



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Firesafe Council
Board of Directors' Meeting
January 25, 2024**

Directors Present: Paul Van Leer, Victoria Cooper, Nic Elmquist, Scott Coffman, Selden Edner, Rob Hazard, Max Moritz, Mark Vontillow, Phil Seymour, Dan Fawcett, Kim Pananides, Ted Adams, Kevin Varga, John Ahlman

Directors Absent: Supv. Joan Hartmann,

32 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 \(sbfiresafecouncil.org\)](#)

Treasurer's Report

- Kevin reviews and explains the updated tables and charts included in package.
- Everyone likes the new method of displaying the budget, but several Directors have suggestions to make the details clearer.
- Agreed upon that adding a "terms" section that defines each category would improve the readability of the document.

Meeting Follows Agenda:

1. Executive Committee (P. Van Leer and A. Parkinson)
 - Bi-weekly EC meeting is open to all Directors and minutes are posted on webpage: <https://sbfiresafecouncil.org/meetings/>
 - In person BOD meeting was held January 19th at Las Vara Ranch. Overall, it was viewed as time well-spent and doing this to start each year will continue to be a goal.
 - All pertinent documents are available on Google Docs here: [Annual Planning Folder - 2024](#)
2. Prescribed Grazing, Community Chipping, Defensible Space Update (J. Tobin – Project Manager)

- R. Hazard and J. Tobin are still working on finalizing the permits for the portions of the Prescribed Herbivory Project that fall within the Coastal Zone.
- The Community Chipping tentative schedule has been finalized and the effort is now on outreach (i.e. mailers, maps, website, etc.). There will be a detailed presentation on the budget and a follow-up discussion at the January 31st EC meeting. All Directors are welcome to attend if interested.
- Defensible Space Grant is still in the planning phase. There was a question around the requirements of “low-income disadvantaged” projects and specifically the plan to do work in Via Regina. It was explained that the Via Regina project is not being executed within the DS Grant, but is being completed by funds provided by the CCC.

3. Firewise Update (K. Furlong)

- Arriba Way (Mission Canyon) was recently certified as the 13th Firewise Community within Santa Barbara County.
- Applications are submitted and waiting approval for West Camino Cielo, Mission Canyon, and Coronado Circle.
- A priority is sustaining already certified Firewise Communities. Kate is hosting monthly/bi-monthly virtual meetings to help with this.
- Coordination is occurring with the Ventura Regional FSC to share lessons learned with the Firewise process and program.
- Working on improving the process for local Firewise applications so the communities can do most of it themselves.
- Gustavo is working with Ethan Turpin on “Do-it-yourself” retrofit videos to incorporate into the webpage/home-hardening portal.
- Gustavo is working on translating the Focus Group meetings and the team is developing a “Solution Mapping” application that can be incorporated into the SBCFSC webpage to direct people to already established programs.

Motions:

1. Motion to open up an account at Montecito Bank and Trust in addition to the ones at Chase. (V. Cooper, P. Seymour, All in favor)
2. Motion to transition staff health insurance from an annual stipend to a tax-free reimbursement system (Qualified Small-Employer HRA) starting February 1, 2024 (R. Hazard, S. Coffman, All in favor)

Action Items:

1. Develop a flow chart to show how each program (i.e. Firewise) fit into the SBCFSC structure (AMP/EC)
2. Continue working on BOD Manual (EC)

Next Meeting Agenda Items:

1. AOP/CC Hiring Update
2. Committee Updates
3. 2024 Budget Approval
4. Chipping Project Update
5. Herbivory Update
6. Grant Updates

Board Adjourned at 10:00 AM

Guest Presentation:

Rob Hazard – Fire Marshal, Santa Barbara County Fire Department
Wildland Fire Suppression (<https://sbfiresafecouncil.org/wildland-fire-suppression/>)

Future Meeting Schedule and Guest Speakers:

1. February 22nd – Board Meeting
2. March 28th – Board and General Membership Meeting
3. April 25th – Board Meeting
4. May 23rd – General Membership Meeting - Annual Board Election (in-person)
5. June 27th – Board Meeting
6. July 25th – Board and General Membership Meeting
7. August 22nd – Board Meeting
8. September 26th – Board and General Membership Meeting
9. October 24th – Board Meeting
10. November 21st – Board and General Membership Meeting

Minutes respectfully submitted: Nic Elmquist (1.31.24)



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Meeting Agenda: Thursday – January 25, 2024

