

Tuolumne County Resource Conservation District
Special Board of Directors Meeting Agenda
February 17, 2016 - 4:30PM
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370

Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture, while maintaining our county's rural heritage.

Call to Order

Roll Call: Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jim Phelan, Jennifer Sorensen, Galen Weston

Public Comment

(5 minutes per item maximum) We would like to welcome the members of the public who have taken the time to bring their concerns to this meeting. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda.

Consent Calendar

Items on the Consent Calendar are considered to be routine and enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a member of the Board. An announcement shall be made after the Consent Calendar is read, and before action is taken on any item, that the public may address any item on said Consent Calendar.

1. Approval of Minutes for January 2016 Board Meeting.
2. Acceptance of Financial Report.
3. Acceptance of Program Update Report.

Business

1. Discussion and action related to Sierra Coordinated Resource Management Council Watershed Improvement Program (WIP) Private Lands Assessment.
2. Discussion and action related to updating the Tuolumne County Resource Conservation District Logo.

Strategic Planning Session of the Board of Directors

(Materials to be used in discussion are included in the agenda packet: 2011 TCRCD Strategic Planning Session, TCRCD Current Project List _ 2016, and TCRCD Strategic Planning Template.)

District Manager Update

NRCS Update

Correspondence and Announcements

Other Matters at the Discretion of the Chair

Adjournment

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Lindsay Mattos at (209) 984-0500. Notification 48 hours prior to the meeting will enable the TCRCD to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35.104 ADA Title II).

Tuolumne County Resource Conservation District
Board of Directors Meeting Minutes
January 20, 2016 - 5:30PM
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370

Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture, while maintaining our county's rural heritage.

Call to Order 5:33pm

Roll Call: Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jim Phelan

Public Comment

No public comment was received.

Consent Calendar

1. Approval of Minutes for December 2015 Board Meeting.
2. Acceptance of Financial Report.
3. Acceptance of Program Update Report.

Item #3, Program Report, was pulled from the Consent Calendar as it was not included in the board packet prior to the meeting. Director Morrison moved to accept the Consent Calendar as amended, second by director Dietrich, motion passes unanimously. The Program Report was reviewed by the board, motion to accept the report by director Marino, second by director Morrison, motion passes unanimously.

Business

1. Discussion and action related to Election of Officers. Discussion by the board, motion by director Phelan to continue with the current slate of officers, second by director Crook, motion passes unanimously.

District Manager Update - No additional update was provided.

NRCS Update – District Conservationist A. Rocha gave a report to the board which included an update on the formation of an RCD in Calaveras County, Tuolumne County Tree Mortality, and NRCS EQIP program.

Correspondence and Announcements

Other Matters at the Discretion of the Chair – Board discussed water quality monitoring on the Stanislaus National Forest.

Adjournment 6:48pm

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TCRCD Financial Report:

February 17, 2016

Current Balance: \$ 10,981.64

**Balance includes pending expenses not cleared with Auditor/Controller, transactions cleared through Dec 2015.*

TCRCD Grant Invoices Submitted for Payment:

Round 2 Project #3	\$	8,461.75
Round 2 Project #9	\$	15,624.02
Drought Project #2	\$	40,949.12
Total Reimbursement Requested:	\$	65,034.89

***All Invoices have been approved, District is awaiting payment.*

Budget Category

Account #

Year to Date Total

Year to Date Revenue: (As cleared with Auditor/Controller)

Income	483110	\$ 37,971.75
Total Revenue:		\$ 37,971.75

Year to Date Liabilities (As cleared with Auditor/Controller)

Payroll – Withholdings, FICA, SDI, Benefits	203210, 203500, 203600, 203700, 203945	\$ 2,102.08
Sales Tax Payable	202200	\$ 2.59
Line of Credit (Tuolumne County)	205310	\$ 47,800.00
Total Liabilities:		\$ 49,904.67

Year to Date Expenses (As cleared with Auditor/Controller)

Payroll	511110, 511150, 512120, 512410, 815	\$ 58,758.83
Communications	521310	\$ 525.49
Liability Insurance	521643	\$ 1,633.77
Health Insurance	521643	\$ 1,387.71
Office Expense	525110	\$ 1,724.63
Auditor/Controller	526124	\$ 189.00
Contract Services	526191	\$ 5,685.00
Advertising	527125	\$ 2,879.84
Rent/Leases	527310	\$ 3,707.00
Fees/Permits	528227	\$ 159.79
Educational Materials	528312	\$ 131.66
Trainings	529120	\$ 490.00
Utilities	529210	\$ 1,008.20
Equipment	529910	\$ 686.82
Interest – Borrowing	598420	\$ 91.22
Total Expense:		\$ 79,058.96

February 17, 2016

To: TCRCB Board of Directors

From: Lindsay Mattos and Stephanie Suess, District Staff

RE: Program Update

Regional Water Conservation Program

Staff has been working to finalize a workshop schedule for 2016 and is in the process of confirming dates and speakers. In addition to the workshops which are being planned the district will be helping to sponsor and plan the 2016 Eco Summit.

The district is continuing to work with Regina Hirsch of Sierra Watershed Progressive to create a trailer of conservation models which will hopefully be ready for the 2016 Home and Garden Show.

