

**Current Status - Budget**

Staff have been busy preparing reports and responding to drills from the Department of Finance (DOF) to build the 2015-16 budget that will be released by the Governor on January 10<sup>th</sup>. At the end of September we received notification from DOF that Sierra Nevada Conservancy (SNC) will receive an augmentation to our budget to account for the 2% staff salary increase and retirement rate increase. The 2% salary adjustment will be \$41,000 and the retirement adjustment will be \$45,000. It is not anticipated that there will be any other significant changes to our budget for 2015-16 (with the possible exception of grant funding under Proposition 1, which is addressed in a separate agenda item). These adjustments will be reflected in the March Board report. The current status of SNC's 2014-15 budget can be viewed in page 3 of this report.

**Current Status - Human Resources**

October was Disability Awareness Month, and SNC's Disability Advisory Committee (DAC) met to discuss issues that may affect disabled staff and our partners during the course of regular business. Per Government Code 19795 (b) each state agency shall establish a committee of employees to advise the head of the agency on matters relating to the formulation and implementation of a plan to overcome and correct any under representation. To increase participation and the effectiveness of SNC's DAC, the Tahoe Conservancy and Coastal Conservancy participate in the semiannual meetings.

The current SNC organizational chart can be viewed on the last page of this report.

**Current Status - Business Services**

SNC recognized October as Safety and Emergency Preparedness month. The SNC's safety committee met and discussed safety issues and solutions for SNC facilities and reminded staff about the process for evacuating SNC buildings. We had a successful evacuation drill at the Auburn Headquarters office.

**Current Status - Information Technology**

The IT staff have successfully completed a number of "migrations" to modernize and upgrade our technology capability, including use of the State's new mandatory, consolidated cloud-based email system, California Email Service (CES). This change gives SNC staff the ability to work remotely, in the event we encounter issues at our Headquarters Office. This change also helps us meet our 2014-15 Action Plan objective of ensuring continuity of essential functions and operations following a catastrophic event.

The SNC has also created an extranet site which will allow staff to collaborate more effectively with SNC Boardmembers, external partners and stakeholders. The first use of our extranet will be to share information and review and edit documents for the Sierra Nevada Forests and Community Initiative (SNFCI) Coordinating Council.

**Recommendation**

**This is an informational item only; no formal action is needed by the Board at this time, although Boardmembers are encouraged to share their thoughts and comments.**

**2014-15 SNC EXPENDITURES AND ENCUMBRANCES  
 Through October 22, 2014**

<b>State Operations</b>				
<i>Personal Services</i>	<i>Budgeted</i>	<i>Expended</i>	<i>Balance</i>	<i>% Spent</i>
SALARIES AND WAGES	2,159,589	481,819	1,677,770	22%
STAFF BENEFITS	844,958	215,298	629,660	25%
<b><i>Personal Services, Totals</i></b>	<b><i>\$3,004,547</i></b>	<b><i>\$697,116</i></b>	<b><i>\$2,307,430</i></b>	<b><i>48%</i></b>

<i>Operating Expenses &amp; Equipment</i>	<i>Budgeted</i>	<i>Expended</i>	<i>Balance</i>	<i>% Spent</i>
GENERAL EXPENSE	165,792	23,179	142,612	14%
TRAVEL - IS	57,252	15,363	41,889	27%
TRAVEL - OS	3,574	0	3,574	0%
TRAINING	25,000	4,535	20,465	18%
FACILITIES	295,495	88,717	206,778	30%
UTILITIES	16,800	3,963	12,837	24%
CONTRACTS- INTERAGENCY AGREEMENTS	438,404	16,093	422,311	4%
CONTRACTS- EXTERNAL	192,213	181,758	10,455	95%
INFORMATION TECHNOLOGY	91,320	13,405	77,915	15%
EQUIPMENT	0	0	0	0%
OTHER ITEMS OF EXPENSE	23,000	8,794	14,206	38%
PRO RATA (control agency costs)	238,603	0	238,603	0%
<b><i>Operating Expenses &amp; Equipment, Totals</i></b>	<b><i>\$1,547,453</i></b>	<b><i>\$355,807</i></b>	<b><i>\$1,191,645</i></b>	<b><i>23%</i></b>

<b>Local Assistance</b>				
<i>Appropriation</i>	<i>Budgeted</i>	<i>Expended</i>	<i>Balance</i>	<i>% Spent</i>
2014 New Appropriation; Reverted 2007 & 2008 funds (14/15 Yr 1 of 3)	1,550,000	0	1,550,000	0%

	<i>Budgeted</i>	<i>Expended</i>	<i>Balance</i>	<i>% Spent</i>
<b><i>State Operations</i></b>	<b><i>4,552,000</i></b>	<b><i>1,052,924</i></b>	<b><i>3,499,076</i></b>	<b><i>23%</i></b>
<b><i>Local Assistance</i></b>	<b><i>1,550,000</i></b>	<b><i>0</i></b>	<b><i>1,550,000</i></b>	<b><i>0%</i></b>
<b>SNC EXPENDITURES, TOTALS</b>	<b><i>\$6,102,000</i></b>	<b><i>\$1,052,924</i></b>	<b><i>\$5,049,076</i></b>	<b><i>17%</i></b>



10/27/2014



**Jim Branham**  
Executive Officer



**Joan Keegan**  
Assistant Executive Officer



**Amy Lussier**  
Division Chief  
Administrative Services &  
Grants Administration



**Angela Avery**  
Division Chief  
Regional Policy & Programs



**Bob Kingman**  
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Mt. Lassen Area



**Julie Bear**  
Division Chief  
Mt. Whitney Area  
Located in Mariposa



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Administrative Assistant



**Lynda Young**  
Personnel & Business  
Services Officer



**Matthew Daley**  
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**Brittany Covich**  
Communication &  
Outreach Coordinator



**Linda Hansen**  
Mt. Lassen Analyst  
AR & PL: Lassen, Modoc,  
Plumas, Sierra  
Located in Susanville



**Mandy Vance**  
Mt. Whitney Analyst  
AR: Calaveras, Tuolumne  
Located in Mariposa



**Kim Carr**  
Sustainability Specialist  
Located in So. Lake Tahoe



**Dave Madrigal**  
Information Technology  
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**Lisa Forma**  
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PL: Calaveras



**Brandon Sanders**  
Legislative Coordinator  
AR: Amador



**Chris Dallas**  
Mt. Lassen Analyst  
AR & PL: Butte, Shasta,  
Tehama  
PL: Amador, Tuolumne



**Danna Stroud**  
Mt. Whitney Analyst  
AR & PL: Alpine, Inyo, Mono  
Located in Bishop



**Elissa Brown**  
Fund Development Analyst  
Located in Mariposa

No  
Picture  
Available

**Lisa Primeaux**  
Budget Analyst



**Barbara Harriman**  
Grants Technician



**Nic Enstice**  
Regional Science  
Coordinator



**Lynn Campbell**  
Mt. Lassen Analyst  
AR & PL: El Dorado,  
Nevada, Sierra



**Autumn Hutchings**  
Mt. Whitney Technician  
AR: Mariposa  
Located in Mariposa

No  
Picture  
Available

**Liz vanWagtendonk**  
GIS Analyst  
Located in Mariposa



**Donna Martinez**  
Contracts & Procurement  
Analyst



**Theresa Burgess**  
Board Liaison



**Julie Griffith-Flatter**  
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**Marji Feliz**  
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**Denice Maberry**  
Administrative Technician  
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**Belinda Gutierrez**  
Communication Support  
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**AR = Area Representative**  
**PL = Project Lead**