



Promoting Wildfire Safety Through Education and Action

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Meeting Agenda: Thursday – April 28, 2022 @ 0900

Join Zoom Meeting

<https://us02web.zoom.us/j/81786772660?pwd=Qk1nUU4vWURZNlVBemFQdFV1dmJFQT09>

Meeting ID: 817 8677 2660

Passcode: 817896

Dial in: +1 669 900 6833

BOARD MEETING:

- 0900 - 0905: Establish Quorum (P. Van Leer)
- 0905 – 0910: Treasurer Update (K. Varga)
- 0910 – 0920: Coastal Conservancy Grant – Motion to Proceed (P. Seymour)
- 0920 – 0940: Sundowner Wind Experiment (SWEX) Update (Prof. Carvalho / R. Hazard)
- 0940 – 0950: RWMP Update (A. Parkinson)
- 0950 – 1005: May Wildfire Preparedness Expo Update (Planning Committee)
- 1005 – 1020: Structural Retrofit Platform Update (C. McGinnis)
- 1020 – 1030: Gaviota Coast CWPP Update (S. Coffman)
- 1030 – 1040: Board Meeting Recording Discussion – Motion to Proceed (V. Cooper)
- 1040 – 1050: Electronic Sign Update (Supv. Hartmann / N. Elmquist)
- 1050 - 1100: Round Table (All)

Bin Items: Annual Meeting/Board Elections, Finance Committee, Executive Committee

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

Next Scheduled Meeting (Board Meeting): Thursday, May 26th at 0900



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Firesafe Council
Board of Directors' Meeting
April 28, 2022**

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

Directors Absent: Abe Powell, Dan Fawcett, Max Moritz,

26 Attendees (Total)

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: [Meetings | Santa Barbara Firesafe Council \(sbfiresafecouncil.org\)](#)

Treasurers Report

- K. Varga reviews Treasurer Report provided in meeting package

Meeting Follows Agenda:

1. Coastal Conservancy Grant (P. Seymour)
 - Provides review of grant opportunity available through the Coastal Conservancy to expand capacity within non-profit organizations along central coast of California
 - P. Seymour has been the point of contact for this process coordinating with the RWMP sub-committee and the Coastal Conservancy Grant Team to apply for funds to hire an Executive Director and part-time staff for the SBCFSC
 - Legacy Works and Cachuma Resource Conservation District also submitted a pre-application to expand and maintain the Regional Priority Plan/Tool that was developed last year and create a Community Collaboration Team (CCT) which the SBCFSC will participate in to ensure collaboration and build capacity
 - The Coastal Conservancy has given clear direction that they would like the SBCFSC to coordinate with the CRCD and submit a single grant to ensure there is not a duplication of efforts
 - See motions
2. RWMP – Community Domain Update (A. Parkinson)
 - Reviews update provided in minutes package
 - Focus this month as been planning for the May Wildfire Preparedness Exposition
3. May Wildfire Preparedness Exposition (Committee)

- A lot of effort by committee and hired staff getting this event planned, organized and outreached through all media outlets
- The group reviews the agenda that is available on the SBCFSC webpage
- R. O'Neill offers for Tepusquet Community to cover costs associated with drink license
- There is a need for additional volunteers, see actions below
- R. Hazard will ask M. Eliason to take photos during the event
- See motion

4. Structural Retrofit Program (C. McGinnis)

- Most effort to this point has been researching the existing programs to see which ones pertain to SB County
- In contact with Alison from Wacky Puppy, who manages the SBCFSC website
- Plan is to incorporate structural retrofit information into the SBCFSC website and to provide a roadmap for the homeowner to navigate the site more easily
- Estimated cost of website update and integration \$5,000 - \$10,000
- Meeting scheduled with R. Hazard, P. Van Leer, and N. Elmquist to discuss details of the project