Additionally, the district is continuing the work with agencies in Calaveras County to determine how the water conservation program will be implemented.

The second invoice and quarterly report for the water conservation program will be completed and submitted this month.

Small Landowner Stewardship Program

Staff is working to plan the first demonstration site for the small landowner program, as well as planning workshops for this spring and summer.

Round 2 Grant Administration

Staff is working with DWR to finalize an amendment to the Round 2 Agreement for five of the projects within the agreement, this included a meeting in Sacramento this month to go over questions and revisions with our DWR program manager.

Preliminary WIP Private Lands Assessment Tasks

Please note: the assessment template, with more specific tasks and tools for this process, will be provided to you in a few weeks in a webinar format; this document is designed to allow you to get started scheduling conversations and doing the initial research to lay a foundation for the watershed assessment area assigned to you.

For Overview Section:

Collect the basic information for the following bullet points, which you will eventually add to a summary paragraph that will provide the key points of interest in a wide range of watershed interest areas for the assessment area, including:

- Wild and scenic river designations (at least anecdotally, If not available with specific GIS layers. You can find this information here: <http://www.rivers.gov/california.php>.)
- High-profile, heavily used recreation areas, including specific information re: numbers of visitors, etc. if available. (At least anecdotally, If not available with specific GIS layers.)
- Model restoration projects or efforts that are real standouts in this watershed assessment area (at least anecdotally, If not available with specific GIS layers.)
- Major events that have affected watershed. Fire? Flood? When and what restoration was undertaken (generally)?
- Impaired water bodies not captured under 303d designations, or water bodies that should have been removed from that list that have recovered but haven't been delisted, or more specific information we should know related to stream and surface water health (reach out to IRWMs and/or other watershed groups to find out this information).
- Are there any good models or relationships established between these watersheds and their downstream beneficiaries? Have particular beneficial uses been employed and recognized in this watershed to promote watershed health and water yield? (For example, cultural resources and cultural practices of Tribes are now being recognized by beneficial uses by the state of California.)

For Key WIP-related Issues in this Watershed Section:

This section should be based on your knowledge and on outreach/interviews with key organizations/agencies identified by SNC below, as well as those interviewees you think should be added. SNC suggests interviewing local contacts from the following list of agencies and organizations if present in the Watershed Assessment Area, though this list can be expanded if necessary, depending on that specific watershed assessment area and its issues. In light of the finite number of hours in your contract, SNC suggests utilizing existing meetings or groups (like IRWMs) to get input from a number of the perspectives listed below, and/or clumping several people together for group interviews. You could also consider email surveys, if you have folks who you think would prefer that method.

- County Official and/or Supervisor (County Board of Supervisors)
- Integrated Regional Water Management Groups (this group should encompass a lot of the partners below and more—perhaps you could get some time in an existing IRWM meeting):
 - Forest or Watershed Collaborative Groups, including Watershed Councils
 - Water Agencies and/or Irrigation Districts
 - CA Department of Fish and Wildlife and/or US Fish and Wildlife Service (local staff)
 - National Resources Conservation Service (local staff)
 - Land Trusts/Conservancies

- Fire Safe Councils (be sure to focus the question for them on issues unique or particularly concentrated to this watershed assessment area—don't spend a lot of time documenting overarching conditions—we already have a lot of data about that).
Environmental nongovernmental organizations
- Agriculture-based nongovernmental organizations or collaborations
- Tribes-federally recognized and unrecognized. For interviews with Tribes, be sure to ask:
 - What issues exist that are specific to the Tribes?
 - Have they been at all involved in working with the Forest Service through Tribal Forest Protection Act Planning? (This question only applies to federally recognized Tribes). If they have, ask about the plans they've developed; if they haven't, ask them why not?
- Recreation-based nongovernmental organizations
- CAL FIRE (local staff)

General guidance for issue identification: Be sure that the issue is specific and unique to this watershed assessment area. If it's an issue that is found all over the Region, but has a notably severe occurrence or status in your particular assessment area, then you can mention it here, but please designate it as such—i.e., "While tree mortality is a critical issue throughout the Sierra Nevada region, this watershed has the highest rate of occurrence in the entire area, at XX %". These issues could include but should not be limited to the following--only choose the ones that are really specific to the assessment area; it's okay to leave some out if not applicable or add others not included:

- development pressure
- air quality issues
- wood processing/infrastructure issues
- water quality/quantity issues (i.e., restoration/mitigation/cleanup needs and opportunities in areas) including but not limited to:
 - abandoned mine lands
 - Recreation impacted areas
 - Forest health issues (be sure this is very specific, not generalized). Has part or all of this area been identified as a high hazard area by the governor's tree mortality task force, for instance?)
 - Sedimentation (be specific—related to forest roads? Are there ties into 303d impaired listings—or those impaired areas not yet listed? Abandoned mine lands issues? Related to a specific fire? Aquatic Organism Passage needed? Use this category to bring in bigger picture watershed issues beyond forest health.
 - Issues specifically affecting listed species (to better address habitat needs and issues).
- other issues

For the key issues section you should develop the following components for each major key issue area related to the WIP:

