



BOARD OF DIRECTORS MEETING- HYBRID

FINAL - OPEN SESSION MINUTES

July 25, 2023 3:21 – 4:32 PM (PST)

Meeting Location: Santa Barbara, CA

Board Present: Pat Frost, Kate Dargan, Angie Gibson, Laura Blaul, Frank Bigelow, Chris Ochoa, David Shew, Troy Whitman

Staff Present: Jacy Hyde, Jeremy Boone, Felicia Dunn, Nina Evans, Morgan Galliano, Amber Gardner, Becca Joyner, Megan Katich, Sara Kniss, Julia Marsili, Jessica Martinez, Lara Popyack, Lori Vance, Mike Wilson

Consultants Present: Jeff Meston

MEETING CONVENED AT 3:21PM

I. Welcome

A. Agenda Review

No agenda changes needed. Action items to be held until a standing quorum is met, as several Board Members were intermittently present while completing personal business outside of the meeting room when the July Board Meeting was convened.

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 information regarding the ongoing recruitment process for an external Certified Public Accountant and the process for negotiating the organizational indirect cost rate following the 2021 audit report. A meeting with the United States Forest Service (USFS) has been scheduled to discuss options for the 2022 audit. The new Employee Handbook draft is under review and will be sent to the Board for ratification after the legal review process has been completed. Discussion ensued regarding the CPA position and audit firm contract, with a focus on operational sustainability and business continuity.

Grants Clearinghouse updates included the status of submitted grant applications and current CFSC grant programs. The Southern California Edison (SCE) proposal for Thomas Fire Recovery funds (\$3.25M) have been revised and resubmitted; a response is expected by the end of the month. The annual SCE grant (\$250K) request has been submitted and is awaiting response. The USFS Priority Allocation for FY23 (\$1M) application was submitted on May 31. Applications for the 22 Wildfire Defensible Space Grant Program (\$5.25M total, \$525K maximum per county-wide project) are under review; grantee announcements are expected

by early August. The Regional Forest and Fire Capacity Program (RFFC)/SCE Capacity Grant awards ended on June 30; a post-assessment will be conducted for all completed projects. A meeting with the Department of Conservation (DOC) will be scheduled in August to discuss next steps for future funding opportunities. Discussion ensued regarding the DOC grant and perceived roadblocks. Trailers and Toolkits for the California Governor's Office of Emergency Services Listos program will be awarded to grantees by August 1. Ongoing discussions are being conducted with the USFS regarding the California Wildfire Defense Grant (CWDG) and future partnership opportunities. Jacy Hyde shared her insights on strategic grants management at the national level, in response to Kate Dargan's inquiries.

Programs, Outreach, and Communications updates included an overview of program deliverables for the SCE, Listos and Defensible Space grants. CFSC staff members continue to host Monthly Regional and Quarterly State-Wide Calls and participate in interagency coordinating groups and taskforces. The Summer edition of the Mitigation Messenger to be released, focused on community resilience, access and functional needs, and mental health after disasters.

Discussion ensued regarding the County Coordinator program grant funding extension.

B. Overview of the July Offsite Board Meeting Agenda Day 2 & 3

Jacy Hyde provided an overview of the structure for the July Offsite Board Meeting. On July 26, Jeff Meston, MRG Consultant, will facilitate discussions focused on governance, finance and risk management, and organizational visioning. On July 27, Pat Frost will be guiding a discussion on Board governance and development. Throughout the discussions, the Board will be approving processes by a simple majority vote.

After the meeting, Jacy Hyde will facilitate Strengths, Opportunities, Aspirations and Results discussions and visioning sessions with staff during the Annual Staff Gathering. Then, the outcomes of the July Offsite Board Meeting and August Annual Staff Gathering will be synthesized and consolidated into a proposed Strategic Plan for Board review and adoption by the Fourth Quarter Board Meeting. Once the Strategic Plan has been ratified, the Operational Plan, proposed organizational chart and updates to the Finance Manual, Employee Handbook, and Bylaws can be completed.

C. Audit Report

Jacy Hyde provided an update on the 2021 audit on behalf of the Finance/Audit Committee. Additional questions arose during the Quality Assurance and Quality Control process. Finance team is responding promptly to all requests. Draft report is expected by late August, with a final draft to be ready shortly thereafter. The process for submitting taxes has been initiated. Lori Vance provided an overview of the information and document sharing platform recently implemented by Eide Balley; with new software infrastructure, the process is more transparent. The 2021 audit process began a year ago. Once CFSC receives the report, findings can be addressed and processes can be improved. Findings are expected to occur until 2023 due to previous financial and compliance oversight processes.

New internal financial platforms are being explored so CFSC can continue to respond to audit requests in a timely manner. Proposal for software implementation to be presented to the Board by the end of 2023. Discussion ensued regarding organizational regulation and compliance. An Executive Committee meeting can be called as necessary to approve the draft audit. Discussion ensued regarding the ongoing 2021 audit.

V. Approval of Past Minutes – Open Session

June 28, 2023 Open Session Minutes

Motion to approve the June 28, 2023 Open Session Minutes by Angie Gibson, seconded by Laura Blaul- with one abstention; motion carried.

VI. Standing Agenda Items

A. Legislative Platform & Positions

Chris Ochoa provided July Updates for the Bill Status in Legislative Process. There has not been a high amount of wildfire related bills in 2023, although the wildfire insurance crisis with insurance carriers has been bleeding into legislative discussions. Discussion ensued regarding the role of the State Fire Marshall and Insurance Commissioner in solving this issue. Discussion ensued regarding relevant legislation related to wildfire. Special consideration was given to AB 338 (currently in Senate Appropriations Committee) and SB 675 (currently in Assembly Appropriations Committee).

B. Financial Report

Pat Frost provided an overview of the July 18, 2023 Financial Status Report on behalf of the Finance Committee. Additional funding from the Bureau of Land Management was removed from the Financial Status Report until such a time that funds are allocated, if applicable. The \$7M California Department of Forestry and Fire Protection increase was reflected in the Financial Status Report. Pat Frost provided information regarding the organization's unrestricted funds and monthly expenses. An updated budget for the remaining six months to be ratified at next Board Meeting once approved by the Finance Committee.

Motion to approve the Finance Committee July 18, 2022, report by Laura Blaul, seconded by Chris Ochoa- with unanimous approval.

VII. New Business

A. Future BOD Meeting Agenda Items

Future Board Meeting agenda items included:

- Draft Audit Report
- 2023 Budget Proposal
- Addition to Executive Director Report- Staffing Updates & Regional Coordinator Updates: "Notes from the Ground"
- Employee Handbook
- Resilience Brilliance
- Philanthropy (XPRIZE Foundation, Gordon and Betty Moore Foundation's Wildfire Resilience Initiative, Wildfire Funders Network)

B. Make Announcements

Laura Blaul and Kate Dargan visited Bob Roper in the hospital prior to the meeting, as he's been infirmed from an injury sustained in April.

Jacy Hyde reminded Board Members about the internal reimbursement request procedures.

Frank Bigelow provided an update regarding the Governor's announcement of grant funding recipients for wildfire prevention projects across the state. A total of \$113M will be allocated to 96 fuels reduction and education projects and to support the creation of community California Wildfire Preparedness Plans. Solicitations for the next round of funding will begin in October.

X. Wrap-up and Adjourn

Motion to adjourn the November 3, 2022, Board Meeting at 4:32 PM by Angie Gibson, seconded by Chris Ochoa- with unanimous approval.

MEETING ADJORNED AT 4:32 PM

Next Meeting: August 30, 2023 – Virtual