5. Gaviota Coast CWPP (S. Coffman)

- Project is on budget and within schedule
- Hollister Ranch recently hosted a firefighter training and Firewise information day where the SBCFSC was represented
- Draft schedule is currently being finalized to show the remaining events
- Plan is to have Dudek give a presentation to the SBCFSC on July 28th meeting and then to the SBC BOD in September

6. Board Meeting Recording Discussion

- V. Cooper provides context behind the request
- Meetings are held during normal business hours which may present a challenge for people to attend
- Currently guest presentations are recorded and posted on webpage under "Featured Presentations" and the minutes are provided under "Meetings"
- There is concern that recording entire meetings will set a precedence and add complexity especially if/when the group decides to meet in person
- The Board decides to table this conversation so more details can be gathered on how difficult the request would be to fulfill and the potential for unintended consequences

7. Electronic Sign Update:

- G. Sichi provides the background on this request and how it corresponds to the Los Padres N.F. recent open fire ban across the front country
- There is a sense of overall skepticism about the usefulness of the signs if the message isn't followed up with enforcement
- R. Hazard communicates his opinion that this effort would be best led by a government agency

Guest Presentations: ([Featured Presentations](#) | [Santa Barbara Firesafe Council \(sbfiresafecouncil.org\)](http://SantaBarbaraFiresafeCouncil.org))

1. Dr. Leila Carvalho, UC Santa Barbara – *Sundowner Winds Experiment Update*

Motions:

1. Motion to proceed with submitting a joint application with Cachuma Resource Conservation District through the California Conservancy for funding to hire an Executive Director and staff for the SBCFSC. (Supv. Hartmann, V. Cooper seconds, all in favor)
2. Motion to approve the miscellaneous expenses as outlined in the Wildfire Preparedness Exposition budget spreadsheet, not to exceed \$3,000. (R. Hazard, P. Seymour seconds, all in favor)

Action Items:

1. Respond to A. Parkinson to help with the May Event (All)
2. Schedule Dudek to give presentation to the SBCFSC Board at the July meeting (N. Elmquist)
3. Schedule late summer/early fall meeting to discuss CWPP Roadmap (N. Elmquist / P. Van Leer)

Next Meeting Agenda Items:

1. RWMP, Gaviota CWPP updates and financial documents will be provided with agenda
2. Sub-Committee Updates
3. Executive Committee Discussion
4. Finance Committee Discussion

Board Adjourned at 11:15 AM

Future Meeting Schedule and Guest Speakers:

1. May 6-8th – Wildfire Preparedness Expo
2. May 26th – Board and General Membership Meeting
 - Kindling Equity – UCSB Graduate Student Cadre
3. June 23rd – Board Meeting
4. July 28th – Board and General Membership Meeting
 - Gaviota Coast CWPP Presentation - Dudek
5. August 25th – Board Meeting
6. September 22nd – Board and General Membership Meeting
7. October 27th – Board Meeting
8. November 17th – Board and General Membership Meeting
9. December 29th – Board Meeting

Minutes respectfully submitted: Nic Elmquist

SBCFSC 2022 Tasks and Subcommittees

Goal 1: Increase fire prevention awareness and actions implemented by individuals and communities to reduce loss of life, property damage and impacts to natural resources from wildland fires.

- Finalize Gaviota Coast CWPP
- Submit Cal Fire Fire Prevention Grants (Feb. 9, 2022) to initiate a Rx Herbivory program and a Neighborhood Chipping Program.
- Plan 2022 Spring and Fall events to coincide with National Wildfire Preparedness weeks; hire an events coordinator to support these efforts.
- Bi-annual (or more) newsletter, first one to follow the Spring Event.
- Continue to update website and promote guest speaker series.
- Increase Firewise certified communities in the county.

Goal 2: Encourage local and regional land use planning efforts that increase the protection of life, property, and natural resources from the risks of wildland fire.

- SBCFSC representation at the Los Padres Stakeholder meetings.
- Placeholder for FSC support of local planning efforts (i.e. SB 9, etc.)

Goal 3: Develop sufficient financial and administrative resources such as staff, volunteers and sustainable funding to carry out our Mission.

