



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Fire Safe Council
Executive Committee Meeting
January 25, 2023**

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

Executive Committee Directors Absent:

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

1. Contractors on portal update

- AMP thinks we should have a variety of contractors, include a disclaimer. P. Seymour says insurance would cover this
- Other organizations have done similar things with background checks, we would require March event.
- Exec. Committee suggests instead of our own list, include the link to the SB Contractors Association website: they are trusted and have a complete list of many options for homeowners
- <https://www.sbcontractors.org/>
- <https://members.sbcontractors.org/sbca-directory>
- Will revisit once we hopefully get the education grant

2. Spending approval from discretionary funds

- AMP suggests keeping a stock pile of items on hand, people ask for them, and we need them for events as well. Exec. committee agrees.
- **V. Cooper moves to approve these expenditures, increase the amount ordered to make sure we have a backup for future requests. N. Elmquist seconds. All in favor.**

3. Social edison collaboration

- Someone reached out to AMP asking how they could support us this year. Asks EC what we should ask for.
- N. Elmquist suggests asking them to attend our monthly meetings and events to answer questions they are most qualified for.
- Exec. Committee agrees

4. **P. Seymour's concern about research focus of Firewise and role of research at SBCFSC**

- P. Seymour wants to make sure Firewise has a standardized structure that can be used anywhere, because it is currently in "experimental" faze. He created a list of things we could and should be doing to help Firewise succeed and sustain. He thinks we need to make a "tool kit" to assist with the project.
- R. Hazard says County Fire's foothill CWPP will help with this. Firewise will play a large role and he is including AMP and G. Agredano in the development. He thinks this will eventually flow into future CWPPs.
- AMP: Our website is currently updated in a Firewise process, and one of her grant deliverables is to analyze the program. "Whats working, whats not...".
- Staff already have standard presentation, Exec. Committee says possibly adding a map for each community to swap out in these presentations
- Exec. Committee agrees that other domains should start contributing more to the process. They are working on reports, Mark (landscape) has a map prepared, waiting review

5. **Revist [Personnel Tracker](#)**

- AMPs tracker from a fews ago had a few mistakes so she updated the spreadsheet
- Will bring up at tomorrow's General Board meeting
- Exec. Committee agrees this needs to be clarified before tomorrows meeting
- We will be having additional expenses upcoming, the Exec. Committee agrees to raise only project manager salaries, with future discussions about other staff. We will be revising the motion to address this tomorrow

6. **Grants**

- **Subaward agreement signature for CFSC County Coordinator Grant**
- P. Van Leer can sign, doesn't need board resolution
- **Coastal Conservancy Update**
- We need to develop the work program resolution for the coastal conservancy grant. There are instructions online.
- N. Elmquist suggests having a combined meeting discussing this, reviewing our strategic plan, and creating yearly goals. Maybe in place of the Feb. Board meeting?
- R. Hazard says we should wait until we have the program from the Coastal Conservancy. They use a "form document" of sorts that help create a plan. Once we get it, we will only have a few weeks to return our resolution. Should be relatively easy.
- K. Brouwer will respond to Rachel letting her know P. Van Leer will be signing

General Notes:

- N. Elmquist suggests start looking for storage space because of additional items, R. Hazard says we can use any space in our current building.
- County cleaning crew is coming to current office

Action Items:

- K. Brouwer reach out to SB Contractors Association
- K. Brouwer reach out to Rachel Couch, tell her P. Van Leer will be signing
- Coastal Conservancy on agenda in two weeks
- Potentially hiring a Bookkeeper/other employee to deal with paperwork on agenda in two weeks

Motions:

- Approve expenditures for event handouts, and increase the amount ordered to make sure we have a backup for future requests. Director V. Cooper - Director N. Elmquist seconds
- All in favor.

Minutes submitted respectfully: Kian Brouwer