



Santa Clara FireSafe Council
Meeting Summary
November 12, 2003, 10:00am
Santa Clara County Parks & Recreation
Field Sports Park

- I. **Call to Order:** Allan Thompson for Pat Congdon, 10:00 AM
- II. **Introductions:** During the introductions, Dave Athey and Chris Morgan, CDF; Dirk Mattern, SCCFD and Karen Allyn, SJFD, commented on their activities during the recent fires in Southern California. The fires covered approximately 780,000 acres. Over 160 engines from the Bay Area went to So. Calif. Sam Bakke reported that Kenn Weeks is recovering from his accident avoiding a deer.
- III. **Reports:** Meeting Summary and Treasurers Report
October 8, 2003 Meeting Summary posted on SCFSC Web site. Treasurer's Report by Dave Athey: Second quarter funding has been received for the 2003 HFAS and COE Grants. The current bank balance is approximately \$26,600. A motion was made by Stu Farwell, seconded by Daniel Clark and passed unanimously to accept the Meeting Summary and Treasurer's Report.
- IV. **Action Items:** 2003 Community Outreach and Education Grant:
Allan Thompson summarized the second quarter accomplishments since our last SCFSC meeting and Chris Morgan reviewed the preliminary plan for SCFSC publication and other COE materials. Fifteen people from the SCFSC and its member organizations (CDF, SJFD and PG&E), and nine students and teachers from James Lick High School Project Earth, participated in the YSI Wildlife Festival in Alum Rock Park on October 12, 2003. A motion was made by Dave Athey, seconded by Stu Farwell and passed unanimously to approve and pay the \$45 expenses for the YSI Wildlife Festival and to give preliminary approval for approximately \$1,500-\$2,000 per year for SCFSC Council insurance and approximately \$3,000 per year for SCFSC brochures and other publications. More detailed plans for the insurance and publications will be presented at future meetings.
- 2003 Hazardous Fuel Assessment and Strategy Grant:
Pat Congdon, the Project Leader for this grant, is organizing a meeting to work on this grant as discussed at the SCFSC Officers and Directors meeting on October 5, 2003.
- New Grant Concept Papers
Concept Papers for 2004 and 2005 grants are due on January 9, 2004, and Allan Thompson summarized the projects we are working on now and the instructions and judging criteria.

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SCFSC members who want to submit a Hazardous Fuel Reduction Project for their area should contact Dave Athey. Drafts of all SCFSC Concept Papers should be completed by our next regular meeting on December 10, 2003 and will be reviewed at our Officers and Directors meeting scheduled for December 17, 2003. We don't need to submit a Concept Paper for a 2004 COE project because we have just been awarded a BLM grant for this project based on our application last year.

Officers and Directors Meeting on November 5, 2003

In addition to the items noted above, the Officers and Directors approved three new SCFSC policies and procedures during our meeting on November 5, including Accounting and Purchasing Policies and Procedures. Copies of these policies and procedures will be posted on our Web site with the By-Laws and Articles of Incorporation.

- V. **Old Business:** None
- VI. **New Business:** Harlan Pester and Joan Loeffler discussed the recent article on the Montego Homeowners Association in the November 6, 2003, edition of The Almaden Resident. No action was taken on the items discussed under New Business.
- VII. **Next Meeting:** Wednesday, December 10, 2003
San Jose Fire Department Station 31
3100 Ruby Avenue, San Jose, CA 95135
- VIII. **Meeting Adjourned:** 11:30 AM (Discussions on COE and new grants continued until approximately 11:45 AM)
- Officers/Directors Present: Dave Athey, Daniel Clark, Dirk Mattern, Allan Thompson
- Members and Visitors: Karen Allyn, Sam Bakke, Bob Furtado, Joan Loeffler, Mike McClintock, Chris Morgan, Michael Newburn, Jim Ordons, Harlan Pester, Gerry Stasko, Judy Thompson