

**Santa Clara County FireSafe Council  
Meeting Summary  
October 9, 2018  
Saratoga Fire District Headquarters**

**SCCFSC Regular Meeting** – 1:35 PM Call to Order and Introductions – Vice President Jim Wollbrinck chaired the meeting.

The FireSafe Council has hired new employees. Patty Ciesla gave an overview of the council and our programs for the benefit of the many new faces in the room.

True Tourtillott is the new Hazardous Fuel Reduction Program Manager. He comes from a corporate program management background, as well as having served in the Coast Guard and more recently volunteering with Team Rubicon’s disaster response efforts. He brings skills to the council that will facilitate efficient growth for the council and our programs.

San Jose Fire Department Captain Todd Van Peteghem announced he is willing to replace Robert Herrera as the San Jose Fire representative to the council.

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

**Chris Hughes** moved to approve the cash report and expenditures as presented, **Dede Smullen** seconded, and the motion is unanimously approved.

**Treasurer’s Report**– Derek Neumann

Payroll Expense	9/1/18-9/30/18	\$9,913.08
Coordination Expense	8/16/18 –9/15/18 All Areas	\$10,531.00
Huerta's Tree Service	Chipping services at Residence in Saratoga area	\$1,100.00
Huerta's Tree Service	Chipping at 6 properties in Brush/Montevina/Idylwild/Glenwood Area	\$2,000.00
Huerta's Tree Service	Chipping services at 7 locations in the Cupertino/Saratoga Areas	\$2,400.00
Huerta's Tree Service	SARATOGA, PG&E 2018, Prep FB, Highway 9 Project	\$13,400.00
Huerta's Tree Service	SARATOGA, PG&E 2018, Prep FB, Highway 9 Project	\$7,000.00
Huerta's Tree Service	SARATOGA, PG&E 2018, Prep FB , Highway 9 Project	\$8,500.00
Indeed.com	Recruitment ad	\$123.25
MyFax	MyFax 08/12/2018 - 09/11/2018 - All Areas, Sustainability	\$7.50
Spectrum (Charter) Business	EWS Camera Internet IP Hosting & Static IP - 9/11/18- 10/10/18	\$99.98
United Site Services	Port-a-Potty Arastrodero - Palo Alto	\$70.71
Purchase Orders for approval		
Surf to Snow Env. Res. Mgmt.	6222 Contractors / Professional Fees:HFR Contractors:HFR - Fuel Breaks	\$326.35
Surf to Snow Env. Res. Mgmt.	6222 Contractors / Professional Fees:HFR Contractors:HFR - Fuel Breaks	\$187.50
Surf to Snow Env. Res. Mgmt.	6222 Contractors / Professional Fees:HFR Contractors:HFR - Fuel Breaks	\$225.00

Jim Wollbrinck brought up the issue of restricted vs unrestricted funds. We have been drawing down our unrestricted funds paying for items such as staffing. We are working to increase our unrestricted income. The board requests that we add the funder to the monthly cash report to assist in decision making and approvals.

**Activities reports** – Reports were distributed with the meeting packet.

J.R. Call is working on the Loma Chiquita evacuation route project this week and is working with CAL FIRE and PG&E to coordinate removal of large logs. Special thanks to Chris Hughes with PG&E who recently assisted on a SNAP project for us in Lexington Hills. Caltrans did a great job with traffic control and Huerta’s brought together a great crew to complete the Highway 9 project on time and under budget.

**New Business**

**Eugene Zambetti** moved to approve the concept of purchasing a new computer for the Communications Specialist position up to \$1,500 with the condition that details will be sent out to the Board this week for an official email vote, **Dede Smullen** seconded, and the motion is unanimously approved.

Jim Wollbrinck wants to make us aware that SJWC need to have every project on their land listed on their annual work plan to stay in compliance with the Water Resources Control Board. This process takes place in January and we should make sure to include any possible projects in the plan.

#### **Round Robin**

Dede Smullen – the Development Committee will meet at least once a month on Thursdays. Anyone interested in joining is welcome.

**Next meeting** – Tuesday, November 13, 2018, at 1:30 PM at the Morgan Hill Community and Cultural Center. There will be no regular meeting in December.

**Directors present:** Chris Hughes, Jesse Katz, Derek Neumann, Dede Smullen, Jim Wollbrinck and Eugene Zambetti.

**Staff and coordinators present:** J.R. Call, Patty Ciesla, Gretchen Hayes, Carol Mattsson, Maria Schechter and True Tourtillott.

**Advisors, stakeholders, and guests present:** John DeLong, Ray Fields, Michael Gorman, Brad Hartzell, Cindy Malstrom, Sandy Peterson and Todd Van Peteghem.

Adjourn – 3:14 PM.

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