

Board of Directors' Meeting January 28, 2021



Fire Safe Council of Nevada County P.O. Box 1112 Grass Valley, CA 95945 Phone (530) 272-1122 Fax (530) 648-1122 www.areyoufiresafe.com

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FIRE SAFE COUNCIL OF NEVADA COUNTY BOARD OF DIRECTORS' MEETING PUBLIC NOTICE & AGENDA

Fire Safe Council of Nevada County P.O. Box 1112 Grass Valley, CA 95945 Phone (530) 272-1122 Fax (530) 272-3232 www.areyoufiresafe.com

Notice is now given that a regular meeting of the Board of Director's has been called and will be held on **Thursday, January 28th at 9:00 a.m. via teleconference** due to the stay-at-home restrictions currently in effect.

MISSION

"The Fire Safe Council is a non-profit, local volunteer organization. We are dedicated to making Nevada County safer from catastrophic wildfire through fire safety projects and education."

- 1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE
- 2. AGENDA AND ORDER OF BUSINESS:
 - a. Approval of Agenda and Order of Business Action
- 3. MEETING MINUTES:
 - a. Approval of Meeting Minutes from November 19, 2020 Board Meeting Action
- 4. PUBLIC COMMENT: This time is set aside for persons wishing to address the Board on any matter of interest that is not on the agenda. The Board invites comments from the agenda items after discussion by the Board Members. Speakers will be limited to five (5) minutes, unless extended by the Board chair. The Board chair reserves the right to further limit or exclude repetitious or irrelevant presentations. If written material is included, 20 copies of all information to be distributed to Board members should be given to the Secretary prior to the meeting. Action will not be taken at this meeting on citizen comments. The Board, however, after hearing from interested citizens, may place items under new business on a future agenda so proper notice may be given to all interested parties. If no one wishes to comment, the next scheduled agenda item will be considered.
- 5. AGENCY/PARTNER REPORTS (Please limit to 3-5 minutes)
 - a. California Fire Safe Council Kate Dargen
 - b. OES, etc.
- 6. REPORT OF THE FINANCE COMMITTEE Dave Walker
 - a. Financial Report as of November 30, 2020
 - b. Next Meeting: Thursday, February 11th, 2021 at 9:30 am via teleconferencing
- 7. REPORT OF THE CHAIRMAN OF THE BOARD Donn Thane
 - a. Executive/Finance Committee Meeting Report
 - b. Next Meeting: Thursday, February 11th, 2021 at 9:30 am via teleconferencing.
- 8. REPORT FROM THE EXECUTIVE DIRECTOR Jamie Jones
 - a. Staffing & Office Operations Update
 - b. Grant Applications Update
 - c. Project Update
 - d. Funding/Membership Update
 - e. Programs Update
- 9. DIRECTORS COMMENTS Information
- 10. ADJOURNMENT TO CLOSED SESSION -

CLOSED SESSION

- 1. As Needed.
- 2. ADJOURN

NEXT BOARD MEETING: Thursday, February 25th, 2021 at 10:00 a.m. at the FSCNC Office, 143B Springhill Drive, Grass Valley, CA.

If stay-at-home restrictions are still in effect, the meeting will be held via teleconference using Zoom. The internet web address is: <u>https://zoom.us/j/93896079702?pwd=NTJkRXVvMldaT0haYnJrZ3IQaW5iUT09</u>

Times stated are approximate and subject to change. Agenda order is tentative and may be changed by Board action without prior notice. This meeting will conform to the Open Meeting Act. Agenda discussions and report items are subject to action being taken on them during the meeting by the Board at its discretion. The Board provides the public the opportunity at meetings to address each agenda item during the Board's discussion or consideration of the item. Total time allocated for public comment on particular issues is limited. The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting shall make a request no later than five (5) working days before the meeting to the Board to (530) 272-1122 or by email to info@areyoufiresafe.com.

