



**BOARD OF DIRECTORS MEETING
FINAL - OPEN SESSION MINUTES
June 28, 2023 1:33 – 2:29 PM (PST)
*Meeting Location: Virtual***

Board Present: Bob Roper, Pat Frost, Laura Blaul, Frank Bigelow, Chris Ochoa, David Shew, Troy Whitman

Staff Present: Jacy Hyde, Jeremy Boone, Nina Evans, Amber Gardner, Becca Joyner, Sara Kniss, Jamie Mach, Julia Marsili, Jessica Martinez, Britney Munoz, Lara Popyack, Lori Vance, Mike Wilson

MEETING CONVENED AT 1:33PM (NO QUORUM)

I. Welcome

A. Agenda Review

Section II. Approval of Past Minutes – Open Session delayed until meeting quorum is reached.

Sections VIII. Closed Session (Board Only) & IX. Reconvene Open Session removed from agenda, as no Closed Board Meeting or announcements were needed.

Standing Agenda Items: “Financial Report” moved to an informational item, as no action is required.
Open Session: “Budget Update” moved to an informational item, as no action is required.

II. Informational Agenda

No agenda items.

III. Consent Agenda

No agenda items.

IV. Open Session

A. Executive Director Report

Jacy Hyde provided a report on recent organizational updates for each department:

Business and Operations updates included a status report on the ongoing audit, tax filings and personnel changes. The Human Resource Specialist position is now vacant; a contract has been established with HRtoGO to outsource HR support services while the position remains vacant. Angela Beata is acting as CFSC’s Human Resources Consultant. The process is ongoing to hire an external Certified Public Accountant. Updates to the Employee Handbook are in progress.

Grants Clearinghouse updates included an approval announcement of the 22 Wildfire budget modification by CAL FIRE, which will provide \$7M in additional funding through March 2025, plus \$1.25M for defensible space grants. Proposals submitted for Southern California Edison (SCE) Thomas Fire Recovery funds (\$3.25M); full application requested for annual SCE grant (\$250K). FY23 United States Forest Service (USFS) Priority Allocation application submitted for \$1M. Internal grant programs are ongoing including the California Department of Emergency Services’ (Cal OES) Listos program and the 22 Wildfire Defensible Space Grant program.

Programs, Outreach and Communications updates included announcements for recently released collateral: [Mitigation Messenger Winter 2022 Edition #005](#), [Three Rivers Success Story](#), [Butte Fire Safe Council Success Story](#), [Judy & Mendocino Fire Safe Council Success Story](#), and [Nancy & Mendocino Fire Safe Council Success Story](#). Production of the Mitigation Messenger summer edition is currently underway. Staff attended the Home Ignition Zone Training in coordination with the Defensible Space Grant. Program deliverables for SCE, Listos and Defensible Space grants are ongoing. Monthly Regional and Quarterly State-Wide Calls continue to bring local communities across the state together. CFSC staff are participating in numerous interagency coordinating groups and taskforces.

FRANK BIGELOW JOINED THE MEETING- QUORUM REACHED AT 1:36PM

V. Approval of Past Minutes – Open Session

April, 26, 2023, Open Session Minutes

Motion to approve the April 26, 2023, Open Session Minutes by Troy Whitman seconded by David Shew- with unanimous approval.

IV. Open Session

B. July Board Meeting Logistics

Jacy Hyde discussed the upcoming logistics for the July Board Meeting. The reimbursement process remains unchanged, except for the application of rates for travel in compliance with Title 2 of the Code of Federal Regulations. Board Members will continue to follow established travel reimbursement process, which is based on submitted, itemized receipts. GSA rates will be incorporated for travel expense reimbursements, to comply with Federal standards.

C. CAL FIRE 22 Wildfire Budget Modification

Jacy Hyde presented the final Cal Fire 22 Wildfire Grant Modification for Executive Committee approval on May 31, 2023: [Motion to approve the CAL FIRE 22 Wildfire Grant Modification: 5GG21100 A2 by Kate Dargan, seconded by Laura Blaul- with unanimous approval.].

