



FireSafe **COUNCIL**

Board of Directors' Meeting

June 23, 2022



Fire Safe Council of Nevada County
P.O. Box 1112, Grass Valley, CA 95945
Phone (530) 272-1122 Fax (530) 648-1122
www.areyoufiresafe.com

Board of Directors Meeting

Thursday March 24

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**FIRE SAFE COUNCIL OF NEVADA
COUNTY
BOARD OF DIRECTORS' MEETING
PUBLIC NOTICE & AGENDA**

Fire Safe Council of Nevada County
P.O. Box 1112 Grass Valley, CA 95945
Phone (530) 272-1122
Fax (530) 272-3232
www.areyoufiresafe.com

Notice is now given that the regular meeting of the Board of Director's has been called and will be held on **Thursday, June 23, 2022, at 10:00 a.m. Meeting will be available via teleconference** for those still practicing Covid precautions.

MISSION

"The Fire Safe Council is a non-profit, local volunteer organization. We are dedicated to making Nevada County safer from catastrophic wildfire through fire safety projects and education."

Board of Directors:

(DT) Donn Thane, Chair	(SE) Steve Eubanks, Director
(PW) Pete Williams, Vice-Chair	(TM) Terry McMahan
(DW) David Walker	(HW) Hank Weston, Director
(WK) Warren Knox, Secretary	(EDJ) Jamie Jones, Executive Director
(AD) Alan Doerr, Director	

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE
2. AGENDA AND ORDER OF BUSINESS:
 - a. Approval of Agenda and Order of Business **Action**
3. MEETING MINUTES:
 - a. Approval of the Meeting Minutes for the March 24, 2022 Board Meeting **Action**
 - b. Approval of the Meeting Minutes for the April 28, 2022 Board Meeting **Action**
 - c. Approval of the Meeting Minutes for the May 11, 2020 Special Board Meeting **Action**
4. PUBLIC COMMENT: This time is set aside for persons wishing to address the Board on any matter of interest that is not on the agenda. The Board invites comments from the agenda items after discussion by the Board Members. Speakers will be limited to five (5) minutes, unless extended by the Board chair. The Board chair reserves the right to further limit or exclude repetitious or irrelevant presentations. If written material is included, 20 copies of all information to be distributed to Board members should be given to the Secretary prior to the meeting. Action will not be taken at this meeting on citizen comments. The Board, however, after hearing from interested citizens, may place items under new business on a future agenda so proper notice may be given to all interested parties. If no one wishes to comment, the next scheduled agenda item will be considered.
5. AGENCY/PARTNER REPORTS – (Please limit to 3-5 minutes)
6. SPECIAL REPORT – Caleb Dardick, CEO, County of Nevada
7. REPORT OF THE FINANCE COMMITTEE – Dave Walker
 - a. Fiscal Report
 - b. Next Meeting: Thursday, **August 11, 2022** at 10:00 am
8. REPORT OF THE CHAIRMAN OF THE BOARD – Donn Thane
 - a. Executive Committee Meeting Report
 - b. FSC Fundraiser in June 25, 2022
 - c. Next Meeting: Thursday, **August 11, 2022** at 10:00 am.

9. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones

10. DIRECTORS COMMENTS – Information

11. ADJOURN TO CLOSED SESSION

a. Review personnel issues.

b. Adjourn to open session

12. **Adjournment**

NEXT BOARD MEETING: Thursday, June 23, 2022 at 10:00 a.m. at the FSCNC Office, 143B Springhill Drive, Grass Valley, CA.

This meeting will be held via teleconference using Zoom due to the ongoing Covid issue. The internet web address is: <https://us02web.zoom.us/j/89239809501?pwd=c0UyOVUvWThrQVpWODliUkpta1grQT09>

Times stated are approximate and subject to change. Agenda order is tentative and may be changed by Board action without prior notice. Agenda discussions and report items are subject to action being taken on them during the meeting by the Board at its discretion. The Board provides the public the opportunity at meetings to address each agenda item during the Board's discussion or consideration of the item. Total time allocated for public comment on particular issues is limited. The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting shall make a request no later than five (5) working days before the meeting to the Board to (530) 272-1122 or by email to info@areyoufiresafe.com.