- Introduction to the issue. Include compelling, need-based information that will engage readers from a diverse range of perspectives (such as policy, funding, etc.) in the issue. (You probably want to do this last.)
- Specific area in which the issue exists—is it in a HUC 8 watershed area? The whole assessment area? Use an inset map if it's unclear. (*You may have to hold off on this part of the assessment until after the webinar, when you'll be given the tools to make this easier.*)
- Specific barriers

- Partner/s actively engaged in this issue? (Make note if no one is working on the issue—identify it as a gap).
- Are there specific restoration opportunities here? Projects, sites, partners, etc. that have been identified? If so, where?
- Are there plans or studies particularly relevant to this issue? (Pull from plans listed in the Plans section below as relevant—duplications between the specific issue/s and general list are fine).
 - Are there existing maps that highlight the issue? If so, link to it.
 - Approaches and forums to address the issue (stay away from specific solutions and recommendations in this document.)
- Use citations for the sources for specific statistics or information you use to assemble this section. Be sure to include the usual information in the citation as appropriate: name of publication/type of publication/author/year of publication if available. Please also provide a link to publication if available (if not, try to save a copy or know where you can find it—you’ll need this for the post-webinar phase of the assessment.)

For the Plans/Reports Developed to Address Issues section

- Bulleted list of the Plans/Reports, and for each include:
 - A few sentences describing what the plan or report is and what it’s designed to accomplish, when it was developed, who developed it, and process used (collaborative, regulatory, etc.)
 - Link to it if available
 - Does it identify known restoration needs or projects? (i.e., keep it simple, say that “x group or project has identified x projects at a \$XXXXX value.
 - Are there novel or particularly innovative watershed activities we don’t know about? Explain in a few sentences and provide link to more information if available. What partners are doing that work?

To inform the Interactive Map, which will be developed by the SNC:

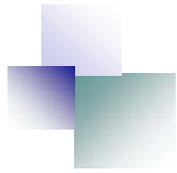
- 1) Private Land Ownership/Use
 - a. Pull basic land use information from SNC’s System Indicator Reports (habitat and working landscapes reports specifically, using a table of included counties. Provide other, more specific types of land ownership/use if easily obtained - example—urban, working farmland, industrial timberland, PG&E Settlement lands, etc.)
<http://www.sierranevada.ca.gov/our-region/system-indicators>)
 - b. Find the following additional information if easily available—no heroics in getting this if it takes too much time.
 - i. Parcel layer with Assessor tax role info IF easily available as a map layer from county. (SNC already has parcel boundaries with APN.)
 - ii. General Plan Land Use maps in GIS and zoning, where available, in GIS.
 - iii. Mapped Land Trust/Conservancy/Reserves (RCD) and recent or new significant Land Trust/Conservancy/Reserves (including by whom, owned or easements, how many acres and locations, including recently acquired or new projects SNC may not have.
 1. SNC may have some of the land trust layers; RCD staff should contact Liz vanWagtendonk (Liz.vanWagtendonk@sierranevada.ca.gov) before looking for this to find out what SNC has first (Provide her the Watershed Assessment Area you’re working on in your inquiry, as well

as the land trusts in operation in that assessment area.). SNC is particularly interested in new acquisitions not yet mapped or from trusts without GIS capabilities.



RESOURCE

CONSERVATION DISTRICT



Session Notes

Long Range Strategic Planning Session Tuolumne County RCD

April 20, 2011 – 10:00 am to 4:00 pm

What Each Individual Wants to Accomplish:

Gary	interest in how the organization can assist the city...logging, jobs that used to be here
Stuart	help people with their farmland, range and wildlife to be able to use the land, do it right and benefits everybody
Kirk	motivate the whole county to care about the resources we have into the future with emphasis on projects
Kelli	Make sure we have the processes and systems in place to be a healthy organization
Steve	Take care of misperceptions of the way ranchers care for the land...learn and be an advocate for why things are the way there are and what can be done...work together
Missy	Concern for Kennedy Meadows acquisition...be involved to help community...not to see our ag land developed
Maiya	Knowledgeable about county affairs...political...look at future projects and needs
Jim	Help private land owners with resource conservation and improvement of habitat
Galen	Help more community members care and take actions to steward the environment...watershed health
Lindsay	RCD better known in county...people would look to us when people have issues with resources
Amy	Assist the RCD as much as possible to meet their goals...outreach and workshops about resource concerns... youth education, speech contest, and Envirothon
Alan	Promoting sustainable agriculture

Accomplishments by 2016: Format "By April 2016 the {natural resource} will {outcome}".

- Reduce the star thistle impact on agriculture
- Water quality improvements – remedy 50% of the sites that are a problem
- Better use of natural resources with realistic conservation measures
- Do more fuel breaks with fire councils – fire proof in urban interface using a variety of treatment
- Eradication of invasive species
- Provide technical support and best practices for rangeland for 10,000 acres
- Be successful with gaining the confidence of the local ag community regarding land trusts
- Healthy forests...fire control, brush management
- All water bodies in Tuolumne County are fishable and swimmable as relates to guidelines for e-coli
- Stream sampling will continue to show decreasing in sediment and pollution loading
- Small acreage land owners will have a program available to them
- More educated public including safflower production and other in-demand products
- Assist in creating markets for non-traditional goods – small diameter logs, local slaughter system,
- Oakwood protection - properties for demonstration projects

- Reduced impact of septic and animal waste on potable water
- Have a collaborative, sustainable plan for water quality – locally based

RCD Organization:

A public body of the State of California organized under California Resources Code Division 9 of Public Resources Code.

