

**FIRE SAFE
COUNCIL**



**Board of Directors' Meeting
April 25, 2024**



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

Notice is now given that a regular meeting of the Board of Director's has been called and will be held on **Thursday, April 25, 2024, at 10:00 a.m.** Meeting will be available via teleconference as needed.

MISSION

The Fire Safe Council is a local non-profit organization dedicated to making Nevada County safer from destructive wildfires through fire safety projects, partnerships, and education.

Board of Directors:

| | |
|---------------------------------------|-------------------------------|
| (PW) Pete Williams, Chair | (AD) Alan Doerr, Director |
| (SE) Steve Eubanks, Vice-Chair | (MG) Myron Graessle, Director |
| (KH) Kathy Hebert, Treasurer | (MM) Melissa Mohler, Director |
| (V) Vacant, Secretary | |
| (EDJ) Jamie Jones, Executive Director | |

Staff:

(OCW) Chris Wackerly, Director of Operations
(CTP) TJ Pixley, Controller

(WJM) Jim Mathias, Wildfire Prevention and Safety
Manager

(MDS) Duane Strawser, Management Analyst

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 March 2024 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)
6. REPORT OF THE FINANCE COMMITTEE – Treasurer Hebert
 - a. Financial Report
 - b. Next Meeting: Thursday, May 9, 2024, at 1:00 pm

7. REPORT OF THE CONTROLLER – Controller Pixley
 - a. Financial Report
 - b. Next Meeting: Thursday, May 9, 2024, at 1:00 pm

8. REPORT OF THE CHAIRMAN OF THE BOARD – Pete Williams
 - a. Executive Committee Meeting Report
 - i. Firewise Festival Update– Steve Eubanks
 - b. DSAV Training
 - c. Next Executive Committee Meeting: Thursday, May 9, 2024, at 1:00 pm

9. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones
 - a. Organizational Update
 - b. Grants Update
 - c. Funding/Membership Update
 - d. Partnership Update

10. REPORT FROM THE DIRECTOR OF OPERATIONS – Chris Wackerly
 - a. Staffing & Operations Update
 - b. Programs Update
 - c. Project Update

11. STAFF REPORTS
 - a. Jim Mathias
 - b. Duane Strawser

12. DIRECTORS COMMENTS – Information

13. **ADJOURN TO CLOSED SESSION** if needed

14. **ADJOURN (OUT OF CLOSED SESSION)**

15. **Adjournment**

NEXT BOARD MEETING: Thursday, May 23, 2024 at 10:00 a.m. at the FSCNC Office, 143B Springhill Drive, Grass Valley, CA.

Times stated are approximate and subject to change. The agenda order is tentative and may be changed by Board action without prior notice. 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 with 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 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.

Zoom Link: <https://us02web.zoom.us/j/89239809501?pwd=c0UyOVUvWThrQVpWODliUkpta1grQT09>

Meeting Notice/Agenda of this Fire Safe Council of Nevada County Board Meeting was posted on _____ at the following locations: Fire Safe Council Administrative Office, 143B Springhill Drive, Suite 13, Grass Valley, CA www.areyoufiresafe.com 240425

2. Duane reported that the CWPP is close to being completed.

14. DIRECTORS COMMENTS –

1. None.

15. CLOSED SESSION-

1. SE moved a closed session to discuss personnel issues. Seconded by JF. Approved by voice vote.
2. SE moved return to Open Session. Seconded by PW and approved by voice vote.

16. RETURN TO OPEN SESSION

1. PW reported that the Board had advised staff on personnel issues.
2. PW moved adjournment. Seconded by SE.

17. ADJOURN:

1. SE moved adjournment to closed session Seconded by PW.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on March 28, 2024, and were approved by the Board of Directors.

(Secretary)

Date



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, March 28, 2024 at 1:00 AM

In Attendance:

DIRECTORS

(PW) Pete Williams, Chair
(SE) Steve Eubanks, Vice-Chair
(KH) Kathy Hebert, Treasurer
(JF) Jeff Fierstein, Secretary
(EDJ) Jamie Jones, Executive Director

(AD) Alan Doerr, Director
(MG) Myron Graessle, Director
(MM) Melissa Mohler, Director

Staff:

(CW) Chris Wackerly, Director of Operations
(TJ) TJ Pixley, Controller

1. CALL TO ORDER

2. PW called the meeting to order at 1:03 PM

3. ROLL CALL

4. As indicated above.

5. AGENDA & ORDER OF BUSINESS

PW moved acceptance of the agenda. Seconded by SE. Approved unanimously by voice vote.

