stated that there had been only a paper review thus far, comparing the resumes against the established criteria. The committee was very pleased with the with the quality of the candidates and that those selected for further interview with the Board.
- XI. **CLOSED SESSION**-Chairman Chrisman called the meeting into closed session at 9:00 AM for Consideration of the appointment of an Executive Officer, and interviews of candidates for the position of Executive Officer.

Chairman Chrisman reconvened the open meeting at 3:40 p.m., stating only that he had been authorized by the Board to offer the Executive Officer position to a person. He also mentioned that he appreciated the hard work of the staff,

Crawford and Dave, and of the committee, Linda and Bob, and thanked them on behalf of the Board.

XII. **Board member comments**-There were no board member comments.

XIII. Administrative matters

a. The Chairman issued a reminder that the next full meeting of the Board would be Friday, December 2 at 10:30. And, for planning purposes, it would tentatively here, not in Susanville.

Several Board members indicated they did not appreciate a Friday meeting, and could it be changed.

The Chairman mentioned the 8th or 9th, but some members could not make those two dates. Mr. Chrisman indicated that he would be in touch with the Board on the date, time and location.

XIV. Adjournment-the Chairman adjourned the meeting at 3:50 PM