RCD Function:

To make available technical, financial and educational resources, whatever their source, and focus or coordinate them so that they meet the needs of the local land manager with conservation of soil, water and related natural resources.

Goals Grid (by Fred Nickols)

<p>Achieve</p> <ul style="list-style-type: none"> ▪ Connecting people agencies, organizations for conservation work including BMPs ▪ Motivating agencies and partnerships ▪ Strong internal processes ▪ Develop more opportunities for fuel load reduction, preventing erosion, overall land & water health ▪ More partnerships and funding options ▪ Recognition as the go-to conservation agency ▪ Better cash flow ▪ Provide financial and technical assistance to land owners 	<p>Avoid</p> <ul style="list-style-type: none"> ▪ Lawsuits ▪ Perception that we are a regulatory agency ▪ Bankruptcy ▪ Grid lock ▪ Complacency ▪ Antagonizing other organizations, groups, agencies
<p>Preserve</p> <ul style="list-style-type: none"> ▪ stream team ▪ programs that working ▪ rural quality of life ▪ existing partnerships with agencies and organizations ▪ all the resources for use by future generations 	<p>Eliminate</p> <ul style="list-style-type: none"> ▪ gridlock with opposing organizations – not collaborating ▪ invasive weeds ▪ misconceptions of mission, goals, objectives ▪ conservation ignorance ▪ overlapping of goals with other organizations ▪ fire from fuel load

Use of Goals Grid:

- Put in front of us to test goals and objectives
- Prioritize and find a way to measure achievement for each goal
- Looking at what we are currently doing against the goals grid and figure out what we could do differently
- Use to influence programs
- Advertise to the public...what we are about

Criteria for Selecting a High Priority:

- Checks against goal grid
 - Beneficial to our community / residents
 - Cost effectiveness and funding available
 - Accomplish an RCD priority / goal
 - Aligns with the RCD mission and authorities
-

Mission Statement: (revised 4.20.11)

Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture & forests, while maintaining our county's rural heritage.

The Next Big Idea for the RCD:

- Mobile slaughter house – USDA approved
 - Power generation with biomass
 - Water storage
 - Managing public lands (start small)
 - Mitigation funds management
 - Energy conservation
 - Have enough timber harvest to sustain local mills and the co-gen plant
-

Priority Natural Resource Issues:

- Water Quality and Quantity
- Forest and Fuels Management
- Range Management & Noxious Weed Control
- Sustainable Agriculture
- Education & Outreach
- Natural Energy Production
- Air Quality

District Operations

Priority Geographic Areas:

- stream team monitored areas combined with high visibility by public and high degree of need
-

Measurable Goals:

Strategic Priority	Measure	Goal
Water Quality and Quantity	<ul style="list-style-type: none"> ▪ Water resource measurements (test results) ▪ Water availability (ac ft) ▪ Water Storage availability (ac ft) ▪ # of practices implemented 	By April 2016 have a demonstrated improvement in water quality measurements; in water availability; and water storage as a result of the number of practices implemented
Forest and Fuels Management	<ul style="list-style-type: none"> ▪ # of fires and acreage ▪ # of acres managed / treated ▪ # miles of fuel break maintained 	By April 2016 have a demonstrated increased in the acres managed / treated; miles of fuel break maintained resulting in decrease in wild fires, intensity and acres burned
Range Management & Noxious Weed Control	<ul style="list-style-type: none"> ▪ # acres of treated area ▪ # of acres effected by noxious weeds ▪ Production of livestock ▪ Projects (# and funds)and related impact 	By April 2016 have a demonstrated increase in the number acres of treated area; in production of livestock; projects and related impact resulting in improved range and decrease in noxious weeds
Sustainable Agriculture	<ul style="list-style-type: none"> ▪ # of producers ▪ Agriculture production including value of crops grown ▪ Acres of agricultural land in county 	By April 2016 sustain or increase the number, acres, and production value of crops grown in Tuolumne County
Education & Outreach	<ul style="list-style-type: none"> ▪ # of people attending events ▪ # and type of events held ▪ # of contacts & # served ▪ # website hits ▪ # of news reports 	By April 2016 have a demonstrated increase in the RCD sponsored events, workshops, seminars associated with natural resource management and educational opportunities; and an increase in public media stories
Natural Energy Production	<ul style="list-style-type: none"> ▪ KWH developed through natural energy projects ▪ # of new / improved installations 	By April 2016 have a demonstrated increase KWH develop through natural energy generation
Air Quality	<ul style="list-style-type: none"> ▪ # of attainment days 	By April 2016 have a demonstrated increase in number of attainment days
District Operations	<ul style="list-style-type: none"> ▪ Amount of discretionary funds generated ▪ Successful achievement of goals 	By April 2016 have a demonstrated increase in discretionary funds generated and the successful achievement of goals