- Submit grant through California Coastal Conservancy for funding for an Executive Director and one additional staff position.
- Hire an Executive Director (ad-hoc committee to work on proposal to Board for approval)
- Establish an Executive Committee who drafts a 3-year Financial and Administrative Plan to be approved by the Board.
- Continue to outreach to membership through donor letter, postcards, etc.

Goal 4: Develop a Regional Wildfire Mitigation Program (RWMP) that will result in county-wide community, landscape, and built environment resilience.

- Continue to support and collaborate with the RWMP team.
- Develop a Communication Plan - Hire a part-time Communication Coordinator
- Hire a social equity coordinator (RWMP)
- Develop/pursue structure retrofit process/portal (RWMP Sub-committee)

Current 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, V. Cooper, N. Elmquist (A. Parkinson as Project Manager)
3. Membership Management – A. Powell, N. Elmquist, V. Cooper, A. Parkinson, Executive Director, Comm Coordinator
4. 2023 Cal Fire Grant – P. Van Leer, R. Hazard, S. Coffman, N. Elmquist
5. Event Planning Committee – A. Parkinson (Lead), V. Cooper, E. Turpin, P. Seymour, J. Ahlman
6. Newsletter – A. Parkinson, N. Elmquist, Comm Coordinator
7. LPF Stakeholder Meetings – S. Coffman, R. O’Neill, T. Adams
8. Ad-hoc Executive Director Committee – K. Varga, P. Seymour, S. Coffman, P. Van Leer, R. Hazard, N. Elmquist



Treasurer Report for April 28, 2022 Board meeting

Prepared by Kevin Varga; kvarga@ucsb.edu

Summary:

- \$168,000 advance for CAL FIRE RWMP deposited
- CAL FIRE \$27,099.30 check for Gaviota CWPP 2021 3rd and 4th quarter expenses deposited
- Website hosting fee paid for next 3 years and set up for automatic renewal
- Michael Long paid for completion of the defensible space model
- Statement of Information filed with California Secretary of State
- Updated Special Liability insurance renewal application
- Please see attached Quickbooks reports regarding our financial position and activity

Santa Barbara County Fire Safe Council

Statement of Financial Position

All Dates

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking SBB&T	215,431.54
Total Bank Accounts	\$215,431.54
Accounts Receivable	
Accounts Receivable	42,838.97
Total Accounts Receivable	\$42,838.97
Total Current Assets	\$258,270.51
TOTAL ASSETS	\$258,270.51
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Advance from Cal Fire RWMP	168,000.00
Advance from Gaviota CWPP	0.00
Advance from NFWF	67,629.13
Payroll Liabilities	0.00
Total Other Current Liabilities	\$235,629.13
Total Current Liabilities	\$235,629.13
Total Liabilities	\$235,629.13
Equity	
Retained Earnings	38,217.76
Unrestricted Funds 2005-2016	0.00
Net Revenue	-15,576.38
Total Equity	\$22,641.38
TOTAL LIABILITIES AND EQUITY	\$258,270.51

Santa Barbara County Fire Safe Council

Statement of Activity
January 1 - April 22, 2022

	TOTAL
Revenue	
Contributions and Grants	
Contract Income	95,400.91
Total Contributions and Grants	95,400.91
Earned Income	
Membership Dues	267.97
Total Earned Income	267.97
Total Revenue	\$95,668.88
GROSS PROFIT	\$95,668.88
Expenditures	
Contract Services	
Professional Personnel	62,451.26
Total Contract Services	62,451.26
Operating Costs	
Computer Software	431.62
Dues & Subscriptions	241.96
Equipment & Supplies	1,466.43
Payroll Processing Fees	619.25
Printing	170.00
WebSite Expenses	377.64
Total Operating Costs	3,306.90
Payroll Expenses	
Payroll Taxes	2,517.95
Wages	27,830.78
Workers Comp Insurance	229.92
Total Payroll Expenses	30,578.65
Program Expenses	
Education Outreach	588.00
Total Program Expenses	588.00
Promotional Meals	142.16
Travel	221.48
Total Expenditures	\$97,288.45
NET OPERATING REVENUE	\$ -1,619.57
NET REVENUE	\$ -1,619.57

