

**FIRE SAFE
COUNCIL**



Board of Directors' Meeting

May 22, 2025



**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 Directors has been called and will be held on **Thursday, May 22, 2025, at 10:00 a.m.** Meeting will be at Gene Albaugh Community Room at the Madelyn Helling Nevada County Library.

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
(SW) Susan Williams, Interim Treasurer
(SE) Steve Eubanks, Secretary
(EDJ) Jamie Jones, Executive Director
(AD) Alan Doerr, Director
(JM) Jeff McEvoy, Director

Staff:

(OCW) Chris Wackerly, Director of Operations
(SB) Shannon Banks, Administrative Assistant

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 March and April 2025 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 Williams

- a. ERC Update/IRS
- b. Audit Updates

Next Exec/Finance Meeting: Thursday, June 12, 2025, at 1:00 pm

- 7. REPORT OF THE CHAIRMAN OF THE BOARD – Pete Williams
 - a. CWDG Grant Update – Steve Eubanks
 - b. DSAV Update
 - c. Newly Formed Fire Safe Nevada County Coalition
 - d. Firewise USA Regional Coordinator

Next Executive/Finance Committee Meeting: Thursday, June 12, 2025, 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. District Attorney Investigation and Return of Property Update
- 9. REPORT FROM THE DIRECTOR OF OPERATIONS – Chris Wackerly
 - a. Staffing & Operations Update
 - b. Programs Update
 - c. Project Update
- 10. DIRECTORS COMMENTS – Information
- 11. **ADJOURN TO CLOSED SESSION (If necessary)**
- 12. **ADJOURN (OUT OF CLOSED SESSION)**
- 13. **Adjournment**

NEXT BOARD MEETING: Thursday, June 26, 2025, at 1:00 p.m. in the Gena Albaugh Community Room at the Madelyn Helling Nevada County Library

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) 446-1224 or by email to 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 at the following locations: Fire Safe Council Administrative Office, 590 Searls Ave. Ste.4, Nevada City, CA www.areyoufiresafe.com



**Fire Safe Council of Nevada County
Board of Directors Meeting Minutes
Fire Safe Council Office,
143 B Springhill Dr., Grass Valley, CA
Thursday, March 27, 2025, 10:00 AM**

In Attendance:

Directors:

(PW) Pete Williams, Chair
(SE) Steve Eubanks, Vice-Chair
(SW) Susan Williams, Interim Treasurer
(SE) Steve Eubanks, Secretary
(EDJ) Jamie Jones, Executive Director
(AD) Alan Doerr, Director

Staff:

(OCW) Chris Wackerly, Director of Operations
(FJS) Janet Shimnoski, Director of Finance
(SB) Shannon Banks, Administrative Assistant

1. CALL TO ORDER

- PW called the meeting to order at 10:04 AM

2. ROLL CALL

- As indicated above.

3. AGENDA & ORDER OF BUSINESS

- PW moved acceptance of the agenda. Second by SE and approved unanimously.

4. MEETING MINUTES

- PW moved to approve the Board Minutes from the last meeting, but EDJ suggested to move the meeting minutes to the last item of the day in closed session.

5. PUBLIC COMMENT

- No public comment

6. AGENCY/PARTNER REPORTS

- No partners in attendance

7. REPORT OF THE FINANCE COMMITTEE – Susan Williams

- FJS reported that we are still waiting for ERC funds. It doesn't look like we'll be getting it soon as IRS dept is still working their way through returns.
- Back Federal payroll taxes are owed and the IRS is willing to work with us.
- Audits are on hold due to documents we need still are being held at the DA's office.
- Cal-OES and FEMA reimbursements. The process is not easy to navigate as they want considerable detail on how exactly we spend project time. They say that they want us to succeed but continue to ask for more notes on the project.

8. REPORT OF THE CHAIRMAN OF THE BOARD - Pete Williams

- No FireWise Community Festival this year.
- SE explained that the amount of work involved in putting on the festival is too great for the amount of funding netted for FWC's.
- SE said that Jamie and Pete, with great help from Brian Swagerty, finished up writing the Community Wildfire Defense Grant (CWDG) for FWC's and got it sent in on time. If we get the award, we will hire personnel to manage the program.
- It may take a while to find out if the grant application is successful. EDJ said it can take up to 9 months for the first round and up to a year for the second round for federal funding to come in.