Benchmarks, Timeline, & Actions:

Water Quality and Quantity

Measurable Goal: By April 2016 have a demonstrated improvement in water quality measurements; in water availability; and water storage as a result of the number of practices implemented

Benchmark	Timeline	Actions
Stream team sustainability	Now and forever	<ul style="list-style-type: none">Retain watershed coordinator
# of projects	Private by April 2012 Public by April 2016	<ul style="list-style-type: none">Put in for grants like RACPartner with landowners, organizations and government agencies
# of water impoundment projects	By April 2013	<ul style="list-style-type: none">Grants to partners with landowners, etc.
# wells and spring enhancements	By November 2012	<ul style="list-style-type: none">Grants to partners with landowners, etc.
# of sewage improvement projects	By April 2015 (depends on what state funds available)	<ul style="list-style-type: none">Grants to help landowners get into compliance with sewage discharge (sewer expansion or septic system improvements)

Forest and Fuels Management

Measurable Goal: By April 2016 have a demonstrated increased in the acres managed / treated; miles of fuel break maintained resulting in decrease in wild fires, intensity and acres burned

Benchmark	Timeline	Actions
Increase and maintain fuel breaks	By April 2016	<ul style="list-style-type: none">Continue coordination with SWEFT, Firesafe Council, city CALFIRE, etc. to identify priority projectsFocus on maintenance rather than new fuel breaks
Increase and maintain existing and new brush and forest land fuel load treatment programs	By April 2016	<ul style="list-style-type: none">Research and apply for funding for at least one fuel load treatment projectContinue to implement NRCS Cooperative Agreement for demonstration project and outreach
Coordinate or lead a biomass project	By April 2016	<ul style="list-style-type: none">Do initial research and marketing assessment, coordination meetings
		<ul style="list-style-type: none">

Range Management & Noxious Weed Control

Measurable Goal: By April 2016 have a demonstrated increase in the number acres of treated area; in production of livestock; projects and related impact resulting in improved range and decrease in noxious weeds

Benchmark	Timeline	Actions
20 acres of star thistle treatment completed	By April 2013 to April 2015	<ul style="list-style-type: none"> ▪ Solicit funding from various sources (private, agency, weeds council, other) ▪ Find the private land owner willing to do project ▪ Examine the different types of control and demonstrate
Work with one new ranching operation per year to develop a Resource Management Plan	Annually	<ul style="list-style-type: none"> ▪ District Directors and NRCS select the ranching operation for RMS planning ▪ NRCS work to develop RMS plan ▪ Arrange for funding practices through NRCS and other as available
One cooperative range and weed management, fuels reduction project with public land agencies	Annually	<ul style="list-style-type: none"> ▪ Study target areas for potential projects ▪ Develop proposal and plan and present to BLM, Forest Service, CALTRANS, , Cal Fire & Cal Fish Game or combination
		<ul style="list-style-type: none"> ▪

Sustainable Agriculture

Measurable Goal: By April 2016 sustain or increase the number, acres, and production value of crops grown in Tuolumne County

Benchmark	Timeline	Actions
Workshops		<ul style="list-style-type: none"> ▪ Identify all agencies with resources and information to participate in workshops ▪ Plan series of workshops
Letters to Representatives		<ul style="list-style-type: none"> ▪ Letters as issues arise
Information at farmers market and with master gardeners		<ul style="list-style-type: none"> ▪
Dinner		<ul style="list-style-type: none"> ▪ Spring or fall with food all produce in Tuolumne County
		<ul style="list-style-type: none"> ▪

Education & Outreach

Measurable Goal: By April 2016 have a demonstrated increase in the RCD sponsored events, workshops, seminars associated with natural resource management and educational opportunities; and an increase in public media stories

Benchmark	Timeline	Actions
Consistent presence in local media	By April 2012	<ul style="list-style-type: none"> ▪ Attend BOS – 12 per month with report ▪ Quarterly press release ▪ Quarterly column highlighted projects / outcomes
Educational presence	By April 2013	<ul style="list-style-type: none"> ▪ Involvement with programs already in schools

in all Tuolumne County Schools		<ul style="list-style-type: none"> ▪ Identify curriculums (already approved) ▪ Identify RCD best practices
Development of an annual workshop schedule	By April 2013	<ul style="list-style-type: none"> ▪ Identify possible partners topics and audience ▪ Forestry workshops in 2011 ▪ Town meeting with assembly member ▪ Grazing – alternative opinions
		<ul style="list-style-type: none"> ▪

Natural Energy Production

Measurable Goal: By April 2016 have a demonstrated increase KWH develop through natural energy generation

Benchmark	Timeline	Actions
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪

Air Quality

Measurable Goal: By April 2016 have a demonstrated increase in number of attainment days

Benchmark	Timeline	Actions
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪
		<ul style="list-style-type: none"> ▪

District Operations

Measurable Goal: By April 2016 have a demonstrated increase in discretionary funds generated and the successful achievement of goals

