



Santa Clara County FireSafe Council
Meeting Summary
September 13, 2006
PG&E Edenvale Service Center

- I. Officers and Directors Meeting – 10:00 AM
- II. SCFSC Regular Meeting – Call to Order 10:35 AM – Chris Hughes
- III. Introductions - Mike Chiodini, Bureau of Land Management
- IV. Reports
 - a. Officers and Directors Meeting – Chris Hughes reported: the Accounting Policy and Procedures were amended to set a \$1,000 threshold for capital purchases, discussion of a new date for regular meetings, and Dirk Mattern will check to see if Santa Clara Fire Departments headquarters in Los Gatos is available for our next meeting.
 - b. Meeting Summary – Allan Thompson moved to approve the Meeting Summary for August posted on our Web Site. Rick Parfitt seconded the motion and it passed unanimously.
 - c. Treasurer’s Report - Allan Thompson distributed the Treasurer’s Report showing the current total in our bank accounts is \$40,725.35. Since the last meeting in August we received \$22,000 from Department of Home Land Security (DHS) plus a check from West Valley Construction Company - \$2,500. We had asked DHS for September’s money early to be sure it would be in time to print Living with Fire and our brochure. The check for the last two quarterly payments of the CWPP grant from BLM for \$13,185 just arrived at CDF and Dave Athey brought it to the meeting.

Allan summarized his written report on recent expenditures and plans for new expenditures. The Home and Garden show cost more than expected due to a request for carpeting in the booth. The Dudek invoice for August should be \$2,000 or less. Other new expenditures were Allan’s Q3 expenses for Web Site Hosting, QuickBooks online accounting software, other software and pre-approved California State filing fee, and Dudek travel expenditures for a total of \$411.63. Rick made a motion to approve the Treasurer’s report and new expenditures, Kenn Weeks seconded the motion; it was unanimously approved.

An update and short discussion of the CWPP grant and the Croy Fire Area progress took place next. Some of the Month 3 tasks remain. On the field surveys (assessments), Dudek did 3, Kenn Weeks did two and three more have been completed recently with assistance from CDF. The field surveys identify a problem and are then used to propose one or more projects to fix the problem.

Kenn mentioned that there is another CWPP being started by a neighborhood group.

Allan is looking for assistance and input on projects for the East Foothills. Mike Stonum, CDF, toured the East Foothill area and will have some project suggestions that may include goats. Dudek is making their technical classifications using the Rocky Mount Research Station Lab fuel model terminology. The CDF terminology and Rocky Mountain are different. Dave Athey indicated that this would not be a problem. Allan has started writing the East Foothills CWPP. The East Foothills surveys are finished and more projects need to be identified. There is also a need for more community meetings to help engage the community for input on the process.

- V. Coordinator's Report – Jan Cokely handed out the Coordinator's Report. We are ahead in some areas and behind in others. It was discovered that DHS wanted the mid-year report on August 16. The DHS report has now been submitted and accepted. We have also submitted an amendment requesting a 3 month extension for the DHS project. The extra time is needed to complete the tasks and to spend the money effectively. The plan is to do more that is focused on children and seniors.

On the CWPP matching fund drive, State Farm insurance is still considering our application for \$2,500. The new State Farm person is still learning about the grant approval process. Another application to the SJ fire fighters for \$5,000 is pending their meeting in September. Jan gave Stu Farwell some letters for his own fundraising with local companies.

Jan coordinated and staffed our booth at the South Bay Home and Garden Show with help from: Hayley Durham, Kylee Vicha, Judy Thompson, Christine Miller, Allan Thompson, Gerry Serpa, Gene Weeks and Kenn Weeks.

The YSI Festival is coming up on Sunday October 1, 2006, 11:00 AM – 4 PM, at Alum Rock Park. Jerry Serpa and Mike Stonum will both attend to help Jan and Allan with staffing our booth. Jan asked Chris if PG&E could make available the Good Tree/ Bad Tree display.

Other outreach efforts include: working with James Lick, other high schools, and Kylee Vicha is looking at childcare outreach. As approved at the last meeting, Jan has acquired a table drape, stickers, and Smokey the Bear activity books, Jan asked for us to go to the FEMA web site and get additional fire materials.

Jan asked for a motion to approve the carpeting for the Home & Garden booth, \$76.05, printing cost of 7500 copies of Living with Fire, 10,000 copies of the insert, (A Smokey the Bear coloring pages as a tear out in center of book). The cost of printing will be paid for by the Homeland Security grant, \$8,900. Rick Parfitt made a motion and Stu Farewell seconded and the motion passed unanimously.

- VI. Round Table: See General discussion below – the Round Table was curtailed so the meeting room could be used afterward by a small group to discuss starting a CWPP for Lexington Basin.

- VII. New Business and General Discussion: Kenn Weeks requested 15 minutes of time at the October meeting to introduce Eric Klaus as a potential resource for anyone that is working on CWPP. Eric's focus is on larger shaded fuel break projects. Chris Hughes would like to see if Kevin Hostert, certified in Napa County as a defensible space assessor, can also attend October's meeting. Kevin does inspections, but has no enforcement ability. Chris attended a Multi Agency Coordination (MAC) meeting in Big Sur. Representatives from Caltrans, CDF, state parks, state government, and county supervisors were all in attendance. Chris wants to know if there is anything similar in Santa Clara County. Allan Thompson mentioned a similar interagency group that works out issues of emergency preparedness for the SF Bay Area.

Stu Farwell delivered two checks as donations for the FireSafe Council. One check was from S.P. McClenahan Co. for \$2,500 and the other check was from Pakpour Consulting Group for \$2,500. The attendees applauded Mr. Farwell's continuing efforts to attract new donations for the work of the FireSafe Council.

- VIII. Next Meeting - Time to be Determined, October 18th and the tentative location is the Santa Clara County Fire Headquarters in Los Gatos (to be confirmed at a later date). The time for the next regular SCFSC meeting was changed later to Tuesday, October 10, 2006 at 2:00 PM, with an Officers and Directors Meeting at 1:30 PM, at Santa Clara County Fire Headquarters in Los Gatos.

- IX. Meeting Adjourned: 12:00 PM

Officers/Directors Present: Chris Hughes, Dirk Mattern, Rick Parfitt, Dave Athey, Allan Thompson

Members and Visitors: Mike Chiodini, Jerry Serpa, Nick Ciardella, Kenn Weeks, Andy Gere, Bob Furtado, Stu Farwell, Jan Cokely, Judy Thompson, Christine Miller, Mike Stonum, Bill Smith

This meeting was preceded by an Officers and Directors Meeting from 10:00 AM to 10:30 AM. The attendees were Dirk Mattern, Rick Parfitt, Dave Athey, Jan Cokely, Chris Hughes and Allan Thompson.