**California Fire Safe Council**

**Board of Director’s Meeting**

**Public Session Meeting Minutes**

**February 17, 2016
Holiday Inn San Diego Bayside
San Diego California**

**CALL TO ORDER:** The meeting was called to order at 8:47 AM by Board Chair Jerry Davies.

**APPROVAL OF MINUTES OF PREVIOUS MEETING:** The minutes of the meeting of December 8 and 9, 2015 were unanimously approved as submitted by Interim Executive Director Dan Lang on a motion by David Shew, seconded by Pat Kidder.

**REPORT ON FARMERS INSURANCE “WILDFIRE COMMUNITY PREPAREDNESS DAY EVENTS:**
Board Chair Jerry Davies and Sheryl Landrum, Executive Director of the RCD of San Diego County reported on preparations for a “Wildfire Community Preparedness Day” event to be held at the Barona Resort and Casino in San Diego County on Saturday, April 23. Farmers Insurance has contributed several thousand dollars to the California Fire Safe Council for holding such events, and Chair Jerry Davies has entered into an agreement with the Barona management to cover the cost of hosting such an event. A full lunch for up to 200 attendees will be paid for by Phos-Chek.

Jerry Davies wants the public to be able to register to come to the Barona event by registering at the CFSC website.

Sheryl Landrum reported on fire protection project work in San Diego County, including Clearinghouse grant projects, SRA grant projects, and CCC projects. The RCD of San Diego County works directly with homeowners to try to match the right resource to the particular homeowner’s needs. There are currently 33 active fire safe councils in San Diego County.

 **PUBLIC COMMENTS:** None

 **TREASURER’S REPORT:**
Treasurer David Horne presented the December 31, 2015 Financial Report by Accountant Norm Moline, which was approved by voice vote without dissent.

Mr. Horne stated that staff had not completed work on the draft 2016 Budget, but that he hoped to have it available for review at the next meeting.

Niel Fischer stated that the CFSC should establish a separate 501(c)(3) corporation that could handle non-federal grants at a lower total indirect cost rate than the 30% currently used by the CFSC. He also stated his desire to have a detailed, comprehensive discussion with experts present on how the CFSC can reduce its indirect cost rate, so as to be able to put “more dollars on the ground”. Mr. Bischel expressed the same desire.

**PG&E REPORT:**Niel Fischer reported that during 2015, work funded by PG&E resulted in the removal of over 21,000 drought-killed trees. Much of the work was done in Madera and Tuolumne counties. The program went way over budget, largely because of the use of heavy cranes to remove trees that were immediately next to structures. In 2014 PG&E spent $5.5 million on this work, $1.99 million in 2015, and they plan to spend approximately $2 million on this work in 2016.

Niel is worried about not enough skilled workers being available to do all of the work, especially considering that Cal Fire has issued millions of dollars in grants for similar work, as has the California Fire Safe Council.

Dan Lang commented that several CFSC grantees had neglected their CFSC projects so that they could complete their no-match PG&E projects before the October 31, 2014 deadline. Grantees then requested extensions for their CFSC projects, which we granted “for the greater good”.

But the lack of enough skilled workers could be a problem for PG&E, CFSC, and Cal Fire in 2016 as they all compete for the resources they will need to get their projects completed during the working season.

**INTERIM EXECUTIVE DIRECTOR’S REPORT:**
Dan Lang reported on the 2016 Grants Clearinghouse cycle, stating that the CFSC would begin accepting applications on March 10, and stop on April 22. Grant application workshops would be presented to the public on March 14 in Redding, March 17 in Carmel, March 22 in Arcadia, and March 24 in Sacramento. He then went on to describe the whole Clearinghouse process that will eventually result in subaward agreement letters being issued to successful applicants in early October of 2016.

He then gave an overview of staff activities since the December 2015 Board meeting, which consisted mostly of closeout work on 2013 subgrants, continuing work with grantees on problems with a variety of problems with the 2014 subgrants, initial payment requests and progress reports on the 2015 grants, and preparation of training materials to be used in the 2016 grant application cycle, including a new on-line grant application that will be incorporated into our ZoomGrants grant data management system.

**TREE MORTALITY TASK FORCE REPORT:**
Board Chair Jerry Davies reported that the next meeting of the Governor’s Tree Mortality Task Force will be Tuesday, March 8. Jerry Davies will represent the CFSC. Niel Fischer stated that storage of all of the trees and flammable biomass that needs to be cut will be a big problem for all of the effected counties. It will have no lumber or biomass value, but it can’t just be left where it is or the hazardous forest fuels problem will not be addressed.

Troy Whitman stated that some homeowners are losing their insurance coverage because of the presence of dead hazard trees around their house, causing a fire hazard and danger that the tree could fall on the house and damage it. So when they ask their insurance company if there is anything they can do about it, the insurance company’s response is to cancel their policy.

But ironically, if the homeowner does not say anything to the insurance company, and the house is damaged by a fire or a falling tree, and the policy is still in force at the time, the damage will be covered.

**CLOSED SESSION:**
On a motion by Niel Fischer, and seconded by Pat Kidder, the Board voted unanimously to go into a Closed Session at 11:39 AM.
 **RETURN TO PUBLIC SESSION:** The Board returned to a Public Session at 1:35 PM.

Chairman Davies then reported that during the Closed Session the Board discussed:

* Moving forward with their search for a new Executive Director
* The election of officers, which was tabled until the April 28 meeting
* Searching for on-line Equal Employment Opportunity training courses for Board members and staff
* The filling of temporary vacancies by re-assigning staff duties and the hiring of a part-time employee

Chairman Davies also reported that the next day, February 18, he would be traveling to the Barona Resort and Casino to do additional preparation work for the April 23 “Wildfire Community Preparedness Day”.
 **ADJOURNMENT:**
Board Chair Jerry Davies asked if there was any additional business anyone wished to discuss. Hearing none he asked for a motion to adjourn. Troy Whitman made a motion to adjourn the meeting, which was seconded by David Horne. Chair Davies asked if there was any opposition to adjournment, and hearing none, he adjourned the meeting at 1:39 PM, February 17, 2016.

*Notes provided by Dan Lang, Interim Executive Director*