



Promoting Wildfire Safety Through Education and Action

## Meeting Agenda: Thursday – July 28, 2022 @ 0900

Join Zoom Meeting

<https://us02web.zoom.us/j/88380852925?pwd=VU16dWNncXVtUnE3UTVPdmtPKzdnUT09>

Meeting ID: 883 8085 2925

Passcode: 081106

Dial in: +1 669 900 6833

### **BOARD MEETING:**

- 0900 - 0905: Establish Quorum (P. Van Leer)
- 0905 – 0910: Treasurer Update (K. Varga)
- 0910 – 0915: Coastal Conservancy Grant Update (P. Seymour)
- 0915 – 0925: Cal Fire Grants Update (R. Hazard)
- 0925 – 0940: RWMP Update (A. Parkinson)
- 0940 – 0950: Structural Retrofit Update (C. McGinnis)
- 0950 – 1000: Community Alert Program Sponsorship (V. Cooper)
- 1000 – 1015: Executive Committee Resolution Review (P. Seymour)
  
- 1015 – 1100: *Presentation: Gaviota Community Wildfire Protection Plan (Dudek, S. Coffman, R. Hazard)*

2022 Meeting Schedule Posted: <https://sbfiresafecouncil.org/meetings/>

Next Scheduled Meeting (Board Meeting): Thursday, August 25<sup>th</sup> at 0900



## Treasurer Report for July 28, 2022 Board meeting

Prepared by Kevin Varga; kvarga@ucsb.edu

### Summary:

- Available discretionary funds: \$33,695.50
- Paid Anne-Marie \$2500 bonus
- Signed off on CAL FIRE San Antonio Creek June 2022 work, awaiting invoice
- Bugged MarBorg enough to get \$75 refund because of event portable restroom cleaning
- Reimbursed Anne-Marie and Gustavo for mileage and expenses
- Processed hiring paperwork of our new project manager, Kevin Varga
- Monthly reconciliation completed
- Please see attached Quickbooks reports regarding our financial position and activity

# Santa Barbara County Fire Safe Council

## Statement of Financial Position

All Dates

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking SBB&T	82,035.75
<b>Total Bank Accounts</b>	<b>\$82,035.75</b>
Accounts Receivable	
Accounts Receivable	66,294.37
<b>Total Accounts Receivable</b>	<b>\$66,294.37</b>
<b>Total Current Assets</b>	<b>\$148,330.12</b>
<b>TOTAL ASSETS</b>	<b>\$148,330.12</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Other Current Liabilities	
Advance from Cal Fire RWMP	90,050.84
Advance from Gaviota CWPP	0.00
Advance from NFWF	29,604.18
Payroll Liabilities	0.00
<b>Total Other Current Liabilities</b>	<b>\$119,655.02</b>
<b>Total Current Liabilities</b>	<b>\$119,655.02</b>
<b>Total Liabilities</b>	<b>\$119,655.02</b>
Equity	
Retained Earnings	38,217.76
Unrestricted Funds 2005-2016	0.00
Net Revenue	-9,542.66
<b>Total Equity</b>	<b>\$28,675.10</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$148,330.12</b>

# Santa Barbara County Fire Safe Council

## Statement of Activity

January - June, 2022

	TOTAL
Revenue	
Contributions and Grants	
Contract Income	234,830.42
<b>Total Contributions and Grants</b>	<b>234,830.42</b>
Earned Income	
Membership Dues	653.42
<b>Total Earned Income</b>	<b>653.42</b>
<b>Total Revenue</b>	<b>\$235,483.84</b>
<b>GROSS PROFIT</b>	<b>\$235,483.84</b>
Expenditures	
Contract Services	
Professional Personnel	131,312.90
<b>Total Contract Services</b>	<b>131,312.90</b>
Operating Costs	
Computer Software	531.62
Dues & Subscriptions	271.94
Equipment & Supplies	8,863.30
Finance costs	1,895.86
Meeting Expenses	39.66
Payroll Processing Fees	1,181.65
Printing	262.95
WebSite Expenses	377.64
<b>Total Operating Costs</b>	<b>13,424.62</b>
Payroll Expenses	
Payroll Taxes	5,312.40
Wages	63,840.02
Workers Comp Insurance	400.02
<b>Total Payroll Expenses</b>	<b>69,552.44</b>
Program Expenses	
Education Outreach	7,016.19
<b>Total Program Expenses</b>	<b>7,016.19</b>
Promotional Meals	206.04
Travel	753.88
<b>Total Expenditures</b>	<b>\$222,266.07</b>
<b>NET OPERATING REVENUE</b>	<b>\$13,217.77</b>
<b>NET REVENUE</b>	<b>\$13,217.77</b>