Benchmark	Timeline	Actions
Discretionary fund development plan	April 2012 to April 2013	<ul style="list-style-type: none"> ▪ Identify funding services ▪ Fee for service options
Policies and procedures manual completed	By November 2011	<ul style="list-style-type: none"> ▪ Utilize CARCD example manual (tweak)
Successful audit	annually	<ul style="list-style-type: none"> ▪ Find auditor ▪ Look at funder documentation requirements ▪ Check list
		<ul style="list-style-type: none"> ▪

Revenue Generation Ideas:

- County assistance on conservation needs (funding?)
- Donations – private business, federal & state check-off
- NRCS agreements – TSP for farm bill work – promotion, marketing (contributing or cooperative agreements)
- Fee for service – monitoring, data collection, easement management, mitigation, technical assistance, ag waiver, permit coordination, outreach & education
- Work with water agency – be their water conservation agency entity, ditch oversight,
- Grant writing and management
- Agency assistance
- Specialized legal information – resource data
- Tree nursery and/or tree sales
- Taxing or assessment authority??
- Equipment rentals
- Turn key conservation practice application
- 501c3 conservation foundation and the related grants
- Long term agreements with an agency to do work
- Education events
- Social events and festivals
- Food produce packages (csa)
- By a chipper and offer service for fee
- Rejuvenate the Tuolumne County water resources agency to take over the projects – offer to do this as an RCD
- Sell mulch to power company, etc
- Coordinate with fire safe council for grants
- Offer a forest management consultant for fee
- Take raw product and turn into a needed product
- Grant opportunities for coordinated fuel break projects
- Land management for public agency or private organization

Director Motivation & Recruitment:

See presentation

District Operation's Recommendations to meet needs:

- Obtaining priority projects in the public interest that are doable
- Develop experience beyond the board...recruit outside technical advisors
- Successful grant writing and funding
- Look at cash flow needs
- Hire additional staff...executive director & watershed coordinator
- Finish our procedures for the RCDS – personnel policies, etc
- Prioritizing our actions...what we are going to focus on
- Consider agenda items around strategic areas
- Use a timer for meeting items
- Conservation work completed and planned as a first item agenda – catch us doing good things

Best two ideas for enhancing our Directors experience:

- Recognition of a successful project – publicly
- Education for directors...bring in experts on topics chosen by director
- Go out and help land owners with what they want to do for conservation...a project that is planned
- Be able to focus on a specific project and do well and finish – “Power of 3”
- Ways to get the board more involved in projects – board buddy for a project – point of contact for district and NRCS employee – use committee chairs
- Weekly employee report
- Support of our motivated, active, employees and directors – catch us doing something right
- Get back to doing education of our youth – Envirothon, speech
- Refreshments are important
- If a director stops attendingfind out why

Tuolumne County Resource Conservation District

2016 Current Project List

Small Parcel Storm Water Pollution Prevention and Landowner Stewardship Program

Funding: Proposition 84 Integrated Regional Water Management (IRWM) Round 2 Grant,
Natural Resource Conservation Service Cooperative Agreement

Regional Water Conservation Program

Funding: Proposition 84 IRWM Drought Grant, Matching Funds through Local Partnerships

Stream Team Water Quality Monitoring Program

Funding: Ongoing Fundraising

Administrative Services

Funding: Service Contracts

Tuolumne County Resource Conservation District Strategic Plan



Wednesday February 17th, 2016

Prepared For:

The Tuolumne County Resource Conservation District Board of Directors

Prepared By:

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Stephanie Suess, Program Manager

Introduction

The purpose of this plan is to outline the strategic goals The Tuolumne County Resource Conservation District (TCRCD) seeks to achieve, and the appropriate actions it should take to achieve them . . .

Background

Our Mission is to...

Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture & forests, while maintaining our county's rural heritage. (2011)

Pre-planning and Analysis

The RCD has an important and diverse mission that requires significant support to complete . . .

_____ used three self-assessment devices designed to identify strengths and opportunities in the RCD.

The assessment types used to analyze the organization were:

1. Assessment Type 1
2. Assessment Type 2
3. Assessment Type 3

Additional Information on interview process as desired – See Guide

The _____ Analysis tool was also used by the committee to inform the plan . . .

Additional Explanation of Assessment Tools as Desired – See Guide

Strategic Priorities

The RCD has identified several strategic priorities that it must address in order to complete its mission now and into the future . . .

1. Strategic Priority 1
2. Strategic Priority 2
3. Strategic Priority 3

Timeframe: The timeframe to achieve the goals outlined in this plan and meet these strategic needs is ___ years . . .

Additional Explanation of the Timeframe as Desired – See Guide

Success Measures

This section will break down each strategic priority into several smaller goals. Each goal has several desired results that achievement would include. These results directly address an aspect of the strategic issue. Several tasks, or strategies, are identified to help achieve each goal and return the desired outcome. The strategies are measurable steps that The RCD can take to meet its strategic vision within the identified timeframe.

For Information on how to develop goals and strategies please see Guide

Strategic Issue 1

Provide a single sentence explanation of the strategic issue.

Provide a brief narrative to give background and context on the strategic issue.

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Provide a single sentence explanation of the strategic issue.

Provide a brief narrative to give background and context on the strategic issue.

