

BOARD OF DIRECTORS

Richard C. Brody
President

Laurie Price
Vice President

Nancy Helsley
Treasurer

Beth Burnam
Director

Riki Clark
Director

DISTRICT MANAGER

Jasmine Reinhardt

SREGULAR BOARD MEETING
EIGHT-HUNDRED SEVENTY-SEVENTH MEETING
Monday March 23, 2026—6:00 P.M.

Location: RCD District Office, 4505 Las Virgenes Road, Suite 215, Calabasas

The meeting can also be accessed remotely via Zoom. Members of the public are able to watch/listen to the meeting and provide comment at appropriate times by selecting this link:

<https://rcdsmm-org.zoom.us/j/83062285194?pwd=UG5hVlF4Z3NBRjNHR2RyWjNBclY2UT09>.

You may also join the meeting by dialing the following phone number: (669) 900-6833 and entering the meeting ID and passcode: **Meeting ID: 830 6228 5194 Meeting Passcode: 370601**

AGENDA

Information about, and copies of, supporting materials for agenda items are available for public review at the RCDSMM office at (818) 597-8627. A fee may be charged for copies.

1. CALL TO ORDER
2. INTRODUCTION OF GUESTS
3. PUBLIC COMMENTS
This is the time set aside for those wishing to address the Board on matters which fall under the Board's jurisdiction. If the matter you address is not on the agenda, Directors may not discuss or take action on comments made here except to put the matter on the agenda, at their discretion, for a future Board meeting. If the matter you address is already on the agenda, the Board will consider your comments when making their decision. Each commenter will have a time limit of three minutes.
4. USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:
5. MINUTES:
 - A. Approval of minutes for meeting on March 2, 2026
6. FINANCIAL REPORTING: Informational reports on Districts financials through February 2026
7. REGULAR CALENDAR.
 - A. Resolution No. 2026-03-23 Authoring entering into a professional services agreement with Thienes engineering for the mapping and geographical services for LAFCO district expansion.

- B. Ratification of California Envirothon Sponsorship MOU Signed on March 2, 2026
- C. Selection of LAFCO voting member

8. INFORMATIONAL REPORTS:

A. Staff Reports for February 2026:

- i. Clark Stevens, Director of Resource Design
- ii. Dan Cooper, Principal Conservation Biologist
- iii. Jamie King, Senior Conservation Biologist
- iv. Marilyn Brody French, Director of Education
- v. Shelly Backlar, Director of Community Resilience
- vi. Lisa Rand, Administrative Operation Manager

9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

10. ADJOURNMENT

11. CLOSED SESSION: Personnel matters

Persons with disabilities may contact the Administrative Operations Manager at 818/597-8627 at least 24 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

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EIGHT-HUNDRED SEVENTY-SIXTH MEETING

Monday March 2, 2025—6:00 P.M.

Location: RCD District Office, 4505 Las Virgenes Road, Suite 215, Calabasas

Minutes

1. **CALL TO ORDER:** This meeting was called to order by President R.C. Brody at 6:03 PM. A quorum was established with Directors Richard Brody, Nancy Helsley, Riki Clark and Laurie Price with Associate Director Dennis Washburn also present. Director Beth Burnam joined virtually. Various staff members were also present both virtually and in person.
2. **CLOSED SESSION:**
 - A. Consideration of public employment appointment – District Manager position (Cal. Govt. Code section 54957). Closed session commenced at 6:06 PM
3. **INTRODUCTION OF GUESTS:** Brooks Engelhardt (NRCS)
4. **PUBLIC COMMENTS:** None
5. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Mr. Engelhardt reported on the NRCS' current projects.
6. **MINUTES:** Approval of minutes from meetings on January 26, 2026, and February 17, 2026. The Board reviewed the minutes and voted to approve them as presented. President R.C. Brody moved to approve. Ms. Helsley/Ms. Clark, approved 4-0
7. **FINANCIAL REPORTING:** The district's financial reports were presented through January 2026. It was also noted that \$75K could be moved into reserves in May 2026 and current reserve totals are approx. \$300K.
8. **REGULAR CALENDAR.**