Meeting Notice/Agenda of this Fire Safe Council of Nevada County Board Meeting was posted on ______ per Open Meeting Law Requirements at the following locations:

Fire Safe Council Administrative Office, 143B Springhill Drive, Suite 13, Grass Valley, CA

www.areyoufiresafe.com



Fire Safe Council of Nevada County Board of Directors Meeting Minutes Fire Safe Council Office, 143B Springhill Dr., Grass Valley, CA Date and Time: Thursday, November 19, 2020, 10:00 AM *via teleconference*

In Attendance:

DIRECTORS

(DT) Donn Thane, Chairman (RN) Rick Nolle, Vice-Chair (DW) Dave Walker, Treasurer (WK) Warren Knox, Secretary (SE) Steve Eubanks, Director (SH) Sue Hoek, Director(TM) Terry McMahan(ET) Eric Trygg, Director(PW) Pete Williams, Director

Visitors: Susan Rodgers and Bob Long, Coalition of Firewise Communities

1. CALL TO ORDER ROLL CALL

Meeting called to order by Chairman Thane at 10:00 AM via Zoom teleconference Attendance as indicated above.

2. AGENDA AND ORDER OF BUSINESS

DW moved to approve the Agenda. Seconded by RN. Approved by unanimous vote.

3. MEETING MINUTES

PW moved acceptance of the Minutes from the October 2020 FSC Board Meeting. This was seconded by DW and approved by unanimous vote.

4. PUBLIC COMMENT

No public in attendance.

5. AGENCY/PARTNER REPORTS – (Please limit to 3-5 minutes)

- Office of Emergency Services Paul Cummings The renewal of Yuba River Burn Ban went before the Board of Supervisors this week for its First reading. OES is exploring a vacant parcel ordinance on behalf of the BoS. We are also working on aligning with AB38 which goes into effect in July – essentially the seller of a property is certifying the property meets defensible space requirements to the buyer within the last six months. Working a request for an air curtain burner at the corporate yard. OES is partnership with the Sheriff's Department in the purchase of mobile satellite server for emergency communications on remote search and rescue, law enforcement, and public emergency incidents. It will create a satellite connection to Verizon to improve communications. A Spanish translation team has been implemented to aid in communication to local Spanish speaking peoples in emergency situations.
- NSAQMA -- David Nicholas Working with other groups in several counties to permit the use of various air burners for incinerators integrating EPA regulations. Also working with others on permitting and supporting prescribed burns. Want to demonstrate how prescribed burns reduce overall emissions.
- 3. BLM Julie Martin Looking on coming out of fire restrictions. A date is not yet available.
- 4. CalFire Jim Mathias Three inches of rain. That helps, but fire danger is still very high. All crews are back in the unit. Tally for the year – for Northern California we are up from last year 1,0350,720 acres, in the Nevada-Yuba-Placer unit we are up 1415 acres over last year with an increase of 133 fires over 2019. Currently opening burning to everyone on a burn day. No permits required from CalFire.
- 5. Local Fire Departments Terry McMahan Will be limiting office hours in a few days. Will be by appointment only.
- 6. Firewise Communities -- Bob Long Going dark for rest of year. Susan Rodgers indicated that both Bob and she will be stepping down from leadership roles and no individuals has as yet stepped up to lead the Coalition

6. REPORT OF THE FINANCE COMMITTEE – Dave Walker

1. DW presented the report as of September 30, 020 Total Revenue was \$631,940 Net Revenue was a negative \$71,500 Total Cash on hand \$423,000 EDJ indicated that we have a number of outstanding invoices that still need to be closed. We have been paying those employees out of pocket in the interim.

7. REPORT OF THE CHAIRMAN OF THE BOARD – Donn Thane

1. DT reported that he will be doing a six-month performance review for the Executive director, and that he will be soliciting information from our partners and Board members. Along with that he will be putting together an employee development plan for her as well.

8. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones

- 1. Since Nevada County has once again shut down for the Covid 19 virus, we have taken a day to once again go over the health rules for FSC.
- 2. In staffing we are at 17 employees. Julie Sigenthaler is no longer with FSC, and we will be communicating this to all DSAV and other relevant partners.
- 3. Billy Spearing has taken the responsibility of administering all the Covid related equipment and supplies for us. She has applied for a \$10,000 grant for servicing mask, sanitizers, etc. This has essentially eliminated a fiscal impact due to Covid.
- 4. All building, security and communications hardware and software have been upgraded to insure we have proper protection.
 5. Program updates
 - a. Low-cost Defensible Space program has really taken off. We have also solicited a lot of AFN recipients and broadly communicated this new effort. The schedule for this program is booking up well.
 - b. Chipping services is now booked our over a week.
 - c. DSAV request continue to roll in and are being assigned.
- 6. Projects updates

a. Ponderosa Project – 837 acres completed to date, and last letter to non-responders will go out Dec 1. We will begin closing down this project.

b. West County Wildfire Defense Project consisting of a two-part grant from the National Fish and Wildlife and the Sierra Conservancy up Highway 20 has been largely completed. We are looking at using the last of the funding via a grant modification to implement controlled burning in the area.

7. Grants –

a. We are applying for a grant thru the Coalition Collaborative out of Colorado to build capacity and personnel. The application is for \$75,000 to hire and train additional personnel.

b. Also applying for a grant via the 2017 Lobo Fire from the California FSC.

c. FSC was awarded a grant PG&E funding for the AFN program. PG&E was required by their legal settlement to invest in community wildfire preaddress, and they have announced that they will comply via a major grant to the California FSC. CalFSC will then be distributing this to the counties. Our participation will be waiting on CalFSC's roll out of this effort.

- 8. Recertification of Firewise Communities in 2021. We have a significant number of existing Firewise Communities up for recertification in the coming year, and we will be looking to develop communications and workshops to aid their recertification. Currently we have 46 FCs and 23 pending. Pat Leach has done outstanding work guiding this effort. One larger effort is Lake Wildwood. Penn Valley Fire was awarded a grant to help them through the process, we will be helping them get their package fleshed out. The community is too large for the Firewise Program and will have to be split.
- 9. The Air Curtain Burner has been mentioned above.
- 10. Yuba Watershed Institute was awarded a grant for \$500k to work on Inimim Forest Restoration Project. FSC has submitted a proposal to do the vegetation reduction on that project. They will be making decisions soon with an eye to starting work on January 1st.
- 11. A question was asked about the FSC Health Club Membership we have for all of our staff and crew. This is covered under the fringes in our budget. FSC has experienced a number of back injuries in our efforts. In working with our Workers Compensation plan supplier, such a contract would help us with these claims. This account runs FSC about \$50/month per employee. This is especially valuable to our working crews and can help both reduce injuries and assist in their recovery.

9. DIRECTORS' COMMENTS

- 1. WK floated a potential role in the Firewise Communities to communicate significant landscape fuels reductions in their area to either local fire officials or County OES in order to enable up to date planning for firefighting and grant implementation.
- 2. SH related information from the County that State Insurance Commissioner has reinstated many of the insurances that were canceled as far back as July. So there is another whole year to deal with some fire insurance situations.
- 3. IT has assumed leadership on fund raising but has had little response. He and ES have been discussion a delivered "high quality" meal to subscribed FSC supporters. SH suggested another possibility was meals using a caterer. Discussion continued on a drive thru option as well. It was suggested that a small group get together and investigate this possibility.
- 4. PW questioned if a new model for membership had been addressed. EDJ indicated this has been delayed but would be on her plate in December.

ADJOURN to Closed Session

WK moved that the meeting be adjourned to closed session for discussion of recent personnel decisions, seconded by DW and unanimously approved.

Report out of Closed Session

WK reported that no action was taken in the Closed Session

WK moved that the November FSC Board Meeting be adjourned. This was seconded by DW and unanimously approved.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held **on November 19, 2020** and were approved by the Board of Directors.

