



Alpine Fire Safe Council

Providing community leadership, resources and a forum to improve wildfire preparedness and prevention in eastern Alpine County.

DRAFT Meeting Minutes November 26, 2018 5:30 pm, Markleeville Fire Station

Present:

Kris Hartnett – *FSC Chair / Coordinator, Markleeville Resident* Teri McAlpin – *Administrator (minutes)*
Karrie Baker – *FSC Board Member, Woodfords Resident* Anna Belle Monti – *US Forest Services (guest)*
Steve Yonker – *FSC Board Member, Woodfords Resident*
David Griffith – *FSC Board Member, Woodfords Resident*

Absent:

Tom Sweeney – *FSC Board Member, Woodfords Resident*

- I. **Call to order** – K. Hartnett
Kris Hartnett, Chair, called the meeting of the Alpine Fire Safe Council (AFSC) to order at 5:33 pm at the Markleeville Fire Station, Markleeville, CA 96120
- II. **Introductions**
All present were introduced as listed above.
- III. **Volunteer Time Sheets**
Time sheets were distributed, completed, and returned by all present board members.
- IV. **Eastern Alpine Fire & Rescue Report** – *T. Hughes*
 - A. Status of Volunteer Fire Department
 - a. T. Hughes was not in attendance at this meeting.
- V. **Board of Supervisors Report** – *D. Jardine*
 - A. Mr. Jardine was not in attendance at this meeting.
- VI. **Oral Communication**
Each member of the public shall be allotted three minutes to address the AFSC on no more than one topic. The topic cannot be a listed agenda item. *Members agree that public comment may include more than one topic area, at the discretion of the Chair.*
 - A. Public comment was solicited by the Chair. No public in attendance; no public comment at this time.
- VII. **Approve 9/17/18 regular meeting minutes**
Discussion: K. Hartnett provided updates on all action items in the minutes.
Motion to approve 9/17/18 meeting minutes: S. Yonker
Second: D. Griffith
Ayes: S. Yonker, D. Griffith, K. Harnett, K. Baker
Motion carried
- VIII. **Financial Report**
Financial report reviewed. A new section has been added to the running ledger entitled “Balance Adjustment” to show items that have cleared the bank since the previous ledger was completed.

Motion to approve November 2018 Financial Report: K. Baker

Second: D. Griffith

Ayes: S. Yonker, D. Griffith, K. Hartnett, K. Baker

Motion carried

IX. Review & approval of staff vouchers & invoice statements

Discussion: No discussion at this time.

Motion to approve T. McAlpin voucher/invoice: D. Griffith

Second: S. Yonker

Ayes: S. Yonker, D. Griffith, K. Hartnett, K. Baker

Motion carried

Motion to approve K. Hartnett voucher/invoice with amendment noted below: D. Griffith

Second: K. Baker

Abstained: K. Hartnett

* Administration of the meeting is turned over to S. Yonker, while the item of K. Hartnett's Coordinator voucher is on the table.

Ayes: S. Yonker, D. Griffith, K. Baker

* K. Hartnett abstained from vote for this topic item

Motion carried

X. Unfinished Business

A. CALFire Fuels Reduction Grant Update (this item will remain on the agenda for future meetings)

- a. E-polling resulted in approval of the grant agreement, and approval for K. Hartnett to sign the grant agreement.

B. Results of AFSC Decision(s) from 11/7/18 meeting on Grant Projects

- a. K. Hartnett, S. Yonker, and D. Griffith attended
- b. Decision was made to pursue the following:
 - i. Immigrant Trail up to and across the back of the development property
 - ii. Shay Creek area
 1. The Forest Service would like natural fuels to be cleared 50 feet from the road, including trees 12" or smaller and all brush
 2. This will be completed by the Washoe Work Crew

ACTION STEP: K. Hartnett will complete a project description and share it with the Forest Service

C. Discussion with possible action: Adjacent Lot Ordinance Community Meetings

- a. Discussion occurred about possible bulk mailing and ideas for community meetings. Decisions included:
 - i. Invite the public to the March 2019 AFSC meeting at 5:30pm
 - ii. Couple the meeting with another topic, possibly
 - iii. Supply food for the meeting

ACTION STEP: K. Hartnett will develop a flyer or information notice to invite the public to the March AFSC meeting.

ACTION STEP: This item will remain on the agenda for planning purposes

D. Discussion with possible action: Schedule CALfire Community Meetings

- a. Discussion occurred about what to include in the meeting and how to make it happen. Decisions included:
 - i. Possibly hold the meeting at Turtle Rock Park in February
 - ii. Couple this topic with Brian's meeting regarding the burn pile
 - iii. Possibly include information about the Adjacent Lot Ordinance available at this meeting

ACTION STEP: K. Hartnett will work with Brian to schedule a meeting with Brian at TRP

E. Discussion with possible action: Liability Insurance Update

- a. Beehive Insurance was contacted, but an actual quote cannot be provided without agreement from the Council members.

