



California Fire Safe Council
BOARD OF DIRECTORS MEETING
OPEN SESSION MINUTES
March 23, 2020 1:00pm – 2:43pm

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

Staff: Patty Ciesla

1. Welcome

Bob Roper opened the meeting at 1:09 pm and welcomed everyone and wished everyone good health during these trying times – stay informed and use good sources (contact Bob or Kate if questions) as we prepare for a lengthened timeframe. As wildfire isn't impacted, we need to assume a leadership role and continue to process grant reimbursements.

2. Approval of Informational Agenda – Bob Roper

- A. Ann Song is working on PhD dissertation for USC on wildfire – Patty is main point of contact; Jerry will forward article on study she is referencing to BOD

Motion to approve and adopt informational agenda by David Horne, second by Jay Lopez, unanimous approval

3. Approval of Consent Agenda - none

4. Approval of Past Minutes - Laura

- A. 1/27/20 Open Session
B. 1/27/20 Closed Session
C. 2/12/20 Open Session

Motion by Pat Frost to approve minutes listed above, second by Troy Whitman, unanimous approval (Jay Lopez abstained from Jan minutes)

5. Open Session

- A. Open Session Agenda Format – Bob created template for future meetings (see Board Cloud)
B. CPUC Settlement - Bob
- see excerpt from lawsuit referencing CFSC as beneficiary
 - Unsure if we will receive any of the funds; TBD following bankruptcy hearings
 - If received, funds can be used for projects in PG&E service area; potential for some unrestricted funds for CFSC
- C. RFFC Grant Signatory – Patty
- Attachment to RFFC grant contract needs to be modified to add Patty and Michaela and remove Tracy Kattleman

Motion by Pat Frost to approve revision to grant contract, second by Jerry Davies, unanimous approval

- D. COVID-19 & May 7/8 Event - Bob
 - With meeting restrictions and legislature suspension due to COVID-19, Leg Day and workshop cancelled
 - Contract with Holiday Inn allowed rescheduling only – **new date is October 6/7** (Fire Prevention Week)
 - Sponsor and participants notified
 - Opportunity for everyone to play catch-up
- E. Legislative Report - Bob
 - 10 bills dealing with insurance and wildfire
 - We have been asked to take a position on a bill by the Insurance Commissioner's office – need BOD approval (SB 2164)
 - Legislative agenda suspended
 - Frank suggested we may need to have local FSCs to concur with any CFSC positions
 - i. We will post positions on website and solicit comments from local FSCs
 - Bob will send out legislative update via Capitol Tracker
- F. Insurance Update - Bob
 - Bills will be included in Leg Report
- G. 90-Day Plan - Bob
 - Bob, Kate and Patty have been meeting to discuss strategic items and their relative priorities
 - **Patty will share with staff and Bob will share with Board**
 - i. **If any Board member has additions and/or revisions to timeline, let Bob/Kate know**
 - ii. Much of list is in flux due to uncertainty due to COVID - 19
- H. Standing Agenda Items
 - Exec Director's Report – Patty Ciesla
 - I. Transition Update
 - ✓ All staff working remotely
 - ✓ Ontario office closed
 - ✓ Brought back two former grant managers, one contract staff member, and one staff member has returned from medical leave
 - II. Grant Status – **Patty working to get extension from USFS for sub-grantee work that may be paused due to COVID-19; will check if National Declaration of emergency may assist; determine if defensible space and other wildfire mitigation work is exempt as an essential service**
 - ✓ Bob working with another state group on letter to Governor regarding need to continue mitigation work; **he will copy the Board on letter**
 - ✓ Kate suggested judiciousness in requesting exemption – reserve for absolutely necessary activities as the pandemic is serious
 - Financial Report – David Horne (see report emailed today)
 - I. Budget low but reimbursements pending

- II. SCE 19 has funds pending that must be expended – \$360k to be spent by July (Troy made request to SCE to extend)
- III. Requests to USFS for reimbursements were made last week and should be received early April; we can distribute as advancements immediately following

Motion to accept Financial Report by David Shew, second by Pat Kidder, unanimous approval

- New Business - none

2:06pm: Motion by Troy Whitman to move into Closed Session, second by Laura Blaul, unanimous approval

2:33pm Motion by Pat Frost to close Closed Session and return to Open Session, second by Jerry Davies

Closed Session Report: BOD discussion of personnel matter related to Tracy Katelman; Action to execute decision in December 10, 2019 Closed Session Minutes

6. Wrap-up & Adjourn

- A. Good first meeting via ZOOM!
- B. Next USFS Grant Session - Patty
 - Applicant Handbook revisions complete
 - Request for applications being proofread
 - ZOOM Grant updates being tested
 - **Patty requesting volunteers to review applications (date TBD)**
- C. SCE in process of granting extensions for sub-grantees; **Troy will add request for extension to December 202 for capacity funds, as well as ability to transfer to projects**

Next Meeting April 15 at 1:00pm via Phone/Zoom

Motion to adjourn by Jerry Davies, second by Frank Stewart, unanimous approval; Meeting adjourned at 2:43pm