6. MEETING MINUTES

SE moved approval of the Board Minutes from February 22, 2024. Seconded by MG. Approved by voice vote.

7. PUBLIC COMMENT

No comment.

8. AGENCY/PARTNER REPORTS

1. Paul Cummings (Nevada County OES) reported on the County Green Waste Program. He announced the 2024 Carnival event that will be held at the Rood Center May 4th.
2. Landon Haack reported on increasing the staff for the 2024 fire season.

9. REPORT OF THE FINANCE COMMITTEE – Kathy Hebert

1. TJ Pixley reported that the W-2 corrections have been completed. The audit team will be coming to the office April 1st to begin work with the FSCNC team for FY 21 and FY 22.

10. REPORT OF THE CHAIRMAN OF THE BOARD - Pete Williams

1. PW reported on rescheduling the DSAV training. It was originally scheduled for April 19th and 20th but will be pushed back till May.
2. SW reported on the FireWise Festival Fundraiser.

11. REPORT FROM THE EXECUTIVE DIRECTOR

1. Included in the attached Board Packet.
2. Jamie reported on the status of various projects. TJ and Steve got approved by the Rotary Club Board and will be going through orientation.

12. REPORT FROM THE DIRECTOR OF OPERATIONS

1. Jamie reported for Chris that we have wrapped up the South County Project. The crews worked within 150-foot ingress egress. We are wrapping up the invoicing process and final reports with the county. The crews are now back on Forest Health.

13. STAFF REPORTS

1. Jim trained 21 of our crew members on March 1st on first aid, OSHA, CPR, and the defibrillator. Jim presented to a group of 70 seniors at the Golden Oaks Senior Center. The topics included fire safety and insurance.

**BOARD RESOLUTION OF
FIRE SAFE COUNCIL OF NEVADA COUNTY**

On April 25th, 2024, at a meeting of the Board of Directors of the Fire Safe Council (FSC), at which a quorum was present:

THE BOARD RESOLVES THAT: A checking account be established named **Firewise Festival**, for the purpose of segregating funds donated to that event and ticket sales for that event

BE IT FURTHER RESOLVED THAT: All funds currently on deposit for the Firewise Festival and all uncashed checks for the Firewise Festival be transferred and deposited in this new account

BE IT FURTHER RESOLVED THAT: the following officers and volunteers are authorized to sign on the new Firewise Festival checking account with Tri-Counties Bank;

| | | |
|-------------------------|----|--------------|
| FSC Corporate Secretary | -- | |
| Treasurer | -- | Kathy Hebert |
| Volunteer | -- | Jeff Peach |
| Volunteer | -- | Robert Long |

BE IT FURTHER RESOLVED THAT: That electronic transfers to other FSC accounts from this new account are not authorized

FOR:

Fire Safe Council of Nevada County

Pete Williams - Chair

Steve Eubanks-Vice Chair

FIRE SAFE COUNCIL OF NEVADA COUNTY BOARD ROSTER

As of 02/20/2024

REPRESENTING/AFFILIATIONS

| | | | | | |
|------------|-----------|---------|-----------------|--------------------------|--|
| Chairman | Williams | Pete | Nevada City | pwill4436@gmail.com | Member at Large |
| Vice-Chair | Eubanks | Steve | Rough & Ready | steubanks@gmail.com | Member at Large |
| Treasurer | Hebert | Kathy | Grass Valley | abearKathy@aol.com | Member at Large |
| Secretary | Fierstein | Jeff | Grass Valley | jeff@thatsbyers.com | Member at Large |
| Director | Doerr | Alan | Nevada City | avdoerr@gmail.com | GIS Specialist |
| Director | Mohler | Melissa | Truckee | missy@45WEP.org | Non-Profit/Education |
| Director | Graessle | Myron | Grass Valley | Myron.Graessle@gmail.com | Member at Large |
| Partner | Hunter | Julie | Grass Valley | julieh@myairdistrict.com | NSAQMD |
| Alternate | | | | | NSAQMD |
| Partner | Mason | Patrick | Nevada City | patrickmason@nccfire.com | Nevada County Fire Chiefs |
| Partner | Pacheco | Jorge | El Dorado Hills | jpacheco@blm.gov | Bureau of Land Management |
| Partner | Schroeder | Jason | El Dorado Hills | jschroeder@blm.gov | Bureau of Land Management |
| Partner | Haack | Landon | Nevada City | landon.haack@fire.ca.gov | CALFIRE |
| Partner | | | | | Coalition of FireWise Communities |
| Partner | Griesbach | Craig | Nevada County | oes@co.nevada.ca.us | County of Nevada, Office of Emergency Svs. |