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Warren Knox, Secretary

1/26/2021

Date



Fire Safe Council of Nevada County P.O. Box 1112 Grass Valley, CA 95945 Phone (530) 272-1122 Fax (530) 272-3232 www.areyoufiresafe.com

FIRE SAFE COUNCIL OF NEVADA COUNTY PUBLIC NOTICE AND AGENDA OF JOINT EXECUTIVE/FINANCE COMMITTEES MEETING

Notice is now given that a regular EXECUTIVE/FINANCE Committees meeting of the Board of Directors' has been called by DONN THANE, Chairman, and will be held on **Thursday, January 14th** at **9:30 a.m.** via Zoom teleconference for the following purposes specified here in the Agenda.

ROSTER:

Donn Thane, Chairman Rick Nolle, Vice-Chairman Dave Walker, Treasurer Warren Knox, Secretary Hank Weston, Director Jamie Jones, Executive Director

1) CALL TO ORDER

- 2) ROLL CALL
- 3) PUBLIC COMMENT
- FINANCE COMMITTEE UPDATE Dave Walker

 a) FSC Budget reports Update

5) CHAIRMAN UPDATE

a) Update on FSC through December 31st, 2020

6) EXECUTIVE DIRECTOR OPERATIONS UPDATE

- a) Operations update (staffing, facilities, systems, communications, etc.)
- b) Programs update (Low Cost DS Clearing, Chipping, Signs, DSAVs, AFNs, Scotch Broom, Firewise, etc.)
- c) Projects update (Ponderosa, Grants, etc)
- d) Other

7) OTHER

8) ADJOURN TO CLOSED SESSION

- 9) Closed Session:
 - a) Discussion of personnel issues with the Executive Director

10) RETURN TO OPEN SESSION

1) ADJOURN

FOR FUTHER INFORMATION regarding this meeting, please contact Donn Thane, Chairman, at 530-575-0566 or 6dthane@gmail.com. You may also contact Dave Walker, Chair of the Finance Committee at 530-362-0614 or dwalker.assoc@gmail.com.

AFFIDAVIT OF POSTING

Meeting Notice/Agenda of this Executive/Finance Committees meeting of the Fire Safe Council of Nevada County was posted on

August 11, 2020 per Open Meeting Law Requirements at the following locations:

Fire Safe Council Administrative Office, 143B Springhill Drive, Suite 13, Grass Valley, CA www.areyoufiresafe.com



Fire Safe Council of Nevada County Executive/Finance Committee Meeting Minutes Fire Safe Council, 143B Springhill Drive, Ste. 13, Grass Valley, CA 95945 Thursday, January 14, 2021 at 9:30 A.M. via teleconference.

Board Members in Attendance:

(DT) Donn Thane, Chairman (RN) Rick Nolle, Vice-Chairman (DW) Dave Walker, Treasurer

Guests:

(WK) Warren Knox, Secretary(HW) Hank Weston, Director(EDJ) Jamie Jones, Executive Director

1. Call to Order by Chairman Donn Thane

- 2. Roll call: was taken and is reflected above.
- 3. Public Comment: No public present.

4. Financial Committee Update:

- a. Status of FSC Nov. 2020 Fiscal Budget
 - DW verbally presented the closing figures showing A net loss of \$81,215 for the month attributed to the expenses experienced in the Green Waste program as previously reported. Accountant has not accomplished already agreed upon transfers to the books. Bank balance shows a Net Balance of \$291,675. The full report will be presented at the January FSC Board Mtg.
- b. EDJ reported that Dec. was spent buttoning up all the relevant issues associated with the Western Nevada County Defense Project. FSC will be moving back to monthly accounting for all projects
- c. EDJ reported that FSC has not been given the go ahead to process that work as yet.

5. Chairman Update:

a. DT reported on discussions concerning fund raising. Still on in process is the effort around the planned Red Zone effort, which was postponed due to inclement weather in 2019, and then put on hold due to the Covid crisis in 2020. This budget item is still open and requires attention. DT has restarted the conversation with the relevant parties.

