



Promoting Wildfire Safety Through Education and Action

## Meeting Agenda: Thursday – September 16, 2021 @ 0900

### Join Zoom Meeting

<https://us02web.zoom.us/j/83706619319?pwd=REhEdVF5SRlhpZ1VSa3UzQm1Fcyt0Zz09>

Meeting ID: 837 0661 9319

Passcode: 890551

Dial in: +1 669 900 6833

### BOARD MEETING:

- 0900 - 0905: Establish Quorum (P. Van Leer)
- 0905 – 0910: Treasurer Update (K. Varga)
- 0910 – 0915: Payroll/Taxes/Bookkeeping (K. Varga)
- 0915 – 0925: Cal Fire Fire Prevention Grants, County Success (R. Hazard)
- 0925 - 0940: Community Lead Domain Hiring Update (Subcommittee)
- 0940 – 0950: RWMP Update (Subcommittee)
- 0950 – 1000: Gaviota Coast CWPP Update (Subcommittee)
- 1000 - 1010: Strategic Plan Update (Subcommittee)
- 1010 – 1020: 2022 FSC Meeting Schedule (P. Van Leer, N. Elmquist)
- 1020 – 1030: Webpage fees for 2022 (N. Elmquist)
- As time permits: Round Table

***Next Scheduled Meeting (Board Meeting): Thursday, October 21<sup>st</sup> at 0900***



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Firesafe Council  
Board of Directors' Meeting  
September 16, 2021**

Directors Present: Paul Van Leer, John Ahlman, Ted Adams, Kevin Varga, Nic Elmquist, Phil Seymour, Rob Hazard, Supv Joan Hartmann, Ray Smith, Victoria Cooper, Renee O'Neill, Scott Coffman

Directors Absent: Max Moritz, Dan Fawcett, Abe Powell

Meeting has a quorum as identified in Article IV. Section 9 of the Bylaws

Call to Order

09:00 AM- P. Van Leer calls the meeting to order and confirms quorum

Minutes

Previous minutes approved over email and are available on the website under "Meetings"

Treasurers Report

K. Varga reviews Balance and Profit and Loss Statement attached to these minutes

Follow Agenda:

1. Payroll/Taxes/Bookkeeping (K. Varga)
  - Briefs Board on subcommittee's decision to move forward using Payroll Vault for payroll services, HR, and Worker's Compensation for an estimated cost of approximately \$615/year
  - Working on purchasing QuickBooks Online, but still pending authorization
  
2. Cal Fire Prevention Grants, SB County Success (R. Hazard)
  - SBC F.D. (Tepusquet Project – 4 years, \$6.44 mil) Carp/Summerland F.D. (Hazardous Fuel Reduction Project - 4 years, \$385,000), SBCFSC (Regional Wildfire Mitigation Program - 3 years, \$686,000) – Required paperwork will be due January 2022 – resolution, contract, etc., Mountain Ember Team (Fuels Reduction in the Painted Cave Community - 3 years, \$13,000)
  - News release and selection list can be viewed here:  
[https://www.fire.ca.gov/media/4vejomns/2021\\_fpgrantawardees.pdf](https://www.fire.ca.gov/media/4vejomns/2021_fpgrantawardees.pdf)
  
3. Community Lead Domain Hiring Update (Subcommittee)
  - P. Seymour briefs out on the interview process and selection/acceptance of Anne-Marie Parkinson (see Motions).
  - R. Hazard/SBC FD offered up workspace at station 13 in Goleta. Centrally located location and will interact with Ann Marx who is working on County Fire grant projects and will be a wealth of knowledge.
  - P. Seymour reminds the Board of the need to get a good idea of roles, responsibilities, tasks to provide Anne-Marie when she begins on Sept. 22<sup>nd</sup>.

4. Regional Wildfire Mitigation Program (R. Hazard)
  - Field trip from consultants hired for the Built Environment and Landscape Domain took place on September 8<sup>th</sup> and 9<sup>th</sup>.
  - Toured the entire project area and met with community and agency representatives along the way.
  - “The rubber is starting to hit the road...”
5. Gaviota Coast CWPP Update (S. Coffman)
  - Project is on track with a workshop planned for Sept. 28<sup>th</sup> via zoom.
  - All project information is available on FSC webpage.
  - CWPP draft should be completed for review in Dec. 2021
6. Strategic Plan Development Update (Subcommittee)
  - P. Van Leer expresses appreciation for all the work completed on the project in a relatively short period of time.
  - V. Cooper provides overview of the efforts which have occurred and the focus on how to build a strategy which best positions the organization to identify wildfire mitigation projects and receive grant funds to implement those projects.
  - Board thought it beneficial to schedule a meeting with the entire Board to focus on the review of this plan. The subcommittee will continue to work on the draft and accept input via email in the meantime.
7. 2022 FSC Meeting Schedule (P. Van Leer)
  - Not all Directors can make the 3<sup>rd</sup> Thursday of every month as a regular schedule
  - It sounds like either the 1<sup>st</sup> or 4<sup>th</sup> is a better date; N. Elmquist will send out a request to tally preference with the minutes
8. 2022 Webpage Fees (N. Elmquist)
  - Update on Wacky Puppy services moving forward (see Motions)

