



California Fire Safe Council
BOARD OF DIRECTORS MEETING
OPEN SESSION MINUTES
October 16, 2019 1:06pm – 2:23pm

Those Present: Bob Roper, Kate Dargan, Jerry Davies, Steve Hawks, David Horne, Pat Kidder, Bob Roper, David Shew, Troy Whitman, Frank Stewart, Pat Frost, Laura Blaul

Staff: Tracy Katelman, Elizabeth Lamar, Michaela Martinez

Bob Roper opened the meeting at 1:06pm

1. Welcome & Agenda Review

2. September 23 & 24, 2019 Open Session Minutes

- **David Horne moved approval of minutes, second by Pat Kidder, approved unanimously with one abstention (Grijalva)**

3. FEMA Hardened Home Grant

- Discussion began in May with meeting between OES, CAL FIRE, and HCD; Discussed with Board at June and July meetings
- Statewide hardened home retrofit with CAL FIRE
 - Phase I – establish foundation for statewide program
 - Phase II – retrofit 200 homes as proof of concept
- Submitted August 5th for ~\$12MM with 25% match by CAL FIRE pending
 - AB 38 funding was planned but did not materialize
 - CAL FIRE recently identified funds
 - IDC rate/issue pending
- OES deadline with FEMA extended from Nov until Feb which may extend our deadline
- Approval and funding would be late 2020/early 2021
- Requesting Board approval to submit grant
 - Pat Kidder expressed concern with FEMA limit of 5% overhead – under current practice, we do not have IDC funds available
 - Ruben asked if funding is up-front with reimbursement to follow - unknown
- **Pat Kidder moved approval to submit application with notification to OES of preconditions: a) IDC is inadequate under current accounting practices and b) up-front funding will be necessary, second by Kate Dargan**
 - Pat Frost disagreed with preconditions as they make it more difficult to obtain grant funds
 - David Horne agreed with Pat

- Kate added that this is an atypical grant - State agency cooperative furthering a significant statewide initiative
- Steve Hawks acknowledged concerns and offered CAL FIRE grant as potential 25% match
 - Negotiation may be possible
- Ruben will vote yes as we are approving submittal only and have time to identify issues/negotiate
- Frank Stewart asked if we can express concerns with submittal letter
- **Motion passed with 3 opposed (Davies, Frost, and Horne)**

4. CAL FIRE Funding

A. \$6MM FSC Coordinator Funding

- CAL FIRE appropriation from State Budget to be awarded to CFSC in a non-competitive grant (through 2024) for county coordinators (and FEMA grant match)
- Fund \$100k/County for county-wide coordinator and \$400k for CFSC
- Run through Clearinghouse

B. \$5MM Defensible Space funding

- Defensible space assistance for up to three counties
- May also be able to use for FEMA match
- Run through Clearinghouse
- Steve Hawks added the funds are currently with the Department of Conservation and will be backed out of their budget and allocated to CAL FIRE for non-competitive granting to CFSC
- Kate added we need to attempt to coordinate all grant funds and projects for a holistic approach to resiliency that can serve as a model for future efforts
- Pat Frost asked if staff will need training in State grant process as different than Federal
 - ✓ Steve Hawks stated CAL FIRE can assist with training

C. \$2.5MM Hardened Homes Application

- Steve/Tracy recommendation that CFSC apply to CAL FIRE Prevention grants (deadline Dec 4) for \$2.5MM as match for FEMA Home Hardening grant
- Competitive process – have SFM Office weigh-in
- Need to determine IDC cap
- **Pat Frost moved to direct staff to prepare CAL FIRE grant submittal, second by Jerry Davies, approved unanimously**
- **Laura Blaul, Pat Frost, and Steve Hawks will work with Tracy on submittal**

5. IDC Update

A. IDC – Kate

- Kate received first written report from consultant, Kay Sohl, following interviews with staff, consultants and Board
- She has preliminary recommendations with concurrence from staff
- The “Fairness” rule for Fed Grants, requires use of the same rate across all grants, i.e., same methodology for determining staff costs, not necessarily IDC
- We can revise accounting practices
- Generally, moves us forward to bring balance to overhead issue

- Not applicable to 2019 as too late in calendar year; need to determine deficient and resolution of issues
 - She will prepare 2020 budget with changes in allocation practices that show where pending grants fall for decision making
 - Can probably get to 20%, possible at 12%, no go for 5%
- Tracy added that her time can be allocated differently based on duties
 - Programmatic and non-programmatic
- Kay's work improves (reduces) our IDC issue
- **Kate will forward Kay's preliminary report to Ruben for review and subsequent distribution to the Board**

6. **Audit Status Report and Follow Up**

- David reported the audit is moving forward
- Clarification on money from old grants, that were not of concern during previous audits, is being addressed with grantors
 - Tracy wrote letters to agencies identifying left-over funds and our request to retain
 - Kate clarified we will follow-through on the letters – 2nd, 3rd and final stating we will keep money if no response
 - David asked that audit not be held up during resolution
- Rather than making a finding, Auditors will complete audit
- **Audit Committee will meet October 31st at 9am via conference call with auditor to review results and preliminary letter**
- Letter should be received first week in November
 - Anticipate “No Findings”
 - Categorized “High Risk” due to late completion, but this does not change future audits as they are already reviewing our main federal programs
- No further information from Norm

7. **18 SCE Unfunded Liability Report**

- David reported SCE will allow us to use some of the SCE19 to cover unfunded SCE18

8. **December Board Meeting Logistics**

- David discussed our decision to hold meeting in San Diego rather than Laguna
- Frank's daughter assisted with hotel, Mission Bay Hyatt
 - \$1200 food requirement to secure conference room
 - \$6000 for larger room on second day – not feasible
- Contacted San Diego FSC for location for joint meeting on second day
 - San Diego Foundation building (no longer available)
 - 1 to 2-hour session with up to 10 different FSCs
- First day is strategic planning with Board
 - Start by 10am
 - Hyatt Regency Mission Bay
- **Tracy got a head count for those needing rooms and will proceed with reservations**

9. November Board Meeting

- Bob discussed our decision to change November conference call to face-to-face on Nov 5, 6, or 13
 - Resolution of all issues will most likely not be complete by 6th but most likely by 13th
 - **Bob will send agenda with meeting room near airport**

10. Good of Order

- **Insurance ad hoc committee working on agenda for December meeting; draft agenda will be available for review at November meeting**
- Jerry stated FAIR plan is interested in discounts for residents working with FSCs on risk mitigation

Meeting adjourned at 2:23pm