Meeting Notice/Agenda of this Fire Safe Council of Nevada County Board Meeting was posted on _____ at the following locations:

Fire Safe Council Administrative Office, 143B Springhill Drive, Suite 13, Grass Valley, CA
www.areyoufiresafe.com

220217

Fire Safe Council of Nevada County Board of Directors Meeting Minutes
Fire Safe Council Office, 143B Springhill Dr., Grass Valley, CA
Date and Time: Thursday, March 24, 2022 at 9:00 AM via teleconference



In Attendance:

DIRECTORS

(DT) Donn Thane	(AD) Allan Doerr
(PW) Pete Williams, Vice-Chair	(SE) Steve Eubanks, Director
(DW) David Walker, Treasurer	(TM) Terry McMahan
(WK) Warren Knox, Secretary	(EDJ) Jamie Jones, Executive Director

Staff: James Delcour (JD), FSC Controller

1. CALL TO ORDER

DT called the meeting to order at 9:01 AM

2. ROLL CALL

As indicated above. DW twenty minutes late due to communication link problems.

3. AGENDA & ORDER OF BUSINESS

TM moved acceptance of the agenda. Seconded by PW. Approved unanimously by rollcall vote.

SE moved the approval of the meeting minutes from February 2022 Board Meeting. Seconded by TM. Approved unanimously by rollcall vote.

4. PUBLIC COMMENT

No public present.

5. AGENCY/PARTNER REPORTS

1. BLM reported on additional staffing and budget for 2022 that will help address outstanding issues in Nevada County.

6. REPORT OF THE FINANCE COMMITTEE David Walker

1. DW reviewed the highlights contained in the Financial Report in the Board Packet
2. JD briefly reviewed the financials as of January 31st.
 - i. He reviewed the status of FSC Audits being pursued. All the data for the 2020 Audit is substantially done with a few details to be completed. Published report expected in May.
 - ii. 20/21 Audit can be expected in August.
 - iii. Internal Controls will be reviewed and tweaked to ensure their integrity.
 - iv. Will be seeing an influx her shortly due to County Work and the AFN grant.
 - v. Starting development of the budget for the next year.

7. REPORT OF THE CHAIRMAN OF THE BOARD

1. A DSAV training workshop has been developed and will take place in early May. The training packet is essentially complete.
2. SE indicated that the timeline for the Fundraiser is essentially on track. Provide Board Members copies of the advertisements of the event for local businesses. Looking for volunteers for the event from Firewise Communities. Looking for 40 volunteers.

8. REPORT FROM THE EXECUTIVE DIRECTOR

EDJ highlighted operational activities: Notes are in the Board Packet.

9. ADJOURN: SE moved adjournment. Seconded by TM.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on March 24, 2022 and were approved by the Board of Directors.

Warren Knox, Secretary

Date

Fire Safe Council of Nevada County Board of Directors Meeting Minutes
Fire Safe Council Office, 143B Springhill Dr., Grass Valley, CA
Date and Time: Thursday, April 28, 2022 at 9:00 AM via teleconference



In Attendance:

DIRECTORS

(DT) Donn Thane	(AD) Allan Doerr
(PW) Pete Williams, Vice-Chair	(SE) Steve Eubanks, Director
(DW) David Walker, Treasurer	(TM) Terry McMahan
(WK) Warren Knox, Secretary	(EDJ) Jamie Jones, Executive Director

Staff: James Delcour (JD), FSC Controller

1. CALL TO ORDER

DT called the meeting to order at 9:01 AM

2. ROLL CALL

As indicated above. DW twenty minutes late due to communication link problems.

3. AGENDA & ORDER OF BUSINESS

TM moved acceptance of the agenda. Seconded by PW. Approved unanimously by rollcall vote.

SE moved the approval of the meeting minutes from February 2022 Board Meeting. Seconded by TM. Approved unanimously by rollcall vote.

4. PUBLIC COMMENT

No public present.

5. AGENCY/PARTNER REPORTS

1. BLM reported on additional staffing and budget for 2022 that will help address outstanding issues in Nevada County.

6. REPORT OF THE FINANCE COMMITTEE David Walker

1. DW reviewed the highlights contained in the Financial Report in the Board Packet

2. JD briefly reviewed the financials as of January 31st.

i. He reviewed the status of FSC Audits being pursued. All the data for the 2020 Audit is substantially done with a few details to be completed. Published report expected in May.

ii. 20/21 Audit can be expected in August.

iii. Internal Controls will be reviewed and tweaked to ensure their integrity.

iv. Will be seeing an influx her shortly due to County Work and the AFN grant.

v. Starting development of the budget for the next year.

7. REPORT OF THE CHAIRMAN OF THE BOARD

1. A DSAV training workshop has been developed and will take place in early May. The training packet is essentially complete.

2. SE indicated that the timeline for the Fundraiser is essentially on track. Provide Board Members copies of the advertisements of the event for local businesses. Looking for volunteers for the event from Firewise Communities. Looking for 40 volunteers.

