



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Fire Safe Council
Executive Committee Meeting
November 16th, 2022**

Executive Committee Directors Present: Paul Van Leer, Nic Elmquist, Victoria Cooper

Executive Committee Directors Absent: Nic Elmquist, Kevin Varga, Rob Hazard

Others Present: Anne-Marie Parkinson, Kian Brouwer, Ted Adams,

1. SBFSC and external volunteers:

- AMP was approached at WRA event about if our organization needed volunteers
- What would we use them for?
- P. Van Leer says get their contact information and reach out for contact, and when we need them
- V. Cooper says there has to be pre-planning for this: insurance wise, firewise communities, events, etc. Creating a volunteer schedule, because it could be tough to get them to show up unless we schedule them in advance. Would need to know what organization they are with, leaders, etc.
- K. Brouwer could create an email list, therefore we could send out emails asking who could come to what events
- T. Adams suggest creating a sheet where they can highlight their skills we can use
- **V. Cooper suggests sign-up portal on website**

2. CA Coastal Conservancy task force involvement:

- V. Cooper says we don't need to commit to anything big, but should keep it in mind
- Says we should ask whether we will be funded or not? How can we participate in their activities?
- AMP met with people at UC Davis. V. Cooper says they are hooked to a different line of money
- This will most likely be ED work

3. Wildfire Mitigation Award

- AMP got an email about this award from State Forrester's Organization
- We missed the deadline, but for next year
- AMP wants to recommend WRA for the work they have done for the past several decades
- Not clear on the award as a whole, but keeping it in mind for next year
- Add it to calendar for 2023

4. **Chipping Grant:**

- Do we plan on hiring one person, or several?

- P. Van Leer doesn't see it being more than one person
- This person will help AMP and Gustavo and work with them
- T. Adams says this program is an incentive for communities to get involved. We will need to promote the program heavily so everyone can get involved. This will be for project manager
- V. Cooper says the program would be great to promote on radio show
- AMP says part-time work would be tough if someone wants to work full-time
- P. Van Leer says maybe we can give them other tasks to become full-time
- V. Cooper says we can get creative to find the funds for a full-time employee
- Possibly move grant funds around salary wise: but could mean less chipping days
- Use contacts to send out job description
- P. Van-Leer will ask R. Hazard to send out position, K. Brouwer will ask other contact

V. Cooper exits the meeting

5. **Executive Director position:**

- AMP asks if we should include document containing our grants for applicants to look at (Grant spreadsheet)
- P. Van Leer says this would be too much detail, and isn't necessary for application process
- P. Van Leer says to add all grants we have on the job description: some are missing
- T. Adams asks what would the deadline/what is the hiring process going to be
- AMP says we need an ED sooner rather than later, so it would be good to finalize the document and post the job description in the coming weeks
- Pay Range: Leave blank, or "negotiable"
- Discuss with Phil, he had a document with salary options
- We will need board approval to post this position

- Plan: Finalize document between members of Exec. Committee/staff by Dec. 1st meeting - Send to board for approval - put out job description with deadline for January 31st
- We will then conduct interviews based off that initial group of applicants, if none are suitable we can reopen the position
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Action Items:

- Discuss cleaning service for station 13 at next exec. meeting
- Combine Exec. and RWMP subcommittee meetings Dec. 1st in person: Present finalized job description
- Kian: Promote chipping position through WRA show announcement, and website banner
- Maintain “SBCFSC” in documents, not “SBFSC”
- Discuss website updates

Minutes submitted respectfully: Kian Brouwer