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Strategic Issue 3

Provide a single sentence explanation of the strategic issue.

Provide a brief narrative to give background and context on the strategic issue.

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Goal: _____

Desired Result 1:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Desired Result 2:

Strategies to help achieve the above result:

1. Strategy 1
2. Strategy 2
3. Strategy 3

Implementation

The goals and actions outlined above are steps the organization will take immediately in order to better fulfill our mission . . .

Provide a Brief narrative Regarding How You Plan to Implement

Priority Implementation Items:

1. Item 1
2. Item 2
3. Item 3

Other items will be harder to achieve with limited funding. Items that require additional support to implement include:

1. Item 1
2. Item 2
3. Item 3

DRAFT

Strategic and Annual Work Plan User Guide

The following guide is designed to compliment the Strategic Plan and Annual Work Plan templates. This guide will help by giving users background and context for the planning process, as well as example language for each section. Links to further resources on strategic planning is embedded in the text. We encourage Districts to research the planning process thoroughly and adapt these templates to fit their own needs. Please feel free to contact the CARCD for more information.

Strategic Plan

Introduction

- The introduction to your strategic plan is important because it outlines the purpose and timeline for implementation.
- You can also take the opportunity to introduce and explain the qualifications of the author(s).
- The Introduction should also include some kind of brief vision style statement for the document itself. Use a single sentence to convey what the plan will help your RCD accomplish.

EXAMPLE: The purpose of this plan is to outline the strategic goals The Resource Conservation District (RCD) seeks to achieve, and the appropriate actions it should take to achieve them. The timeline for reaching the goals set forth in this plan is five years. The author(s) of this document are qualified due to their organizational knowledge of The RCD and understanding of its role in the community. The contents of this plan were developed collaboratively between staff, Directors and consultants. This living document will serve as a tool for The RCD to help its members conduct relevant, on-the-ground conservation work.

Background

Our Mission is to...

- The purpose of the background section is to introduce your RCD and the issues it faces
- You can provide context through giving a brief history of the RCD, including how its mission or role in the community may have changed over time

- Describe your current services provided, staff capabilities and role in the community
- Include your RCD's Mission Statement in a prominent location
- Include your RCD's core values as a list or in narrative form

EXAMPLE: The RCD is an important and contributing member of the local community because we provide critical support to landowners, producers and the environment through our work. The RCD was originally established in 19XX for the purpose of _____. Today, The RCD is involved in projects that provide significant benefits to all members of society. The RCD works under a prescribed set of values that we seek to uphold. These values are _____.

We work closely with the local community to steward our natural resources and support agriculture. Our staffers provide expert technical assistance for projects designed to restore the land and drive production. The RCD is proud to offer these services and seeks to drive positive change in the local, regional and greater community of California.

Pre-planning and Analysis

- This section outlines what steps were taken to develop the plan and define the Strategic Issues
- Pre-Planning is critical to a robust Strategic Plan because it outlines deliverables for the project
- Pre-Planning includes the identification of willing and meaningful participants in a committee structure. The DM or another RCD leader will have to initiate and manage the formation of this group.
- The Committee should develop a work plan and budget for the planning process in order to quantify cost and provide a roadmap for the project
- Organizational analysis is critical to the planning process because it will help identify the true strategic issues facing the RCD. The Committee can use interviews, anonymous surveys, open discussion and other assessment tools during this analysis. See below for an example assessment tool
- The Committee develops the strategic issues, goals and strategies that make up the plan

EXAMPLE: The RCD has an important and diverse mission that requires significant support to complete. A strategic plan for funding, staffing and implementing projects and programs that fulfill the mission requires significant thought and involvement from interested parties. Before drafting any goals or tasks, The District Manager/Executive Director took the time to develop a strategic planning committee and work plan. The committee included board members and staff. The work plan was put together as a tool to budget staff time and resource for the project. Overall, the committee met X times to analyze the organization and develop the strategic issues defined in this plan.

The committee used three self-assessment devices designed to identify strengths and opportunities in the RCD. The assessment types used to analyze the organization were:

1. Online survey conducted by Solid Ground, a consulting firm
2. Interviews with consultants, staff and directors
3. SWOT Analysis*

* A SWOT Analysis is a simple tool that organizations can use to identify Strengths, Weaknesses, Opportunities and Threats. An excellent guide for conducting a SWOT analysis is available from the [University of Kansas](#).

Strategic Priorities

- The purpose of this section is to present the major strategic issues or priorities identified through analysis
- These issues should be presented simply, in a single-sentence so that the reader can understand the issue without further context
- Issues should be framed broadly and as an opportunity, not as a problem faced by the RCD – see example below
- Further context and background on the strategic issues will be presented in the next section of the plan, be prepared to provide a short narrative

EXAMPLE: The RCD has identified several strategic priorities that it must address in order to complete its mission now and into the future. These issues, listed below, were identified through the analytical step of this planning effort and through a larger planning effort with all RCD's state-wide. The topics are important because they inform all aspects of our organization and determine our success.

