

**Meeting Agenda for: Thursday, October 20, 2022, from 4pm to 5:15pm**

**Zoom meeting**

<https://zoom.us/j/97419301643>

Dial in: 16699006833, (97419301643#) US (San Jose) or 14086380968, (97419301643#) US (San Jose)

To receive documents provided to those in attendance at the board meeting, please email [julie.konno@crdc.org](mailto:julie.konno@crdc.org) with your request no later than 3pm the day before the meeting. Items provided to directors prior to the meeting will be emailed with the agenda to all recipients requesting to be on the distribution list.

4:00 Call to Order 4:04

Approval of the Agenda Melissa makes a motion to approve the agenda. Nancy seconds the motion. Motion carried.

*Introductions Lyndall Erb interested in becoming a member.*

Public Comment **Please limit comments to 2 minutes**

*No public comments.*

4:05

**Consent Agenda**

- Approval of the Minutes of 8-11-2022 (There was no meeting in Sept due to Fork Fire) *Nancy makes a motion to approve and Melissa seconds. Motion carried.*
- Financial report

4:10

**Reports – Please limit to 5 minutes per**

**organization**

- NRCS – including **EQIP** – Mira Dick- not present
- Madera Dept of Water Resources – Jeannie Habben-not present
- Madera County – Bobby Macauley-not present
- North Fork Rancheria - Mary Stalter- not present
- CALFIRE – Mike Keyser-not present
- Eastern Madera County Fire Safe Council – *Brian McNamara- Applying for the Coco/Aims grant due at the end of the month. The purpose of the grant is to create buffer zones between public and private lands. Jay Varney will help in funding for next year for Madera County. Hoping to get up and running in 2023.*
- Yosemite Sequoia RC & D – Erin Capuchino- not present
- Firewise and Pollinator programs – *Jon- see attached report. Jon is asking for 16-20 paid hours to prepare the beds for the pollinator garden. Nancy makes a motion to approve the hours and Jay seconds it. Motion approved. One Tree Planted Seed Collection grant. David makes a motion to send off the grant and Nancy seconds the motion. Jon will send off the grant this afternoon.*
- Executive Director report - Julie-see attached report

4:55

### Old Business

- Succession Planning; Introduction to Kelly Green, additional staff: FW, CALFIRE & CFSC grants- *Julie will do Administrative Assistant for Jon until the job is filled. We have funding from three different grants. Hoping to have Jon take over the Executive Director position by December 31st, 2022. Working on the draft job posting for Administrative Assistant and will share with the board. Looking at a part time position for about \$20/hour to help do work for members of the Firewise communities who are elderly or disabled. The individual would also lead the Americorp groups as we may get them for another round. Next month a closed session with the board to discuss Jon and Julies's roles. The first week of November prior to the next meeting.*
- Audit update-*Audit is almost complete.*
- Web site update – Jon- *The contract is now complete. \$2,605.00 to be paid out to Sigal. Nancy makes a motion to approve. Melissa seconds this. Motion carried.*
- AB 361 – *Continue with distance meetings- Nancy approves this and Melissa seconds. Motion carries.*
- Internet and phone stipend review. *Asking to make a motion to increase the stipend from \$50- \$100 a month. Nancy makes a motion to approve and Jay seconds the motion. Motion carried.*

5:10

### New Business

- CARCD conference November- *\$375 for the conference registration for each person and a hotel room for two nights. \$100 a night for logging. They will share a room. Field day and two day conference. This is billable to the NARCD grant. Food costs will be covered as well. Nancy makes a motion to approve and Jay seconds. Motion carried.*
- Correspondence and Bills – *PO box rental*

### 5:15 Workshops / Events / Presentations

IRWM meeting: October 24, 2022 @ 1:30pm Zoom  
Eastern Madera Fire Safe Council –

Central Valley Regional RCD meeting- October 21st- 8-5pm  
Madera Drought Committee – Friday, October 21 @10am

**Adjourn: Next Meeting November 10, 4:00pm via Zoom**



# Sub-contractor Progress Report: Title III Firewise Coordination Program

**Sub-contractor/partner:** Coarsegold  
Resource Conservation District  
**Reporting Period:** September 2022  
**Report Preparer & Title:** Julie Konno,  
Executive Director

**Email address:** [julie.konno@crd.org](mailto:julie.konno@crd.org)  
**Phone Number:** 559 760 3659  
**Date:** 10-7-2022

*Progress reports are an explanation of what occurred during a one-month period. If no fiscal activity occurred, that is acceptable, but explain what did occur during the reporting period (challenges encountered, plans made or changed, etc). Please include details about upcoming projects, workshops, or purchases that you will be making to accomplish the tasks/deliverables outlined in your scope of work.*

**Summary of activities that occurred during the reporting period** (e.g., communities established, communities outreached, workshop coordination, products created/developed):