8. REPORT FROM THE EXECUTIVE DIRECTOR

EDJ highlighted operational activities: Notes are in the Board Packet.

9. ADJOURN: SE moved adjournment. Seconded by TM.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on April 28, 2022 and were approved by the Board of Directors.

Warren Knox, Secretary

Date

Fire Safe Council of Nevada County Board of Directors Meeting Minutes
Fire Safe Council Office, 143B Springhill Dr., Grass Valley, CA
Date and Time: Thursday, May 11, 2022 at 12:00 PM via partial teleconference



In Attendance:

DIRECTORS

(DT) Donn Thane	(AD) Allan Doerr
(PW) Pete Williams, Vice-Chair	(SE) Steve Eubanks, Director
(DW) David Walker, Treasurer	(TM) Terry McMahan
(WK) Warren Knox, Secretary	(EDJ) Jamie Jones, Executive Director

1. CALL TO ORDER

DT called the meeting to order at 12:01 PM

2. ROLL CALL

As indicated above.

3. AGENDA & ORDER OF BUSINESS

PW moved acceptance of the agenda. Seconded by SE. Approved unanimously by rollcall vote.

4. PUBLIC COMMENT

No public present.

5. AGENCY/PARTNER REPORTS

1. No Partners in attendance

6. REPORT OF THE FINANCE COMMITTEE David Walker

1. This special meeting was call primarily to review and accept the FSC Audit for 2019 – 2020 prepared by the FSC’s contracted auditor. This wss the only date available for the auditor and our Executive Director could both attend the Board meeting for several weeks, and management felt that this audit needed to be address promptly. The Audit was reported to be a clean audit, and the auditor explained all associated comments and qualifications.

7. REPORT OF THE CHAIRMAN OF THE BOARD

1. A DSAV training workshop has been developed and will take place in early May. The training packet is essentially complete.
2. SE indicated that the timeline for the Fundraiser is essentially on track. Provide Board Members copies of the advertisements of the event for local businesses. Looking for volunteers for the event from Firewise Communities. Looking for 40 volunteers.
3. Pete Williams reported that the DSA Training was held on May 12th and 13th. Only 23 people showed up for the training, which was a disappointment. However, most of the trainees were of high quality, and they all realized they were committed to doing five DSAV’s at a minimum. Several have already been on joint training visits with experienced advisors.
4. The Executive Director’s Performance Review was not addressed due to other priorities.

8. REPORT FROM THE EXECUTIVE DIRECTOR

EDJ highlighted operational activities: Notes are in the Board Packet.

9. DIRECTORS COMMENTS -- None

10. ADJOURN: SE moved adjournment. Seconded by TM.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on May 11, 2022 and were approved by the Board of Directors.

Warren Knox, Secretary

Date



Fire Safe Council of Nevada County
P.O. Box 1112
Grass Valley, CA 95945
Phone (530) 272-1122
Fax (530) 272-3232
www.areyoufiresafe.com

**FIRE SAFE COUNCIL OF NEVADA COUNTY
AGENDA OF EXECUTIVE COMMITTEE
MEETING**

Notice is now given that a special EXECUTIVE Committee meeting of the Board of Directors has been called by DONN THANE, Chairman, and will be held on **Friday, May 27, 2022 at 5:45 PM**. A Zoom teleconference will be available in addition to a socially distant meeting in Fire Safe Council Offices.

ROSTER:

Donn Thane, Chairman
Pete Williams, Vice Chair
Dave Walker, Treasurer

Warren Knox, Secretary
Hank Weston, Director
Jamie Jones, Executive Director

Billy Spearing, Admin Analyst

- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **ADJOURN TO CLOSED SESSION - Personnel matter**
- 4) **ADJOURN –**

FOR FUTHER INFORMATION regarding this meeting, please contact Donn Thane, Chairman, at 530-575-0566 or 6dthane@gmail.com. You may also contact Dave Walker, Chair of the Finance Committee at 530-362-0614 or dwalker.assoc@gmail.com.

AFFIDAVIT OF POSTING

Meeting Notice/Agenda of this Executive/Finance Committees meeting of the Fire Safe Council of Nevada County was posted on

May 26, 2022 at the following locations

Fire Safe Council Administrative Office, 143B Springhill Drive, Suite 13, Grass Valley, CA
www.areyoufiresafe.com

If stay-at-home restrictions are still in effect, the meeting will be held via teleconference using Zoom.



