

**FIRE SAFE  
COUNCIL**



**Board of Directors' Meeting  
June 27, 2024**



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](http://www.areyoufiresafe.com)

**Board of Directors Meeting**

**Thursday June 27, 2024**

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

Notice is now given that a regular meeting of the Board of Director's has been called and will be held on **Thursday, June 27, 2024, at 10:00 a.m.** Meeting will be available via teleconference as needed.

**MISSION**

The Fire Safe Council is a local non-profit organization dedicated to making Nevada County safer from destructive wildfires through fire safety projects, partnerships, and education.

**Board of Directors:**

(PW) Pete Williams, Chair  
(SE) Steve Eubanks, Vice-Chair  
(KH) Kathy Hebert, Treasurer  
(SE) Steve Eubanks, Secretary  
(EDJ) Jamie Jones, Executive Director

(AD) Alan Doerr, Director  
(MG) Myron Graessle, Director

**Staff:**

(OCW) Chris Wackerly, Director of Operations  
(WJM) Jim Mathias, Wildfire Prevention and Safety Manager  
(MDS) Duane Strawser, Management Analyst

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 Meeting Minutes from May 2024 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. REPORT OF THE FINANCE COMMITTEE – Treasurer Hebert
  - a. Financial Report
  - b. Next Meeting: Thursday, July 11, 2024, at 1:00 pm

7. REPORT OF THE CHAIRMAN OF THE BOARD – Pete Williams
  - a. Executive Committee Meeting Report
    - i. Firewise Festival Update– Steve Eubanks
  - b. DSAV Training
  - c. Status of Responses to Grand Jury and County of Nevada
  - d. Next Executive Committee Meeting: Thursday, July 11, 2024, at 1:00 pm
  
8. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones
  - a. Organizational Update
  - b. Grants Update
  - c. Funding/Membership Update
  - d. Partnership Update
  - e. Interim FY 2025 Budget **Action**
  
9. REPORT FROM THE DIRECTOR OF OPERATIONS – Chris Wackerly
  - a. Staffing & Operations Update
  - b. Programs Update
  - c. Project Update
  
10. STAFF REPORTS
  - a. Jim Mathias
  - b. Duane Strawser
  
11. DIRECTORS COMMENTS – Information
  
12. **ADJOURN TO CLOSED SESSION**
  
13. **ADJOURN (OUT OF CLOSED SESSION)**
  
14. **Adjournment**

**NEXT BOARD MEETING: Thursday, July 25, 2024 at 10:00 a.m. at the FSCNC Office, 143B Springhill Drive, Grass Valley, CA.**

Times stated are approximate and subject to change. The 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 with 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 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](mailto:info@areyoufiresafe.com).

Zoom Link: <https://us02web.zoom.us/j/89239809501?pwd=c0UyOVUvWThrQVpwODliUkpta1grQT09>

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](http://www.areyoufiresafe.com) 240627

# 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 23, 2024 at 10:00 AM

## In Attendance:

### DIRECTORS

(PW) Pete Williams, Chair  
(SE) Steve Eubanks, Vice-Chair  
(KH) Kathy Hebert, Treasurer  
(SE) Steve Eubanks, Secretary  
(EDJ) Jamie Jones, Executive Director

(AD) Alan Doerr, Director  
(MG) Myron Graessle, Director

## **Staff:**

(CW) Chris Wackerly, Director of Operations  
(JM) Jim Mathias, Wildfire Prevention and Safety Manager  
(DS) Duane Strawser, Management Analyst

### **1. CALL TO ORDER**

2. PW called the meeting to order at 10:01 AM

### **3. ROLL CALL**

4. As indicated above.

### **5. AGENDA & ORDER OF BUSINESS**

PW moved acceptance of the agenda. Seconded by KH. Approved unanimously by voice vote.

### **6. MEETING MINUTES**

SE moved approval of the Board Minutes from April 25th, 2024. Seconded by KH. Approved by voice vote.

### **7. PUBLIC COMMENT**

No comment.

