

California Fire Safe Council
BOARD OF DIRECTORS OPEN SESSION
MINUTES
November 20, 2018 9:30-9:45
**** Teleconference ****

Directors present on the call included:

K. Dargan	E. Mertens	J. Davies	N. Fisher
P. Frost	R. Grijalva	D. Horne	
D. Shew	T. Whitman		

Directors missing on the call:

R. Roper	J. Lopez	P. Kidder
D. Bischel	L. Blaul	

The meeting was called to order by Chair, Jerry Davies.

Stephen Gort gave a short preamble on the process of approving the review committee recommendations, and described the next steps after approval namely:

- Board Approval
- Grant Specialist conduct in-depth risk assessments on all approved projects
- At least one member of every pre-award organization must attend a detailed grant management workshop, how-to, do-s and don't-s, etc.
- CFSC generate an award letter, sent to each organization, which is basically a contract between CFSC and the pre-award organization.
- Upon receiving the signed award letter, the projects can begin to execute their schedules.
- Those who will do ground-disturbing work will need to complete a CEQA inspection/approval by our contract forester.
- Once all is completed actual cash advances occur use ACH transfers directly to the awardee.

There were a few process questions asked and answered as above.

The Chair asked if there was a motion to accept the recommendations of the Review Committee. A motion to approve was made by Ed Mertens; Seconded by David Horne. Pat Frost abstained from the vote because one of the prospective awardees is in his geography, and he has done some work for them. The Chair asked all in favor? Unanimous, save for Pat Frost.

There being no further business, and several Directors with busy schedules, David Horne made a motion to adjourn, Troy Whitman seconded, all in Favor? Unanimous.