



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Fish and Wildlife Committee

---

Wednesday, May 21, 2025

3:00 PM

40 Muir Road, Martinez, CA 94553  
Construction Conference Room

---

#### ZOOM LINK

<https://cccouny-us.zoom.us/j/83497196908>

| Dial: 888 278 0254 |  
Access code: 198675

The public may attend the Fish and Wildlife Committee meeting in person and remotely via call-in or Zoom.

Persons who wish to address the Fish and Wildlife Committee during public comment or with respect to an item that is on the agenda may comment in person, via Zoom, or via call-in. Those participating in person should offer comments when invited by the Committee Chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing \*9 on their phones.

3:00 p.m. Convene meeting.

1. INTRODUCTIONS AND STATEMENT OF CONFLICT

A member who has a conflict should, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made.

Nicole Balbas, Courtney Coon, Roni Gehlke, Susan Heckly, Kathleen Jennings, Brett Morris, Olivia Ortega, Danny Pellegrini and Jamin Pursell attended the meeting. Phil Kohlmetz (International Bird Rescue), Satoko Mills (The Watershed Project), Jill Ray (Office of District 2 Supervisor) and Ben Weise (Contra Costa Resource Conservation District) attended the meeting. Abigail Fateman (CCC Department of Conservation and Development) and Maureen Parkes (CCC Department of Conservation and Development) attended as staff.

2. REVIEW and CONSIDER APPROVING the minutes for the October 16, 2024 and March 19, 2025 meetings.

[25-2026](#)

**Attachments:**

[10-16-24 Draft Minutes and FWC Memo to IOC](#)  
[03-19-25 Draft Minutes](#)

The meeting minutes were approved as written.

October 16, 2024 minutes: (Vote: 8-0: Balbas, Gehlke, Jennings, Heckly, Morris, Ortega, Pellegrini and Pursell)

March 19, 2025 minutes: (Vote: 7-0-1: Gehlke, Jennings, Heckly, Morris, Ortega, Pellegrini and Pursell; Abstain: Balbas)

3. PUBLIC COMMENT

Includes public comment on topics on the agenda and items not listed on the agenda. The FWC shall also accept public comment on agenda items at the time they are discussed.

There were no public comments.

4. UPDATES AND ANNOUNCEMENTS (Presented by Staff and FWC Members)

Maureen Parkes informed the Committee that Supervisor Federal Glover passed away on Sunday, May 18th. He had served on the Board of Supervisors for 24 years and had recently retired.

Congratulations to Abby Fateman on her recent promotion to Assistant Deputy Director.

Correspondence forwarded to Committee members:

- Emails from Supervisor Candace Andersen regarding the Urban Limit Line renewal and Earth Day events
- Emails from Supervisor Diane Burgis regarding the Urban Limit Line renewal and the East Contra Costa County Habitat Conservancy accepting funding proposals for their Science and Research Grant Program, Earth Day clean-up events, and the golden mussel invasive species discovered in the Delta
- Emails from Supervisor Ken Carlson regarding Earth Day events
- Emails from Supervisor John Gioia regarding Earth Day events
- Emails from Supervisor Shanelle Scales-Preston regarding the Urban Limit Line renewal, Sea Scouts in Martinez and Earth Day
- Staff sent out the draft brochure and spreadsheet to Committee members.

Newsletters and Announcements forwarded to Committee members:

- Bringing Back the Natives Garden Tour - 4
- California Department of Water Resources -1
- California Fish and Game Commission -19
- California Oaks -1
- California Wildlife Conservation Board -1
- Contra Costa Climate Leaders -1
- Contra Costa Resource Conservation District - 3
- Contra Costa Watershed Forum -1
- Friends of Pleasant Hill Creeks -1
- Golden Gate Bird Alliance - 6

- Greenbelt Alliance -2
- IPM Agenda -1
- John Muir Land Trust -1
- Kids for the Bay - 2
- Lindsay Wildlife Experience -3
- Save Mount Diablo - 5
- Sustainability Exchange - 1
- Sustainability in Contra Costa County - 1
- Together Bay Area -1
- Urban Tilth - 4

5. Presentation on eDNA Monitoring of Restored Livestock Ponds (Ben Weise, Contra Costa Resource Conservation District)

Ben Weise provided a comprehensive presentation regarding determining livestock pond users through eDNA monitoring. He outlined CCRCD's pond restoration efforts and how eDNA is being used to monitor species presence and local diversity. More information can be found by clicking on the following link: [CCRCD presentation](#)

6. CONSIDER the following Consent items:

[25-2027](#)

a) REVIEW informational update from Contra Costa Resource Conservation District for their "2024 eDNA Monitoring of Restored Livestock Ponds" project.

b) REVIEW and ACCEPT the final report from Marine Science Institute for their "2025 Delta Discovery Voyage Program" project.

**Attachments:**

[Contra Costa Resource Conservation District Informational Update](#)  
[Marine Science Institute 2025 Final Report](#)

The Committee reviewed Item 6a and accepted Item 6b, excluding the October 2024 expense associated with Item 6b, which did not meet reimbursement criteria. (Vote: 8-0: Balbas, Gehlke, Jennings, Heckly, Morris, Ortega, Pellegrini and Pursell)

7. REVIEW, MODIFY and CONSIDER APPROVING the draft Fish and Wildlife Propagation Fund Grant Request for Proposals (RFP) for the 2026 grant cycle.

[25-2028](#)

**Attachments:**

[2026 Draft RFP](#)

The Committee reviewed, modified, and approved the RFP for distribution. The Committee also authorized staff to include a relevant link in the RFP, contingent upon its review and approval prior to the RFP distribution date. (Vote: 8-0: Balbas, Gehlke, Jennings, Heckly, Morris, Ortega, Pellegrini and Pursell)

8. DISCUSS the 2025 Fall Forum. Consider recommending that the Board of Supervisors authorize the FWC to spend Fish and Wildlife Propagation funds to host the 2025 Fall Forum.

The Committee discussed the Fall Forum and recommended that the Board of Supervisors authorize the Fish and Wildlife Committee to spend no more than \$3,000 to cover facility rental fees, food, dessert and beverages. (Vote: 8-0: Balbas, Gehlke, Jennings, Heckly, Morris, Ortega, Pellegrini and Pursell)

9. CONTINUE discussion to develop an informational brochure on invasive species.

The Committee discussed the informational brochure and continued the discussion to the next meeting.

10. DETERMINE the agenda for the next meeting. The next regular meeting date is July 16, 2025. Possible agenda items for upcoming meetings include:

- 2025 Fall Forum Planning
- Draft 2025 Work Plan and Annual Report
- Informational brochure on invasive species
- Delta Conveyance Project Update
- Field Trip

## **ADJOURN**

The meeting was adjourned in honor of retired Supervisor Federal Glover.

The Committee Chair may alter the order of agenda items at the meeting. Please contact Maureen Parkes at 925-655-2909 or [maureen.parkes@dcd.cccounty.us](mailto:maureen.parkes@dcd.cccounty.us) (or Abigail Fateman at 925-655-2908 or [abigail.fateman@dcd.cccounty.us](mailto:abigail.fateman@dcd.cccounty.us)) at the CCC Department of Conservation and Development if you have questions about the Fish & Wildlife Committee or desire materials related to this agenda. Any disclosable public records related to an open session item on a regular meeting agenda and distributed to a majority of the FWC members less than 96 hours before the meeting are available for public inspection at 30 Muir Road in Martinez during business hours. The FWC will provide reasonable accommodation for persons with disabilities planning to participate in this meeting who contact staff at least 72 hours before the meeting.