### **8. AGENCY/PARTNER REPORTS**

1. Craig Griesbach (Nevada County OES) reported they are preparing for fire season. They are working with the food bank and figuring out in what ways they can best support them. They are looking for new drop off locations as that is one of the major issues. OES is partnering with United Way for a June 8<sup>th</sup> "Go-Bag" event.

### **9. REPORT OF THE FINANCE COMMITTEE – Kathy Hebert**

1. Kathy Hebert reported funds and invoices have been approved as of May 17<sup>th</sup>, 2024. The FSCNC is hoping to get a check at the end of June and July to best support our non-profit organization.

### **10. REPORT OF THE CHAIRMAN OF THE BOARD - Pete Williams**

1. PW reported on the FSC being dubbed a "High Risk Vendor" by the county. We were so designated because of the audits that have not been completed and invoice issues. FSC leadership attended a large meeting on April 29<sup>th</sup> with the County of Nevada to go over what is needed to remove the high-risk label. The county asked the FSCNC to address fourteen items as a part of a Corrective Action Plan.
2. The FSCNC is going to revisit the DSAV training after the festival is done and funding issues are improved.
3. PW FSC staff held a meeting Tuesday May 14<sup>th</sup> with the Firewise Community leaders to go over the recent issues the FSC has been facing with the County of Nevada. We asked FWC folks for feedback and what they thought our organization does well and what we could do better. We need better communication, but they really appreciate the services we provide for the community, especially our field crew.
4. SE reported on the Firewise Festival Fundraiser. The event was completely sold out. The fundraising committee got \$27,000 in sponsorship which will be divided up and given to FWC's to help them complete work needed in their communities. The separate fundraiser bank account has been set up.

**11. REPORT FROM THE EXECUTIVE DIRECTOR**

1. Included in the attached Board Packet.
2. Jamie reported the submittal for grants that are currently taking place. FSCNC is working on a direct award program with CAL FIRE and currently waiting for an answer back from them. Audits for fiscal year 21 is in sample. Years 22/23 are in the works. There will be a special meeting held to accept the audit for FSCNC.

**12. REPORT FROM THE DIRECTOR OF OPERATIONS**

1. Chris reported the staff will return to work on Tuesday May 28<sup>th</sup>. There will be enough staff returning to make one full crew. Chipping services will resume. Chris will be pushing the Defensible Space Clearing service, hoping to get a steady flow to sustain the crews. Chris got confirmation from about 6 or 7 crew members that they will be returning Tuesday.

**13. STAFF REPORTS**

1. Jim reported on a meeting that was held at a mobile park home on April 27<sup>th</sup>. There were about 100 folks that were in attendance. The May 6<sup>th</sup> Safety Carnival event at the Rood Center was cancelled due to the rain and unsafe weather. The radio show was recorded May 13<sup>th</sup> with PG&E and released on the 16<sup>th</sup>. PG&E reported they got the pipe to work on the water piping. They are hoping to have it fixed by mid-June/July. Jim and McKenna have been working on making updates to the website and they are going to add a tab for projects that the FSCNC have and their status. Green waste has been updated already.
2. Jamie reported for Jason in Truckee. There are three green waste events taking place in Truckee, CA. The FSC crews will be going up there to help assist.
3. Duane reported he had recommended an individual and the FSC brought her in to help the office staff and may be considered long term.

**14. DIRECTORS COMMENTS –**

1. None.

**15. CLOSED SESSION-**

1. SE moved a closed session to discuss personnel issues. Seconded by MG. Approved by voice vote.
2. SE moved return to Open Session. Seconded by PW and approved by voice vote.

**16. RETURN TO OPEN SESSION**

1. PW reported that the Board had advised staff on personnel issues.

**17. ADJOURN:**

1. PW moved to adjourn. Seconded by SE. Approved by voice vote.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on May 23, 2024, and were approved by the Board of Directors.

