



**Meeting Summary  
August 13, 2003  
Santa Clara County Fire  
Department Headquarters**

- I. Call to Order: Pat Congdon (Open Space Authority), 10:00 AM
- II. Introductions: Ralph Ortega (San Jose Fire Department Wildland Officer),  
Ralph Mize (City of San Jose Arborist).

Opening Remarks: None

- III. Action Items: BLM Grants and Selection of Project Leaders

Pat Congdon discussed his intentions to be the Project Leader for the Hazardous Fuel Assessment and Strategy Project and will begin to contact those fire agencies identified in the Grant Summary.

Identifying a Project Leader for the Community Outreach and Education Project (COEP) was undertaken. The attendees decided that a Committee would be formed consisting of Chris Morgan (CDF), Gerry Stasko (SCC Lions Club), Ralph Ortega, Bob Furtado (SCV Water District), Joan Loeffler (Montego HOA), Jim Ordons (Casa Loma VFD) and Allan Thompson (Alum Rock Area). Once that Committee meets, a Project Leader will be identified. It is anticipated that the COEP Committee will be meeting before the next meeting of the Fire Safe Council.

Fire Safe Council Insurance Update

Dave Athey (CDF) received a letter from the IRS acknowledging the Council's request for 501(c) (3) status. Pat Congdon will be contacting two potential insurance companies to obtain bids for General Liability Insurance for the Council.

- IV. Old Business: Development of the Fire Safe Council Web Site

Allan Thompson continues to work with the temporary site for the Santa Clara Fire Safe Council and has updated the State Fire Safe Council site at [www.firesafecouncil.org](http://www.firesafecouncil.org).

- V. New Business: No Formal New Business Was Introduced.



- VI. Announcements: Harlan Pester (Montego HOA) updated the attendees on work being done by PG&E to remove dead trees within the Montego area.
- VII. Next Meeting: Wednesday September 10, 2003  
San Jose Fire Department Station 31  
Quimby and Ruby Ave.
- VIII. Meeting Adjourned 11:05 AM
- Officers/Directors Present: Pat Congdon, Allan Thompson, Dave Athey, Dirk Mattern, Joe Carrillo
- Members and Visitors: Bob Furtado, Jim Ordons, Joan Loeffler, Harlan Pester, Judy Thompson, Gerry Stasko, Bill Smith, Ralph Ortega, Ralph Mize