- A. The Employment Agreement for the District Manager position was approved and signed. Ms. Price/Ms. Clark, approved 4-0
- B. President Brody acknowledged Associate Director Feldman’s resignation and thanked her for her service.
- C. The staff chair of the DEIJ committee requested a director participate in the committee regarding social impact issues.
- D. Director Helsley requested for the RCDSMM to sponsor the 2026 California Envirothon high school competition program. The board approved a \$2500 budget with staff hours not to exceed 5 hours to be a fiscal sponsor for CA Envirothon. Ms. Clark/Ms. Price, approved 4-0
- E. The board approved Resolution No. 2026-03-3A Authorizing entering into a cooperative agreement with CALTRANS as CEQA lead to conduct the project approval and engineering document (PA&ED) needed to complete 65% design for the Newhall Wildlife crossing project, funded by the wildlife conservation board. Ms. Clark/Ms. Price, approved 4-0.
- F. The board approved Resolution No. 2026-03-03B Authorizing electing to be subject to the Public Employees’ Medical and Hospital Care Act at an unequal amount for employees and annuitants. Ms. Clark/Ms. Helsley, approved 4-0.
- G. The board approved Acting or Interim Appointments of Existing Employees Policy. Ms. Clark/Ms. Price, approved 4-0
- H. The Administrative Operation Manager and Director of Resource Design gave a presentation on District Expansion Mapping Proposals received. The board discussed approval to move forward with contracting with the staff recommendations.

9. **DIRECTOR’S COMMENTS:** Associate Director Washburn presented local watershed maps and requested to have an item on a future agenda for a discussion on potential projects on the east end of Calabasas.

10. INFORMATIONAL REPORTS:

- A. Staff Reports for January 2026 were presented in the Director’s Packets.

11. **ADJOURNMENT:** 7:54 PM Ms. Clark/Ms. Price

12. **CLOSED SESSION:** Adjourned 8:35 PM; discussions on personnel issues

Submitted By: _____

Date: _____

Lisa Rand, Administrative Operations Manager

Approved By: _____
R.C. Brody, president, Board of Directors

Date: _____

	Mar-26	Apr-26	May-26	Jun-26
RCD Cash Flow Forecast 03/2026				
A) Beg Bal 03/18/2026	794,892	963,404	888,138	981,721
Collections				
Pass Through Revenue				
Deposits in Transit	-	-	-	-
Wildlife Conservation Board Top Lagoon	289,786	257,581	198,029	354,000
CA State Coastal Conservancy	210,940	-	74,930	69,681
CA State Parks	-	791	641	716
Ca Dept of Fish and Wildlife	-	3,826	10,665	7,246
Mountain Recreation & Conservation Authority	-	56,551	49,437	52,994
Other Deposits	-	95,596	78,000	64,500
Total Pass Through Revenue	500,726	414,345	411,701	549,137
Non Pass Through Revenue				
Deposits in Transit	-	-	-	-
Wildlife Conservation Board	-	28,058	33,817	38,104
CA Dept of Forestry & Fire Protection	-	38,978	7,500	-
Other Non Pass Through Deposits	-	22,000	15,500	16,700
Property Tax Revenue	-	1,250	117,000	73,420
Total Non Pass Through Deposits	-	90,286	173,817	128,224
B) Total Deposits	500,726	504,632	585,518	677,361
Check/Payments				
Pass Through Payments Top Lagoon/WCB	(151,075)	(246,374)	(187,283)	(335,750)
Other Pass Through	(175,639)	(68,525)	(124,652)	(58,808)
Payroll	-	(160,000)	(150,000)	(150,000)
Other Operating Expenses	(5,500)	(30,000)	(30,000)	(75,000)
Total Payments	(332,214)	(504,898)	(491,935)	(619,558)
Transfer to Reserve Account	-	(75,000)	-	-
EOM Estimated Balance	963,404	888,138	981,721	1,039,524

A) Cash Position includes 500k in advance deposits

B) June 2026 Forecast based on budget projections & current outstanding receivables.

