



Directors present: Bruce Fiock, Jeff Fowle, FJ Hayden, Rick Lemos, Rod Dowse

Absent: Tony Bishop

By Phone: Rhonda Muse (SSWD staff), Cherie Stephens (SSWD staff), Nick Joslin (Mt Shasta Bioregional Ecology Center)

Others in Attendance: Elisa Noble (SSWD staff), Leah Grassman (SSWD staff), Bonny Nichols (SSWD staff)

Susan Hart, June Scoggins

1. Call to Order

- a. **Establish Quorum-** a quorum is established. Meeting called to order by Chairman Fiock at 7:00pm
- b. **Agenda Adjustments and Approval – ACTION:** Approve Agenda with amendment to move Item 6e (Elect Board Treasurer) to Item 4c under Old Business, and to remove item 5c re: Staff Vehicle Use Reimbursement as it has been addressed in the District's current budget, and further counsel review is needed before a policy should be considered. **MOTION:** Hayden ; **SECOND:** Fowle **AYES:** Fiock, Dowse, Lemos ; **NOES:** none; **ABSTENTIONS:** none.

2. Approval of Minutes

- a. **Regular Board Meeting** ^{July 27,} ~~September 28,~~ 2022

ACTION: Approve minutes as presented. **MOTION:** Fowle; **SECOND:** Lemos; **AYES:** Fiock, Hayden, Dowse; **NOES:** none; **ABSTENTIONS:** Hayden

3. Public Comment – None.

4. Old Business (possible action items)

- a. **Discuss SWB Emergency Drought Regulation curtailments and status.** SSWD staff Noble and Grassman provided an update on the ongoing communication with SWB regarding SWB implementation.
 - i. **Potential French Creek LCS for surface water users.** SSWD staff Nichols and Noble provided an update on development of the LCS. Director Fowle discussed reasons to support. Staff and Director Fowle will work to finalize the proposal. SSWD will be the applicant, and Siskiyou RCD will be the Coordinating Entity. **ACTION:** SSWD will submit a French Creek LCS proposal to the SWB. **MOTION:** Fowle; **SECOND:** Hayden; **AYES:** Fiock, Dowse, Lemos; **NOES:** none; **ABSTENTIONS:** none.
 - ii. **Potential Little Shasta LCS.** SSWD staff Grassman has been communicating with water users on the Little Shasta to see if there is interest in developing a LCS for that tributary.
- b. **Discuss SSWD Contract with SWB.** SSWD staff Noble provided an update on the SWB contract, and is waiting for SWB staff for a template to submit the first invoice.
- c. **Discuss and Possibly Elect a Board Treasurer.** SSWD staff Noble reminded the Board that one of the recommendations from the last Audit was that a Board Member should serve as Treasurer. Director Hayden was nominated and accepted. **ACTION:** Elect Director Hayden as SSWD Board Treasurer. **MOTION:** Fowle; **SECOND:** Dowse; **AYES:** Fiock, Lemos; **NOES:** none; **ABSTENTIONS:** Hayden.

5. New Business (possible action items)

- a. **Discuss and Possibly Approve scope of work with Rhonda Muse to update database.** The Board discussed the proposal. It was noted that the scope should read "not to exceed 180 hours," and that the computer needed to do the work could be borrowed from SSWD rather than purchased. **ACTION:** Approve the data management scope of work by Rhonda Muse. **MOTION:** Hayden; **SECOND:** Fowle; **AYES:** Fiock, Lemos, Dowse; **NOES:** none; **ABSTENTIONS:** none.
- b. **Discuss and Possibly Approve Policy re: Role of SSWD in Implementation of 1707s, SHAs, and other instream flow dedications.** SSWD staff Noble recommended tabling this item so that

Counsel could more thoroughly review. *ACTION: Table the policy discussion to a future meeting. MOTION: Hayden; SECOND: Fowle; AYES: Fiock, Lemos, Dowse; NOES: none; ABSTENTIONS: none.*

- a. **Discuss process for replacing a Director mid-term.** SSWD staff Noble reported that we are waiting to hear from County Counsel on how to proceed. The Board discussed possible replacements for the Scott Valley area.
- b. **Discuss and Possibly Approve transitioning the Voluntary Monitoring Program (VMP) to another entity, such as the RCDs.** SSWD staff Grassman and Noble explained that with the current Technician leaving the District, there will be less available staff time to run this program. Staff had spoken with the Siskiyou RCD and Shasta Valley RCD, and they would be willing to provide VMP services to the water users who currently have that service provided by the District. The District will write letters to current VMP users explaining the transition, and providing contact information for the respective RCD. Director Dowse confirmed that the Shasta Valley RCD could provide VMP service for water users in that valley. *ACTION: Terminate the District's VMP program. Send letters to current users with explanation, and other service provider options. MOTION: Lemos; SECOND: Hayden; AYES: Fiock, Fowle; NOES: none; ABSTENTIONS: Dowse.*
- c.

6. Financials

- a. **Discuss and Possibly Approve Current Financials**
- b. **Review 2021-22 Budget vs. Actual**
- c. **Update on direct billing payments received**
- d. **Update on Financial System/Process from Cherie & Bonnie J**
SSWD staff Stephens reported that Quickbooks was not yet updated to provide current financials. Stephens reported that all direct bills had been paid other than Hammond, Klamath National Forest, and CA Dept of Fish and Wildlife.
ACTION: Approve paying the unpaid bills in the amount of \$6,928.63. MOTION: Hayden; SECOND: Fowle ; AYES: Lemos, Fiock, Dowse; NOES: none; ABSTENTIONS: none
- e. **Discuss and Possibly Appoint additional board member(s) for check signing authority**
Chair Fiock explained that the District currently has Directors Fiock and Hayden with check signing authority, and that it would be prudent to have another Director added. Director Fowle volunteered.
ACTION: Approve Director Fowle for check signing authority on the District bank account. MOTION: Hayden; SECOND: Dowse; AYES: Lemos, Fiock; NOES: none; ABSTENTIONS: Fowle.

5. **Watermaster & Staff Reports.** Staff reported that the main issues had been covered during the meeting.

6. Non-Public Closed Session

a. Personnel Discussion

7. **Return to Open Session** – No action taken.

8. **Next regular meeting** – November 16, 2022

9. **Meeting adjourned:** 9:50pm.

Minutes approved [] as presented with corrections on the 16th day of November, 2022.

Bruce E. Fiock

Signature of Board Chairman

Signature of Secretary