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

FSCNC 2023-2024 Calendar

NOVEMBER

11/07/2023 – Coalition of Firewise Communities Meeting, 5:30 pm

11/09/2023 - FSCNC Executive Finance Committee Meeting

11/10/2023 – Veteran’s Day Observed, FSCNC offices closed in observance of the Holiday

11/23/2023 – Thanksgiving Day, FSCNC offices closed in observance of the Holiday

11/23/2023 - FSCNC Board of Directors Meeting *an alternate date will be announced*

DECEMBER

12/05/2023 – Coalition of Firewise Communities Meeting, 5:30 pm

12/25/2023 - Christmas Day Observed, FSCNC offices closed in observance of the Holiday

2024

JANUARY

01/01/2024 – New Year’s Day FSCNC offices closed in observance of the Holiday

01/11/2024 - FSCNC Executive Finance Committee Meeting

01/15/2024 - Martin Luther King Jr. Day, FSCNC offices closed in observance of the Holiday

01/25/2024 - FSCNC Board of Directors Meeting

FEBRUARY

02/08/2024 - FSCNC Executive Finance Committee Meeting

02/19/2024 – President’s Day, FSCNC offices closed in observance of the Holiday

02/22/2024 - FSCNC Board of Directors Meeting

MARCH

03/14/2024 - FSCNC Executive Finance Committee Meeting

03/28/2024 - FSCNC Board of Directors Meeting

APRIL

04/11/2024 – FSCNC Executive Finance Committee Meeting

04/25/2024 - FSCNC Board of Directors Meeting

MAY

05/09/2024 - FSCNC Executive Finance Committee Meeting

05/23/2024 - FSCNC Board of Directors Meeting

05/27/2024 - Memorial Day, FSCNC offices closed in observance of the Holiday

JUNE

06/13/2024 - FSCNC Executive Finance Committee Meeting

06/19/2024 – Juneteenth, FSCNC offices closed in observance of the Holiday

06/27/2024 - FSCNC Board of Directors Meeting

JULY

07/04/2024 – Independence Day, FSCNC offices closed in observance of the Holiday

AUGUST

08/08/2024 - FSCNC Executive Finance Committee Meeting

08/22/2024 - FSCNC Board of Directors Meeting

SEPTEMBER

09/02/2024 – Labor Day, FSCNC offices closed in observance of the Holiday

09/12/2024 – FSCNC Executive Finance Committee Meeting

09/26/2024 - FSCNC Board of Directors Meeting

OCTOBER

10/10/2024 - FSCNC Executive Finance Committee Meeting

10/14/2024 – Columbus Day, FSCNC offices closed in observance of the Holiday

10/24/2024 - FSCNC Board of Directors Meeting

NOVEMBER

11/11/2024 – Veteran’s Day, FSCNC offices closed in observance of the Holiday

11/14/2024 - FSCNC Executive Finance Committee Meeting

11/21/2024 - FSCNC Board of Directors Meeting

11/28/2024 – Thanksgiving Day, FSCNC offices closed in observance of the Holiday

DECEMBER

12/25/2024 - Christmas Day Observed, FSCNC offices closed in observance of the Holiday

