**Minutes of the Regular Meeting of the Board of Directors of**

**California Fire Safe Council**

**May 15, 2014**

**At Air Quality Management District (AQMD), Diamond Bar, CA**

**The following directors were present:**

Jerry Davies, Niel Fischer, Pat Frost, Pat Kidder, David Horne, J.Lopez, Frank Stewart, Jay Watson and Troy Whitman.

**The following directors were (Excused) absent:**

Dave Bischel, Kate Dargan and Bruce Turbeville

**The following members of staff were present:** Margaret Grayson, Amber Gardner, and Katie Martel.

**There were no guests present.**

**Call to Order and Introductions:** Chairman Kidder called the meeting to order at 10:41 a.m. and opened the floor to self-introductions of Board members and staff members.

**Approval of February 6 (Public Session) meeting minutes**

The approval of the February 6, 2014 public session minutes was postponed until the August meeting.

**Public Comment Period:**

None

It was noted that the Board Meeting followed the RAST Fire Summit which was also held at the AQMD offices yesterday and had the highest attendance on record. Representatives from fire safe councils from many Southern CA councils were in attendance and CFSC board members attending the RAST Summit were able to meet with them at that time. Many of them expressed their regret that they could not return today and attend the board meeting.

**Treasurer’s Report -(March 31, 2014 Financial Statement Approval)**

Mr. Horne, Treasurer, reviewed and responded to the directors’ questions on the previously distributed financial statements.

On motion made by Mr. Frost, seconded by Mr. Davies, and carried, the board accepted the Financial Statement from March 31, 2014.

Mr. Horne discussed the bank account fee structure and increases with Wells Fargo and his plan to reduce excessive banking fees in the future.

**SRA:**

Mr. Kidder gave a status report on the SRA Fee. The State revised it’s 2014-15 budget in May and included $10 million for fire prevention on SRA lands for local fire safe councils. There are still many unknowns about the outcome of the lawsuit and the specific mechanisms by which the money will be distributed. CFSC is in a good position and needs to be ready to provide information and a plan when the time is right.

**Cap & Trade**

This funding source may have $12.5 million available for fire prevention activities. Mr. Kidder also noted that CFSC is in a good position and needs to be ready to provide information when we get to that point.

**6th Annual Fire Summit Report**

Mr. Lopez reported on the 6th Annual Fire Summit held at the AQMD Headquarters in Diamond Bar. The conference had the highest attendance in its history with 152 registrations representing cities, counties and local fire safe councils (12 of them!) from all seven counties within the RAST boundaries. The feedback was favorable and the cost was very reasonable.

Next year’s theme ideas are drought, the Farm Bill and technology.

**Executive Director’s Report and Clearinghouse**

Diane Wells will be on medical leave for 1 month due to back surgery. Dalonna Scott has been cross-trained and will be assisting with her duties while Diane is on leave.

USAA Insurance has just announced they will provide a 5% discount to Californians if they are a part of a Firewise Community. This is the first time an insurance carrier has offered discounts for fire prevention activities. USAA is also working with Colorado on the same program.

1. OMB Uniform Guidance “Super Circular “update

Ms. Grayson reported on and responded to director’s questions on the new OMB Uniform Guidance “Super Circular” regulations and how it will affect CFSC and subrecipients. The Circulars have been combined and will affect organizations in a variety of ways. She expects that the new Circular will affect our grantees in the 2016 Clearinghouse Grant Cycle.

1. FAC-HUB Organization Update

CFSC was approved as a new HUB Organization to the Fire Adapted Communities/Fire Learning Network program. Katie Martel will attend a conference in June to be trained and network with other entities in the program from across the nation.

She will bring Will Castagna from the Ojai Valley Fire Safe Council to the conference since they will be serving as a pilot community in the program.

1. Information Regarding Forest Service Funding

Ms. Grayson reported on and responded to directors’ questions regarding a previously distributed memo about Forest Service funding for 2015. CFSC is receiving slightly more than $6 million in Forest Service grants this time.

1. Clearinghouse Software Update

Ms. Gardner gave a presentation responded to director’s comments on Grant Management Software and the Grants Clearinghouse.

On a motion made by Mr. Fischer, seconded by Mr.Lopez, and carried, the board approved to allow the Finance Committee to approve the final decision on a new Grant Management Software vendor. A full report on the status of the Grant Management Software will be provided at the August Board Meeting.

*Chairman Kidder announced a 10 minute break for lunch at 12:50 pm.*

*Chairman Kidder re-convened to directors at 1:03 pm.*

**Private Fundraising Activities**

Mr. Davies reported on recent private fundraising activities with Insurance agencies Allstate, State Farm, Liberty Mutual, Nationwide and AAA. Along with Ms.Grayson, they presented a compelling proposal to Allstate which resulted in being asked to prepare potential projects for Allstate to fund at $5000-$20,000 for their 2015 budget.

Mr.Kidder thanked Mr.Davies and Ms.Grayson for their hard work on this project.

**August Planning Session Update**

The August 14, 2014 Board meeting will be a conference call only.

December 10 and 11 will be the planning meeting and regular Board meeting in Sacramento. They will be two full day meetings with the Board meeting ending by 2 p.m.

**Board Member News**

Chairman Kidder requested directors provide any additional comments and details on local workshops, projects or programs they are currently working on.

**PG & E Proposal**

Mr. Fischer gave a PowerPoint presentation on PG&E’s response to the statewide drought declaration by making available up to $30 million for fuel reduction activities in their service area. All work would need to be completed by October 2014. Mr. Fischer will issue a Request for Proposals for the program and all inquires should go directly with him.

**Adjourn to Executive Session**

*In a motion made by Mr. Frost, seconded by Mr. Horne, and carried, Chairman Kidder moved the meeting to Executive Session at 2:05 p.m.*

*In the Executive Session the Board discussed the Nominations Committee, and Clearinghouse grantee issues.*

**Adjournment**

There being no further business, the meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Amber Gardner

Clearinghouse Administrator

**Next Board Meeting: August 14, 2014 TBD**