Santa Barbara FireSafe Council
Statement of Activity by Customer
January 1, 2020 - April 22, 2022

	Cal Fire RWMP	Gaviota CWPP	NFWF	PG&E	SAC HOA	SCE	TOTAL
Revenue							
Contributions and Grants							
Contract Income	22,200.28	118,938.27	60,170.59		4,490.25		205,799.39
Grant Income				12,500.00		5,000.00	17,500.00
Total Contributions/Grants	\$ 22,200.28	\$ 118,938.27	\$ 60,170.59	\$ 12,500.00	\$ 4,490.25	\$ 5,000.00	223,299.39
Total Revenue	\$ 22,200.28	\$ 118,938.27	\$ 60,170.59	\$ 12,500.00	\$ 4,490.25	\$ 5,000.00	223,299.39
Gross Profit	\$ 22,200.28	\$ 118,938.27	\$ 60,170.59	\$ 12,500.00	\$ 4,490.25	\$ 5,000.00	223,299.39
Expenditures							
Contract Services							
Professional Personnel	20,165.00	105,813.42	4,000.00		4,082.04		134,060.46
Total Contract Services	\$ 20,165.00	\$ 105,813.42	\$ 4,000.00	\$ 0.00	\$ 4,082.04	\$ 0.00	134,060.46
Operating Costs							
Computer Software			531.62				531.62
Equipment & Supplies			4,277.49				4,277.49
Printing		381.46	48.32			170.00	599.78
WebSite Expenses						2,876.64	2,876.64
Total Operating Costs	\$ 0.00	\$ 381.46	\$ 4,857.43	\$ 0.00	\$ 0.00	\$ 3,046.64	8,285.53
Payroll Expenses							
Payroll Taxes			4,381.22				4,381.22
Wages			48,984.64				48,984.64
Workers Comp Insurance			483.54				483.54
Total Payroll Expenses	\$ 0.00	\$ 0.00	\$ 53,849.40	\$ 0.00	\$ 0.00	\$ 0.00	53,849.40
Program Expenses							
Education Outreach				9,116.00		588.00	9,704.00
Total Program Expenses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,116.00	\$ 0.00	\$ 588.00	9,704.00
Promotional Meals			318.36				318.36
Travel			467.44				467.44
Total Expenditures	\$ 20,165.00	\$ 106,194.88	\$ 63,492.63	\$ 9,116.00	\$ 4,082.04	\$ 3,634.64	206,685.19
Net Operating Revenue	\$ 2,035.28	\$ 12,743.39	-\$ 3,322.04	\$ 3,384.00	\$ 408.21	\$ 1,365.36	16,614.20
Net Revenue	\$ 2,035.28	\$ 12,743.39	-\$ 3,322.04	\$ 3,384.00	\$ 408.21	\$ 1,365.36	16,614.20

Friday, Apr 22, 2022 01:43:40 PM GMT-7 - Accrual Basis

Thursday April 28, 2022

RWMP

- We have two Firewise articles make it into the news! One in [The Independent](#) and one in [Noozhawk](#).
- Since March we have started the Firewise process with Mission Canyon Association (thanks Ray!), Painted Cave, Cebada Canyon, and are in talks with Summerland.
- We have also started mapping vulnerable communities with the Community Environmental Center (CEC), our social-equity partners. They will work with the SBFSC to connect with and form long-lasting relationships with groups and individuals who are disproportionately vulnerable to wildfire impacts.
 - We are planning on running a couple focus groups in summer to understand the needs with vulnerable populations. Currently the CEC is working on identifying staffing needs for that role.
- In partnership with Rob and his Fire Prevention team we completed 16 home evaluations with the Trout Club residents. They were VERY pleased with the evaluations and were the talk of the town during their annual Easter party. We will however have to find a more efficient way to provide this service to future Firewise communities as they are very time consuming for us and Fire Prevention.

