

Meeting Agenda for: Thursday, November 9, 2023, 4:00pm – 5:15pm

Raley's Conference Room: 40041 CA-49 #49, Oakhurst, CA 93644

Or join us via Zoom: <https://us06web.zoom.us/j/86999943919?from=addon>

To receive documents provided to those in attendance at the board meeting, please email kayla.rohrbaugh@crcd.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**
Approval of the Agenda – All approved
Introductions
Public Comment **Please limit comments to 2 minutes**
- 4:05 **Consent Agenda**
Approval of the Minutes: Approved

Financial Report: Approved
- 4:10 **CRCD Reports**
Firewise Report – Kelly Green – See attached report.
Executive Director Report – Jon Cottington – See attached report.
- 4:25 **Old Business**
- Audit – Board approved Jaribu Nelson to be hired as the CRCD Auditor.
 - PTO Rate – CRCD would like to increase the PTO rate to the standard rate for other RCDs in the area. The board would like to discuss PTO rate again when the staff handbook is complete.
- 4:40 **New Business**
- RFFCP – CRCD is working with CFSC and Sierra Nevada Conservancy to apply for funding to pay for fellowships. These Fellows would assist CRCD with fire mitigation projects.
 - CARCD Post Fire Recovery – CRCD was awarded \$300,000.00 for post fire recovery in the Fork Fire burn scar. Funds will be used along the roads within the Fork Fire scar. CRCD will work with homeowners where funding allows. CRCD will begin planning the project shortly. CRCD will be able to use this funding for reforestation as well.
 - Regional Water Management Group – Lyndall and David motioned to make a resolution.
- 4:55 **Partner Reports**
- NRCS – Mira Dick – See recording for details.
 - Madera Dept of Water Resources – Jeannie Habben – Not in attendance

- Madera County – Bobby Macauley – Not in attendance
- North Fork Rancheria – Daniel Aguayo – Not in attendance
- CALFIRE – Mike Keyser – Not in attendance
- Eastern Madera County Fire Safe Council – Ashley Nebeker – CFSC will be clearing sections of Blue Oaks Ln, Blue Oak Circle, and Indian Lakes Road.
- Yosemite Sequoia RC & DC – Erin Capuchino – American Tree Medics are continuing to provide outreach for YSRC&DC and CRCDC's program. They are searching for projects in Madera and Mariposa County that can be funded through CalFire. CRCDC will collaborate with YSRC&DC to discuss project opportunities.

5:10 **Workshops/Events/Presentations**

- Yosemite High School Pollinator Habitat Workday - November 15th, 2023

Adjourned at 5:08PM

5:15 **Adjourn: Next Meeting December 14th, 2023, 4:00pm @ Raley's Conference Room & Via Zoom**

Sub-contractor Progress Report: Title III Firewise Coordination Program

Sub-contractor/partner: Coarsegold
Resource Conservation District

Reporting Period: October 2023

Report Preparer & Title: Kelly Green II
- Firewise Coordinator

Email address: kelly.green@crccd.org

Phone Number: 559.389.8781

Date: 11-06-2023

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):

- Continued to distribute educational materials to existing and prospective communities.
- To assist our neighboring country program implementation information and documentation was shared with Mariposa County fire prevention coordinators.
- Maintained technical assistance and communication with all established Firewise® communities.
 - We were able to assist in various ways during the annual renewal application process for Hillsborough, Timberview Area Improvement Council, and Stillmeadow Ranch.
 - In the Jean Road Loop and Miami Highlands communities we were able to assist and advise those who qualified for the low-income Easter Mader Fire Prevention Assistance Program.
- Project planning with several communities resulted in scheduled work to be completed in the coming months.
 - **Kletty's Pride** – Work will consist of hazard tree removal, thinning and clearing vegetation near homes and outbuildings, and chipping and removal of green waste.
 - **Miami Highlands** – Requested multiple green waste bins to be delivered for removal of vegetation that homeowners have removed from the defensible space around their homes. A chipping day will be scheduled for the remainder of the vegetation that has been removed from the roadsides.
 - **Still Meadow Ranch** – Along critical egress routes roadside vegetation will be removed; larger trees will be trimmed to reduce ladder fuels.
 - **Indian Lakes** – Along primary egress routes roadside vegetation will be removed; larger trees will be trimmed to reduce ladder fuels.
 - **Oak Creek** – Work will consist of clearing, thinning, and trimming as appropriate in each of the Firewise zones.
- Community Application Status
 - Indian Springs Road – Community Risk Assessment and 3-Year Action Plan ready to be submitted, resident leaders have created a community within the Firewise portal application to be submitted shortly.
 - Crooks Mountain – No progress.
 - Ridgeline – Application has been revised per instructions from reviewer and resubmitted, this application has been unofficially accepted, official acceptance expected shortly.
- Continue outreach to Resident Leaders in certified communities to

