

**Santa Clara County FireSafe Council**  
**Meeting Summary**  
**April 11, 2017**  
**Santa Clara Valley Open Space Authority**

**SCCFSC Regular meeting** – 1:32 PM Call to Order and Introductions – Gary Sanchez

Today is Director John Tang’s last day on the board after 10 years of service. John has been at almost every meeting and has made a very strong contribution to the council. Jim Wollbrinck will be his replacement representing San Jose Water.

We received a \$5000 donation from the San Jose Water Company – Thank you SJWC and John Tang!

Joe English and Brian Turner will both be leaving their positions. Joe has accepted a job with San Jose Fire department and Brian has accepted a job with Redwood City. The council thanks them both for their work through the years and wishes them success in their new positions.

**Chris Hughes moved** to approve the March meeting summary as posted on the website, **Derek Neumann seconded**, and the motion was unanimously approved.

**Chris del Pilar moved** to approve the treasurers reports and payments as provided, **Arlen Summers seconded**, and the motion was unanimously approved.

Payroll Expense	2/16/17-3/15/17 All Areas	\$8,567.22
Coordination Expense	2/16/17-3/15/17 All Areas	\$10,183.57
Mountain Network News	LH 2016 Chipping Ad for March Issue of MNN:16SFA Grant (Federal)	\$1,220.00
Spectrum (Charter) Business	EWS Camera Internet IP Hosting & Static IP - 3/11/17-4/10/17	\$179.98
Wells Fargo	To pay Wells Fargo Direct Pay Charges	\$16.50
Wells Fargo	To pay Wells Fargo Credit Card Charges - USS - CofPA:HFR	\$70.48
Wells Fargo	To pay Wells Fargo Credit Card Charges - My Fax & QBO, siteground, dreamhost - Sustainability	\$320.90
Open Purchase Orders		
Agri-con Tree Care Professionals	HFR: Redwood Estates Chipping day April 8; 16SFA	\$3,800.00
	HFR: Redwood Estates Chipping day May 13; 16SFA	\$3,800.00
Bay Area Tree Specialists	HFR County land perimeter fuel break RWE chipping/tree work Hwy 17: 15SRA	\$6,600.00
	HFR residential chipping 2 lots;City of Saratoga	\$1,700.00

**Accounting system change – Carla Ruigh**

We are currently running both systems while we complete data entry in the new system in preparation for the final transition in May. The new system will allow for easier more accurate reporting.

**Awards dinner update - Eugenia Rendler**

The awards dinner has been rescheduled to the fall for better timing and participation.

**Executive Director report – Patty Ciesla**

Patty has a plan for staffing for south county and is working on the renewing other contract positions. She is working on getting insurance that will cover all the independent contractors. J.R. Call, Jim Young, and Patty attended the home ignition zone conference which was very informative.

**Board of advisor’s reports -**

Chief John Justice brought us an invoice for the chipping schedule fliers that went out to all WUI residents for \$1056 and a SCCFD donation for \$50,000. Thank you Santa Clara County Fire and Chief Justice!

Barry Hill is no longer with Santa Clara County Parks and Recreation, we should determine who can take his place on the council.

James Henrikson reports that the plans for a prescribed burn will be put off for a year. The team is still working on the Palo Alto budget.

Alan Bicho is holding an evacuation workshop on April 22 at 3PM and a wildfire awareness event on May 6<sup>th</sup>. Jackson Oaks has won the State Farm contest again this year.

**Round Robin -**

Wildfire Awareness Week May 7-May 13.

Dwight Good – materials for Ember Awareness campaign have been printed, please help distribute posters and info cards provided.

Chris Hughes –met with County Roads and Airports about the possibility of getting representation on the Council.

Patty – met with Supervisor Wassermann last week regarding the budget roads and county parks projects in CWPP.

JR – home ignition class had great ideas for evaluations with homeowners. He would like to suggest Metroscan as a resource to get parcel data.

Randy –insurance expires May 11<sup>th</sup> and will need an insurance decision soon.

Jim young – meeting on Thursday with Black Road residents.

John DeLong – South Skyline FSC has posted the Be Ember Prepared video online, [www.southskylinefiresafe.org](http://www.southskylinefiresafe.org). The washout at Skyline Blvd. has cut the community in half, there is a meeting with Caltrans Monday, April 17 at 7pm at the Saratoga library. They are currently taking spring chipping applications. The Charcoal Road project was being led by Barry Hill and they are running into some issues since his departure.

Ray Fields – will be taking over for Dale Jacques as he is retiring next week.

**Next meeting** – Tuesday, May 9, at 1:30 PM at TBD

**Directors present:** Chris del Pilar, Chris Hughes, Derek Neumann, Carla Ruigh, Gary Sanchez, Arlen Summers and John Tang.

**Coordinators present:** J.R. Call, Randy Castro, Patty Ciesla, Gretchen Hayes, Carol Mattsson, Eugenia Rendler, and Jim Young.

**Advisors, stakeholders and guests present:** Mike Blomquist, Alan Bicho, John DeLong, Ray Fields, Dwight Good, James Henrikson, Michael Jurich, John Justice, John Romandia, and Vera Templeman.

**Chris del Pilar moved** to adjourn at 3:05 PM, **Chris Hughes seconded**, and the motion was unanimously approved.

Gretchen Hayes - Administrative Coordinator

**Open action items:**

- Liability Insurance for all coordinators
- Incorporation name change
- By-laws and formal policies review
- Sarbanes Oxley – adopt and incorporate elements into by laws
- Education and seminars
- Accounting system change transition
- 2017 FireSafe Council Awards Dinner
- Neighbor-to-Neighbor Cost Sharing Program Policies
- SCCFSC Strategic Plan, Workplan & Budget
- Staffing – open and renewal contract positions
- Annual Reports
- Membership