6. Executive Director Operations Update:

- a. EDJ reported she had caught Covid in December, and while quarantined fell and injured her arm. FSC will have to determine if there is an insurance issue here.
- b. EDJ has met with County Director Steve Monaghan. Discussions included
 - i. Potential Title 3 reductions
 - ii. Green Waste proposal for 2021
- c. Firewise Communities Now have 52 communities, with 17 pending. Seven on the San Juan Ridge are still looking to join the program.
- d. Projects Update Ponderosa Project, chipping, signs, DSAVs, Special Needs, etc.
 - i. Ponderosa 75 80 acres completed
 - ii. ASN 15 homes completed with county finding, 15 PG&E funding, still looking to do others with FEMA funding
- e. Grants
 - California FSC is looking for a new Director: do not expect to see movement in additional funding soon. CFSC had notified FSC's of availability of cosigned educational and informational materials, and storage trailers with logos and tools.
- f. Training
 - i. Prescribed Fire/Cal Trex Training for Nevada County seven staff members have participated on Perscribed Burns
 - ii. USFS Best Practice Mitigation Specialist

7. Adjourn to Closed Session:

- a. WK moved to adjourn the meeting to closed session to discuss Organizational Performance. Seconded by DW. Approved unanimously.
- Approved unanimously.

8. Closed Session

- a. Discussion of Organizational Performance. No action was taken.
- b. RN moved that the Closed session be adjourned back to Open Session. Seconded by WK. Approved unanimously.

9. Open Session:

- a. No action was taken in closed session.
- b. Motion to Adjourn by RN, seconded by WK. Unanimously approved.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Executive / Finance Committee meeting held on January 14th, 2021

asis

Warren Knox, Secretary

1/26/2021

Date

FIRE SAFE COUNCIL OF NEVADA COUNTY BOARD ROSTER As of 08/24/2020

POSITION	LAST	FIRST	CITY	PHONE	CELL	EMAIL	REPRESENTING/AFFILIATIONS
Chairman	Thane	Donn	Grass Valley	530-273-8685	530-575-0566	6dthane@gmail.com	Member at Large
Vice-Chair	Nolle	Rick	Penn Valley	530-432-5360	530-205-6201	ricknolle@sbcglobal.net	Realtor
Treasurer	Walker	Dave	Penn Valley	530-432-4111	530-362-0614	dwalker.assoc@gmail.com	Business/Certified Public Accountant
Secretary	Knox	Warren	Nevada City	530-265-6461	530-559-1522	knoxwarren@sbcglobal.net	Member at Large
Director	Doerr	Alan	Nevada City	530-274-8417	530-559-3090	avdoerr@gmail.com	GIS Specialist
Director	Eubanks	Steve	Rough & Ready	530-559-5487		steubanks@gmail.com	Biomass Specialist/ Retired USFS
Director	Hoek	Sue	Nevada County			Sue.hoek@co.nevada.ca.us	County of Nevada, Board of Supervisors
Director	Trygg	Eric	Grass Valley	530-273-9161	NA	pacifictrac@hotmail.com	Member at Large
Director	McMahan	Terry	Nevada City	530-265-4439	530-913-4587	terrtmcmahan@nccfire.com	Nevada County Fire Chiefs' Assoc. Rep.
Director	Weston	Hank	Penn Valley			hankweston@comcast.net	Member at Large
Director	Williams	Pete	Nevada City	530-265-2686	916-965-4561	peteandsuewi@sbcglobal.net	Member at Large
Partner	Bennitt	Gretchen	Grass Valley	530-274-9360	NA	nsaqmd.gretchen@gmail.com	NSAQMD
Alternate	Nicholas	David				david@myairdistrict.com	NSAQMD
Partner	Fish	Cathe'	Rough & Ready	530-432-5109		sunshine.works@gmail.com	Master Gardener's Assoc.
Partner	Houdyschell	Bill	Truckee	530-587-9432	NA	forestry@tahoedonner.com	RPF
Partner	Martinez	Jerry	El Dorado Hills	916-941-3101	916-212-3108	gmmartin@blm.gov	BLM
Partner	Mathias	Jim	Nevada City	530-265-7855	530-277-2303	jim.mathias@fire.ca.gov	CALFIRE
Partner	Long	Bob	Grass Valley	530-913-0287	NA	boblong162@gmail.com	Firewise Coalition
Partner	Josh	Robinson	North Auburn			joshuarobinson@tcbk.com	Tri-Counties Bank
Partner	Waters	Jecobie	Nevada City	530-288-3231	NA	jecobiewaters@fs.fed.us	USFS, Tahoe National Forest
Alternate	Hall	Heidi	Grass Valley	530-265-1480	NA	heidi.hall@co.nevada.ca.us	County of Nevada, Alternate