- EDJ explained the difference between the Coalition's and the FSC's roles in our community. FSC is the regional coordinator for FWC's and we have helped establish over 100 communities. The Coalition of FWC is an educational group of leaders and participants from those communities. The Coalition steering members decided not to support our CWDG grant application, but we received over 30 letters of support from FireWise communities.
- PW- Our mission is to support those communities; we now have 110 FireWise Communities and many more are waiting to become certified. Finding ways to support them through this grant is the right way to go. AD explained that FWCs need support to help them complete the required the Risk Assessment.
- PW introduced Jeff McEvoy who has expressed interest in possibly joining our board.

9. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones

- Grant update: we have already received feedback from FEMA, Cal-OES and Hagerty consultants on the BRIC grant that we are partnering with the City of Grass Valley, submitted in early February. The grant is for a total of \$44 million. There is a match component included that the City of Grass Valley is primarily providing as part of the residents Home Hardening reimbursement program.
- As mentioned, the CWDG has been submitted. We are still waiting to hear back on the Forest Health grant that we submitted in January. We are working on a PG&E funding opportunity that will help fund the chipping program.
- With our decreased staff size, we have decided that our office is too large of a facility for us and we have decided that a smaller office space is more financially prudent. We have acquired a small store front office in Nevada City at 590 Searls Suite #4. With the Spring Hill property owners' consent, we could potentially return to the larger space if our staff grows.
- Status documents held by the DA's office: We were told that we would be provided copies of all of our documents on a thumb drive. When our attorney went to pick them up, the thumb drive contained less than a quarter of the documents taken--- not enough to complete audits or close out Cal-Fire grants. The DA's office said that they haven't been able to scan all of the documents taken from our office in October that and more copies of the documents will be coming at a different time.
- EDJ was invited to attend a meeting regarding the County of Nevada's Climate Action and Adaptation Plan. It is required for consultants to complete County plans like LHMP, CWPP, and CAAP. These are all planned documents that allow the community to access funding. Basically, it's mitigation and resiliency efforts when it comes to storm and fire related issues, i.e. how do we make changes and how do we adapt. EDJ will be serving on that team for 18 months with 30 peers.

10. REPORT FROM THE DIRECTOR OF OPERATIONS

- We are taking a detour with SRCC continuing to clear the BLM land near Ponderosa site due to environmental concerns with rare plants and animals. It is a little bit more complicated than originally thought but we now have decided to reroute that project and work on the Alta Sierra BLM parcel.
- OCW has been helping EDJ with grant writing proposal and grant close outs. Operationally, not a ton going on-- it's more administrative right now.
- The portion of BLM near the Ponderosa site that the County was responsible for did get the environmental completed. Because of how long it's been, parcels will need complete retreatment not just maintenance to be in compliance.

11. DIRECTORS COMMENTS –

- No further comments from the directors.

12. CLOSED SESSION-

- PW and SE moved a closed session for several things to discuss. Second by SW. Approved by voice vote at 11:09 am.

13. RETURN TO OPEN SESSION

14. ADJOURN:

- PW moved adjournment meeting Second by SW. Meeting adjourned at 12:11 pm.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on April 24, 2025, and were approved by the Board of Directors.

Steve Eubanks (Secretary)

Date



**Fire Safe Council of Nevada County
Board of Directors Meeting Minutes
Fire Safe Council
Tuesday, April 29, 2025, 1:00 PM**

In Attendance:

Directors:

(PW) Pete Williams, Chair
(SE) Steve Eubanks, Vice-Chair
(SW) Susan Williams, Interim Treasurer
(SE) Steve Eubanks, Secretary
(EDJ) Jamie Jones, Executive Director
(AD) Alan Doerr, Director
(JM) Jeff McEvoy, Director

Staff:

(OCW) Chris Wackerly, Director of Operations
(SB) Shannon Banks, Administrative Assistant

1. CALL TO ORDER

- PW called the meeting to order at 1:04 PM

2. ROLL CALL

- As indicated above.

3. AGENDA & ORDER OF BUSINESS

- PW moved acceptance of the agenda. Second by SE and approved unanimously.

4. MEETING MINUTES

- PW explained that we did not send out the March minutes for review/approval by the Board. PW and EDJ will put them out for review before the next meeting.

