



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Fire Safe Council
Executive Committee Meeting
July 19, 2023**

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

Executive Committee Directors Absent: Rob Hazard

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

1. Review [Social Edison funding request](#) (and [internal budget](#))

- AMP has been working on the funding request and a budget for our potential application. SCE says it doesn't need to be the most in-depth request
- N. Elmquist has an idea for home hardening only in zone 0 of people's homes. Remove anything combustible. AMP: this is already under the defensible space section, we would focus mostly on zone 0
- Change wording to focus more on habitat restoration, this is in the request from SCE
- EC agrees that 650k is a good asking amount

2. First SBCFSC volunteer application!

- We had the first person sign up on our volunteer form. K. Brouwer will reach out to her and introduce the SBCFSC/ask if she has any experience we could utilize.
- In time we could build a volunteer list that we could use for events, cleanup, etc.
- We will take down the volunteer form until we are ready organizationally and can outreach this

3. Dave Shew dinner Monday, July 24

4. [Employee Handbook](#):

- AMP has been working on more sections of the employee handbook. The jury duty section needs work regarding being paid while being there.
- Add members to the bereavement section.
- The "Personal Leave" section isn't required. EC thinks leaving it on a "Case-by-Case" basis is best.

- State law says we need to supply an office phone or pay employees who use their personal cell phones. We should ask the employment lawyer what the usual is for this.

5. Finance updates/meeting?

- K. Varga thinks we are behind on our current grants reportings and finances. He thinks we need more financial report
- AMP is meeting with C. Martinez to discuss this later. V. Cooper says we should ask her what should be expected from us, she knows best. AMP is also working on a reporting sheet for project managers to make it easier
- EC says this need to become a priority for project managers.
- K. Varga will be leaving and we will need someone in his position and have a list of his duties
- We still need to do our chipping/grazing first/second quarter reports to CAL Fire. They denied some budget items but K. Furlong is working on it
- K. Varga says we need to start doing quarterly finance meetings with all project managers. Last Wednesday of the quarter? A possible time is Wednesday, August 2nd.

General Notes

- Someone on Nextdoor was complaining about the chipping program saying she has seen dead birds. Since we are not doing any cutting, there is no responsibility on us. We will not respond via Nextdoor, if they contact us then we can engage.
- PG&E sponsorship for reposting their content. Do we want to do this? We would be required to post a few things per year

ED Administrative Update

- Graham has been asked to give a detailed RWMP update about the future of the RWMP at the Sept BOD meeting and he is available to do so.
- Direct Relief has been booked for our Sept. 28 BOD meeting
- Kian's reaching out to a graphic artist to make us high-resolution vertical SBCFSC logos in various colors.
- The USFWS grant we discussed last week had the wrong deadline listed on grants.gov. The application actually closed on July 1, so this grant is no longer an option when considering funding options for expanding the RWMP.
- PG&E rejected our proposal to instead partner with them for an event in North County.

- Staff have been assigned state-mandated sexual harassment training and will be completing that in the next 2 weeks.

Action Items:

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Minutes submitted respectfully: Kian Brouwer