



FireSafe **COUNCIL**

Board of Directors' Meeting

September 24, 2020



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, September 24, 2020, at 10:00 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 August 27, 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)
6. REPORT OF THE FINANCE COMMITTEE – Dave Walker
 - a. Financial Report as of June 30, 2020
 - b. Next Meeting: Thursday, October 8, 2020 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, October 8th, 2020 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. ADJOURN

NEXT BOARD MEETING: Thursday, October 22nd, 2020 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: <https://zoom.us/j/93896079702?pwd=NTJkRXVvMlIaT0haYnJrZ3lQaW5iUT09>

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

200916



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, August 27, 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
(AD) Alan Doerr, Director
(SE) Steve Eubanks, Director

(SH) Sue Hoek, Director
(WM) Wanda Mertens, Director
(ET) Eric Trygg, Director
(DW) Don Wagner, Director
(HW) Hank Weston, Director
(PW) Pete Williams, Director

Visitors: There were no visitors.

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 PW. Approved by unanimous vote.

3. MEETING MINUTES

PW moved acceptance of the Minutes from the June 25th, 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)

1. Firewise Coalition – Bob Long reported on the Coalition Zoom conference and training. Attendance was over 300 people, and the event be used by individual Firewise Communities as their annual NFPA required training exercises. The next program will be on the Nevada County Dashboard.
2. NCCFD – Patrick Mason reported on the Defensible Space Inspection program. The District is sitting at 105 complaints right now and have only one part-time inspectors. The District will be hiring two more. Terry McMann reported that the County 211 program proved to be a good means of transmitting information during the Jones fire.
3. Office of Emergency Services – Paul Cummings reported the recent Jones Fire. 4000 people were contacted and evacuated. Code Red worked quite well, and residents responded appropriately. Coordination between all services worked very well. The county Dashboard on the fire was overwhelmed by significant use (up to over a million hits per hour) – much from users outside the county, but most users got timely information. The High/Low sirens worked well and expedited the evacuations
4. CalFire – Jim Mathias also reported on the Jones Fire delivering a history of the fire and results. He mentioned that many households in the fire area had clearly been working hard on developing good defensible space and that County and FSC efforts had helped stimulate these actions. He stated that FSC was very effective in the Ready part of the Ready/Set/Go program. Only 14 units were lost. 20 units were saved.
5. NSAQMD – David Nicolson reported on the air quality during the Jones Fire and cited the Air Now website as the place where local air quality is made available.
6. Jamie reported for Caleb Dardic on the Nev. Co. Relief Campaign for fire victims. They have raised \$16,000 since Saturday. Two case workers have been tasked to help survivors in need.

6. REPORT OF THE FINANCE COMMITTEE – Dave Walker

1. DW provided the Financial Report as of May 31, 2020 citing **Revenue** of \$ 2,437,696, and a **Net Revenue** of \$ 65,198. We have \$53,086 in the bank.
He also reported that the extremely successful Greenwaste program had left FSC with a financial problem. The cost of disposing of the waste had left FSC with a substantial deficit. Action on this issue will be further reported on below.

2. EDJ also reported on a current problem with the Chipping Program. Because of Covid19 we cannot use convict labor, so labor costs have gone up. We currently ask for “donations,” but they cannot legally be certified as donations for tax purposes. Most “members” think that their “membership fee” covers their free chipping. We currently do not have a grant to cover the cost of chipping (\$150/hr). so chipping is running in the red.
3. DW recommended the need to change our marketing of this program to a “Low Cost Chipping Program” instead of the “free chipping.” Discussion indicated that FSC needs to invoice our customers to cover the cost of the chipping program and find a way to help people who cannot afford the low-cost program. DW moved that FSC develop a new marketing program based on a Fee for Service model and a mechanism for charging customers. SE seconded the motion. The motion passed unanimously.

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

1. A Nominating Committee has been selected by the Chairman and agreed to by the ExecFinance Committee for referral to the FSC Board. This committee for 2020 consists of HW, SE and PW. WK moved that this proposed Committee be commissioned by the FSC Board. DW seconded the motion. The motion passed unanimously.
2. Director Janeth Marroletti has submitted her resignation as FSC Director.
3. The ExecFinance Committee had discussed FSC Board Member participation and involvement. This discussion should be considered a work in process, but that one possible action could be to actively involve individual Board Members in ongoing FSC efforts. A tour of the Ponderosa Project could be one such activity. ET volunteered for such a tour in September.

8. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones

1. EDJ reported that after further research she has found that FSC does not qualify as a tax-exempt group by the State of California. We are tax-exempt for the Federal level.
2. EDJ review employment numbers for the ExecFin Comm. FSC had staffed up to over 20 people in January in anticipation of both Ponderosa and the Greenwaste project. However, due mostly to the Federal Covid19 supplementary funding program a number of new employees simply abandoned work to apply for the \$600/wk federal support program. FSC employment is now at 15 people. Because we had reached the twenty-person trigger for supplying benefit packages to all employees, the Board had authorized the implementation of a benefit package for all employees. We have not yet started this process, but the budget has been approved for this year. However, reasonable benefits packages are an employment incentive for potential employees. In fairness, EDJ will move forward on this program.
3. EDJ reviewed concerns over potential legal issues downstream due to Covid19 exposure of volunteers in the DSAV program and the “trainer/trainee” buddy program under which we had been operating. FSC currently has a backlog of DSAV’s and therefore Advisor training must be completed. As a precaution, FSC will look to obtaining wavers with both Advisors and customers that all DSAV efforts are being done under current State required protocols and entirely voluntary. A web-based process is in development to include a wavier as part of the sign-up process.
4. Grant Applications Update – Another Coalitions Co-operative Grant that we will be applying for that will allow us to do some potential burn-pile project with the USFS. Also, a planning grant to develop a committee on how to serve the community with potential fire information.
5. Greenwaste: In 2019 we had collected 500 tons of greenwaste. This year we collected over 5000 tons, three quarters of this was collected in the last two weeks. It resulted in an astronomical pile of chipping to be moved. The result is that when all the great community support is included, we are still \$117,000 over budget. As indicated above, this shortfall can in part be offset by the complete forgiveness of the \$77,000 Federal PPP loan. Further discussion indicated that income from the Ponderosa Project would also be available to cover the remaining deficit.

DW moved that the ExecFin approve and forward to the full FSC Board that

- i. The Federal PPP loan of \$77,000 be added to the FSC budget and applied to employee costs of the Greenwaste project, and that
- ii. \$40,000 of income from the Ponderosa Project be applied to the remaining Greenwaste costs.

PW seconded this motion. The motion was approved unanimously.

6. Lake Wildwood Firewise Recertification: FSC has been asked by Cal-Fire to help them meet their deliverables on their grant to be recertification as a Firewise Community. FSC estimates this will cost about \$2500 to complete this work as a subcontractor under their grant. Recertification would need to be completed by April 2021. No discussions have as yet been held with the LWW Board. The FSC Board indicated that the FSC should discuss this with the Penn Valley Fire Board. HW moved that FSC should develop a MOU with the LWW Board, the LWW General Manger and Penn Valley Fire detailing the deliverables. This was seconded by SH. The motion was approved unanimously.
7. Programs: Julie Siegenthaler has recovered from the Greenwaste and the Fire Season Guide is out. She did a phenomenal job on both. Now she has the Chipping Program ready to go online and will report into our software and will simplify the management of this program. She is revamping the DSAV packet, started a DSAV newsletter and initiated group conferences. We have had a number of requests for people to obtain DSAV training. Truckee would love to have a training there. In this year of Covid19, the way we will be looking to accomplish such training will be by video/web seminar. We are looking to

record presentations and present webinars. These could be both live, and the be available for multiple training sessions augmented by interactive web meetings. We have been having trouble identifying viable candidates for our Access and Functional Needs Program (AFN). A lot of qualified people don't actually own homes. We have completed the 15 homes for which we had funding from the County and PG&E has supplied funding for 30 more homes. A press release has gone out, and we have received additional requests and we will be qualifying these with environmental review and sending them on to FEMA for additional funding.

9. DIRECTORS' COMMENTS

ET thanked Bob Long for making an excellent presentation on Firewise Communities to the Rotary Club.

ED stated that he lives in the Jones Bar area and the Code Red worked well. He would be happy to share his perspective with any of the agencies. **SH** responded to thank **ED** because OES is looking to capture all that type of information. Jim Mathias from CalFire responded that he also is collecting all that information if **ED** is willing to email it to him. **ED** also stated that he is doing the mapping for Brittney Firewise and for Kentucky Flat.

RN noted that the Real Estate industry has taken extreme steps to mitigate potential legal risks due to Covid19 using forms that individual interested in home and homeowners have to execute before any action or visitations are made. There are fears in the industry that huge lawsuits are just waiting out there. **RN** will send Jamie copies of documents being used by the industry. Limitational liability is the "way to go."

HW agreed with **RN** that we need to be super careful.

