



MINUTES
Conservation District of Southern Nevada
Special Board Meeting
Conservation District- 5820 S. Pecos Road A-400, Conference Room
February 8, 2008 – 10:00 a.m.

Attendees:

Supervisor Jodi Bechtel, Chair
Supervisor Jon Wardlaw, Vice Chair
Supervisor John Hunt, Treas./Secretary
Supervisor Dirick Van Gorp
Supervisor Joseph Fortier

Alt. Supervisor Mark Silverstein
Jarrod Edmunds (NRCS)
Wilisha Daniels
Jennifer Szwejbka

OPEN MEETING

Consent Agenda: Consent Agenda items are considered by the CDSN Board to be routine and may be acted upon in one motion. However, the Board may discuss any consent item individually if requested when the Consent Agenda is considered for approval. (Action item)

1. Compliance with Nevada Open Meeting Law
2. Approval February 2008 Agenda

Supervisor Bechtel called the meeting to order at 10:09 a.m.

Supervisor Fortier moved to approve the consent agenda. Supervisor Van Gorp seconded. The motion passed.

Business Agenda:

3. Update/change Wells Fargo Bank Account Type- (Discussion/Action Item)

Supervisor Hunt spoke to Wells Fargo and was told that we have a Public Funds Account. The account has to be changed in order to obtain debit card.

Mel Murray from Wells Fargo did not recommend getting a debit card.

Supervisor Hunt pulled Judy's name from signing list with the bank.

March agenda approved minutes for Supervisor Fortier to be signatory.

Supervisor Hunt requested permission to change the account type in order to obtain a credit card.

Supervisor Bechtel does not see a way around getting a debit card.

Supervisor Wardlaw suggested that Mel Murray may have meant that obtaining a credit card would be better than a debit card.

Supervisor Hunt suggested having credit card access limited.

Supervisor Bechtel said the policy is that we keep it paid off, so as not to incur any debt.

Sandi mentioned that Washoe did have a credit card. It is true that we cannot accrue debt, but no to the point that it prohibits business. She suggested having two signers, one a board member and the other an employee for the monthly payments.

Supervisor Hunt said that banks do not care about how many signatures are on it, they just look to see if there is a signature.

Supervisor Fortier suggested putting together procedures on how the card is to be utilized and authorize Supervisor Hunt to make monthly payments.

Supervisor Hunt said that the Washoe situation is quite different since they are able to tax and thus, puts them in a different category than the conservation district.

Supervisor Bechtel mentioned that the motion from the last meeting approved to get the card and use it once for the CDSN website.

Supervisor Wardlaw motions authorizing Supervisor Fortier as well as a staff member to change our bank account to the most effective one that fits our needs to get the ATM card so that we can make purchases. No purchases should be made on the card without board approval and one time spending for the amount of approximately \$600 for web page. Supervisor Van Gorp seconded, motion passed. Policies regarding the card's use will be added to the next board meeting agenda.

4. NRCS Computer Maintenance Fee- (Discussion/Action Item)

ITS Agency serves all USDA computer needs. ITS wanted \$5200 for each computer each year to maintain them with software licenses and security. The price was negotiated down to \$3,000 to pay for each computer. CDSN paid for their own computer. NRCS agreed to pay for one computer per district. The 2005 computer in the CDSN office is what will be paid for by NRCS while the two remaining 2003 computers will be taken off and stripped of software unless CDSN agrees to pay \$3,000 a year and the computer would be replaced with an upgraded computer. District employees can use NRCS computers that are not in use. Emails can still be accessed though an outside computer, no new email addresses would be needed.

Supervisor Hunt said we are already paying for a server and would like to look into getting wifi service in order to avoid putting cables in the office.

Supervisor Fortier suggested getting Verizon internet cards. They cost \$56 a month and can connect to any computer to give you internet access. Using Embarq for his home business costs only \$34 a month for DSL service.

Jarrold does not think cable access or phone line could be possible in the office.

Supervisor Fortier said using wifi could open us up to getting tapped, DSL is much safer. Get a router and connect the computers as a network. Only one connection is needed to connect everything else. Another option could be to go to Dell and purchase a computer with the software already installed.

Supervisor Wardlaw motions to take advantage of NRCS offer of one computer, do not put the other two computers to the contract and continue investigation for hardware and software components it needs to support our needs. Authorization was given to spend up to \$1,500 for software and internet. Supervisor Van Gorp seconded, motion passed.

Supervisor Fortier and supervisor Wardlaw will work together for installation of software. Jarrold Edmunds suggested looking into new computers since our current computers are outdated. Government acquisition can be done online to find out if government will purchase software.

5. Open Discussion and Public Comment – (Discussion Only)*

No public comment.

Supervisor Bechtel wanted to mention that the next agenda will include Air Quality contract for Wilisha Daniels. Meeting with DAQEM was cancelled twice; meeting with DAQEM will take place next week. Supervisor Fortier was invited to the meeting.

Sandi Gotta mentioned NACD meeting next week.

Supervisor Fortier wanted to know what our status was with Acacia Park and City of Henderson, have we met all obligations?

Jennifer Szwejbka has spoken with Doug Gill with City of Henderson, but has not heard back from him about what still needed to be done. Our contract states that after park was completed classes will still be taught. Audiences for classes have been very small and CDSN would like to teach these classes more

effectively. CDSN will look further into the contract to find out if we are obligated to continue the classes. Maybe Supervisor Hewitt could teach the classes.

Alternate Supervisor Silverstein has not yet looked at strategic plan.

Supervisor Wardlaw suggested revalidating 2002/2003 objectives if they are still valid for what we are doing we can modify them and resurrect a strategic plan.

Supervisor Fortier has not set anything up yet, he will take the lead in an effort outside of regular board meetings to brain storm ideas for strategic plan.

6. Adjournment- (Action Item)

Supervisor Fortier motioned to adjourn. Supervisor Wardlaw seconded the motion. The motion passed.

The meeting was adjourned at 11:03 a.m.

Respectfully Submitted,

John Hunt, Sec./Treasurer

Date