

**FIRE SAFE
COUNCIL**



**Board of Directors' Meeting
May 23, 2024**



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

Board of Directors Meeting

Thursday May 23, 2024

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**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, May 23, 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
(SE) Steve Eubanks, Vice-Chair
(KH) Kathy Hebert, Treasurer
(SE) Steve Eubanks, Secretary
(EDJ) Jamie Jones, Executive Director

(AD) Alan Doerr, Director
(MG) Myron Graessle, Director

Staff:

(OCW) Chris Wackerly, Director of Operations
(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 April 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, June 13, 2024, at 1:00 pm

7. REPORT OF THE CHAIRMAN OF THE BOARD – Pete Williams
 - a. Executive Committee Meeting Report
 - i. Firewise Festival Update– Steve Eubanks
 - b. High Risk Vendor and Corrective Action Plan
 - c. PRA
 - d. DSAV Training
 - e. Next Executive Committee Meeting: Thursday, June 13, 2024, at 1:00 pm

8. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones
 - a. Organizational Update
 - b. Grants Update
 - c. Funding/Membership Update
 - d. Partnership Update
 - e. Status of Audits
 - f. Status of Legal Council Update
 - g. Status of Furlough ERC and Forest Health

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

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

11. DIRECTORS COMMENTS – Information

12. **ADJOURN TO CLOSED SESSION**

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

14. **Adjournment**

NEXT BOARD MEETING: Thursday, June 27, 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 240523

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, April 25, 2024 at 10:00 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
(JM) Jim Mathias, Wildfire Prevention and Safety Manager
(DS) Duane Strawser, Management Analyst

1. CALL TO ORDER

2. PW called the meeting to order at 10:06 AM

3. ROLL CALL

4. As indicated above.

5. AGENDA & ORDER OF BUSINESS

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

6. MEETING MINUTES

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

7. PUBLIC COMMENT

No comment.

8. AGENCY/PARTNER REPORTS

1. Pat Mason (CAL FIRE): Mason reports they have been doing property walk throughs with individuals from loss of their home insurance. May 1st a residential burning letter will go out to the community.

9. REPORT OF THE FINANCE COMMITTEE – Kathy Hebert

1. Kathy Hebert reported working closely with Jamie. They have been working on audits and organizing to improve the information flow with the end goal of it being easier moving forward. They have been working collectively taking care of past things that are required.

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

1. PW reported that Jeff has resigned from being Secretary for FSC Board. As of now, we have 6 board members.
2. Motion to accept Steve as our new Secretary. MG moved acceptance. Seconded by KH. Approved unanimously by voice vote. Steve is now Secretary and Vice-Chair, taking on double duty.
3. SE proposed opening a checking account with Tri Counties for the Firewise Festival Funds which include sponsorships, tickets, and donations. Jamie suggests we leave open the option of River Valley Bank. The resolution has now been updated to have the option to either bank.
4. Motion to approve the resolution. PW motioned. Seconded by KH. Approved unanimously by voice vote.

11. REPORT FROM THE EXECUTIVE DIRECTOR

1. Included in the attached Board Packet.
2. Jamie reported on the furlough of our field staff. The crew was supposed to start the Ponderosa Project in March, which did not happen. We have been planning on funds from the County, which is why our crews got furloughed. In order to put our crews back to work, Defensible Space Clearing Service flyers will be sent out to the community. The

reimbursement for Green Waste and AFN has also all been affected by the issue we are experiencing with the county.

12. REPORT FROM THE DIRECTOR OF OPERATIONS

1. Chris reported that chipping and defensible space clearing services are still available upon request.

13. STAFF REPORTS

1. None.

14. DIRECTORS COMMENTS –

1. None.

15. CLOSED SESSION-

1. SE moved a closed session to discuss personnel issues. Seconded by MG. 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 April 25, 2024, and were approved by the Board of Directors.

Steve Eubanks (Secretary)

Date

FIRE SAFE COUNCIL OF NEVADA COUNTY BOARD ROSTER

As of 05/21/2024

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	Eubanks	Steve	Rough & Ready	steubanks@gmail.com	Member at Large
Director	Doerr	Alan	Nevada City	avdoerr@gmail.com	GIS Specialist
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		