



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Fire Safe Council
Executive Committee Meeting
September 7, 2022**

Executive Committee Directors Present: Paul Van Leer, Kevin Varga, Victoria Cooper, Rob Hazard

Executive Committee Directors Absent: Nic Elmquist

Other attendees: Directors Scott Coffman and Max Moritz; Staff Anne-Marie Parkinson

Meeting Follows Agenda:

1. Kian Brouwer starting 09/12/2022 (Administrative Office Professional/Communication Coordinator)
 - a. Oversight structure/management
 - i. Initially report to Anne-Marie, Kevin, and Paul/Executive Committee; later will report to Executive Director
 - ii. Training will be mainly provided by Anne-Marie and Kevin
 - b. (Priority) tasks – Lemon Festival, October event, communications plan
 - c. Scott suggests Kian helping with grant reporting, specifically providing grant invoice receipts and budget numbers - yet to be determined on how this structure will work
 - d. Gaviota CWPP grant funds to buy Kian laptop
 - i. Scott agrees that we could use Gaviota CWPP grant funds to buy Kian a laptop
 - e. In person meeting/get together with Kian?
 - i. Anne-Marie will schedule in person meeting next week or the week after
2. Lemon festival strategy, volunteers, and funds
 - a. Plan to buy prize spin wheel and giveaways (stickers, mesh, candy, etc.) using Cal Fire RWMP event funds because materials will also be used for events, see motions
3. Regular meeting time
 - a. First and third Wednesday of each month from 11a - 12p
4. SoCal Edison \$5k grant focused on messaging to underserved communities
 - a. Thanks but no thanks, see motions
5. Radioshow strategy/implementation (Victoria)
 - a. Need to come up with 2-3 month advance plan on what our messaging will be
 - b. Scott suggests we get himself, Rob, and Paul on the show to talk about the Gaviota CWPP and other FSC happenings
 - c. Determined the need for the formation of a communications subcommittee, see motions

Motions:

1. Motion to buy materials for the lemon festival, not to exceed \$400 (V. Cooper, K. Varga seconds, all in favor)
2. Motion to pass on the SCE grant funds at this time (R. Hazard, K. Varga seconds, all in favor)
3. Motion to form interim communications committee including Victoria, Anne-Marie, Kian, Paula, Scott, and Paul (K. Varga, V. Cooper seconds, all in favor)

Action Items:

1. September board meeting item - formation of a communications subcommittee

Minutes respectfully submitted: Kevin Varga