#### Motions:

1. Review June 9<sup>th</sup> Motion 1 – <https://sbfiresafecouncil.org/wp-content/uploads/2021/06/FSC-Board-Minutes-June-9-2021.pdf>
2. P. Seymour makes motion to move forward with entering contract with Anne-Marie Parkinson as the Community Domain Lead, through contract drafted by P. Seymour, with a desired start date of September 22, 2021. (R. Smith seconds, all in favor).
3. N. Elmquist makes motion to renew contract with Wacky Puppy for website services for \$2500, equating to an estimated 29.4 hours of support. (P. Seymour seconds, all in favor).

#### Action Items:

1. Strategic Plan Development Meeting – September 28<sup>th</sup> at 9:00 a.m. (K. Varga will provide Zoom link)
2. Gaviota Coast CWPP Public Workshop – September 28<sup>th</sup>

#### Next Meeting Agenda Items:

1. Executive Committee formation discussion and hiring of Business Manager/Executive Director – Assist with workload on current Directors and develop a process to make decisions more efficiently.
2. LPF Stakeholder meeting representation; R. O’Neill and S. Coffman offered to attend on the FSC’s behalf.

3. Periodic Newsletter (quarterly/bi-annually), subcommittee discussion.
4. Invite Resource Conservation District/Legacy Works/CEC to brief the FSC on Regional Priority Projects and how they could potentially be a good roadmap for projects the FSC could help implement.

Future Meeting Schedule and Guest Speakers:

1. October 21<sup>st</sup> – Board Meeting/General Membership Meeting
2. November 18<sup>th</sup> – Board Meeting
3. December 16<sup>th</sup> – Board Meeting

Identified Subcommittees:

1. Gaviota CWPP – R. Hazard, J. Ahlman, N. Elmquist, P. Van Leer (P. Coffman as Project Manager)
2. Regional Wildfire Mitigation Program – M. Moritz, R. Hazard, K. Varga, P. Seymour
3. Membership Management – A. Powell, Supv. Hartmann
4. Strategic Plan Development – R. O’Neill, V. Cooper, P. Seymour, S. Coffman

Board Adjourned at 11:00 AM.

Minutes respectfully submitted: Nic Elmquist

10:29 AM

09/15/21

Cash Basis

# Santa Barbara County Fire Safe Council

## Balance Sheet

As of September 15, 2021

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	<u>Sep 15, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking SBB&T	170,154.31
Total Checking/Savings	<u>170,154.31</u>
Total Current Assets	<u>170,154.31</u>
<b>TOTAL ASSETS</b>	<b><u>170,154.31</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Funds 2005-2016	10,681.73
Permanently Restricted Funds	
Gaviota CWPP	<u>49,000.00</u>
Total Permanently Restricted Funds	49,000.00
Retained Earnings	10,762.68
Net Income	<u>99,709.90</u>
Total Equity	<u>170,154.31</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>170,154.31</u></b>

10:30 AM

09/15/21

Cash Basis

# Santa Barbara County Fire Safe Council

## Profit & Loss

January 1 through September 15, 2021

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	<u>Jan 1 - Sep 15, 21</u>
Ordinary Income/Expense	
Income	
Income	
Pacific Gas	2,500.00
Edison	5,000.00
California Fire Payments CCD	150,000.00
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Total Income	157,500.00
Donations	573.25
Membership Dues	171.19
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Total Income	158,244.44
Expense	
Ask Kevin	418.64
Education Outreach	11,400.00
Membership Expenses	592.63
Professional Personnel	44,296.93
Post Office Box	146.00
PayPal Fees	3.09
Void	0.00
Web Site Expenses	
Web Site Maintenance	1,360.00
Web Site Expenses - Other	199.68
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Total Web Site Expenses	1,559.68
Meeting Expenses	
Zoom	119.92
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Total Meeting Expenses	119.92
Donation	-244.80
Administration	230.45
Printing	12.00
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Total Expense	58,534.54
Net Ordinary Income	99,709.90
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Net Income	<b>99,709.90</b>

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