Those Present: Bob Roper, Kate Dargan, Pat Kidder, Laura Blaul, Frank Stewart, Ed Mertens, David Horne, David Shew, Tory Whitman, Jerry Davies, J. Lopez, Pat Frost

Staff: Elizabeth Lamar, Amber Gardner, Mala Arthur, Christopher Baker, Lara Popyack, Michaela Martinez, Evelyn Cook

1. Welcome & Roll Call
   March meeting call to order 1:30 pm
   - Agenda Review – Bob
   - Note about Margaret Grayson’s passing
     - Prior CFSC Executive Director Margaret Grayson passed away.
     - Board to recognize Bruce, founder of CFSC - a release from the Board in the event of his passing.

   ACTION ITEM:
   Jerry Davies to take the lead on ideas for Bruce release.

2. Approval of Past Minutes – Open Session
   - Michaela will take over writing open session minutes.

   Motion to approve Open Session Minutes of 02-24-2021 by Pat Kidder, second by Frank Stewart, unanimous approval

   ACTION ITEM:
   Resolve technical issues that Ed Mertens & Frank Stewart getting onto Board meetings.

3. Information Agenda – no items

4. Consent Agenda
   - Listos Grant Purchase
   - Cook CPA Contract Amendment

   Motion to approve the Consent Calendar by Jay Lopez, second by Pat Frost, unanimous approval.

5. Open Session
   - Policy Revisions Update (Bob)
     - Bob continues to work on policy revisions to: CFSC Bylaws, Financial Handbook, HR Handbook.
     - Creating a new Admin Handbook, and Board Orientation booklet.
• FSC Web Support (Ed)
  o Offer local FSC’s website assistance.
  o Service to provide smaller FSC’s.
  o PGE Grant Deliverables
    ▪ CFSC hiring Communications Assistant.
    ▪ Helping counties within PGE service area to develop and implement marketing & outreach plan.
  o Cal Vols Grant Deliverables
    ▪ Help develop landing pages for counties.

ACTION ITEM:
- Ed to write up a one-page proposal.
- Bob, Kate & Hedi to determine other ways to support local FSC’s per the CFSC Strategic Plan
- Update to be provided at the April Board meeting

• May 6th (Lara)
  o May 6th at 11:00 am - Press Event/Ribbon cutting ceremony for the trailers.
  o Location TBD – Hedi, Kate, & Lara reaching out to contacts for other options
  o Speaker Invites:
    ▪ Senator Stern
    ▪ Jessica Morse, Deputy Secretary for Forest Resources Management (Confirmed)
    ▪ Josh Fryday, California Chief Service Officer – Listos Program
    ▪ State Fire Marshall
  o Event will be live streamed over Facebook and YouTube in both English and Spanish language.
  o Kate/Bod will attend the event and Board members are invited following Covid restrictions guidelines regarding event size limits.

ACTION ITEM:
- Dave & Laura prep to announce the Awards and October dates at the May press event.
- Board members contact Lara to confirm attendance.
- Lara will email Board members a “Save the Date” will all event information.

• UCC Advisory (Jay & Steve)
  UC Cooperative Extension Fire Advisory Pilot Program part of 10M fire prevention funding (8.5M FSC/1M UC Extension)
  o Fire advisors as a point of connection to landowners
  o Leaderships of strategic fire hazard reduction & home hardening
  o Building fire adapted resiliency community
  o Group to be used to provide ideas & information to local FCS groups.

Motion to approve Jay Lopez & Steve Hawks to represent CFSC on the UCC Advisory Pilot Program by David Horne, second by Jerry Davies, unanimous approval.

• Updated Org Chart & Recruitment (Kate for Hedi)
  o New hire Admin Business Officer
  o HR consulting firm contract ended.
  o Temporary HR service to handle recruitment.
  o Recruit new HR consulting firm.
- Personal Committee to facilitate contract process for hiring new HR consulting firm.

- Legislative Platform & Positions (Kate)
  - Bob provided document that highlights to the first Legislative report of the year.
  - Board to review for any questions.

- Plans for Board Retreat in September 2021 (Bob)
  - 2-day face to face workshops with CFSC staff
  - Bob to send out Doodle Poll.
  - Results of poll & further discussion at April Board meeting

- CFSC Resilience Strategy (Kate)
  - Reminder to Board - Strategic Plan & Resilience Strategies are used as guidance for Bob & Kate as they advocate for the organization.

- Updated Budget Report (Kate)
  - Evelyn provided CFSC revised budget for 2021-2023 presentation.

  Motion to approve budget revision for first quarter by Pat Frost, second by Jerry Davies, unanimous approval

6. Standing Agenda Items

- Financial (David-Treasurer)
  Monthly financial status report of current assets and grants (see report)

  Motion to approve March Financial Report by Pat Frost, second by Pat Kidder, unanimous approval.

- Executive Directors report (Kate for Hedi)
  ED Report
  IT audit/analysis

  April meeting will have report from IT study for recommendations.

  - Clearinghouse (Amber)

    **HR Recruitment:**
    - Dave Fairly returning on April 12th as Staff Grant Specialist and will be handling.
      CAL FIRE D-Space, NFWF, and PGE grants.
    - Administration Asst interview next week.
    - 2 Grant Spec positions posted to website.

    **Climate Core:**
    - Becca submitted application for another round of fellows.
    - Fall group start in September.
    - 3 Fellows for next round.
    - Current Climate Corps Fellows leaving in August consider ideas for proper farewell/celebration.
Grants:
- 21 SFA open May 6th.
- 22SFA – submit mid-April.
- 18SFA – closed Dec 20, 2020 but had to be extended.
- Final closeout 15/16 WUI grants reports to be completed by end of month.

Programs (Elizabeth)

RFFC:
- Possible project & funding extension
- Programs Team & Climate Corps Fellows presented on on-going projects at month RFFCP meeting.
- Mala created Google Groups for local FSC’s.

Cal Vols Lists:
- 2nd round of funding
- Trailer build outs in progress

Edison:
Additional $250k of funding for 2021.

Transition Update (Kate)
Kate handover task at the end of March of operational side of organization.

7. New Business (All)

8. Roundtable
- Acknowledge Lara Popyack for her PowerPoint presentation to EPA Townhall in both English and Spanish.
  - Setup meetings for high level dialog with key grantors to form partnerships.
- J. Lopez thanked to Christopher & Mala & Elizabeth for their hard work in making FSC connections.
- Pat Frost thanked Christopher his North Coast region presentation in March and joined Trinity FSC appreciated the outreach connections & collaboration.
- David, Horne – no update on Bruce. BOD to send letter or email to David who will forward.
- Troy Whitman noted fire season update in Southern California will be in live fuel moisture levels by mid-June, early July.
- Upcoming webinars are now being posted to the CFSC website.

2:54 PM Motion to adjourn CFSC Board of Directors meeting by Troy Whitman, second by Ed Mertens, unanimous approval.

Next meeting April 28, 2021 at 1:30 PM