ACTION STEP: T. McAlpin will follow up with Beehive Insurance and other possible insurance carriers to obtain quotes for liability insurance, and will bring the information to the Council at the next meeting.

ACTION STEP: This item will remain on the agenda for further discussion

F. Seniors Defensible Space Program

- a. Defensible Space cannot be paid for through the CalFIRE grant, but it can be paid under Title III

ACTION STEP: D. Griffith will “tighten up the language” and will present it to the Council members via e-polling. “Maintenance” of the work completed will be added (even if the maintenance includes calling in others to maintain the property).

XI. New Business

A. Discussion with Action Required: Budget for 2018/19 CALfire Grant Application

- a. Discussion occurred regarding applying for the next round of the CALfire Grant, the budget items and amounts that should be included in the application, and possible projects
- b. The next grant application is due on 12/17/18
- c. The next grant round would focus solely on fuels breaks; 3 possible projects were discussed
- i. Upper Manzanita Road
 - ii. Pioneer Trail
 - iii. Complete the Mesa project

ACTION STEP: Council members will review the proposed budget and scope of work and will provide any suggestions or changes to K. Hartnett by 12/4/18

ACTION STEP: K. Hartnett will complete the application and submit it by 12/10/18

B. 1/8/19 ABC Meeting Coordinator’s Attendance

- a. Discussion at the meeting will focus on prioritizing fuels projects
- b. Maps are being created for all projects completed and planned in the future
- c. Council approved for K. Hartnett to attend the meeting

ACTION STEP: K. Hartnett will attend the meeting and report back to the Council at the next meeting.

XII. Member Report

A. D. Griffith

- a. Volunteered for Forest Management Task Force subcommittee
- i. Goal is to improve forest policy for the entire state

XIII. Staff Report – T. McAlpin

ACTION STEP: T. McAlpin will consolidate all financial reports and spreadsheets into one summary report for each meeting. This will be provided in addition to all individual financial reports and spreadsheets.

A. CALFire Grant and Community Small Grant

- a. A budget spreadsheet has been developed to monitor and report expenses and invoices for both grants

B. Title III

- a. T. McAlpin reviewed the Title III report and current balances.

ACTION STEP: D. Griffith will forward the formula to T. McAlpin to determine the percentage to cover the liability insurance out of Title III categories.

C. AFSC General Fund

- a. T. McAlpin reviewed the General Fund – this was reviewed in the Financial Report section.

D. Title III Claim

- a. Two Title III claims were prepared and signed to be submitted
- b. An additional claim will be completed for reimbursement of Liability Insurance premium.

E. Discussion and possible action on Status of Archived Records and Cloud options

- a. This was not discussed at this meeting.
- b. This topic will be carried over to the next meeting.

XIV. Coordinator Report

A. 2019 Chipping Program Update; Washoe Tribe MOU

- a. There is an existing MOU, which was reported in Sept.
- i. MOU will be updated to an Evergreen Clause (indefinite MOU)
 - ii. Chipping component has been added to the existing agreement
- b. The goal is to have the chipping program be active by 1/1/19

B. CWPP Status Update

- a. Have worked to include all parts of the county
- i. Bear Valley (T. Woodrow) was given a deadline of 11/29/18. This will meet the deadline to get the CWPP onto the Board of Supervisors agenda for approval at the 12/4/18 meeting.

C. 2018/19 SRA Grant Application Status

- a. This topic was discussed earlier in the meeting. See notes above.

- D. January Meeting Annual AFSC Update
 - a. Reminder that the January meeting will include a review of the previous year and a planning session for the upcoming year.
- E. Coordinated Grant Community Meetings
 - a. This topic was discussed earlier in the meeting. See notes above.
- F. ISO (Insurance Services Office)
 - a. The ISO provides a report of ratings of the capabilities of communities to respond to emergencies
 - i. The County has received the report; it will be brought to January meeting
- G. Tribal Allotment Land, Woodfords Status Update
 - a. NEPA (National Environmental Policy Act) study is done and has been received
 - i. The BIA (Bureau of Indian Affairs) is prepared to move forward, and Irvin Jim is the Cultural Representative
 - ii. From this point forward, time spent on this task by K. Hartnett will be charged to the CALfire grant rather than Title III
 - b. Tribal Chairman will identify places
- H. CALfire 2017-2018 Grant Status
 - a. Progress report was shared with Council members and will be sent this week to Mr. Anthony
- I. Meeting with Sheriff
 - a. K. Hartnett will be meeting with the Sheriff regarding sharing evacuation plans with community members.
ACTION PLAN: K. Hartnett will report back to the Council members regarding the outcome of this meeting.

XV. Adjournment - *Meeting adjourned 7:20pm*

Next regular meeting at Markleeville Fire Station at 5:30 pm – January 21, 2019