A/R Aging Summary Report
RCDSMM
As of March 18, 2026

Customer	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total	Pass Through	Net	Notes
Architerra Design Group	-	-	378.75	996.25	-	1,375.00	-	1,375.00	
Bruno Naylor	-	-	-	-	3,383.20	3,383.20	-	3,383.20	
CA Dept. of Fish and Wildlife	14,491.18	-	-	-	-	14,491.18	-	14,491.18	
CA Dept.of Forestry & Fire Protection	-	-	1,390.20	32,432.74	-	33,822.94	-	33,822.94	
California State Coastal Conservancy	10,607.71	74,929.72	64,921.19	146,101.37	-	296,559.99	239,290.97	57,269.02	210K approved 3/17/2026. Pymt to be rec'd soon.
California State Parks	640.54	410.94	-	380.00	-	1,431.48	-	1,431.48	
Franklin Elementary	1,600.00	-	-	-	-	1,600.00	-	1,600.00	
LA Philharmonic	2,018.30	-	-	-	-	2,018.30	-	2,018.30	
Los Angeles County Dept of Regional Planning	16,280.00	79,315.86	-	-	-	95,595.86	68,524.53	27,071.33	
McMillen, LLC	1,353.75	-	-	-	-	1,353.75	-	1,353.75	
Mountains Recreation and Conservation Authority	49,437.00	56,551.03	-	-	-	105,988.03	-	105,988.03	
Seminole Springs MHP., Inc	-	-	47,649.67	-	-	47,649.67	47,649.67	-	
Sierra Canyon School	850.00	-	-	-	-	850.00	-	850.00	
The Boeing Company	430.20	-	-	-	-	430.20	-	430.20	
Viewpoint School	2,500.00	-	-	-	-	2,500.00	-	2,500.00	
Wildlife Conservation Board	82,473.86	508,257.87	26,785.93	269,484.80	-	887,002.46	619,873.97	267,128.49	
TOTAL	182,682.54	719,465.42	141,125.74	449,395.16	3,383.20	1,496,052.06	975,339.14	520,712.92	

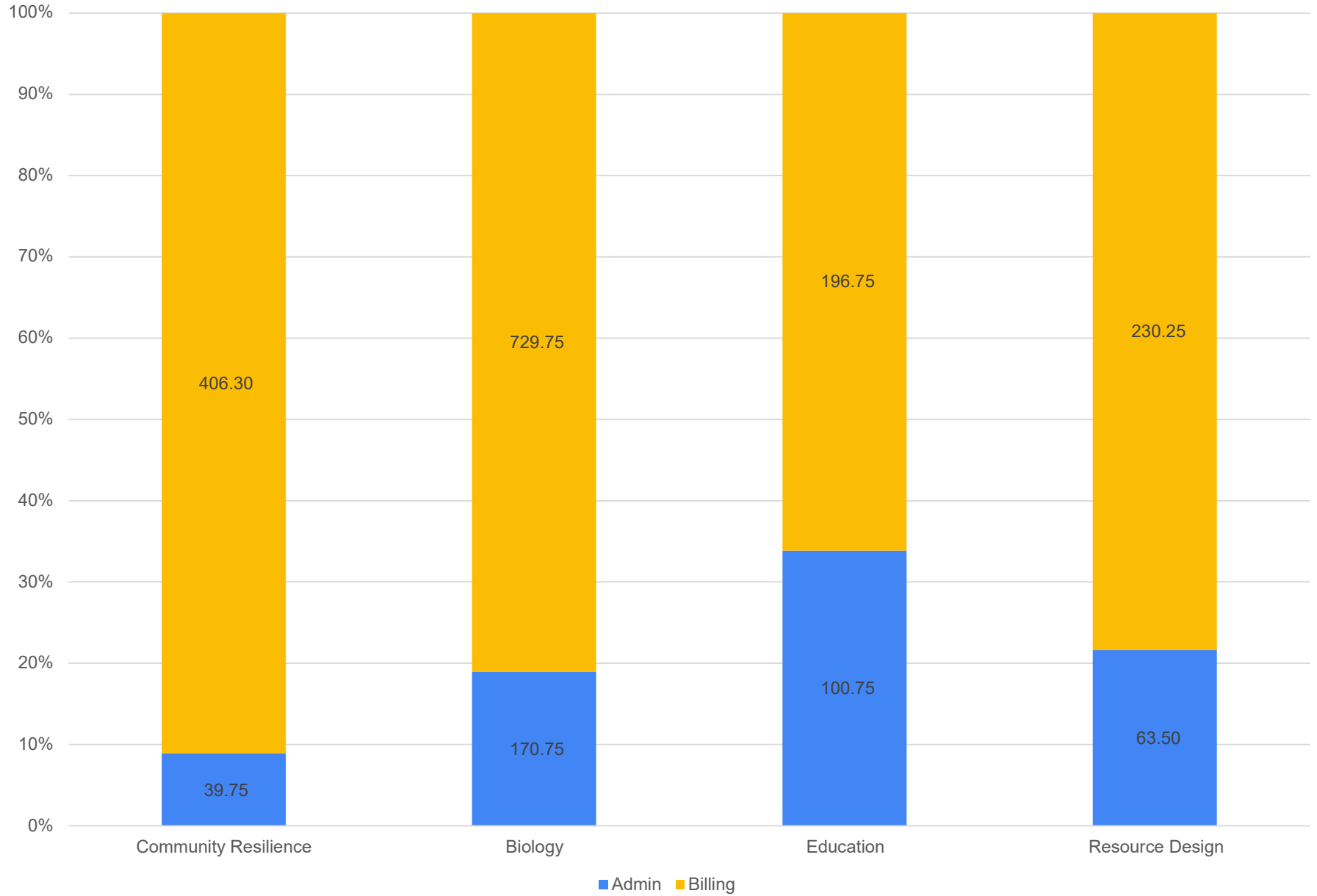
Resource Conservation District of the Santa Monica Mountains