- Interviewed candidates and Hired Kelly Green as Fire Prevention Conservation Tech
- Tabled event at YLP Safety and Health Fair.
- Table at Two Fork Fire Recovery Events
- Presented at Oakhurst Sunrise Rotary
- Presented at Yosemite Realtor's Group
- Presented at Ahwahnee Estate's Fire Prevention Community Meeting
- Presented at Assemblyman Jim Patterson's Eastern Madera County Fire Prevention Workshop
- Perform site inspection for upcoming Nelder Heights project.
- Completed WFAP Wildfire assessments on 2 homes.
- Continue outreach to Resident Leaders in certified communities to begin planning neighborhood meetings with CRCD, as well as begin recertification process.
- Two communities submitted revised Firewise applications: Hillsborough/ Big Oak South and Miami Highlands Firewise® communities.
- Continued outreach to in-progress communities (Sierra Highlands, Ahwahnee Estates, Still Meadow Estates, Indian Lakes, Pine Ridge Way) in varying stages of completion and interest.
- Scheduled meeting in prospective communities: Sierra Highlands, Leisure Acres, and Jean East Road.
- Continued to distribute educational materials to existing and prospective communities.
- Signed agreement for continued funding through CalFire Wildfire Prevention grant
- County discussion to reallocate personnel funds to implementation.
- Social Media outreach on defensible space and home hardening to engage new communities.
- Maintained technical assistance and communication with all established Firewise® communities.

**Relation of activities to overall goals, deliverables, and timeline. Please quantify progress where possible** (e.g., XX community members engaged on MM/DD/YYYY for kick off meeting, XX new communities established, XX action plans developed):

- Coarsegold RCD has hired Kelly Green as our new Fire Prevention Conservation Tech. Kelly will be a valuable addition to the Fire prevention efforts. Training has begun and Kelly has already attended outreach events, attended WFAP assessment, created maps for prospective communities, and has begun streamlining some of our digital processes. His coordination skills will allow CRCD to expand the program's outreach and services.
- Presenting at a variety of Fire Prevention events over the month has outreach to new communities, as well as answered questions for homeowners in existing and prospective communities. This outreach is necessary to continue to expand the program.
- Attending the Firewise® Presentations in Ahwahnee Hill and scheduling upcoming presentations in Sierra Highlands, and Leisure Acres, allows CRCD to share knowledge on the program with the prospective

The mission of the Coarsegold Resource Conservation District is to promote, protect, and improve the diverse natural resources of Eastern Madera County

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groups. These groups are in various stages of the process and these meetings help answer any questions that may hold them back from gaining certification.

- WFAP certification helps to establish expertise in the assessments that CRCDC performs in Firewise® communities. Providing Home assessments in certified Firewise communities helps homeowners understand existing gaps in their fire protection. This certification established CRCDC as a WFAP trainer, this has allowed us to train new hire, Kelly Green, in assessment program.
- Timely assistance to prospective communities has allowed for consistent progress in certifying new communities.
- Outreach to all Resident Leaders re: Scheduling contracted workdays, community meetings, Recertification deadline, Tool Cache reminder; continued assistance to individual communities as needed, including portal uploads for recertification efforts and new applications.
- CRCDC and YSRCDC were tasked with securing additional funds to expand and continue the program. The CalFire grant that Coarsegold RCD has received will fund the program and expand services for an additional 3 years.
- Social Media outreach has increased the visibility in the community, leading to additional inquiries on the program.

**Challenges encountered during the reporting period and possible challenges in the future (e.g., meeting cancelled, unresponsive homeowner's, personnel change):**

- CRCDC continues to face the challenge of waiting for the in-progress communities to essentially make progress. Coarsegold RCD must wait for the committees to complete the application process in their own time.
- Negative interactions with confused committee members in the program led to extra hours of technical assistance through email and phone conversations.
- Lack of response for scheduling community meetings from approved Firewise® communities. Community members are not reaching out to schedule meetings.
- Lack of ability for communities to spend implementation funds due to reimbursements process.

**How challenges impact overall accomplishments and plans to remedy the situation (e.g., personnel change required additional time to onboard for program but they began outreaching communities this month; unexpected weather required cancelling a risk assessment but it has been rescheduled for next month, etc):**

- CRCDC continued outreach to individual resident leaders through email, site visits, and community meetings has kept energy high in recertification, as well as progress on community action plans. Some communities remain silent so continued correspondence will be necessary.
- CRCDC continued outreach to prospective and in-progress communities.
- CRCDC and YSRCDC have upcoming meeting with Madera County to secure advance of implementation funds.
- CRCDC is continuing with requiring community meetings to retain full transparency for the agencies as well as community members.

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**Next steps (please provide a brief summary or list of activities planned for the next month):**

- Continue program development on the CAL FIRE grant.
- Continue training new hire
- Continue scheduling the existing Firewise® Communities for contracted work.
- Schedule Community meetings for every certified community to plan for future funds/projects.
- Continue to attend meetings and webinars for additional grant funding opportunities.
- Review Action Plans for each community to see where implementation funding can be used to the best advantage.
- Continue to be flexible and available to any community in need of assistance towards becoming Firewise®.
- Attend scheduled informational meetings in Sierra Meadows, Leisure Acres, YLPHOA, Bass Lake HOA, North Fork Rancheria.
- Continue community outreach to find new prospective Firewise® communities.