Fire Safe Council of Nevada County • P.O. Box 1112 • Grass Valley CA 95945 • (530) 272-1122 • (530) 648-1122 fax • areyoufiresafe.com

ACE	American Conservation Experience	MBF	Thousand Board Feet	
AC	AmeriCorps NCCC	MBTA	Migratory Bird Treaty Act	
BLM	Bureau of Land Management		Multi-Jurisdiction, Multi-Hazard Mitigation Plan	
CAEY	Cosumnes, American, Bear and Yuba Rivers	MJMGMP		
ссс	California Conservation Corp	ΜΟυ	Memorandum of Understanding	
CEF	California Department of Forestry	MUTCD	Manual on Uniform Traffic Control Devices for Streets & Highways	
CEQA	California Environmental Quality Act			
CFSC	California Fire Safe Council	NEPA	National Environmental Policy Act	
CFIP	California Forest Improvement Program	NHPA	National Historic Preservation Act	
CIP	Capital Improvement Program	NRCS	Natural Resource Conservation Service	
CNPS	California Native Plant Society	NSAQID	Northern Sierra Air Quality Management District	
CPRC	California Public Resources Code			
CSBG	Community Service Block Grant	OES	Office of Emergency Services	
CWPP	Community Wildfire Protection Plan	PAL	Project Activity Levels	
DBH	Diameter at Breast Height	РНІ	Pre-Harvest Inspection	
DOTS	Department of Transportation & Sanitation	PICP	Partners in Community Program	
0013	(Nevada County)	RAC	Resource Advisory Committee	
DSAV	Defensible Space Advisory Visit	RCD	Resource Conservation District	
DMA	Disaster Mitigation Act	RFQ	Request for Quote	
EDD	Employment Development Department	ROP	Regional Occupational Program	
EIR	Environmental Impact Report	RPF	Registered Professional Forester	
EPA	Environmental Protection Agency	SAF	Society of American Foresters	
EPIC	Electric Program Investment Charge	SEDD	Sierra Economic Development District	
EQIP	Environmental Quality Incentive Program	SF	Spaghetti Feed	
ERC	Economic Resource Council SIP		Shelter in Place	
ESA	Endangered Species Act	SOA	Solicitation Offer Award	
FEMA	SPCC		Spill Prevention and Counter measures Plan	
FEIVIA	Federal Emergency Management Agency	SPI	Sierra Pacific Industries	
FIRST	Forest Integrated Resource Safety Taskforce	тнр	Timber Harvest Plan	
	Foundation of Resources for Equality &	TRPA	Tahoe Regional Planning Agency	
FREED	Employment for the Disabled	USFS	United States Forest Service	
FSCA	Fire Safe Communities Association	VMP	Vegetation Management Program	
FSCNC	Fire Safe Council of Nevada County	WLPZ	Watercourse and Lake Protection Zone	
GIS	County Geographic Information	WUI	Wildland Urban Interface	
IRWMP	Integrated Regional Water Management Plan			