



DRAFT - Board of Directors Annual Meeting Minutes - DRAFT

Thursday, January 26, 2012

BOARD OF DIRECTORS IN ATTENDANCE:

James Patterson – Co. Board of Supervisors	Mark Elliott – APCD
Chris Dicus – Cal Poly	Leon Goldin – Los Osos Focus Group
Dan Dulitz – District 5 Representative	Martin Scott – Ranchita Focus Group
Mark Miller – Fire Chief’s Association	Roy Parsons – Cattlemen’s Association
David Duran – District 4 Representative	Jim Harrison – Citizen at Large
Royce Larsen – UC Cooperative Extension	John Nall - SLO County Planning/Building
Turko Semmes – Builders Community	Ed Waage – Citizen at Large

BOARD OF DIRECTORS ABSENT:

Johnathan Hurst – Fire Prevention Assn.	Joseph Cabassi – Insurance Industry
Keith Aggson – City of Atascadero	Greg Saenz – Pacific Gas & Electric
Skip Dyke – Range Improvement	Bob Neumann – District 2 Representative
Paul Deis – American Red Cross	Richard Gonzales – Farm Bureau
Robert Lewin – CAL FIRE/County Fire	Steve Negro – District 1 Representative

CALL TO ORDER

The meeting was called to order by President Jim Patterson at 1:05 P.M.

CONSENT AGENDA

It was moved, seconded and approved to accept the consent items:

- Approve November 17, 2011 Board of Director’s Meeting Minutes
- Approve January 5, 2012 Executive Committee Meeting Minutes
- Approve 2012 FireSafe Council Meeting Calendar (with the exception of moving the 12/20/12 Executive Committee Meeting to 12/13/12)

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RECOGNITION AWARDS AND CERTIFICATES

President Patterson presented plaques of appreciation and acknowledged the hard work on FireSafe Council projects during the past year:

Dennis Javens – Oak Shores Focus Group
Dan McIntire – Cal Poly Student Intern
Greg Alex – CAL FIRE/SLO County Fire
Warren Hoag – SLO County Planning/Building Department
Yard Wurk McGurk – Demonstration House Landscaping Maintenance
Warren Paints – Demonstration House Paint Donation
Pinnacle Painting – Demonstration House Painting

ELECTION OF OFFICERS AND DIRECTORS

President Patterson read the names of incumbent Board Members with terms expiring January 2012:

Jim Patterson – County Board of Supervisors
Bob Neumann – 2nd Supervisorial District
Dan Dulitz – 5th Supervisorial District
John Nall replacing Warren Hoag – County Planning & Building
Roy Parsons – Cattleman's Association
Greg Saenz – P G & E
Royce Larsen – UC Cooperative Extension

It was moved, seconded and approved to accept the slate of Incumbent Board Members with terms that expire 1/2014.

President Patterson presented the slate of incumbent FireSafe Council Officers:

President:	Jim Patterson
1 st Vice President:	Jim Harrison
2 nd Vice President:	Dan Dulitz
Treasurer:	Bob Neumann
Secretary:	Steve Negro
Director at Large:	Leon Goldin

It was moved, seconded and approved to accept the slate of officers as presented for 2012.

It was moved, seconded and approved to accept Dennis Javens as a Board Member representing the Oak Shores Focus Group.

PROGRAM: MASTICATION EQUIPMENT, METHODS AND ISSUES

The education component of the meeting was turned over to Andy Hubbs, CAL FIRE Forester I, who described different types of masticators, their effect on the environment and results; CAL FIRE Captain Laurie Donnelly reviewed and highlighted the Davis Peak mastication project; and Rick Hawley of Greenspace, and a founding member of the FireSafe Council, reviewed the proposed Bridge Street mastication project in Cambria. Questions and discussion followed the presentations.

Dr. Chris Dicus made a presentation on the WUI Module – California Fire Science Consortium – Science You Can Use. He explained that after spending millions of dollars and approximately 20 years it is clear there is disconnect between fire science and fire management. As a result consortiums have been created across America including California. The Wildland Urban Interface (WUI) Module was created and chaired by Dr. Dicus and Dan Turner. The WUI Module incorporates the following educational tools:

- Monthly Webinars
- Creating Bibliographies
- Generating Science Briefs
- Seminars – Field Tours – Conferences

For more information go to <http://www.cafiresci.org/>.

POLICY REALIGNMENT PROJECT

As part of the 2011 Strategic Plan - Goals and Objectives, Dan Dulitz and Jim Patterson have been going through the standard operating procedures synchronizing the Business Plan language to the By-Laws. The focus was on accuracy, thoroughness and consistency. The following operating policies with changes were presented; missing policies had no changes.

Number 001: Insider Transactions and Conflict of Interest – *referenced in the FSC By-laws*

Number 002: Audit Committee – *Chaired by the Treasurer; Audit Committee to report at Annual Meeting*

Number 004: Check Signatures – *Requiring two signatures on all checks; only members of Executive Committee allowed to sign checks*

Number 005: Disclosure – *Upon request the FSC will provide others with their financial condition*

Number 006: Prudent Reserve Account – *Change balance from \$5,000 to \$10,000; use of the Prudent Reserve must be approved by the Board of Directors*

Number 007: Contract for Services and Purchasing – *Purchases less than \$2,500 can be approved by the Business Manager*

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Two new policies:

Number 013: Contract Administration Reimbursement Rates – *Requested by the State FireSafe Council adding 15% administrative fee for grant and project administration*

Number 014: Drug Free Workplace – *New requirement*

It was moved, seconded and approved to accept proposed changes to existing San Luis Obispo County Community FireSafe Council Operating Policy Number 1, 2, 4, 5, 6, 7 and approve new policies 13 and 14.