Board Business: 9:00 am – 10:00 am

General Membership/Guest Presentation: 10:00 am – 11:30 am

Join Zoom Meeting

<https://us02web.zoom.us/j/87349118036?pwd=ampsQ3NjTWZDeklaU0EvWkdvNW5lQT09>

Meeting ID: 873 4911 8036

Passcode: 319914

Dial in: +1 669 900 6833

BOARD MEETING:

- 0900 - 0905:** Establish Quorum (P. Van Leer)
- 0905 – 0910:** Treasurer Update (K. Varga)
- 0910 – 0920:** Executive Committee Update (P. Van Leer)
Minutes available <https://sbfiresafecouncil.org/meetings/>
- 0920 – 0930:** Executive Director / Grant Updates (AMP)
- 0930 – 0945:** Grazing, Chipping, Defensible Space Project Update (J. Tobbin – Project Manager)
- 0945 – 1000:** Firewise/Community Domain Update (K. Furlong – Project Manager)
- 1000 – 1045:** Guest Presentation – Rob Hazard, Fire Marshal (Santa Barbara County)
Presentation: Wildland Fire Suppression
- 1045 – 1130:** Q & A, Discussion

2024 Meeting Schedule Posted: <https://sbfiresafecouncil.org/meetings/>

Next Scheduled Meeting (Board): Thursday, February 22nd at 0900



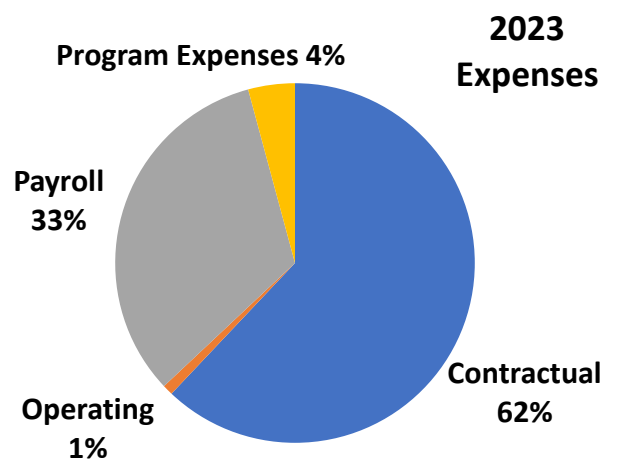
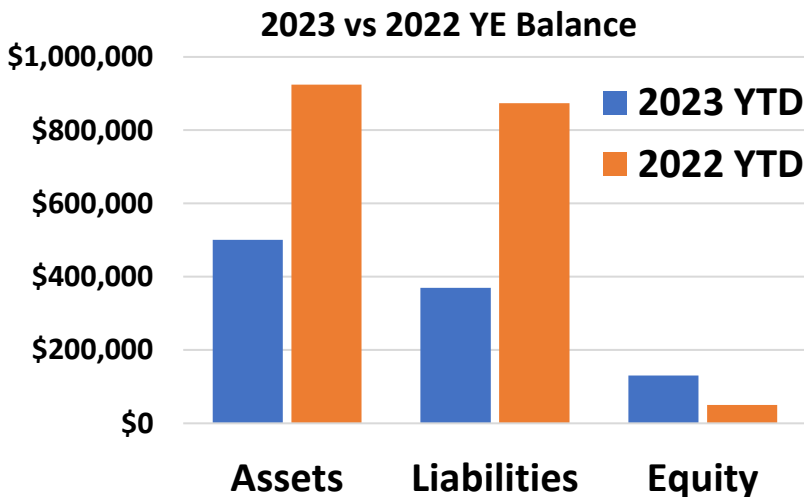
January 2024 – Treasurer Report

Prepared by: Kevin Varga – Treasurer

kvarga@ucsb.edu

Fund sources	Timeline	Total budget	Expended	In the bank
CALFIRE - RWMP	Dec 2021 - Mar 2024	\$686,094	\$474,199	\$56,689
CFSC - County Coord	Feb 2023 - July 2024	\$175,000	\$68,191	\$19,309
NFWF - RWMP	Jan 2021 - Oct 2024	\$550,000	\$335,173	(\$10,173)
CFSC - Def Space	Oct 2023 - Dec 2024	\$468,000	\$0	\$0
SCC - Capacity	Feb 2023 - June 2025	\$370,000	\$117,009	(\$76,772)
CALFIRE - Chipping	Sep 2022 - Mar 2026	\$2,037,939	\$536,778	\$246,829
CALFIRE - Herbivory	Sep 2022 - Mar 2026	\$1,948,552	\$489,144	(\$97,829)
SCE – RWMP	Jan 2024 – Aug 2027	\$575,000	\$0	\$0
CALFIRE – Lompoc	Oct 2023 – Mar 2029	\$339,360	\$0	\$0
CALFIRE – Education	Oct 2023 – Mar 2029	\$1,948,551	\$0	\$0