Fiscal Year 2025 - 2026 Budget vs Actual

July 1, 2025 thru February 28, 2025

Income	YTD Budget	YTD Actual	Variance	Notes
Grant Revenue	\$ 2,106,972	\$ 5,799,374	\$ 3,692,402	Pass thru revenue much higher than projected.
Property Tax Revenue	\$ 292,800	\$ 297,687	\$ 4,887	
Donations	\$ 24,000	\$ 14,244	\$ (9,756)	
Interest Income	\$ 14,500	\$ 17,681	\$ 3,181	
Total Income	\$ 2,438,272	\$ 6,128,986	\$ 3,690,714	
Expenses				
Payroll Expenses	\$ 1,308,949	\$ 1,249,305	\$ (59,644)	Pass thru expenses much higher than projected.
Professional Fees	\$ 29,000	\$ 22,167	\$ (6,833)	
Pass Thru Expenses	\$ 909,044	\$ 4,486,794	\$ 3,577,750	
General Overhead expenses	\$ 123,029	\$ 145,434	\$ 22,405	
Total Expenses	\$ 2,370,021	\$ 5,903,700	\$ 3,533,679	
Net Operating Income	\$ 68,251	\$ 225,285	\$ 157,035	

Feb 2026 Billing vs Admin Hours



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**RESOLUTION NO. 2026-03-23
March 23, 2026**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RESOURCE CONSERVATION DISTRICT OF THE SANTA MONICA MOUNTAINS (RCDSMM) AUTHORIZING ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT WITH THIENES ENGINEERING FOR THE MAPPING AND GEOGRAPHIC DESCRIPTION SERVICES FOR LAFCO DISTRICT EXPANSION

WHEREAS, the Resource Conservation District of the Santa Monica Mountains (RCDSMM) is a public agency organized and operating under the laws of the State of California; and

WHEREAS, RCDSMM is pursuing expansion of its district boundaries through the Los Angeles Local Agency Formation Commission (LAFCO); and

WHEREAS, preparation of boundary maps, legal descriptions, and related documentation is required to support the LAFCO annexation process; and

WHEREAS, RCDSMM issued a Request for Proposals and conducted a competitive selection process to retain a qualified consultant to provide mapping and geographic description services; and

WHEREAS, Thienes Engineering has demonstrated the qualifications, expertise, and capacity to perform the required services; and

WHEREAS, RCDSMM desires to enter into a Professional Services Agreement with Thienes Engineering for mapping and geographic description services for LAFCO district expansion, in an amount not to exceed \$82,800.