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Steve Eubanks (Secretary)

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Date

**FIRE SAFE COUNCIL OF NEVADA COUNTY BOARD ROSTER**

**As of 05/21/2024**

**REPRESENTING/AFFILIATIONS**

Chairman	Williams	Pete	Nevada City	pwill4436@gmail.com	Member at Large
Vice-Chair	Eubanks	Steve	Rough & Ready	steubanks@gmail.com	Member at Large
Treasurer	Hebert	Kathy	Grass Valley	abearKathy@aol.com	Member at Large
Secretary	Eubanks	Steve	Rough & Ready	steubanks@gmail.com	Member at Large
Director	Doerr	Alan	Nevada City	avdoerr@gmail.com	GIS Specialist
Director	Graessle	Myron	Grass Valley	Myron.Graessle@gmail.com	Member at Large
Partner	Hunter	Julie	Grass Valley	julieh@myairdistrict.com	NSAQMD
Alternate					NSAQMD
Partner	Mason	Patrick	Nevada City	patrickmason@nccfire.com	Nevada County Fire Chiefs
Partner	Pacheco	Jorge	El Dorado Hills	jpacheco@blm.gov	Bureau of Land Management
Partner	Schroeder	Jason	El Dorado Hills	jschroeder@blm.gov	Bureau of Land Management
Partner	Haack	Landon	Nevada City	landon.haack@fire.ca.gov	CALFIRE
Partner					Coalition of FireWise Communities
Partner	Griesbach	Craig	Nevada County	oes@co.nevada.ca.us	County of Nevada, Office of Emergency Svs.

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# FSCNC 2024 Calendar

## **2024**

### JUNE

06/13/2024 - FSCNC Executive Finance Committee Meeting

06/19/2024 – Juneteenth, FSCNC offices closed in observance of the Holiday

06/27/2024 - FSCNC Board of Directors Meeting

### JULY

07/04/2024 – Independence Day, FSCNC offices closed in observance of the Holiday

### AUGUST

08/08/2024 - FSCNC Executive Finance Committee Meeting

08/22/2024 - FSCNC Board of Directors Meeting

### SEPTEMBER

09/02/2024 – Labor Day, FSCNC offices closed in observance of the Holiday

09/12/2024 – FSCNC Executive Finance Committee Meeting

09/26/2024 - FSCNC Board of Directors Meeting

### OCTOBER

10/10/2024 - FSCNC Executive Finance Committee Meeting

10/14/2024 – Columbus Day, FSCNC offices closed in observance of the Holiday

10/24/2024 - FSCNC Board of Directors Meeting

### NOVEMBER

11/11/2024 – Veteran’s Day, FSCNC offices closed in observance of the Holiday

11/14/2024 - FSCNC Executive Finance Committee Meeting

11/21/2024 - FSCNC Board of Directors Meeting

11/28/2024 – Thanksgiving Day, FSCNC offices closed in observance of the Holiday

### DECEMBER

12/25/2024 - Christmas Day Observed, FSCNC offices closed in observance of the Holiday