2011 FIRESAFE COUNCIL ACCOMPLISHMENTS

Dan Turner, Business Manager, highlighted the list of accomplishments for 2011:

- Oak Shores Focus Group Added
- Earth Day Presentation
- Las Encinas Project in Los Osos
- FSC Board of Directors toured several project sites
- Closed out 2010 State FSC Grant
- Major progress on See Canyon project – 2011 Grant
- Awarded \$200,000 State FSC grant for 2012 for:
 - Countywide Chipping
 - Shaded Fuel Breaks
 - Access/Egress Projects
- See Canyon Demo Project
- El Chorro Regional Park Botanical Garden

Community Projects - the FireSafe Council making a difference in our communities - Atascadero, Los Osos, Morro Bay, Nipomo, Pismo Beach, San Miguel, Templeton, Ranchita Estates, Parkhill, See Canyon, Baron Canyon, Montana de Oro, Edna Valley & Lopez Lake Area, Garden Farms, Oak Shores, Suey Creek, Squire Canyon, Mid-State Fair Demonstration Building

CAL FIRE Captain Greg Alex gave a comprehensive presentation and review of the FireSafe Council web page www.fscslo.org. Captain Alex also demonstrated the Cal Mapper Project Tracker kml Google Earth project that captures FireSafe Council projects, number of acres and funding sources.

2012 OPERATING BUDGET PRESENTATION

Dan Turner stated that the FireSafe Council had a very successful year. He reviewed the 2011 Year End Financial Summary:

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- Pismo Donations \$5,120 collected
- Chipping Grant 10-383 Project completed
- APCD Brush Disposal Project completed
- Grant 11-182 On going-ends 2012
- 2011 Operating Budget \$29,509 balance
- Prudent Reserve \$10,000 balance
- Maintenance Reserve \$4,000 balance

2011 Year End = \$29,509

2012 Proposed = \$59,709

Carryover from FY2010 Operating Funds	\$29,509
Allocated from Grants (FY 12-197)	\$30,000
Interest	<u>\$ 200</u>
Total Revenue Available	\$59,709

Proposed changes for spending extra money:

Add Audit	\$ 5,350
Ready, Set, Go	\$ 3,000
Insurance	\$ 2,500
Evacuation Plan	\$ 200
Supplies	\$ 1,000
Transfer to Maintenance Reserve	\$20,000

Total Operating Budget	\$59,709
Expenditures	<u>\$57,550</u>
Unallocated Balance	\$ 2,159
Maintenance Reserve	\$ 4,000
Prudent Reserve	\$10,000

It was moved, seconded and approved to accept the proposed 2012 San Luis Obispo County Community FireSafe Council operating budget as presented by Business Manager Dan Turner.

2012 STATE FIRESAFE COUNCIL GRANT AWARD DISCUSSION

The San Luis Obispo County Community FireSafe Council was one of five recipients in California to receive a 2012 State FireSafe Council Grant (\$200,000). The SLOCCFSC meets financial matching and far exceeds it on projects; the SLOCC FireSafe Council has outstanding community support.

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Recommended 2012 State FireSafe Council Grant Projects:

- \$96,000 Countywide Chipping
- \$31,000 Oak Shores Focus Group
- \$19,500 Atascadero Focus Group
- \$18,500 Baron Canyon Focus Group
- \$ 5,000 Ranchita Estates Focus Group

A “check” presentation was made to a representative for each project.

President Patterson informed the Council that Kathy Brooke, former State FireSafe Council Grant Administrator and friend of the SLOCCFSC, is now receiving hospice care. Cards of support were circulated for the Directors to sign.

2012 GOALS DISCUSSION

President Patterson quickly reviewed the proposed 2012 Goals; the FireSafe Council is doing many of these projects now. Board members were asked to review the proposed goals and be prepared to discuss and prioritize the goals at the March Board of Director’s Meeting.

PUBLIC COMMENT

CAL FIRE Deputy Chief Rick Swan, after thanking the Board for the delicious BBQ lunch, gave a brief update on the SRA Fire Prevention Fees. On July 7, 2011 Governor Brown signed into law Assembly Bill X1 29. The bill established a fire prevention fee for structures within the State Responsibility Area. The bill required the Board of Forestry and Fire Protection to establish emergency regulation to implement the new fee. On January 23, 2012 the Office of Administrative Law approved the Board of Forestry and Fire Protection’s Emergency Regulation to implement the SRA Fees. The Board of Equalization will begin to implement the Emergency Regulation. This process is expected to take several months, which will allow both departments to build the infrastructure and billing systems. Under statute an emergency regulation can only be effective for 180 days, so the Board will begin working on permanent regulation. That process will include a 45-day public comment period. For more information and updates on the SRA Fire Prevention Fees go to <http://calfireweb/organization/directorsoffice/srafees.shtml>.

The meeting adjourned at 3:52 P.M.

Respectfully submitted,

Jerilyn W. Moore