1. **Maintain Diverse and Sustainable Funding**
2. **Stay Relevant to the Conservation Needs of the Community**
3. **Maintain Compliance With Tier I State-Wide Standards for RCD's**

Timeframe:

- The timeframe is important because it lets the reader know how long the plan is valid and when to expect full implementation
- The timeframe can also provide guidance on if and when further analysis and planning is needed to ensure compliance and maintain the validity of the plan to the organization

EXAMPLE: The timeframe to achieve the goals outlined in this plan and meet these strategic needs is X years. While this plan is intended to be a living document and should be updated any time on-the-ground realities change significantly, the timeline is important because it provides another measure for success. Within X years, all the action items should be completed or sustaining. If they are not, or if items are completed and goals not realized, further assessment should be done and goals reconsidered. If plan implementation has been successful, The RCD should undergo a fresh assessment process to update this document and set a new timeline for implementation.

Success Measures

- This section will break down each strategic priority into several smaller goals.
- Several tasks, or strategies, are identified to help achieve each goal.
- The strategies are measurable steps that The RCD can take to meet its strategic vision within the identified timeframe.
- The development of meaningful success measures is a hard exercise that requires significant drafting and editing to get right
 - Goals are broad statements that support the resolution of a specific strategic issue
 - Desired Results are the real-world outcomes we would want to see from achieving a stated goal
 - Strategies are specific, actionable items we can do to elicit a desired outcome and achieve a goal
- The following outline highlights a possible Strategic Issue and the corresponding Goals, Results and Strategies
- This example should be used only as a guide. For further help drafting success measures please see the resources

Strategic Issue 1

Provide a single sentence explanation of the strategic issue.

Provide a brief narrative to give background and context on the strategic issue.

THE FOLLOWING WAS TAKEN FROM THE 2012 CARCD STRATEGIC PLAN

Goal: Increase the visibility of RCDs among partners and other relevant agencies and organizations.

Desired Result 1: Partners have a better understanding of RCD roles and capabilities in order to increase opportunities for RCDs.

Strategies to help achieve the above result:

1. Encourage RCDs to adopt outreach plans as part of their strategic plans
2. Encourage RCD Directors to use their sphere of influence to inform relevant officials about RCDs
3. Participate in statewide committees

Desired Result 2: ...

Implementation

- This section is important because it highlights barriers to implementation

- Most barriers are linked to funding, but other potential political, social or environmental obstacles should be noted
- Mention ideas/plans to overcome barriers
- If desirable, prioritize unfunded items so that new resources can be put to work immediately

The goals and actions outlined above are steps the organization will take immediately in order to better fulfill our mission . . .

Provide a Brief narrative Regarding How You Plan to Implement

Priority Implementation Items:

1. Item 1
2. Item 2
3. Item 3

Other items will be harder to achieve with limited funding. Items that require additional support to implement include:

1. Item 1
2. Item 2
3. Item 3

Annual Work Plan

Introduction

- Create an introduction that includes reference to the Strategic Planning Document and timeframe.
- Clearly explain the relationship between components of the documents
- Can also briefly explain any limitations or exceptions to the plan; budget, staff, partners

EXAMPLE: This work plan was developed to provide an annual roadmap for implementation of the existing District Strategic Plan, adopted in 20XX. The Strategic Plan identifies several Strategic Issues, with corresponding Goals and Desired Outcomes, to be dealt with by the RCD over a five year timeframe. The Activities proposed in this work plan relate directly back to the content of the Strategic Plan, with each Issue and Goal identified by number. Each Activity represents one of the Desired Outcomes from the Strategic Plan that has been converted to an action item. The responsible party, approximate cost and funding source for each Activity is identified when possible.

Performance Measures

- Cite projects or programs that directly support the stated goal. These can be aspects of existing work, or new projects deigned to address the issue directly.
- Present a simple, measurable set of activities that are part of the program and will help accomplish the goal. These activities also deliver the “Desired Outcomes” stated in the Strategic Plan
- The timing should represent what is needed to complete the task
- Lead can be Directors or Staff
- Total Cost and Funding source should be identified when possible and directly tied to project/program budgets

EXAMPLE:

Strategic Issue 1: Build the Capacity of RCDs

Goal 1.1 – Increase the visibility of RCDs among partners and other relevant agencies and organizations.

Capacity Building	Work with three RCDs to adopt annual outreach plans	Summer 2015	Chris	\$2500	Grant
Legislative	Work with 5 RCDs to arrange meeting with State Rep	Mar-Apr 2015	Karen	\$3500	Grant
Outreach	CARCD Board/Staff participate in at least 4 State-Wide committees	Year-round	Karen, Chris, Board	Varies, up to \$5000 total	Grant

Goal 1.2 – Coordinate information exchange between RCDs regionally and state-wide.

Project/Program	Activity	Timing	Lead	Total Cost	Funding Source
Resource Library	Create short-term web hosting service for resource library	March 2015	Chris	\$2000	Foundation
Resource Library	Create 2 -3 new resource templates for RCDs based on needs assessments and DM feedback	Quarterly	Chris, Amanda	Up to \$10000 annually	Grant, DOC
Regional Strategies	CARCD Board and Staff attend all Spring Area meetings	Spring 2015	Karen, Chris, Board	\$3000	Grant