CA Fire Safe Council (CFSC); National Fish and Wildlife Foundation (NFWF); Pacific Gas & Electric (PG&E); Southern CA Edison (SCE); State Coastal Conservancy (SCC)



Santa Barbara County Fire Safe Council
Statement of Financial Position
As of December 31, 2023

	Total	
	As of Dec 31, 2023	As of Dec 31, 2022 (PY)
ASSETS		
Current Assets		
Bank Accounts		
Chase Bank - Operating Acct	304,682.64	
U.S. Bank Checking	2,852.41	879,191.38
Total Bank Accounts	\$ 307,535.05	\$ 879,191.38
Accounts Receivable		
Accounts Receivable	184,773.81	38,678.58
Total Accounts Receivable	\$ 184,773.81	\$ 38,678.58
Other Current Assets		
Prepaid Expenses	2,111.87	
Undeposited Funds	0.00	75.00
Total Other Current Assets	\$ 2,111.87	\$ 75.00
Total Current Assets	\$ 494,420.73	\$ 917,944.96
Fixed Assets		
Website	7,650.00	7,650.00
zAccumulated Depreciation	-1,233.00	-1,233.00
Total Fixed Assets	\$ 6,417.00	\$ 6,417.00
Total Assets	\$ 500,837.73	\$ 924,361.96
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)	36,052.00	4,811.02
Total Accounts Payable	\$ 36,052.00	\$ 4,811.02
Credit Cards		
Chase Credit Card	3,505.73	
Total Credit Cards	\$ 3,505.73	\$ 0.00
Other Current Liabilities		
Advances from Funders		
Advance from CAFSC County Coord	19,309.48	
Advance from Cal Fire Chipping	246,828.75	378,625.00
Advance from Cal Fire Herbivory	0.00	392,000.00
Advance from Cal Fire RWMP	56,688.84	0.00
Advance from NFWF	0.00	94,928.64
Total Advances from Funders	\$ 322,827.07	\$ 865,553.64
Payroll Liabilities		
CA PIT / SDI	0.00	3,490.36
	1,527.87	

CA SUI / ETT	28.11		
Federal Taxes (941/943/944)	6,142.07		
Total Payroll Liabilities	\$ 7,698.05	\$	3,490.36
Total Other Current Liabilities	\$ 330,525.12	\$	869,044.00
Total Current Liabilities	\$ 370,082.85	\$	873,855.02
Total Liabilities	\$ 370,082.85	\$	873,855.02
Equity			
Retained Earnings	50,506.94		29,954.20
Unrestricted Funds 2005-2016	0.00		0.00
Net Revenue	80,247.94		20,552.74
Total Equity	\$ 130,754.88	\$	50,506.94
TOTAL LIABILITIES AND EQUITY	\$ 500,837.73	\$	924,361.96

Thursday, Jan 18, 2024 09:13:54 AM GMT-8 - Accrual Basis

Santa Barbara County Fire Safe Council
Statement of Activity
December 2023

	Total	
	Dec 2023	Jan - Dec 2023 (YTD)
Revenue		
Contributions and Grants		
Contract Income	123,290.20	1,644,060.60
General Contributions		3,535.00
Grant Income	3,200.00	34,960.00
Total Contributions and Grants	\$ 126,490.20	\$ 1,682,555.60
Earned Income		
Membership Dues		475.00
Total Earned Income	\$ 0.00	\$ 475.00
Total Revenue	\$ 126,490.20	\$ 1,683,030.60
Gross Profit	\$ 126,490.20	\$ 1,683,030.60
Expenditures		
Contract Services		
Accounting Services		14,453.05
Professional Personnel	36,033.00	976,762.17
Total Contract Services	\$ 36,033.00	\$ 991,215.22
Operating Costs		
Advertising & Marketing		2,160.00
Bank & Credit Card Fees		58.93
Computer Software		25.98
Dues & Subscriptions		1,244.97
Equipment & Supplies		1,708.55
Insurance		469.39
Licenses & Fees		300.00
Mailing Services		194.00
Meeting Expenses		252.87
Office Supplies	171.03	5,765.76
Payroll Processing Fees	120.00	1,684.85
Phone	100.00	1,164.33
Total Operating Costs	\$ 391.03	\$ 15,029.63
Paypal fees		0.00
Payroll Expenses		
Health Benefit	3,159.81	33,929.37
Payroll Taxes	3,036.14	38,339.86
Wages	36,160.46	443,960.99
Retro Pay	0.00	1,584.00
Total Wages	\$ 36,160.46	\$ 445,544.99
Workers Comp Insurance	211.86	6,225.62

