

**Santa Clara County FireSafe Council
Meeting Summary
March 13, 2018
Saratoga Fire District Headquarters**

SCCFSC Regular Meeting – 1:35 PM Call to Order and Introductions – Jim Wollbrinck

Wildfire Detection Camera Update – Rick Parfitt

Rick is working on fundraising for the proposed budget for the year. There is some interest in moving a camera to Copernicus from Mt Hamilton. There is also talk about expansion to a couple of other areas.

Treasurer’s Report– Chris del Pilar

Chris reports that cash is down a bit this month from last month. The following expenditures need approval.

Payroll Expense	2/1/18-2/28/18	\$10,102.66
Coordination Expense	1/16/18 – 2/15/18 All Areas	\$ 12,624.77
Amazon.com	Printer Ink for WEW	\$26.88
Amazon.com	Printer Paper for WEW	\$15.28
Emergency Essentials	first aid kits and masks for WEW	\$1,360.90
Intuit - QuickBooks Online	QuickBooks Online - old acct - Sustainability - All Areas	\$40.00
MyFax	MyFax 01/12/18 - 02/11/18 - All Areas, Sustainability	\$7.50
PayPal Account	Feb PayPal fees for donations	\$1.40
Peppermill Hotel Reno	WUI Conference 2018 - Hotel - Gary	\$421.32
SiteGround Hosting	1 year GrowBig Hosting & SG Site Scanner Malware Monitoring	\$181.80

Chris del Pilar moved to approve the cash report and expenditures as presented, **Arlen Summers** seconded, and the motion is unanimously approved.

Arlen Summers moved to accept the meeting summary as posted on the website, **Chris Hughes** seconded, and the motion is unanimously approved.

Board and Advisors’ Report

Chief John Justice – Chief Orre and Chief Justice are working with GIS to get projects listed in the CWPP mapped better. Chief Justice is meeting with the West Valley city managers on March 28th.

Chief Ed Orre – Chief Orre wants to thank Chief Justice for the informational meeting at County EOC. Thursday he is meeting with Bay Area Open Space Council in Berkley, there are areas for partnerships between them and the FSCs. He is meeting with county parks about the Mt Madonna forest health plan.

Activities reports – Reports were distributed with the meeting packet.

Executive Director Report – Patty Ciesla reports that the Hwy 17 project is under way along Hwy 17 between Bear Creek Road and Redwood Estates. We are removing dead trees along Kent Way and clearing acres of French broom. We also have crews working on Hillside Drive to clean up eucalyptus. We are removing French broom around the turn out across from Idylwild and clearing around houses in Redwood Estates adjacent to Hwy 17.

Accounting system update – Carla Ruigh

We are making excellent progress. The project management system has been migrated to the Cloud. We are ready to start entering chipping applications and project data to generate reports. The financial management system has been completed and we are now refining reports. We can import the data from QuickBooks Online to pull reports on restricted versus unrestricted funds and grant obligations.

Charcoal road – Jim Young

The chipping is done to Table Mountain. CAL FIRE burned 13 or 14 piles at the end of February. A first for us to have pile burning on our projects. Thank you, CAL FIRE.

South County – Eugenia Rendler

Eugenia will be the South County area manager.

New Business

Patty Ciesla presented a donation to Friends of Bear Creek Stables for fittings for the new fire suppression water tanks.

Jim Wollbrinck – In May, San Jose Water will hold a wildland fire meeting to get fire agencies and water agencies together to get plans in place. Invitations will go out in the next two to three weeks.

Chris del Pilar moved to replace Carla Ruigh with our new Treasurer Derek Neumann as a signer at California Bank of Commerce, **Chris Hughes** seconded, and the motion is unanimously approved.

Round Robin

Sandy Peterson recommends looking into getting our information in Range Magazine which covers fire control.

Chief Orre - Sacramento will print evacuation plan brochures if we send them maps and logos. They will print and mail them to the residents.

Chris Hughes– They are working on increasing clearance in high fire threat districts.

Eugenia Rendler – The next WEW is for the South Skyline Association.

Jesse Katz – He has started working on evacuation planning and maps along Larson road. He is finding residents are mostly appreciative, but some are concerned about privacy. California has adverse possession laws, so he has contacted an attorney for advice as a representative of the Casa Loma Volunteer Fire Association. He is happy to help as a community coordinator and has media experience.

Dede Smullen – She got a call from the part time arborist at the city and is encouraging them to attend a FSC meeting.

Next meeting – Tuesday, April 10, 2018, at 1:30 PM at the San Jose Fire Department Training Center.

Directors present: Chris del Pilar, Chris Hughes, Jesse Katz, Dede Smullen, Arlen Summers and Jim Wollbrinck.

Staff and coordinators present: J.R. Call, Patty Ciesla, Gretchen Hayes, Carol Mattsson, Eugenia Rendler, Carla Ruigh and Jim Young.

Advisors, stakeholders, and guests present: Jeff Bates, Mary Billingsley, John Justice, Melany Moore, Ed Orre, Rick Parfitt and Sandy Petersen.

Arlen Summers moved to adjourn at 3:29 pm

Adjourn – 3:29 PM.

Meeting summary prepared by Gretchen Hayes and reviewed by Chris Hughes, Secretary

Open action items:

- 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
- 2018 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