



Promoting Wildfire Safety Through Education and Action

Meeting Agenda: Thursday – December 16, 2021 @ 0900

Join Zoom Meeting

<https://us02web.zoom.us/j/82050261331?pwd=SkIxd0RoWWFZNm5NWjVZVStVZ2V4dz09>

Meeting ID: 820 5026 1331

Passcode: 699603

Dial in: +1 669 900 6833

BOARD MEETING:

- 0900 - 0905: Establish Quorum (P. Van Leer)
- 0905 – 0910: Treasurer Update (K. Varga)
- 0910 – 0925: Executing Director / Committee Discussion (P. Van Leer)
- 0925 – 0935: Annual Newsletter / Website Update (N. Elmquist / A. Parkinson)
- 0935 – 0945: Annual Meeting (All)
- 0945 - 1000: Strategic Plan / Retreat (V.Cooper / Subcommittee)
- 1000 – 1010: RWMP Update (A. Parkinson / Subcommittee)
- 1010 - 1020: Gaviota Coast CWPP Update (S. Coffman)
- 1020 – 1030: Post Alisal Clean-Up Efforts (P. Van Leer / A. Powell / R. Hazard)
- 1030 – 1040: Cal Fire Prevention Grant (All)

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

Next Scheduled Meeting (Board/General Meeting): Thursday, January 27th at 0900

Guest Speaker: Steve Quarles – Advisor Emeritus UC Cooperative Extension





Promoting Wildfire Safety Through Education and Action

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

Directors Present: Paul Van Leer, John Ahlman, Nic Elmquist, Kevin Varga, Ted Adams, Rob Hazard, Phil Seymour, Ray Smith, Victoria Cooper, Scott Coffman, Dan Fawcett, Abe Powell, Max Moritz, Renee O'Neill

Directors Absent: Supv. Joan Hartmann

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

Call to Order

09:05 AM- P. Van Leer calls the meeting to order and confirms quorum

Minutes

Previous minutes approved over email and are available on the website: [Past Meetings: Minutes](#)

Treasurers Report

- K. Varga reviews Statement of Financial Positions and Statement of Activity (attached).
- Additional funds from grant should be received in the next several weeks.
- Discussion on the importance of getting enough professional accounting support for Kevin as the organizations profits and loss transactions become more complex.
- Kevin will continue to work with Accountability Plus given the budget approved at the last meeting (\$375/month) and will request approval for additional funds if necessary.

Follow Meeting Agenda:

1. Executive Director
 - R. Hazard provides comment on how the FSC is expanding and transitioning into a more action oriented organization that requires additional staff and funding exists to support this expansion.
 - There is recognition from the Board that potential roles this new position could assist with include grant/fund oversight, project/program sustainability through grant writing and fundraising, administrative functions, website management, hiring additional staff, and planning public outreach efforts including 2022 Spring and Fall events.
 - T. Adams highlights the importance of identifying the roles and responsibilities for these future positions.
 - There is agreement that this is an important discussion and will be on agenda for the January 15th Retreat/Meeting.
2. Website and Newsletter Update (N. Elmquist/A. Parkinson)
 - A. Marie and N. Elmquist had a meeting with Alison from Wacky Puppy and explained the software tool Google Analytics that can be used to analyze website usage.
 - There were 418 "pageviews" on October 11th when the Alisal Fire started. Most people are using the "Current Wildfire" and "Wildfire Camera" pages.

- Good tool to gauge interest in FSC as the RWMP matures and through Anne-Marie’s outreach efforts.
 - N. Elmquist and A. Parkinson will start work on a digital Spring Newsletter that will include content on the RWMP, Firewise, and highlight the Spring Meeting (see motions).
3. Retreat / Strategic Plan (P. Van Leer / V. Cooper)
- Agreement to accept P. Van Leer’s offer to host FSC Meeting/Retreat at Las Varas Ranch on January 15th.
 - V. Cooper and S. Coffman are working on an agenda and will share for comment via email.
 - Plan is to start at 9:00 am and work through lunch (lunch provided). There may be additional time needed after lunch, but some Directors may not be able to stay much longer after lunch.
 - Group considered hiring a meeting facilitator, but agreed it wasn’t necessary at this time.
 - V. Cooper highlights the effort that has gone into completing the Final Draft form of the Strategic Plan and asks for comment from the Board on v_10.1 that was emailed to all Directors.
 - The Board recognized and expressed appreciation to the committee for the hard work put in to create this important guiding document.
4. RWMP Update (A. Parkinson / Committee)
- A. Parkinson updates the Board on her meetings with the Trout Club, Via Regina, and Hollister Ranch.
 - Trout Club has their Firewise Application submitted and should become the Counties first recognized Firewise Community soon.
 - Hollister Ranch should approve their motion to apply for Firewise at the March HOA Meeting.
 - A. Parkinson created a FSC Facebook page and asks the Board to please share it.
 - A. Parkinson shares the map product she has developed to show the communities she is focused on with her Firewise efforts and which ones need additional outreach.
 - A. Parkinson will email out a spread sheet to Directors asking for potential additional neighborhood/community leaders.
 - V. Cooper highlights the importance of providing diversity in the FSC outreach efforts, such as the RWMP and Firewise videos.
5. Gaviota Coast CWPP Update (S. Coffman)
- S. Coffman will begin delivering written updates to the Board before each monthly meeting.
 - Consultant Dudek has mapped Alisal Burn and has been involved with the post fire efforts.
 - There have been 27 online community surveys completed for the Gaviota CWPP.
 - Quarterly report has been submitted.
6. Post Alisal Clean-Up Efforts (A. Powell, P. Van Leer, S. Coffman)
- Group has been actively involved with the coordination efforts post Alisal Fire.
 - A. Powell explains how the fire destroyed 12 structures and 7 vehicles and the hazards these cause to the environment
 - A. Powell explains how the fire didn’t receive state funding assistance and the hardship this causes residents who had their home destroyed and were lacking insurance.
 - Total estimated cost for clean-up of the burned structures, most of which have access challenges, is \$147,000 (\$18,000 average cost per parcel).
 - Discussion around the role the FSC should play in this effort.
 - Agreement that the FSC should at least be identified as a “partner” and advocate for the importance of this clean-up efforts.