WM from the insurance industry gave kudos to the agencies involved in working cooperatively with all the residents of the Jones Fire. Also, Kudos to the newsletter that Julie put out. And on the Covid19 issue, she is seeing a calmer and accepting attitude from most people. On the Jones Fire, often insurance agencies will not write policies until 48 hours after a fire is contained, but some agencies will write them now.

RN thanked Jim Mathias for the great job CalFire did on the whole Jones Fire situation.

10. ADJOURNMENT at 11:56 TO TRAINING SESSION SCHEDULED FROM 1:00 – 2:00 PM

ADJOURNMENT – 3:11PM

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held **on August 27, 2020** and were approved by the Board of Directors.

Warren Knox, Secretary

Date



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P.O. Box 1112
Grass Valley, CA 95945
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Fax (530) 272-3232
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**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, September 10th** 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**
- 4) **FINANCE COMMITTEE UPDATE** – Dave Walker
- 5) **CHAIRMAN UPDATE**
- 6) **EXECUTIVE DIRECTOR OPERATIONS UPDATE**
- 7) **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

September 8th, 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, September 10th, 2020 at 9:30 A.M via Internet and Zoom.

Board Members in Attendance:

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

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

Call to Order: 9:40 AM by DT via Zoom teleconference.

1. **Roll call:** was taken and is reflected above.
2. **Public Comment:** None.
3. **Financial Committee Update:**
 - a. **DW** stated that the books have not yet been closed for June 2020. This is also for the closing for the year. Staff has is in the process of implementing the changes authorized by the FSC Board at the August Board meeting – namely the accurate posting of the Federal PPP Loan as an asset and applying Greenwaste payroll against that asset. This should be completed in the next week and the full report will be available for the September meeting of the full FSC Board.
4. **Chairman Update:**
 - a. **DT** reported on the quality DSA Meeting organized by Julie S. Plans are to continue this as a monthly meeting.
 - b. **DT** reported that Julie also produced the first Newsletter for the FSC Membership and made sure it was copied to all the Board Members. He also discussed that the Red Flag Warning (which been in place the last few days) was a definite example of “Extreme Fire Behavior”. Also discussed the need for people to put a lock of some sort on their generators – to a tree, or a building etc. – to ensure they could not be stolen.
5. **Executive Director Operations Update:**
 - a. **EDJ** that August was a month used to consolidate all the busy activities of the summer and deal with the local fire activities. The Staff will be engaged in a “summit” on non-profit financing and reporting to ensure they understand the FSC works.
 - b. The Briar Patch Newsletter contained a positive article Defensible Space citing the FSC.
 - c. Some issues have developed around changes to the scope and size of Firewise Communities, and limitation they may have when proposing changes to their individual community’s identity.
6. **Adjourn:** **WK** move the meeting be adjourned. This was seconded by RN and passed unanimously. Meeting was adjourned at 9:53 AM

The next Executive/Finance committee is scheduled for October 8th, 2020.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County’s Executive / Finance Board meeting held on September 10th, 2020 and were approved by the Board of Directors.

200601

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	Mertens	Wanda	Nevada City	530-265-0621	NA	wanda@mertensinsurance.com	Mertens Insurance Agency
Director	Trygg	Eric	Grass Valley	530-273-9161	NA	pacifictac@hotmail.com	Member at Large
Director	Wagner	Don	Penn Valley	530-432-2630	530-559-8816	dwagner@pennvalleyfire.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	NA	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



2020 Calendar

24-Sep	Board of Directors Meeting 10:00am	Madelyn Helling Library
6-Oct	Firewise Coalition Meeting 5:30pm	Nevada County Assoc of Realtors
8-Oct	Executive/Finance Committee Meeting 9:30am	Fire Safe Council
12-Oct	Columbus Day - office closed	
22-Oct	Board of Directors Meeting 10:00am	Madelyn Helling Library
22-Oct	Board Elections	Madelyn Helling Library
28-Oct	National First Responder Day	
3-Nov	Firewise Coalition Meeting 5:30pm	Nevada County Assoc of Realtors
11-Nov	Veterans Day - Office Closed	
13-Nov	Executive/Finance Committee Meeting 9:30am	Fire Safe Council
19-Nov	Board of Directors Meeting 10:00am	TBA
26-Nov	Thanksgiving - Office Closed	
27-Nov	Thanksgiving - Office Closed	
1-Dec	Firewise Coalition Meeting 5:30pm	Nevada County Assoc of Realtors
25-Dec	Christmas - Office Closed	