Fire Safe Council of Nevada County Special Executive/Finance Board Meeting Minutes
Fire Safe Council, 143B Springhill Drive, Ste. 13, Grass Valley, CA 95945
Thursday, May 27, 2022 at 5:45 PM

Board Members in Attendance:

(DT) Donn Thane, Chairman

(RN) Pete Williams, Vice Chair

(DW) Dave Walker, Treasurer

Staff: Billy Spearing, Admin Analyst

(WK) Warren Knox, Secretary

(HW) Hank Weston, Director

(EDJ) Jamie Jones, Executive Director

- 1. Call to Order:** Don Thane at 5:45 PM
- 2. Roll call:** was taken and is reflected above.
- 3. Public Comment:** No public present
- 4. Executive Committee moved into Closed Session to address a personnel matter**
No action was taken. Closed Session was adjourned.
- 5. Adjourn --** Meeting was adjourned by consensus.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Executive / Finance Board meeting held on May 27, 2022 and were approved by the Board of Directors.

Warren Knox, Secretary

Date

220113



Fire Safe Council of Nevada County
P.O. Box 1112 Grass Valley, CA 95945
Phone (530) 272-1122 Fax (530) 272-3232 www.areyoufiresafe.com

**FIRE SAFE COUNCIL OF NEVADA COUNTY
PUBLIC NOTICE AND AGENDA OF JOINT
EXECUTIVE/FINANCE COMMITTEES MEETING**

Notice is now given that a regular EXECUTIVE/FINANCE Committees meeting of the Board of Directors has been called by DONN THANE, Chairman, and will be held on **Thursday, June 14, 2022 at 1:00 a.m.** A Zoom teleconference will be available in addition to a socially distant meeting in Fire Safe Council Offices.

ROSTER:

Donn Thane, Chairman
Pete Williams
Dave Walker, Treasurer

Warren Knox, Secretary
Hank Weston, Director
Jamie Jones, Executive Director

1) CALL TO ORDER

2) ROLL CALL

E

3) PUBLIC COMMENT

4) FINANCE COMMITTEE UPDATE – Dave Walker

- a) Financial Report to the County of Nevada, CA
- b) Fiscal Report through April 2022
- c) Next Finance Committee Meeting – **August 11, 2022**

5) CHAIRMAN UPDATE – Donn Thane

- a) Chairman's Report
- b) Other
- c) Next Executive Committee Meeting – **August 11, 2022**

6) EXECUTIVE DIRECTOR OPERATIONS UPDATE – Jamie Jones

- a) Projects Update – Ponderosa Project, chipping, signs, DSAVs, Special Needs, etc. b) Operations
- c) Grants –
- d) Training –
- e) Staff Development
- f) Other

7) ADJOURN TO CLOSED SESSION

- a) Personnel Discussion
- b) Adjourn from closed session

8) ADJOURN –

FOR FUTHER INFORMATION regarding this meeting, please contact Donn Thane, Chairman, at 530-575-0566 or 6dthane@gmail.com. You may also contact Dave Walker, Chair of the Finance Committee at 530-362-0614 or dwalker.assoc@gmail.com.

AFFIDAVIT OF POSTING

Meeting Notice/Agenda of this Executive/Finance Committees meeting of the Fire Safe Council of Nevada County was posted
on June 6, 2022 at the following locations

Fire Safe Council Administrative Office, 143B Springhill Drive, Suite 13, Grass Valley, CA www.areyoufiresafe.com

If stay-at-home restrictions are still in effect, the meeting will be held via teleconference using Zoom. The internet web address is:

220607



**Fire Safe Council of Nevada County Executive/Finance Board Meeting Minutes
Fire Safe Council, 143B Springhill Drive, Ste. 13, Grass Valley, CA 95945
Thursday, June 14, 2022 at 9:30 A.M.**

Board Members in Attendance:

(DT) Donn Thane, Chairman
(RN) Pete Williams, Vice Chair
(DW) Dave Walker, Treasurer

(WK) Warren Knox, Secretary
(EDJ) Jamie Jones, Executive Director

1. **Call to Order:** Don Thane at 9:30 AM
2. **Roll call:** was taken and is reflected above.
3. **Public Comment:** No public attending.
4. **Financial Committee Update:** David Walker
 - a. No financial report was presented
 - b. Ponderosa Project is Finished.
5. **Chairman Update:** Donn Thane
 - a. Red Zone Affair contract has not yet been signed
 - b. Truckee has requested a DSAV Training Session for their area.
6. **Executive Director Operations Update:**
 - a. CalFire sings may not be available until October. Three hundred individuals are currently waiting.
 - b. Ponderosa II is being limited due to the fact that Title III funds cannot be used to pay for early work.
 - c. AFN projects are being delayed at the County.
 - d. Access funds are available for Green Waste and the Senior Firewood program at the County.
 - e. Looking for additional Red Card training in the fall.
7. **Adjourn –** Adjournment moved by PW, seconded by WK.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Executive / Finance Board meeting held on June 14, 2022 and were approved by the Board of Directors.