**Santa Barbara FireSafe Council**  
**Statement of Activity by Customer**  
All Dates

	Cal Fire RWMP	Gaviota CWPP	NFWF	PG&E	San Antonio Creek HOA	SCE	TOTAL
<b>Revenue</b>							
<b>Contributions and Grants</b>							
Contract Income	77,949.16	140,895.87	120,395.82		5,988.05		345,228.90
Grant Income				12,500.00		5,000.00	17,500.00
<b>Total Contributions and Grants</b>	<b>\$ 77,949.16</b>	<b>\$ 140,895.87</b>	<b>\$ 120,395.82</b>	<b>\$ 12,500.00</b>	<b>\$ 5,988.05</b>	<b>\$ 5,000.00</b>	<b>362,728.90</b>
<b>Total Revenue</b>	<b>\$ 77,949.16</b>	<b>\$ 140,895.87</b>	<b>\$ 120,395.82</b>	<b>\$ 12,500.00</b>	<b>\$ 5,988.05</b>	<b>\$ 5,000.00</b>	<b>362,728.90</b>
<b>Gross Profit</b>	<b>\$ 77,949.16</b>	<b>\$ 140,895.87</b>	<b>\$ 120,395.82</b>	<b>\$ 12,500.00</b>	<b>\$ 5,988.05</b>	<b>\$ 5,000.00</b>	<b>362,728.90</b>
<b>Expenditures</b>							
<b>Contract Services</b>							
Professional Personnel	68,060.00	125,418.42	4,000.00		5,443.68		202,922.10
<b>Total Contract Services</b>	<b>\$ 68,060.00</b>	<b>\$ 125,418.42</b>	<b>\$ 4,000.00</b>	<b>\$ 0.00</b>	<b>\$ 5,443.68</b>	<b>\$ 0.00</b>	<b>202,922.10</b>
<b>Operating Costs</b>							
Computer Software			631.62				631.62
Equipment & Supplies	2,679.29		5,065.39				7,744.68
Meeting Expenses			72.47				72.47
Printing		381.46	48.32	170.00			599.78
WebSite Expenses						2,876.64	2,876.64
<b>Total Operating Costs</b>	<b>\$ 2,679.29</b>	<b>\$ 381.46</b>	<b>\$ 5,817.80</b>	<b>\$ 170.00</b>	<b>\$ 0.00</b>	<b>\$ 2,876.64</b>	<b>11,925.19</b>
<b>Payroll Expenses</b>							
Payroll Taxes			7,624.08				7,624.08
Wages			88,355.42				88,355.42
Workers Comp Insurance			689.93				689.93
<b>Total Payroll Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 96,669.43</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>96,669.43</b>
<b>Program Expenses</b>							
Education Outreach			5,973.19	9,704.00			15,677.19
<b>Total Program Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 5,973.19</b>	<b>\$ 9,704.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>15,677.19</b>
Promotional Meals			382.24				382.24
Travel			999.84				999.84
<b>Total Expenditures</b>	<b>\$ 70,739.29</b>	<b>\$ 125,799.88</b>	<b>\$ 113,842.50</b>	<b>\$ 9,874.00</b>	<b>\$ 5,443.68</b>	<b>\$ 2,876.64</b>	<b>328,575.99</b>
<b>Net Operating Revenue</b>	<b>\$ 7,209.87</b>	<b>\$ 15,095.99</b>	<b>\$ 6,553.32</b>	<b>\$ 2,626.00</b>	<b>\$ 544.37</b>	<b>\$ 2,123.36</b>	<b>34,152.91</b>
<b>Net Revenue</b>	<b>\$ 7,209.87</b>	<b>\$ 15,095.99</b>	<b>\$ 6,553.32</b>	<b>\$ 2,626.00</b>	<b>\$ 544.37</b>	<b>\$ 2,123.36</b>	<b>34,152.91</b>

