



# Alpine Fire Safe Council

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

## **Special Meeting Minutes**

**Monday, March 25, 2021**

**5:30 pm, Markleeville via Conference Line (in compliance with COVID-19 directive)**

### **Present:**

Kris Hartnett – *FSC Chair / Coordinator, Markleeville Resident*      Teri McAlpin – *Administrator (minutes)*  
Steve Yonker – *FSC Board Member, Woodfords Resident*      Mark Quillici – *FSC Board Member, Woodfords Resident*  
Tom Sweeney – *FSC Board Member, Woodfords Resident*

### **Absent:**

John Dion – *FSC Board Member, Alpine Resident*      Matt Tremayne – *FSC Board Member, Alpine Resident*

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#### **I. Call to order – K. Hartnett**

Kris Hartnett, Chair, called the meeting of the Alpine Fire Safe Council (AFSC) to order at 5:30 pm via the Conference Line (phone meeting due to Covid-19 restrictions)

#### **II. Volunteer Time Sheets**

Timesheets were updated by Teri McAlpin (Administrator) for all members present on the phone.  
**Members will verify the entry at the next in-person meeting.**

#### **III. Special Meeting Topic: Application for Possible Fuels Reduction Grant**

- A. This meeting was called specifically to discuss the application for a possible grant
- a. K. Hartnett has been working closely with Calaveras Fire Safe Council and with Sullivan Logging to obtain all possible information, requirements, and details about this grant.
  - b. Grant would be another CALfire grant, but would essentially be funneled through Sullivan Logging.
  - c. The possible amount is much larger and more involved than any previous grants awarded to the AFSC
    - i. Possible award of \$2M - \$3.5M
  - d. There is an option for the AFSC to be the fiscal agent for the grant
    - i. As the fiscal agent, the role of AFSC would be to receive and distribute the grant funds
    - ii. T. McAlpin would maintain all fiscal records, budgeting reports, and expenditures similar to the process currently used for the CALfire grant.
    - iii. K. Hartnett would be responsible for developing ongoing progress reports to be submitted to CALFire throughout the life of the grant.
  - e. CALfire will advance up to 25% of the total grant funds at one time. Those funds would need to be fully expended prior to another release of funds from CALfire
    - i. The project accountant would receive and pay invoices from contractors, then submit a monthly invoice to CALfire showing the expenditures.
    - ii. Per Jill Micheau (with contractor Sullivan Logging), the AFSC financial exposure
  - f. Jill Micheau will be writing the grant, but the grant would be filed by AFSC.
    - i. The contract would be between the AFSC and CALfire (same as the current CALfire grant we have)

- g. “Indirect costs” would be included in the grant budget to allow for overhead and administrative costs
  - i. The recommended amount for this is 10%

B. Insurance for this grant

- a. AFSC would be required to maintain \$2M liability coverage
- b. AFSC would require subcontractors (CEQA, ground work, tree cutting, etc.) to maintain their own liability coverage that meets the same requirements in the grant
  - i. AFSC would need to be listed as “additionally insured” on the sub-contractors’ policies, so that liabilities resulting from the work would be covered

C. Additional Information and Discussion topics

- a. The AFSC has a track record with receiving and managing grants
- b. The AFSC has a history of contracting out and completing fuels reduction projects in Alpine County dating back to 2011
- c. The question was raised about the liability of being required to fulfill the grant in the event should the AFSC dissolve during the grant period
  - i. **ACTION STEP:** K. Hartnett will contact Bill Fullerton for input on this question
  - ii. The question was posed to have language written into the grant with an “escape clause” of some sort to detail how the grant will be handled in the event of changing circumstances for the AFSC
- d. The question was posed about what type of input, or control, Alpine County would have over this grant. The answer is that Alpine County does not have any control over the AFSC. The AFSC does report to the BOS on progress of projects, but there is no level authority about how grant funding is used by the AFSC.
- e. The question was posed about how the management of this grant may affect tax preparation fees. The answer is not as all, as long as we continue to do the work we are currently doing.

D. Final question was posed: Do we want to move forward with this application?

- a. All members present voted to move forward

E. Final question was posed: Do we want to be the fiscal agent?

- a. All members present voted not to be the fiscal agent

#### IV. FIREWISE Discussion

A. A quick discussion occurred at the end of the meeting where members requested that further submissions be completed by other members to allow opportunity to evaluate more neighborhoods or communities in Alpine County.

- a. **ACTION STEP:** This topic was be rescheduled to the May regular meeting and all members will be asked to submit a statement about their individual communities.
- b. **ACTION STEP:** K. Hartnett will talk with FIREWISE to determine the number of participants required or allowed.