Total Payroll Expenses	\$	42,568.27	\$	524,039.84
Program Expenses				
Education Outreach				144.46
Employee Education				1,625.00
Events		3,040.25		8,827.41
Program Materials				56,446.67
Total Program Expenses	\$	3,040.25	\$	67,043.54
Travel				4,598.50
Travel Meals				966.65
Total Expenditures	\$	82,032.55	\$	1,602,893.38
Net Operating Revenue	\$	44,457.65	\$	80,137.22
Other Revenue				
Interest				5.11
Refund				105.61
Total Other Revenue	\$	0.00	\$	110.72
Net Other Revenue	\$	0.00	\$	110.72
Net Revenue	\$	44,457.65	\$	80,247.94

Thursday, Jan 18, 2024 09:11:25 AM GMT-8 - Accrual Basis



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January 25, 2024- SBCFSC SB South Coast Herbivory Program Update

Prepared by: Jessie Tobin - Project Manager
jtobin@sbfiresafecouncil.org

Project Summary: The SB South Coast Herbivory Project will implement 3000 acres of fuel reduction through the use of prescribed herbivory (sheep, goats) to reduce fuel loads in a cost effective and ecologically sound manner. The project includes 26 prescribed herbivory fuel treatments located along the south coast of Santa Barbara County (SBC). The fuel treatments are strategically located adjacent to critical transportation corridors and WUI areas. The project goal is to reduce fuel loading to mitigate the potential for high intensity wildfire and reduce the potential for wildfire ignitions. There are over 17,800 habitable structures within the high fire hazard area of the PIZ that will potentially benefit from these proposed fuel treatments. This project is funded by a grant as part of CalFire's Climate Investment Program totaling \$1,948,551.55

Updates:

- Jessie and Rob are in communication with Grazers regarding project assignments and priorities.
- Jessie is preparing rough contracts for project assignments and will submit them to the board prior to executing. Please note that each contract will be treatment specific and assigned as the project progresses.
- Further discussion regarding the amount of acres treated this year is still being determined based on budget determinations and potential additional funding.
- Anticipated start date is Mid March though is weather dependent.
- Rob is actively working on the Coastal Development Permit for Arroyo Hondo, Baron Ranch and Ellwood Mesa.
- All CalFire grant reporting is submitted to date, following invoice approval advance funds will be requested noting advance submission is already prepared.



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January 25, 2024 - SBCFSC Community Chipping Program Update

Prepared by: Jessie Tobin - Project Manager
jtobin@sbfiresafecouncil.org

Project Summary: The Community Chipping Program will provide residents in 26 communities located within the high fire severity zones of coastal Santa Barbara County, a total of 5,908 residents and 32,661 acres, with the support to create and maintain defensible space and community access by providing free curbside chipping services and tagging and trimming activities to improve ingress and egress throughout neighborhoods. SBCFSC is taking a holistic approach to home hardening and defensible space creation through education and encouraging residents to register for home assessments to improve programmatic impact. This project is funded by a grant as part of CalFire's Climate Investment Program totaling \$2,037,939.00

Updates:

- Jessie has completed Rough draft contracts for Chipping Contractors and will be seeking Board approval to have them executed.
- Jessie is actively working on updating our website with the new Chipping Calendar in addition to beginning community outreach efforts.
- Project implementation has an anticipated start date of March 2024 weather dependent noting the following:
 - Montecito Fire will begin Chipping in March
 - Hollister Ranch will begin Chipping in May
- All CalFire grant reporting is submitted to date.
- Project maps have been created with more ease of use to allow for more detailed data capture in 2024.
- Additional A frame signage will be purchased to allow for more time for the PM to work in each neighborhood.