**** At this point the meeting was cut off due to N. Elmquist hosting another meeting on Zoom account.**

Motions:

1. R. Hazard motions for N. Elmquist and A. Parkinson to create digital newsletter for Board review (Abe seconds, all in favor)
2. V. Cooper motions for R. Hazard to complete a scope of work for a 2022 Cal Fire Prevention Grant to be presented at the FSC Retreat (P. Seymour seconds, all in favor).

Action Items:

1. K. Varga will continue to work with Accountability Plus to help with transition to Quickbooks and will bring options for additional funding if/when needed
2. Strategic Planning Committee will send out agenda for January 15th Retreat
3. Project leads (A. Parkinson and S. Coffman) will start providing short written updates with the Meeting agenda each month. This will help expedite the meeting portion, provide more time for questions from Directors, and make it easier complete grant reporting requirements.

Next Meeting Agenda Items:

1. RWMP and Gaviota CWPP updates will be provided with agenda
2. Approve Strategic Plan
3. Approve Cal Fire Grant Scope of Work
4. Executive Director
5. Subcommittee Updates
6. Others?

Future Meeting Schedule and Guest Speakers:

1. January 27th – Board and General Membership Meeting
 - Guest Presenter: Steve Quarles
2. February 24th – Board Meeting
3. March 24th – Board and General Membership Meeting
4. April 28th – Board Meeting
5. May 26th – Board and General Membership Meeting
6. June 23rd – Board Meeting
7. July 28th – Board and General Membership Meeting
8. August 25th – Board Meeting
9. September 22nd – Board and General Membership Meeting
10. October 27th – Board Meeting
11. November 17th – Board and General Membership Meeting
12. December 29th – Board Meeting

Identified Subcommittees:

1. Gaviota CWPP – R. Hazard, J. Ahlman, N. Elmquist, P. Van Leer (S. Coffman as Project Manager)
2. Regional Wildfire Mitigation Program – M. Moritz, R. Hazard, K. Varga, P. Seymour, (A. Parkinson as Project Manager)
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

Santa Barbara FireSafe Council

Statement of Activity by Customer

January 1, 2020 - December 15, 2021

	CALIFORNIA FIRE	GAVIOTA CWPP	TOTAL CALIFORNIA FIRE	EDISON INTERNATI	NFWF	PG&E	TOTAL
Revenue							
Contributions and Grants							\$0.00
Contract Income					11,126.00		\$11,126.00
Grant Income		49,000.00	49,000.00	5,000.00		12,500.00	\$66,500.00
Total Contributions and Grants		49,000.00	49,000.00	5,000.00	11,126.00	12,500.00	\$77,626.00
Total Revenue	\$0.00	\$49,000.00	\$49,000.00	\$5,000.00	\$11,126.00	\$12,500.00	\$77,626.00
GROSS PROFIT	\$0.00	\$49,000.00	\$49,000.00	\$5,000.00	\$11,126.00	\$12,500.00	\$77,626.00
Expenditures							
Contract Services							\$0.00
Professional Personnel		55,134.43	55,134.43				\$55,134.43
Total Contract Services		55,134.43	55,134.43				\$55,134.43
Operating Costs							\$0.00
Computer Software					100.00		\$100.00
Equipment & Supplies					2,058.81		\$2,058.81
Printing		381.46	381.46				\$381.46
WebSite Expenses		1,360.00	1,360.00	2,499.00			\$3,859.00
Total Operating Costs		1,741.46	1,741.46	2,499.00	2,158.81		\$6,399.27
Payroll Expenses							\$0.00
Payroll Taxes					1,333.66		\$1,333.66
Wages					14,230.78		\$14,230.78
Total Payroll Expenses					15,564.44		\$15,564.44
Program Expenses							\$0.00
Education Outreach						9,116.00	\$9,116.00
Total Program Expenses						9,116.00	\$9,116.00
Total Expenditures	\$0.00	\$56,875.89	\$56,875.89	\$2,499.00	\$17,723.25	\$9,116.00	\$86,214.14
NET OPERATING REVENUE	\$0.00	\$ -7,875.89	\$ -7,875.89	\$2,501.00	\$ -6,597.25	\$3,384.00	\$ -8,588.14
NET REVENUE	\$0.00	\$ -7,875.89	\$ -7,875.89	\$2,501.00	\$ -6,597.25	\$3,384.00	\$ -8,588.14

Santa Barbara FireSafe Council

Statement of Financial Position

As of December 15, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking SBB&T	136,883.09
Total Bank Accounts	\$136,883.09
Total Current Assets	\$136,883.09
TOTAL ASSETS	\$136,883.09
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance from NFWF	138,874.00
Payroll Liabilities	0.00
Total Other Current Liabilities	\$138,874.00
Total Current Liabilities	\$138,874.00
Total Liabilities	\$138,874.00
Equity	
Retained Earnings	10,762.68
Unrestricted Funds 2005-2016	10,681.73
Net Revenue	-23,435.32
Total Equity	\$ -1,990.91
TOTAL LIABILITIES AND EQUITY	\$136,883.09