



California Fire Safe Council
BOARD OF DIRECTORS MEETING
PUBLIC SESSION MINUTES
Thursday April 28, 2016
Residence Inn
Sacramento CA 95833

The meeting was called to order by Chairman Jerry Davies, and he introduced and welcomed the new Executive Director: Stephen Gort.

The group received copies of the new CFSC Brochure with updated accomplishments list and updated logo. The Chair thanked Dalonna Scott for the work she had done on this update.

The subject of the upcoming (May) audit was covered:

- All documentation has been submitted, on time.
- Albuquerque audit has been given electronic access to documents on Zoomgrants.
- The meeting is expected to be 2-3 days – mainly to answer any questions they may have.

A point of order was raised by Pat Frost – is everyone present?

Those present:

Jerry Davies Niel Fischer
Pat Frost Pat Kidder
Kate Dargan Troy Whitman
Dave Bischel David Horne

Not Present:

Jay Watson
J. Lopez
Dave Shew

The meeting was informed that Secretary Troy Whitman was recording the meeting.

Chair asked for a motion to approve the minutes of the February, 2016 minutes.

So motioned: David Horne, Seconded: Dave Bischel. All in favor? One abstention: Pat Frost who was not in attendance in February, all others in favor, approved.

Board Chair Report, Jerry Davies:

- Reported on the Farmers insurance check presentation press conference in Sacramento:
 - Farmers Exec VP Dan Dunmoyer recognized CFSC
 - Chair Jerry Davies thanked Farmers for its continuing support of CFSC and discussed mission and accomplishments of CFSC
 - Channel 3 and CAL FIRE and Cal insurance department videoed presentation for their respective internal video channels
 - 50 Agents/execs present
 - Dave Jones, insurance commissioner of Ca praised CFSC work
 - Dan Bailey, Farmers head of claims presented \$100,000 check to Jerry Davies, photos published on Farmers web and insurance department web
- Report on San Diego Fire Prevention Day:
 - 120-130 people present
 - CFSC had a booth, distributed new brochures and pop up CFSC flag
 - San Diego Fire Safe Council exec director Sheryl Landrum presented

- BLM presented
- CAL FIRE presented
- Don Butts, President of Fire Chiefs Association, San Diego
- Forest Service - Clay Howe presented
- CAL FIRE and local fire department displays were visited by attendees
- Report on Grass Valley Fire Prevention Day will be May 7
 - To be held at Sierra College
 - There will be radio coverage and Channel 3
 - Farmers Truck will be present
- Property Casualty Insurance Association made a \$10,00 donation TO CFSC
- Pat Frost asked how much each Farmers event cost- Jerry Davies responded: these events cost approximately \$15,000.
- Phos-Chek (Chris Thompson) asked how they could help – they are buying lunch which is about \$5,500 for 200 people. PCI would also like to contribute articles which could be featured on the CFSC web site. They will pay \$3,500 at the Grass Valley event.
- Pat Frost suggested the idea of having a subcontractor manage these events in the future. It was mentioned that Cheryl Miller had done so in past. Pat also encouraged CFSC Staff involvement

Public Comments:

The chair recognized Michael Garabedian, President of the “Friends of the North Fork of the American River”, who gave a brief summary of his organization’s history and activities. Their emphasis is mainly on the County Planning & Development Department(El Dorado). He also mentioned never receiving the donation of \$200 which CFSC had promised them, to defray costs in attending a convention on WUI. David Horne indicated that the request had likely been lost in recent personnel shuffles and promised the check would be forthcoming shortly.

Coffee Break (15 minutes)

Treasurer’s Report, David Horne:

- The Treasurer presented the First Quarter, 2016 Financial Statements
- Amounts of contract labor were pointed out
- Attention was focused on the “Sub Awards” category as being a negative amount.
 - The reason being, there was no Federal income in the first quarter, in spite of timely requests made by CFSC.
 - An unexplained slowdown in Albuquerque payments has been experienced, which is causing significant problems getting funding to sub-grantees.
 - The Treasurer opined that possibly new personnel in Albuquerque, not accustomed to our advance payment requests process, might be to blame.
 - Pat Frost brought up the problem of Forest Service reserving cash for suppression activities as another possible cause for the delays.
 - Pat Kidder suggested that CFSC ought to make some noise about this, and the subject of having sub-grantees “chime-in” as well, ought to be encouraged. The suggestion of providing sub-grantees with a template letter was discussed.
 - Sending a letter to Dianne Feinstein was also discussed.
- A motion was made, seconded, to approve the Treasurer’s report – all in favor: unanimous.
- A Discussion of Indirect Cost Rate accounting followed. Treasurer Horne presented a 3 page white paper prepared by the CFSC CPA – Norm Moline, to the meeting.