APPROVED AND ADOPTED this 23rd day of March 2026 by the Board of Directors of the Resource Conservation District of the Santa Monica Mountains in the County of Los Angeles in the State of California.

Signature: _____ Date: _____
Richard Brody, President

MOTION TO ADOPT:

Yeas:

Nays:

Abstain:

Absent:

CERTIFICATION

I hereby certify that the foregoing Resolution 2026-03-23 was duly and regularly adopted by the Board of Directors of the Resource Conservation District of the Santa Monica Mountains at the meeting held on the 23rd day of March 2026.

Lisa Rand, Secretary for the Board

BALLOT

SPECIAL DISTRICT LAFCO VOTING MEMBER

Please vote for no more than one candidate.

GARY BURNS

Occupation: Board of Directors

Sponsor: Las Virgenes Municipal Water District

VERA ROBLES DeWITT

Occupation: Board of Directors

Sponsor: Water Replenishment District of Southern California

ROBERT W. LEWIS

Occupation: Board of Directors

Sponsor: Rowland Water District

January 2025 Board Meeting

Clark Stevens, RESOURCE DESIGN

Project/Program Highlights

- SoLAC Nature Connectivity Plan- As Project Director:
 - Focus meetings with science lead and team
 - Focus meetings with policy team (including LA County planning)
 - Development of base plan polygons
 - Weekly design meetings in-house and with consulting team
 - Table of potential Early Implementation Connectivity Projects
 - Communications with golf course ecology expert
 - Conceptual design development
 - Coordination of scheduling and team direction with RCD Project Manager

- Newhall Wildlife Passage Project- as project director:
 - Engineering team meetings
 - Road alignment adjustment to add connectivity from Gavin to existing/new Weldon Canyon bridge “wildlife sidewalk” and south/west habitat restoration contouring
 - Relocation of columns for 200’ center span and 100’ secondary spans
 - Preparation of revised Gavin Canyon Old Road Viaduct connectivity project exhibits (with weldon alternative restoration zone) for use in presentation to Supervisor Barger

- Manzanita School- as Project Architect/co-Director
 - Coordination meeting for phase 2 kickoff

- Topanga Lagoon Restoration
 - Final design phase meetings regarding new programming and relocation of visitor serving elements
 - Fine tuning of topography and bathymetry based on flow models
 - Communications with RCD project managers and consultant team
 - Interpretive design participation

- Wildfire Resilience Design and Planning (SMMC grant) as Resource Design collaborator
 - Project team meetings

- Sheriff’s Overlook Interpretive Landscape- final design phase
 - Scoped survey with client for updated detail
 - Coordinated with DPR and interpretive staff for April programming update workshop

General Department Highlights

- Staff meetings with interim administrative staff and input sessions with Board Hiring subcommittee; initial meetings with new DM
- Contracted with surveyor for RCDSMM annexation and boundary documentation for application to LAFCo; coordinated with LAFCo EO for survey scope meeting.

Feb. 2026 Activity (Board Report)

Dan Cooper, Principal Conservation Biologist

March 19, 2026

Major change: starting in January 2026, the federal subsidy that was enabling the RCDSMM health care stipend to (mostly) cover health care was dropped, leaving me with a \$2,000+ bill each month. I therefore had to take a second job to cover health care for my family, which ended up being teaching more at CSULB. Due to my teaching workload, I'm unable to work at RCDSMM at the full-time level, so have had to cut back my RCDSMM hours and devote more time to consulting (to pay expenses, maintain income at 2022-2025 level).

