

California Fire Safe Council
BOARD OF DIRECTORS MEETING
PUBLIC SESSION MINUTES
June 1, 2017
CFSC SoCal Office Suite 230
3200 Inland Empire d.
Ontario, Ca 91764

The meeting was called to order by Chairman Jerry Davies.

Directors Present:

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

Directors Absent:

Niel Fisher	J. Lopez
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Minutes Approval of Public Session Minutes of the February 1, 2017 was discussed. Troy Whitman made a motion to accept the minutes, David Horne seconded, and approval was unanimous.

Chairman Jerry Davies gave a brief update on Tree Mortality subject, and handed out a short summary.

Farmers Chairman Jerry Davies discussed various Farmers Fire Preparedness Events. Stephen Gort circulated a two page summary of the status of the Napa event, including a long list of participants and planned activities. Chair Davies indicated he was working with Pat Frost to decide on another event in either Redding or the Mount Shasta area. September 15-16 were discussed the idea of holding a Board meeting the day before the event.

The possibility of another event in Lake Tahoe in October was also discussed, but was decided against due to possible conflicts with the Fuels & Fire Task Force meeting as well as fire season. Chair Davies will look at San Diego as a possible alternative.

USAA Planning is underway for a fire preparedness day at Camp Pendleton. It would include Base Fire Services, residents of on-base and off-base housing as well as nearby Indian tribes. There is a possibility of an event at Edwards AFB in October, and a future event at Vandenburg.

State Farm Stephen Gort and Chair Davies reported that an initial effort to identify possible candidates to form a fire safe council had not been productive. Stephen handed out a one page document describing the program with an application overleaf. The flyer was sent to volunteer Fire Departments throughout the State by Mike Williams, reaching about 2000 departments. To date there were no applicants. Discussion followed and several suggestions surfaced:

- Go to existing FSCs for suggestions
- Post the program on our web site
- Maybe a “finder’s fee” for the FSCs? New web offering?

Ken Pimlott Meeting Chair Davies said this meeting might be possible in July.

Washington D.C. Chair Davies reviewed a very successful trip, and provided members with a short write-up of the visits with 14 legislators’ offices, and gave high praise to the Farmers staff member, Blaire Luciano in Washington, D.C. who arranged the event. A discussion followed covering a number of topics:

- Pat Kidder asked if the timing for the “ask” was good/bad

- Should CFSC go to D.C. regularly – informal consensus was yes, once a year.
- The excellent preparation of Farmers and the visiting CFSC members was key to allowing CFSC to express the need for continued funding.
- CFSC attendees were: J. Davies, D. Shew, D. Bischel and K. Dargan
- Future attempts ought to be very specific – where/how they can help our effort
- Add information covering these activities to our new Newsletter/Bulletin and include the legislative offices in the distribution of it.
- Broaden these interactions to local politicians as well as to Washington.
- Chair Davies will send a letter and a certificate of appreciation to the Farmers staff

Recognition Dinners An animated discussion on this subject, with several ideas discussed;

- Doing these periodically prior to Board Meetings
- Should they be Recognition or Fundraising.....combining these was discussed
- It was eventually agreed that dinners should be separate for recognition and fundraising.
- A short review of a previous event at “Barona” was done. Apparently it was a successful event, but a similar attempt in Sacramento was a failure.
- Perhaps we should survey FSCs on interest in these type events.
- Discussion on the need to recognize successful FSCs and their Board members on a continuing basis
- The Cost vs. Value was mentioned....there was little information on either, but the importance was acknowledged, and needs to be understood for any future planning.
- Once again, ask the FSCs for opinions/ideas.
- Develop a Book of Successes to send to Washington office of USFS, and the FSCs, Include CAL- Mapper information
- Where to get some seed money to pay for this program – possibly California Insurance association(s). Further discussion at next Board meeting was offered.

Strategic Planning Work It was generally agreed that the planning meeting was productive. Stephen Gort stated that the next steps would be taken by him to develop a well-structured first draft of a formal plan to be reviewed, updated and implemented in future weeks and months.

Treasurer’s Report David Horne referred to the 1st Quarter 2017 Financial Report. He noted:

- Workman’s Comp is more due to a timing of the payment.
- Contract Labor is less, but still significant due to the search firm expense of hiring Bethany.
- Accounting Fee is more due to the USFS Audit and the increased work load to Norm for special projects and more handling of day to day things.
- Legal Fees went down to the legal action being quiet at the moment.
- Direct Assistance was a pass through from Farmers awarded to a local FSC.
- Supplies went up due to the new people and their new equipment and the new equipment for communication.
- Software went up as per the agreement with ZoomGrants for the Clearing House.
- Travel went down because last year reflected the increased Board travel for efforts with hiring the new ED.

Some discussion ensued concerning the costs associated with adding additional Board Members. Treasurer thought getting back to where we were – which would be +3, is affordable.

A suggestion was made that we attempt to determine a Cost-per-Director, for future use/reference. A motion was made by Pat Kidder to approve the 1st Quarter Financial Reports, seconded by Pat Frost, approved unanimously.

Public Comments/Questions – There were none.

Executive Director's Topics

Hiring Executive Director Stephen Gort reported:

- CFSC is currently down 2 Grant Specialists
- Have engaged search firms in both Sacramento and Ontario
- Will seek only individuals with established 2 CFR 200 skills this time – no trainees
- The Sacramento firm has produced 7-8 candidates, only one being fully qualified
- The one very positive candidate will be interviewed within a week
- The prospect of additional Forest Service grant funding could evince the need for another 3 to 8 grant specialists

Facilities E. Director Gort gave the Board a tour of the new facility and reported:

- Wonderful job done by Dalonna Scott in planning and executing the move project
- All furniture needed was available from the Glendora site – no new purchases
- Excess furniture was given to local charities
- Concurrently, we were able to shred 69 bankers' boxes of old records, per our records retention policy. All done with Forest Service review and approval
- The new site is slightly more square footage and saves us \$650/month in rent.
- Both sites now have necessary videoconferencing equipment, and we will do our first Board meeting videoconference on July 26, from 1:00-12:00.

Board Schedule – Balance of 2017, agreed Dates:

- July 26 – Video Conference
- September 15-16 Redding or Mt. Shasta – in Person TBD
- October 25 – Video Conference
- December 6-7 Ontario, further strategic planning & regular meeting

Other Board Member Topics - None

Lunch Break and then retire to Closed Session to begin at 13:00.

At 14:00 the Board returned from Closed Session, Chair Davies reported that items covered in closed session included:

- Status of revised Policy Manuals for HR, Finance, and Bylaws were discussed.
- Status report from the Development committee
- The Executive Directors report
- The approval of recommended grants for 15 SBR

There being no further business, a motion was made by Pat Kidder to adjourn, seconded by Pat frost, all in favor: unanimous. The meeting was adjourned.