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January 25, 2024- SBCFSC Defensible Space Update

Prepared by: Jessie Tobin - Project Manager and Anne-Marie Parkinson - Executive Director
jtobin@sbfiresafecouncil.org ; aparkinson@sbfiresafecouncil.org

Project Summary-The California Conservation Corps (CCC'S): The CCC's based in San Luis Obispo and Camrillo have provided the SBCFSC with over 1,000 hours of free staff time to support fuel reduction project work in 2024 through the use of GGRF (Greenhouse Gas Reduction Funds). The purpose of this funding is to support training and development of Corps members while executing project work to reduce greenhouse gas emissions and continue efforts to assist priority populations (disadvantaged, low income) by addressing community needs and reducing fire risk.

Project Summary-California Fire Safe Council Defensible Space Grant: The objective of this Grant Program is to assist vulnerable populations (i.e., low-income, disabled, senior/elderly,disadvantaged), in High and Very High Fire Hazard Severity Zones, with defensible space treatment on their property.

Updates:

- Applications for two scopes of project work for the Camarillo and SLO County CCC's were submitted, the treatment areas focused on in the applications were the Via Regina Open Park Space and Community Buffer in Santa Barbara in addition to the Purisima Ridge and Burton Mesa Fuel Breaks in Lompoc.
- The Camarillo CCC's denied the application for the project work for Via Regina, Jessie is still waiting for feedback from the CCC's on what led to this determination and how we might have a stronger application in the future.
- The SLO County CCC lead is currently out of the office until 1/18/24 and Jessie is keeping tabs on the status of the application.
- If our application is approved Jessie/Defensible Space PM will be working with County Fire to communicate with community members and stakeholders to get the project executed.
- Staff are creating outreach material to connect with Firewise community leaders



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and agencies so they can help identify low-income/socially vulnerable residents in need of defensible space assistance. Outreach will begin in late January/early February.

- Currently working with [Fireaside](#) to set up a new home evaluation program that will be faster and more user friendly. It will even allow for homeowners to mark off fire risks that they have mitigated!



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January 2024 - RWMP Update

Prepared by: Kate Furlong - Community Resilience Domain Lead
kfurlong@sbfiresafecouncil.org

Project Summary: The [Regional Wildfire Mitigation Program](#) provides a holistic solution to wildfire mitigation through increasing resilience in three domains: landscape, built environment, and community. The SBFSC leads the community domain and works with communities to help them build strong networks so they can increase their capacity to prepare, respond, and recover from wildfires. Main avenues to achieve this include: Firewise USA, focus groups, community events, education, home evaluations, and mapping vulnerable communities.

Updates: 2 community meetings with 3 community members hosted since last report

Firewise

- **Summary:** The SBFSC is working with communities to create sustainable communities that continue to work to make their community more resilient to wildfire. Firewise is a grassroots program that empowers communities to work together to mitigate their collective wildfire risk. To learn more, please email kfurlong@sbfiresafecouncil.org
- All communities over one year old submitted Renewal Applications and have been approved.
- There are currently **12** Firewise Communities in Good Standing in Santa Barbara County
- Arriba Way was awarded their Firewise certification
- West Camino Cielo and MCA-Montrose Place have submitted their applications.
- EH-Eucalyptus Hill Drive and EH-Coronado Circle have completed application components, conducting final review before submitting.
- We are scheduling meetings with MCA-Palomino Ridge and Jonata Springs Ranch to help guide them through the process and practice our Application Workshops where we work together with the community to complete the required documents in a more timely manner.
- The home evaluations requests continue on a weekly basis

Focus groups

- **Summary:** SBFSC hosted focus groups with underserved and socially vulnerable populations to better understand the barriers these communities face that reduce or prevent participation in wildfire support programs.
- Trace has been working on the analysis of the findings made during the focus groups
- We have been utilizing these findings to conduct Solution Matching where we match the community concern with an existing or potential program offered in the area.

Miscellaneous

- Working with the other RMWP Domain Leads to align our studies and create a cohesive report
- Met with the Ventura Regional Fire Safe Council to compare programs and outreach materials.
- Ethan has been working on the short retrofit instructional videos with Gustavo (English



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and Spanish) and Anne-Marie

- Ethan is working on producing a film that tells the story of all three domains and how our programs work in tandem to make these domains more resilient to wildfire
- Gustavo has been meeting with Viviana Marsano on a weekly basis to start translating our website: starting with all our videos