Ecological Research

- Continued work on several major grants (with other RCDSMM staff):
 - **4005**: Update to LA County's Significant Ecological Areas network, which is mapping significant resources throughout the County. Continued field visits, drafted report and maps.
 - **4060**: South Los Angeles Co. Connectivity (SOLACC)
- Continued work on Hollywood Bowl bio-survey (repeats work done by CEM, Inc. in 2010, 2015).
- Continued representing RCDSMM on the Sepulveda Basin Wildlife Areas Task Force, meeting on 12/16.
- Continued work with small team on developing a land bank in the eastern Santa Monica Mtns.
- Assisted Rosi Dagit with edits to steelhead report/paper.
- Continued advising local artist's team on developing major art-conservation initiative aimed at preserving and restoring habitat through public art installations (with Clark and Bella).
- Worked on various small projects for clients, mainly ADU permit clearance as well as potential new projects.
- Finished work on the Los Angeles Raptor Study (**3256**; joint project with RCDSMM and Friends of Griffith Park); volunteer appreciation dinner on 9/28.

Misc.

- Working with small group citywide to elevate biodiversity into LA28 (Olympics planning), including "biodiversity hubs" of native pollinator plants, cross-departmental messaging, etc. Developing strategy for meetings with public officials and agency reps. (incl. Sen. Ben Allen, Horvath's deputies, etc.).
- Presentation for California Native Plant Society's biennial meeting (Feb. 5-6, Riverside, CA), about bush lupine distribution, incl. a new species in the Santa Monica Mtns./Simi Hills.
- Continuing as a University Lecturer, at UCLA (IoES) and CSULB (Ornithology) – not part of RCDSMM billing.

RESEARCH AND RESTORATION

March 23, 2026, Jamie King

Please see 3/2/26 Department Overview if not reviewed to date as many active projects are occurring.

Project/Program Highlights

- **Topanga Lagoon Restoration Project (Jamie).** *New updates are below.*
 - Awarded Measure A Funds (New Grant): \$500K for final funding needed for County Visitor Services Design. Joint press release with County in prep. Will be brought to board upon receipt.
 - Partial SCC Stop-Work Triggered (3251). Likely for a month due to grantor wanting Parks assurances of Visitor Services Plan post-fire. Affects contractor timeline and not RCD income.
 - Public Update Meeting Proposed Early May.
 - Other Grant Activities. Lots of work occurring to seek funding for completion of design.
 - *WCB Grant #1 (3247):* Extended for two years to 4/1/28. \$4.65M
 - *Schiff/Padilla Federal Earmark Requests* for \$5.27M for lagoon restoration/bridge replacement design
 - *FRGP Full Proposal in prep.* Due mid-April. \$2M. Resubmittal of previous application with CDFW requested edits.
- **Endangered Fish/Aquatic Programs (Rosi)**
 - Snorkel Surveys for Topanga and Malibu Creeks Started for Year. Steelhead seen in Topanga in March!
 - Next Post-Fire Topanga Creek Habitat Assessment Scheduled for May. Continues periodic assessments funded by Supervisor Horvath.
 - Funding: Funding for Malibu for 3 years in process, seeking Topanga funding 2027+
- **Oak Woodland Restoration (Alyssa)**

Ongoing monthly volunteer based events occurring 2x month in Topanga State Park, and Leo Carillo SP. Preparing to shoot education videos about invasive beetles. Team looking at funding to continue work in mid 2027+ through Rose Foundation (application due next month) and California State Parks Post-fire fund (conversations occurring).
- **Aquatic Invasives Program (Danielle).**

State Parks funding secured to develop a Technical Advisory Committee (TAC) led plan for reducing invasive aquatic species impacts in Malibu and Topanga Creek watersheds. Grant active through 2/4/28, \$294,508 total. (\$81K for RCD, remainder passthrough consultant contracts).
- **Monarch Butterfly Projects (Isaac/Jelly)**
 - Successful film festival/fundraiser completed on 3/7 with Ventura RCD, SAMO fund, Xerces and others. Good relationship builder.



