



**Santa Clara County FireSafe Council**  
**Annual Meeting Summary**  
**January 8, 2008**  
**Santa Clara County Parks & Recreation Field Sports Park**

- I. Officers and Directors Meeting – 1:30 PM
- II. SCFSC Regular Meeting – Call to Order 2:00 PM – Jerry Serpa
- III. Reports
  - a. Officer’s and Director’s meeting – Jerry Serpa reported discussion and approval of actions related to receiving early payments for new grants, opening a \$20,000 certificate of deposit, asking for permission to use part of the Lexington Hills Fuel Reduction Grant for the Lexington Hills CWPP and requesting approval to extend the Santa Clara County Chipping Program until 7/31/08. New coordination rates and the promotion of Jenn Viane Riese to Executive Coordinator were also approved. Jan is now the Development Coordinator.
  - b. Michael Newburn made a motion to approve the summary of the last meeting, Chris Hughes seconded; unanimously approved.
  - c. Treasurer’s Report – Allan Thompson distributed the Treasurer’s Report showing that the total in our bank accounts is \$88,835.45. Rick Parfitt made a motion to approve the Treasurer’s Report, and new expenditures of \$40 for Smokey Bear materials. Michael Newburn seconded; unanimously approved.
  - d. Executive Coordinator’s Report – Jenn Viane Riese distributed the Coordinator’s Report and, along with Shannon Dinis and Kim Gardner, discussed recent activities and fund raising.
- IV. New Business – Dan Firth of the Palo Alto Fire Department and Don Rocha from Santa Clara County Parks both attended the meeting to learn more about the FireSafe Council. The Officers and Directors Nominating Committee had nominated Barry Stallard and Chris Hughes to the Board of Directors for a two year term at our last meeting; there were no further nominations and the nominees were unanimously approved.
- V. Round Table
- VI. Next Meeting – Tuesday, February 12th at 2PM with an Officers and Directors Meeting at 1:30 PM. The next meeting will be held at the Santa Clara County Fire Department Headquarters, Los Gatos.
- VII. Meeting Adjourned: 3:06 PM

Officers/Directors Present: Dirk Mattern, Jerry Serpa, Allan Thompson, Michael Newburn, Chris Hughes, and Rick Parfitt.

Members and Visitors: Jenn Viane Riese, Judy Thompson, Kim Gardner, John Tang, Shannon Dinis, Don Rocha, Dan Firth, Randy Castro, Maryanne Murphy, and Richard Schwind

This meeting was preceded by an Officers and Directors Meeting from 1:30 PM to 2:00 PM. The attendees were Jenn Viane Riese, Michael Newburn, Dirk Mattern, Jerry Serpa, Allan Thompson, Kim Gardner, Chris Hughes, Don Rocha, Shannon Dinis and Rick Parfitt.