An additional \$7M would extend through June 2025 to support the County Coordinator Program in up to 58 counties. Notable supported activities include developing a communications plan, developing a California Wildfire Mitigation Program support plan, program evaluation, continued development of the GIS database, Home Hardening and Defensible Space data collection app and funding for an annual County Coordinator workshop. Increased funding would also expand CFSC capacity, with a flexible hiring plan for additional staff.

Unanimous approval by CFSC Board of Directors to ratify the CAL FIRE 22 Wildfire Grant Modification: 5GG21100 A2

Jacy Hyde presented the 22 Wildfire Budget Modification which allocates an additional \$1.25M for defensible space assistance grants within current funding opportunity. Available funding would raise the number of subawards from eight to ten for up to \$525,000. With two additional subawards, there is limited impact on administrative capacity. A slight increase in technical assistance support is required. Bob Roper signed the award pending Board ratification during the June Board Meeting.

Motion to ratify the \$1.25 additional increase to the 22 Wildfire Budget Modification amendment by Troy whitman, seconded by Chris Ochoa- with unanimous approval.

D. Listos Subawards

The Listos grant is a partnership between Cal OES and CFSC; six awardees were selected. The Resource Conservation District of Tehama County, Mono County and The Safe Community Project in Riverside County will receive trailers and outreach toolkits, accompanied by a stipend of \$5,000. Del Norte County Fire Safe Council, Inyo County and Santa Barbara Fire Safe Council will receive an outreach toolkit and a stipend of \$3,000. A County Coordinator has been established in all six counties. Deliverables for recipients include the submission of a mid-term report and a final report that details public engagements and outcomes of community events.

E. Audit Update

Lori Vance provided an update on the ongoing audit on behalf of the Finance & Audit Committee. The audit firm, Eide Bailly, LLP., has been supplied with all requested materials. Completion of a draft audit report anticipated for late August. Taxes to be filed upon completion of the audit; a request to waive penalty fees will be submitted. Indirect cost rate negotiations will commence after the audit report is received. The draft audit report will be presented to the Finance & Audit Committee for initial approval and then presented to the Board for ratification.

F. Budget Update

Lori Vance provided information regarding proposed updates to the enacted 2023 organizational budget to account for substantial changes in federal and state grant income. This budget period would cover June – December 2023. Review and approval is needed from the Finance Committee before ratification by the full Board.

VI. Standing Agenda Items

A. Legislative Platform & Positions

Chris Ochoa provided June Updates for the Bill Status in Legislative Process. Assembly Bills 338 and 8335 were of special interest. Discussion ensued regarding the ongoing status of wildfire insurance coverage for residents within the Wildland Urban Interface and the California Fair Access to Insurance Requirements (FAIR) plan, and other current legislative issues, including Senate Bill 610. Jacy Hyde was approached with a request for CFSC's support in the goat grazer issue. Chris Ochoa will report back with more information. Discussion ensued regarding CFSC's role as a stakeholder to support or decline to support legislative issues. As a nonprofit organization, unrestricted funds are required to actively pursue advocacy efforts.

B. Financial Report

Pat Frost provided the overview of the Finance Committee June 26, 2023 Status Report.

VII. New Business

Once a proposal has been created by the staff, Board Members are invited to attend a strategy session with the USFS regarding the Community Wildfire Defense Grant Program.

Bob Roper and Jay Lopez have been in communication regarding Lopez's involvement as a Board Member. Lopez will contact his supervisor to discuss next steps.

A. Future BOD Meeting Agenda Items

A hybrid meeting option will be available for the July Board Meeting. Proposed agenda items include:

- August Updates for the Bill Status in Legislative Process
- 2023 Budget Amendment

VIII. Wrap-up and Adjourn

MEETING ADJORNED AT 2:29PM

Next Meeting: July 25, 2023 – Santa Barbara, CA