March 16, 2025

**Education Department
February Staff Report
Marilyn Brody French**

Roles, Projects & Programs

- **General Fund**
 - DM Hiring Committee
 - CARCD Education Committee
 - Establishing statewide RCD education initiatives
 - Supporting fellow RCD staff in developing education programs (collaboration with RCRCD)
 - Trainings / Conferences
 - Attended Natural History Museum community science partnership presentation
 - Staff Management
 - Hosted 2 in person staff training days in coordination with Community Engagement and Community Resilience Depts
 - Department strategic planning
 - Partner / Fund Development
 - Awarded \$10k from Horvath's General Fund
 - Re-applying for City of Malibu GF
 - Collaborating cross-departmentally for potential spring
 - Met with University of Ag and Natural Resources for grant partnership
- **Program Management / Development**
 - [School Education Programs](#)
 - 11 Field Programs
 - 0 Virtual Programs
 - Virtual Programs Series prep for spring with Rio School District
 - Coordinating with high school group for Roots & Shoots Program
 - Summer program meetings with partner agencies
 - Hiring security support for MLSB and SBWR programs
 - [WiLD CiTY](#)
 - Spring series to launch in March with 3-4 workshops
- **Multi-Department Programs**
 - Advanced ed program coordination with Bio and Community Engagement depts
 - Collab with Bio and Community Engagement department for community events centered on youth

March 23, 2026

Shelly Backlar, Director of Community Resilience

Project Manager: Newhall Wildlife Crossing + South LA County Nature Connectivity Plan

Wildfire Education and Prevention

Mountains Recreation and Conservation Authority (MRCA)

- Spoke with Sarah Kevorkian about funding opportunity opening in fall.
- Reviewing roles and responsibilities for implementation and priorities as we enter the second year of the grant.

Cal Fire LAC-Home Ignition Zone Evaluation Program (HIZEP)

- Community Wildfire Training happened on Friday, March 6th, and Saturday March 7th. There were options for Zoom and in-person attendance at the Calabasas Community Center – 35 people participated either in person or via Zoom, 20 people completed the structure analysis portion of the training to receive their certificate of completion.
- Final closeout and reimbursement request is due before April 15.

Newhall Wildlife Crossing

- Cooperative Agreement with Caltrans under final review by their legal department.
- Our project team, along with staff from the LA County Department of Public Works are meeting with LA County Supervisor Katherine Barger's staff to garner support for the preferred alternative – Gavin Canyon Undercrossing – that will not only provide safe crossing for wildlife but will also restore riparian habitat.

South LA County Nature Connectivity Plan

- Weekly meetings focus on Science Framework and Connectivity Modeling, Demonstration Project Selection and Design, Policy Integration and Toolkit, plus Outreach Engagement.

General Department Highlights

- March Home Ignition Zone Evaluations were conducted Porter Ranch, Van Nuys, Lake View Terras, Sunland/Tujunga, and Altadena, and are scheduled for Agoura Hills, Shadow Hills, Hollywood Hills, and Calabasas.

February 2026

Lisa Rand

Administrative Operations Manager

Board Secretary

- District Manager Transition
 - Increased communication with Board President on operational needs in the absence of a District Manager
 - Communication with the Board Personnel Committee and Bob Murray on the hiring process for District Manager.
 - Coordinated with board, personnel committee and staff committee on District Manager interviews
- Board Secretary Duties for February special meeting and rescheduled regular Board Meeting
 - Prepare and distribute agenda for Board Meeting
 - Attend monthly board meeting, prepare and distribute meeting minutes

Operations

- Continue work on 2025-26 Operations Workplan
 - Finalize CRM system - Monkeypod
- Continue weekly meetings with Controller to ensure smooth internal operations
- Worked with Controller and finance committee to restructure district's health care offerings

Human Resources

- Conducted various meetings with staff on HR issues
- Escalated necessary items to board committees

District Manger Duties (In conjunction w/ Controller)

- Conducted weekly/Bi-weekly meetings with key staff to ensure smooth internal operations
- Respond to District Manager incoming emails
- Review and sign contracts
- Work with Director of Resource Design on communication with lafco on district expansion
 - Completed and distributed RFP for expansion mapping
- Prepare agendas and facilitate weekly staff meetings
- Support district leadership team to ensure continued continuity in absence of District Manager
- Communication with Board President and Board Members on board/staff policy issues