5. PUBLIC COMMENT

- No public comment

6. AGENCY/PARTNER REPORTS

- Jorge from BLM added that they are currently working with FSC and SRCC on Alta Sierra / Ponderosa sites, said that BLM and SRCC might be able to lend out a chipper for that project and wants to talk to OCW at a later date.

7. REPORT OF THE FINANCE COMMITTEE – Susan Williams

- SW reported that we are still waiting for Employee Retention Credit (ERC) funds, hoping for it to show up in the mail soon.
- We made the IRS 2025 first quarterly employment tax payment.
- Audits–There is no update at this time as we need funding to continue with audits. Further, the DA's office still has vital information needed to complete the audits. Janet has done all the audit prep up to 2023.
- We have moved from our large Springhill office to a smaller, less expensive one at 590 Searls Ave. in Nevada City, saving money on rent and utilities. As the Springhill lease term is through January 2026, would like to sublease Springhill offices if possible.

8. REPORT OF THE CHAIRMAN OF THE BOARD - Pete Williams

- SE reported that we successfully submitted the CWDG grant application for \$7.8M; we will likely hear about status by late Summer.
 - This grant will help out the FireWise communities with defensible space and ingress and egress along evacuation routes.

- The grant will fund a program manager with an administrative assistant to manage meetings and a licensed professional forester to work with the FireWise communities.
 - The grant will fund green waste events within the communities and help with the development of materials that DSAVs can use to help advise homeowners.
 - A committee will be formed to develop guidelines for how the money will be distributed to FWCs.
- PW reported that we have a small group of Defensible Space advisors that have come together to improve the DSAV process and update/create a better DSAV form.
- PW reported that the newly formed non-profit Fire Safe Nevada County Coalition (FSNCC), an outgrowth of the Firewise Coalition, will be further reaching out to FWCs to provide services along with the education that they have provided for many years.

9. REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones

- The organization's update: our finances have been a lead conversational topic
- The Grant update goes hand in hand with the finance update. EDJ has been in contact with Cal OES regarding our FEMA project reimbursements. We are still waiting for reimbursements for the 4th Quarter 2024 for work done on the Home Hardening retrofit program and the Deer Creek Canyon Shaded Fuel Break Project. We resubmitted the reimbursement package and Cal OES should be reviewing it this week.
- More Grants: CWDG has been submitted. The Forest Health extension project in partnership with the Forest Service, submitted in January, is still under review. However, this round of funding might be allocated to higher priority projects this fiscal year. If more funding opportunities open up, we will be applying for the Ponderosa extension project. We applied to the PG&E foundation for another round of chipping and green waste funding for this fiscal year. The BRIC program has been defunded. We are working with FEMA to migrate the BRIC grant and split it into 3 separate programs within the HMGP partnering with City of Grass Valley. Lots of grants in the queue and we're waiting to hear back.
- SRCC update: They chose Ponderosa West BLM parcels to be their priority unit; surveys still need to be done, and funding is tied to those parcels. Also submitted for PIN Project Initiation Notice to complete the 32 acres of parcels in Alta Sierra and we are hopeful to start work on those parcels this season.
- DA update: We still haven't received any additional items back from the DA and are still waiting for communication from our attorney about information on the second search warrant to look at our devices. No word yet. Without those documents, we are unable to complete our audits that are our obligation and legal requirement as a 501(C-3) non-profit. It is also inhibiting us from being in compliance with our funders that we have good standing partnerships with but without those documents we are unable to close out those contracts.

10. REPORT FROM THE DIRECTOR OF OPERATIONS

- No additional comments that haven't already been covered.

11. DIRECTORS COMMENTS –

- SE - sounds like the green waste event in Alta Sierra was very successful.
- AD – we added another FWC last week named 'Bitney Corner'; and 3 more are very close to completion. We now have 113 recognized FWCs.

12. CLOSED SESSION-

- PW entered a motion to move closed session to discuss a few additional items, SE approved motion second by SW. Approved by voice vote at 2:05 pm.

13. RETURN TO OPEN SESSION

14. **ADJOURN:**

- PW moved adjournment meeting Second by SW. Meeting adjourned at 3:00 pm.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on May 22, 2025, and were approved by the Board of Directors.

Steve Eubanks (Secretary)

Date