

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
JANUARY 8, 2020**

DIRECTORS

**DAVID VIGUIE
SPENCER BEI
CHOPE GILL**

DIXON RCD STAFF

**BROOK ROSENBERGER, OFFICE MANAGER
JOHN CURREY, DISTRICT MANAGER**

OTHER ATTENDEES

**JOHN REITAN
JIM CAMPBELL**

1. Call the Meeting to Order

Director Viguie called the January 8, 2020 Regular Board meeting to order at 12:19 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: Bei, Gill, Viguie
Nays: None
Abstain: None
Absent: Beukelman, Schene

2. Establish a Quorum

A quorum was established.

3. Approve the Agenda

There was no discussion on this item.

A motion was made by Director Bei, seconded by Director Gill, to approve the agenda. The motion passed as follows:

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b. Committee Appointments

Mr. Currey reminded the Board that every January the President shall appoint members to the standing committees.

Mr. Viguie asked that we table this issue until the February meeting. He also asked that the Office Manager send him a reminder about this issue so that he can have informed suggestions to present at the next Board meeting.

No Action taken, item is tabled until the February board meeting.

c. District Manager – Review and consider approval of the revised District Manager’s job description, including the proposed salary range

Mr. Currey gave an overview of the job description for the District Manager. The boards’ consensus is that they like and agree with what Mr. Currey proposed. Some of the Board members made comments about the transition and what are the next steps. Per Mr. Currey – a succession plan is being implemented.

A motion was made by Director Gill, seconded by Director Bei to approve the District Manager’s job description and designated salary range. The motion passed as follows

Present:	Bei, Gill, Viguie
Nays:	None
Abstain:	None
Absent:	Beukelman, Schene

d. District Manager Recruitment – review recruitment policy and consider possible timelines for a future District Manager recruitment.

Mr. Currey gave a brief overview of the current recruitment process along with how and where we would post the advertisement for the District Manager position.

The Board had a brief discussion about how they would like to see the process happen, along with thoughts about what they are looking for in potential candidates.

Mr. Currey talked about what if timelines and what it looks like for the District. Mr. Viguie and Mr. Currey agreed to continue to refine the recruitment and hiring plan as the process continues. This plan will be revisited at the next board meeting. In addition to advertisement, Mr. Viguie wants a better crib sheet for the interview process and this list of questions shall include questions that the whole board wants to know.

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15. **Adjourn Meeting**

The Dixon RCD Board meeting adjourned at the hour of 1:13 p.m.



John Currey
District Manager
Dixon Resource Conservation District