Event

- The event [agenda](#) has been finalized and special invites for Friday have been sent out!
- Attached in the agenda is approval for some expenditures for the event. I can review those on Thursday.
- Purchased some items (see below):
 - tote bags that we will hand out as gifts for people who visit 5 of our 9 event activities/exhibits
 - Magnets (4.33inx5.59in) with local emergency numbers that we will hand out at the sbfsc booth
- We are also making pamphlets about Firewise and the SBFSC (in both english and spanish). Drafts will be available by Thursday.
- Ethan has completed a draft video on Firewise that will be shown at the event on a running loop. The RWMP subcommittee has given him some minor edits. We will show the video at the board meeting
- There has been lots of work going into advertising the event thanks to our amazing publicist and thanks to Gustavo for connecting with several Spanish speaking radio and TV organizations. Ads have been running in the Independent and Noozhawk for a couple weeks, fliers have been sent out to all parents with students in the Goleta School

District, fliers have been sent out to County of SB, City of SB and City of Goleta for their websites, and several radio ads and in-person interviews have been planned for the next couple of weeks. Press release about the event has also just been released to all local media, print, and local radio. And Nic did/is doing an interview with the Montecito journal.

- We can discuss volunteers and needed items for donation on Thursday.



**Santa Barbara County
Wildfire Emergency Numbers**

	Sheriff Office Dispatch (Non-emergency)	(805) 683-2724
	Equine Assistance and Evacuation	(805) 892-4484
	County Animal Services	(805) 681-4332
	Red Cross	(805) 687-1331
	Salvation Army	(800) 725-2769
	Crisis Counseling and Assistance	(888) 868-1649

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community@sbfiresafecouncil.org

May Event Budget

Line Item	Available Funds	Funding Source	Funding Source Line Item	Pre-approved by RWMP Subcommittee and PVL	Board Funding Request	Notes
Canopy Tent	??	SBFSC Discretionary Funds	--	Y	\$605.59	
Kinetic Sand	\$9,500	CalFire Grant	Event/Educational Supplies	Y	\$250	Sand for sand table. The Sea Center on Stern's Wharf is offering us some free sand, but it is likely not enough for the table, so I want to get kinetic sand. It holds its shape which is important when trying to shape topography
Friday opening night food	??	SBFSC Discretionary Funds	--		\$2,500	Approximation as we are trying to get a head count.
Additional discretionary money for minor misc. event supplies	\$9,500	CalFire Grant	Event/Educational Supplies		\$1,500	previously \$500 was approved. Have not used that yet.
reimburse Food for event volunteers, event staff, sbfsc board members/staff, and participating staff from other organizations	??	SBFSC Discretionary Funds	--		\$450	estimating about \$13 for approx. 35 volunteers, tablers, staff, board members, etc. Tickets will be handed out to people and we will reimburse the food trucks afterwards.

May Event Budget

popcorn machine	\$9,500	CalFire Grant	Event/Educational Supplies		250	includes 350 servings of popcorn kernels, oil, and bags + the machine
table cloth + sbfsc logo	??	SBFSC Discretionary Funds	--	Y	\$333	
Water	\$9,500	CalFire Grant	Event/Educational Supplies			
Professional SBFSC logos	??	SBFSC Discretionary Funds	--	Y	\$170	High resolution SBFSC logos in 4 colors: green+yellow, just green, just yellow, and just white.
license to provide alcohol on Friday	\$9,500	CalFire Grant	Event/Educational Supplies		\$50	needed.
business cards	??	SBFSC Discretionary Funds	--	Y	\$85	500 for Gustavo, 500 for new community@sbfiresafecouncil.org email, 250 for Paul
port a potty with handwash station	\$9,500	CalFire Grant	Event/Educational Supplies		\$275	Just for Saturday in case we have a huge influx of people.
TOTAL						\$6,468.59

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