Warren Knox, Secretary

Date

220113

FIRE SAFE COUNCIL OF NEVADA COUNTY BOARD ROSTER

As of 03/22/2022

REPRESENTING/AFFILIATIONS

Chairman	Thane	Donn	Grass Valley	6dthane@gmail.com	Member at Large
Vice-Chair	Williams	Pete	Nevada City	peteandsuewi@sbcglobal.net	Member at Large
Treasurer	Walker	Dave	Penn Valley	dwalker.assoc@gmail.com	Business/Certified Public Accountant
Secretary	Knox	Warren	Nevada City	knoxwarren@sbcglobal.net	Member at Large
Director	Doerr	Alan	Nevada City	avdoerr@gmail.com	GIS Specialist
Director	Eubanks	Steve	Rough & Ready	steubanks@gmail.com	Biomass Specialist/ Retired USFS
Director	Weston	Hank	Penn Valley	hankweston@comcast.net	Member at Large
Partner	Bennitt	Gretchen	Grass Valley	nsaqmd.gretchen@gmail.com	NSAQMD
Alternate	Nicholas	David		david@myairdistrict.com	NSAQMD
Partner	Fish	Cathe'	Rough & Ready	sunshine.works@gmail.com	Master Gardener's Assoc.
Partner	Martinez	Gerry	El Dorado Hills	gmmartin@blm.gov	Bureau of Land Management
Partner	Schroeder	Jason	El Dorado Hills	jschroeder@blm.gov	Bureau of Land Management
Partner	Mathias	Jim	Nevada City	jim.mathias@fire.ca.gov	CALFIRE
Partner	Beasley	Scott	Grass Valley	whiteshirtbluesky@gmail.com	Coalition of FireWise Communities
Partner	Josh	Robinson	North Auburn	joshuarobinson@tcbk.com	Tri-Counties Bank
Partner	Waters	Jecobie	Nevada City	jecobiewaters@fs.fed.us	USFS, Tahoe National Forest
Partner	Hoek	Sue	Nevada County	Sue.hoek@co.nevada.ca.us	County of Nevada, Board of Supervisors
Alternate	Hall	Heidi	Grass Valley	heidi.hall@co.nevada.ca.us	County of Nevada, Alternate

FSCNC 2022 Calendar

JUNE

06/05/2022 - Coalition of Firewise Communities Meeting, 5:30 pm
06/09/2022 - FSCNC Executive Finance Committee Meeting
06/23/2022 - FSCNC Board of Directors Meeting
06/25/2022 – Red Zone Affair, FSCNC annual fundraiser

JULY

06/04/2022 – Memorial Day, FSCNC offices closed in observance of the Holiday
06/05/2022 - Coalition of Firewise Communities Meeting, 5:30 pm

AUGUST

08/02/2022 - Coalition of Firewise Communities Meeting, 5:30 pm
08/10 – 08/15 – Nevada County Fair
08/11/2022 - FSCNC Executive Finance Committee Meeting
08/25/2022 - FSCNC Board of Directors Meeting

SEPTEMBER

09/05/2022 – Labor Day, FSCNC offices closed in observance of the Holiday
09/06/2022 - Coalition of Firewise Communities Meeting, 5:30 pm
09/08/2022 - FSCNC Executive Finance Committee Meeting
09/22/2022 - FSCNC Board of Directors Meeting

OCTOBER

10/04/2022 – Coalition of Firewise Communities Meeting, 5:30 pm
10/13/2022 - FSCNC Executive Finance Committee Meeting
10/27/2022 - FSCNC Board of Directors Meeting

NOVEMBER

11/01/2022 - Coalition of Firewise Communities Meeting, 5:30 pm
11/08/2022 – Election Day
11/10/2022 - FSCNC Executive Finance Committee Meeting
11/11/2022 – Veteran's Day, FSCNC offices closed in observance of the Holiday
11/24/2022 – Thanksgiving Day, FSCNC offices closed in observance of the Holiday
11/24/2022 - FSCNC Board of Directors Meeting * need to choose an alternate day- this is thanksgiving*

DECEMBER

12/06/2022 - Coalition of Firewise Communities Meeting, 5:30 pm
12/26/2022 – Christmas Day Observed, FSCNC offices closed in observance of the Holiday