## Fire Safe Council of Nevada County Acronym List

<b><u>ACE</u></b>	American Conservation Experience FSCNC	<b><u>MBTA</u></b>	Migratory Bird Treaty Act
<b><u>AC</u></b>	AmeriCorps NCCC	<b><u>MJMHMP</u></b>	Multi-Jurisdiction, Multi-Hazard Migration Plan
<b><u>ACI</u></b>	Air Curtain Incinerator	<b><u>MOA</u></b>	Memorandum of Agreement
<b><u>AFN</u></b>	Access and Functional Needs	<b><u>MOU</u></b>	Memorandum of Understanding
<b><u>BLM</u></b>	Bureau of Land Management	<b><u>MUTCD</u></b>	Manual on Uniform Traffic Control Devices for Streets & Highways
<b><u>CABY</u></b>	Cosumnes, American, Bear and Yuba Rivers	<b><u>NEPA</u></b>	National Environmental Policy Act
<b><u>BRIC</u></b>	Building Resilient Infrastructure and Communities	<b><u>NFPA</u></b>	National Fire Protection Association
<b><u>CCC</u></b>	California Conservation Corp	<b><u>NHPA</u></b>	National Historic Preservation Act
<b><u>CAL FIRE</u></b>	California Dept. of Forestry and Fire Prot.	<b><u>NRCS</u></b>	Natural Resource Conservation Service
<b><u>CEQA</u></b>	California Environmental Quality Act	<b><u>NSAQMD</u></b>	Northern Sierra Air Quality Management District
<b><u>CFSC</u></b>	California Fire Safe Council	<b><u>OES</u></b>	Office of Emergency Services
<b><u>CFIP</u></b>	California Forest Improvement Program	<b><u>PAL</u></b>	Project Activity Levels
<b><u>CIP</u></b>	Capital Improvement Program	<b><u>PHI</u></b>	Pre-Harvest Inspection
<b><u>CNPS</u></b>	California Native Plant Society	<b><u>PICP</u></b>	Partners in Community Program
<b><u>CPRC</u></b>	California Public Resources Code	<b><u>RAC</u></b>	Resource Advisory Committee
<b><u>CSBG</u></b>	Community Service Block Grant	<b><u>RCD</u></b>	Resource Conservation District
<b><u>CWDG</u></b>	Community Wildfire Defense Grant	<b><u>RFQ/RFP</u></b>	Request for Quote/ Proposal
<b><u>CWPP</u></b>	Community Wildfire Protection Plan	<b><u>RPF</u></b>	Registered Professional Forester
<b><u>DBH</u></b>	Diameter at Breast Height	<b><u>SAF</u></b>	Society of American Foresters
<b><u>DOTS</u></b>	Department of Transportation & Sanitation (Nevada County)	<b><u>SEDD</u></b>	Sierra Economic Development District
<b><u>DSAV</u></b>	Defensible Space Advisory Visit	<b><u>SIP</u></b>	Shelter in Place
<b><u>DSCS</u></b>	Defensible Space Clearing Services	<b><u>SOA</u></b>	Solicitation Offer Award
<b><u>DMA</u></b>	Disaster Mitigation Act	<b><u>SPCC</u></b>	Spill Prev. & Counter Measures Plan
<b><u>EDD</u></b>	Employment Development Department	<b><u>SPI</u></b>	Sierra Pacific Industries
<b><u>EIR</u></b>	Environmental Impact Report	<b><u>SRCC</u></b>	Sacramento Regional Cons. Corps.
<b><u>EPA</u></b>	Environmental Protection Agency	<b><u>SYRCL</u></b>	South Yuba River Citizens League
<b><u>EPIC</u></b>	Electric Program Investment Charge	<b><u>THP</u></b>	Timber Harvest Plan
<b><u>EQIP</u></b>	Environmental Quality Incentive Program	<b><u>TNF</u></b>	Tahoe National Forest (USFS)
<b><u>ERC</u></b>	Economic Resource Council	<b><u>TRPA</u></b>	Tahoe Regional Planning Agency
<b><u>ESA</u></b>	Endangered Species Act	<b><u>TTCF</u></b>	Truckee Tahoe Community Foundation
<b><u>FEMA</u></b>	Federal Emergency Management Agency	<b><u>USDA</u></b>	United States Department of Agriculture
<b><u>FHSZ</u></b>	Fire Hazard Severity Zone TRPA	<b><u>USFS</u></b>	United States Forest Service (USDA)
<b><u>FIRST</u></b>	Forest Integrated Resource Safety Taskforce	<b><u>VMP</u></b>	Vegetation Management Program
<b><u>FMAG</u></b>	Fire Management Assistance Grant	<b><u>WLPZ</u></b>	Watercourse and Lake Protection Zone
<b><u>FREED</u></b>	Foundation of Resources for Equality & Employment for the Disabled	<b><u>WUI</u></b>	Wildland Urban Interface
<b><u>FRAP</u></b>	Fire and Resource Assessment Program	<b><u>YWI</u></b>	Yuba Watershed Institute
<b><u>FSCA</u></b>	Fire Safe Communities Association	<b><u>YFN</u></b>	Yuba Forest Network
<b><u>FSCNC</u></b>	Fire Safe Council of Nevada County		
<b><u>GIS</u></b>	Geographic Information Systems		
<b><u>HMA</u></b>	Hazard Mitigation Assistance		
<b><u>HMGP</u></b>	Hazard Mitigation Grant Project		
<b><u>IRWMP</u></b>	Integrated Regional Water Mgmt Plan		
<b><u>LHMP</u></b>	Local Hazard Mitigation Plan		