Fire Safe Council of Nevada County Acronym List

| | | | |
|------------------------|--|-----------------------|--|
| <u>ACE</u> | American Conservation Experience FSCNC | <u>MBTA</u> | Migratory Bird Treaty Act |
| <u>AC</u> | AmeriCorps NCCC | <u>MJMHMP</u> | Multi-Jurisdiction, Multi-Hazard Migration Plan |
| <u>ACI</u> | Air Curtain Incinerator | <u>MOA</u> | Memorandum of Agreement |
| <u>AFN</u> | Access and Functional Needs | <u>MOU</u> | Memorandum of Understanding |
| <u>BLM</u> | Bureau of Land Management | <u>MUTCD</u> | Manual on Uniform Traffic Control Devices for Streets & Highways |
| <u>CABY</u> | Cosumnes, American, Bear and Yuba Rivers | <u>NEPA</u> | National Environmental Policy Act |
| <u>BRIC</u> | Building Resilient Infrastructure and Communities | <u>NFPA</u> | National Fire Protection Association |
| <u>CCC</u> | California Conservation Corp | <u>NHPA</u> | National Historic Preservation Act |
| <u>CAL FIRE</u> | California Dept. of Forestry and Fire Prot. | <u>NRCS</u> | Natural Resource Conservation Service |
| <u>CEQA</u> | California Environmental Quality Act | <u>NSAQMD</u> | Northern Sierra Air Quality Management District |
| <u>CFSC</u> | California Fire Safe Council | <u>OES</u> | Office of Emergency Services |
| <u>CFIP</u> | California Forest Improvement Program | <u>PAL</u> | Project Activity Levels |
| <u>CIP</u> | Capital Improvement Program | <u>PHI</u> | Pre-Harvest Inspection |
| <u>CNPS</u> | California Native Plant Society | <u>PICP</u> | Partners in Community Program |
| <u>CPRC</u> | California Public Resources Code | <u>RAC</u> | Resource Advisory Committee |
| <u>CSBG</u> | Community Service Block Grant | <u>RCD</u> | Resource Conservation District |
| <u>CWDG</u> | Community Wildfire Defense Grant | <u>RFQ/RFP</u> | Request for Quote/ Proposal |
| <u>CWPP</u> | Community Wildfire Protection Plan | <u>RPF</u> | Registered Professional Forester |
| <u>DBH</u> | Diameter at Breast Height | <u>SAF</u> | Society of American Foresters |
| <u>DOTS</u> | Department of Transportation & Sanitation (Nevada County) | <u>SEDD</u> | Sierra Economic Development District |
| <u>DSAV</u> | Defensible Space Advisory Visit | <u>SIP</u> | Shelter in Place |
| <u>DSCS</u> | Defensible Space Clearing Services | <u>SOA</u> | Solicitation Offer Award |
| <u>DMA</u> | Disaster Mitigation Act | <u>SPCC</u> | Spill Prev. & Counter Measures Plan |
| <u>EDD</u> | Employment Development Department | <u>SPI</u> | Sierra Pacific Industries |
| <u>EIR</u> | Environmental Impact Report | <u>SRCC</u> | Sacramento Regional Cons. Corps. |
| <u>EPA</u> | Environmental Protection Agency | <u>SYRCL</u> | South Yuba River Citizens League |
| <u>EPIC</u> | Electric Program Investment Charge | <u>THP</u> | Timber Harvest Plan |
| <u>EQIP</u> | Environmental Quality Incentive Program | <u>TNF</u> | Tahoe National Forest (USFS) |
| <u>ERC</u> | Economic Resource Council | <u>TRPA</u> | Tahoe Regional Planning Agency |
| <u>ESA</u> | Endangered Species Act | <u>TTCF</u> | Truckee Tahoe Community Foundation |
| <u>FEMA</u> | Federal Emergency Management Agency | <u>USDA</u> | United States Department of Agriculture |
| <u>FHSZ</u> | Fire Hazard Severity Zone TRPA | <u>USFS</u> | United States Forest Service (USDA) |
| <u>FIRST</u> | Forest Integrated Resource Safety Taskforce | <u>VMP</u> | Vegetation Management Program |
| <u>FMAG</u> | Fire Management Assistance Grant | <u>WLPZ</u> | Watercourse and Lake Protection Zone |
| <u>FREED</u> | Foundation of Resources for Equality & Employment for the Disabled | <u>WUI</u> | Wildland Urban Interface |
| <u>FRAP</u> | Fire and Resource Assessment Program | <u>YWI</u> | Yuba Watershed Institute |
| <u>FSCA</u> | Fire Safe Communities Association | <u>YFN</u> | Yuba Forest Network |
| <u>FSCNC</u> | Fire Safe Council of Nevada County | | |
| <u>GIS</u> | Geographic Information Systems | | |
| <u>HMA</u> | Hazard Mitigation Assistance | | |
| <u>HMGP</u> | Hazard Mitigation Grant Project | | |
| <u>IRWMP</u> | Integrated Regional Water Mgmt Plan | | |
| <u>LHMP</u> | Local Hazard Mitigation Plan | | |