- The key point of the discussion was acknowledging that Federal IDC is not a ratio of indirect costs to revenue, but rather a ratio to direct costs.
- There was much frustration with this method acting as an obstacle in obtaining grant funding from organizations other than the Forest Service. PG&E and CAL FIRE/SRA were given as examples.
- A discussion followed which touched on:
 - How to acquire funding from others in order to reduce the Forest Service (or other Federal agencies) from being the majority supporters of CFSC work. All Federal agencies are bound by the OMB Indirect cost method.
 - Need to develop an alternative business case arguing true CFSC efficiencies.
 - Develop a spreadsheet model which would accurately describe the actual amount of other funding needed to define the tipping point needed to upset the OMB/IDC requirement.
- Pat Kidder thanked Norm for the work done to describe the issue. Pat emphasized the importance of maximizing the amounts actually going to the field for mitigation work. He stated that this should be the real measure we should focus on, and which we ought to use in discussing donations with others. Although there was general agreement with this sentiment, it was brought back to the fact that any donations would still be governed by the Federal method.
- Jerry Davies restated his intention to use Farmers funding to hold awards dinners to recognize those who help the CFSC cause – but also to invite possible donors from large corporate public relations programs and “Big Box” stores, who all have large community help budgets. He also recommended that Farmers receive a recognition plaque at a dinner for its long time support of CFSC.

Science Event at Rancho Cucamonga - J Lopez, not in attendance. No report.

Nominating Committee Report - J Lopez, not in attendance. No report.

The subject of expiring Director terms and annual officer elections came up.

Troy Whitman promised to talk with J. Lopez to get a plan together to cover this.

Executive Director’s Update - Jerry Davies

- The chair acknowledged receiving a letter of resignation of Alex H. (Grant Specialist). He suggested sending a letter thanking Alex for her contributions.
- The chair reminded the meeting of the upcoming Forest Service Audit, due in May, 2016.
 - Letters were sent informing sub-grantees of the audit, and letting them know that they would potentially be subject to enquiries by the auditors.
 - All CFSC staff were also notified.
 - Programs to be reviewed are 14 SFA, 14 SFAX, 15 SFA, 15 SFAX.
 - David Horne thinks that sub-grantee match may be the key focus area.
 - Liron Galliano believes the auditor’s opinion of CFSC handling of source documentation will be important, as they have no other organizations like CFSC to compare with.
 - Pat Kidder mentioned the importance of knowing how close-out will be done, and with whom.

Other Board Member topics:

- Kate Dargan thanked the other members of the Executive Director Search Committee for their efforts - Pat Kidder, Troy Whitman and Jerry Davies. A long process, well handled.

- Dave Bischel mentioned California legislation on relaxing some timber harvesting regulations, which is supported by the Forestry Service and related industries. (AB2029).
 - David Horne made a motion to join the coalition supporting this bill, with a letter from CFSC. Seconded by Pat Kidder – passed unanimous.
- David Horne asked Kate Dargan if there was any news on CFSC participation in the CAL FIRE-SRA grant program. She said there was not. He also asked if there was any news/progress on the Jarvis lawsuit. There is not. Past Frost said that it had been established that a class action is possible thanks to a recent judicial ruling.
- Niel Fisher discussed the Tree Mortality issue. Including the Governor’s recent declaration of a state of emergency (although without any funding). He also indicated:
 - Opinions vary, but that at least 29,000,000 trees are now dead; another 58,000,000 are at high risk, and a further 500,000,000 are under stress.
 - He believes this could be a \$2-3 Billion dollar, 10-20 year problem.
 - Niel also reiterated Pat Kidder’s point of the need for strong focus on getting the funding to the field to deal with this problem.
- Michael Carabedian noted that the board has significant challenges, but appeared to have a good grasp of the situations, and a wide skills base to deal with them.

Lunch Break – Closed Session Announced

Jerry Davies

Return from Closed Session- Jerry Davies

In closed Session, the CFSC considered the following topics:

- The status of plans for the upcoming Forest Service audit
- The status of the job Search for a new Grant Specialist
- The status and plans for potential fund raising activities
- The re-activation of the Advancement Committee
- The re-activation of attention to Board Governance
- The Board received a report on an investigation on the subject of hostile work environment. The report and its conclusions were accepted & approved by the Board. The Board further agreed to review and endeavor to find the ways and means to address the report’s recommendations.

Other Business:

Pat Frost asked about the status of CFSC involvement with the “Fire Adapted Communities” program, and whether or not there was any funding or planned actions in place. It was not known within the meeting, so the subject will be carried forward, by the executive director.

Discussion of future Board meetings was concluded as follows:

- July 21st meeting in Sacramento
- October 11th meeting in Laguna Beach
- December 14-15 Meeting and planning retreat – location TBD.

4:00 PM: Final Adjournment - Jerry Davies