Sunday, Jul 24, 2022 06:33:53 PM GMT-7 - Accrual Basis

## RWMP Update

### General Updates

- We have selected 5 applicants to interview for the AOP/Communication Coordinator position. Their applications are in the attached zip folder. The interviews will be during the first and second week of August. AMP, Kevin, Victoria, and Paul are on the hiring committee. We will seek Board approval via email or at the next meeting to hire.
- Kevin is making progress on completing the two CalFire grant progress reports and is monitoring a UCSB undergrad intern working on collecting and organizing dozens of landscape fuels project spatial layers from several different agencies. Data will be used to conduct a gap analysis.
- Motion: Hire Paula Lopez Ochoa on retainer as a Public Relations specialist
  - This is different from the tasks and duties of the AOP/Communication Coordinator, who will be responsible for social media, general outreach fliers, and website management. Paula will be coordinating press releases, radio shows, and other strategic press actions for the events and between events.
- Motion: approve \$750 in miscellaneous funds for supplies we cannot buy using grant funds, eg business cards, keys for the office, zoom account(s)
- Motion: Approve pay structure outlined in the attached *SBFSC Personnel Budget – BOD Meeting July 2022.xlsx*.
  - See attached budget that projects personnel costs until the end of 2024 (when the NFWF grant ends).
  - Main takeaways: Raise AMPs rate from \$38.27/hour to \$45/hour which would result in pay equity with Kevin’s PM position, bring Gustavo on as a full-time employee (he is currently contracted for 30 hours/week), and use some discretionary funds to pay for the AOP until the Coastal Conservancy grant funds come in.
- Point of discussion: Gustavo and I have gotten requests from community members for our SBFSC shirts and hats. We can either:
  - 1) give them to anyone who asks,
  - 2) sell them for what we paid for them (hats ~ \$16.50, shirts ~\$16-19 (depending on size)),
  - 3) sell them for a little more than we paid and put the extra funds into a funding source to (for example) assist low-income communities recover from a wildfire

## **Community Domain**

- New intern! A senior geography and sociology student, Taylor Tait, started working with Gustavo and I last week. She will help with our home evaluation program this summer.
- Gustavo and I met with Ventura Regional FSC to discuss the programs both FSCs are working on and share successes, challenges, and lessons learned.
- Firewise: Gustavo and I are busy working with about 13 Firewise communities, most of which are in Mission Canyon.
- Focus groups:
  - Summary: SBFSC is hosting focus groups with underserved and socially vulnerable populations to better understand the barriers these communities face that reduce or prevent participation in wildfire support programs. CEC, the RWMP social-equity subcontractor, and Ali Cortes, focus group facilitator, are leading the efforts for focus group outreach and implementation.
  - CEC is still conducting outreach. They have also assembled a guiding framework outlining what we would like to learn from the focus groups which is being used to create the focus group discussion questions.
  - Date of the first focus group is TBD
- Event Planning
  - Kevin and AMP are taking the lead on the event planning. Once they AOP is hired they will join the planning committee. We will report and collaborate with the RWMP subcommittee.
  - **Mark your calendars because the next event is scheduled for October 14 and 15 at Direct Relief.** The theme is the RWMP - A holistic approach to wildfire mitigation
  - We are partnering with the UCSB events committee to plan the event. UCSB is taking the lead on Friday, which will host an afternoon workshop geared towards academics and agency personnel and an early evening reception with a keynote speaker. Saturday the SBFSC is taking the lead on a more community oriented day. Currently we are thinking we could do something very similar to the May event with fire trucks, speakers, tables from local agencies. Although we are open to hearing alternative suggestions! Kevin and AMP will propose a more detailed idea for the event at the following board meeting.
  - In 2023, we plan on having a home hardening and defensible space workshop and an evacuation workshop

## **Built Environment Domain**

- They have been having lots of meetings with local agencies to work on their baseline and vulnerability assessments, e.g. roads, housing, planning departments.

### **Landscape Domain**

- Hazard mapping: in final stages of completing the hazard maps for public presentation. Maps look at several scenarios, but particularly focus on SB's unique sundowner wind scenarios. Aiming to show the maps to the board in August.
- Marc is monitoring the UCSB interns working on a project trying to map road widths which can be used in future evacuation planning.





#### July 2022 Update: Structural Retrofit Platform Update

- Confirmed dates and film schedule for two homes (one in SB/urban, one in Buellton/WUI)
- Coordinated with Ethan and 360 photographer for test shots last week
- Prepared budget with proposals from all contractors
- Completed all detailed flow charts for house elements that will be included in portal
- Reviewed additional websites for content

Christina McGinnis, Project Manager – Structural Retrofit Program