Sub-contractor Progress Report: Title III Firewise Coordination Program

- Remind all communities of the annual renewal process and offer technical assistance.
- Firewise community meetings, events, and presentations
 - Staff and board members worked and engaged the mountain community during the Oakhurst Fall Festival resulting in several promising prospective communities and opening discussions about other projects, programs, and opportunities available through Coarsegold RCD.
 - Jon was invited to present the Firewise program at the Sierra Senior Center.
 - Jon attended the Stillmeadow Ranch community meeting to discuss the various programs available to established Firewise communities.
- Social Media outreach on defensible space and home hardening to engage new 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):

- Continuing Resident leader discussion to help committees plan projects for the 2023 year.
- Timely assistance to prospective communities has allowed for consistent progress in certifying new communities. one new community reapplied this month.
- 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.
- Social Media outreach has increased the visibility in the community, leading to additional inquiries on the program.
- Review and updating maps in Arc GIS Pro allow us to quickly identify and quantify communities and surrounding forest service lands.

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

- CRCD 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.
- Lack of response for scheduling community meetings from approved Firewise® communities. Community members are not reaching out to schedule meetings.

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):

- CRCD 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.

Sub-contractor Progress Report: Title III Firewise Coordination Program

- CRCD continued outreach to prospective and in-progress communities.
- We have created a new project application that can be shared with the whole community to create a list of shovel ready projects in the community.

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

- Expand use of new Firewise surveys to streamline the process in larger communities.
- 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®.
- Continue community outreach to find new prospective Firewise® communities.

EXECUTIVE DIRECTOR'S REPORT
November 9, 2023

CALFIRE GRANT: We have shared the Defensible Space Program at the FireWise presentation this month, a senior center presentation, flyers on bulletin boards, direct outreach and on social media. We currently have 21 approved applicants, 15 or so that have not returned their applications. We are still looking for applicants, so if anyone has suggestions, please let us know.

American Tree Medics are working through the list of applicants by assessing and removing the hazards in their defensible space. ATM has completed 15 assessments and completed projects around 10 homes. Work is ongoing.

MADERA FIREWISE® COMMUNITIES: CRCD has continued work on the Firewise program. We shared Firewise at the Oakhurst Fall Festival and had 6 signups and another dozen interested people that took literature home. We also supplied info to a few new communities at the Senior Center Presentation.

We had 5 projects submitted for planning and scheduling. Kelly has the Ridgeline application, it was rejected with a few minor edits. Kelly has corrected these and we expect that they will become the 22nd community within the week. However, all communities must recertify by November, so this application may take a little longer than usual.

Currently all communities are renewing their application. However, communities that are older than one year old are having to update their 3 year action plan by inserting into CALFIRE's new template. Some communities have been having issues with this update. Kelly and I are assisting those communities with uploading this information to the new template and eventually the FireWise portal.

CA FIRESAFE COUNCIL FIRE PREVENTION COODINATOR:

- **Oversaw CRCD's Firewise program, which had 5 projects planned and one community submit application for recognition. All 21 communities were engaged regarding renewal of applications.**
- **Presented Fire Prevention information at the Sierra Senior Center and StillMeadow Communities**
- **Attended monthly CFSC County Coordinator meetings.**
- **Provided Outreach for CRCD's Low Income Defensible Space funding and YSRCDC's Storm Damage funding.**
- **Attended meetings with county, YSRCDC, and EMCFSC about partnering on CWDG proposal to continue County Coordinator funding. Proposal was successfully submitted on 10/30/23**
- **Participated in Wildfire Prevention Corner at Oakhurst Fall Festival with EMCFSC, YSRCDC, YGPBC (Estimated 150 -200 attendees stopped by the booth)**
- **Attended planning meetings with EMCFSC for upcoming RFFCP funding opportunity.**
- **Attended Central Region County Coordinator Workshop in Tuolumne.**
- **Co-Hosted 2023 Madera County NRCS Local Work Group Meeting with CALFIRE MMU's Chief Macomb as guest speaker.**



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- **Attended planning meetings with Madera County, CAL FIRE, CFSC, EMCFSC, YSRCDC, and YGPBC.**
- **Social Media outreach on defensible space and home hardening to engage new communities.**

NACD/RCPP: CRCD has a meeting scheduled with NRCS on November 16 to discuss future collaborations. We are discussing the next round of RCPP funding with CARCD. The draft subaward agreement was released on Monday. While we wait on the final agreement, the next step will be to figure out how we can best make our partnership work more efficiently in the future. We will be meeting with NRCS next week to discuss this further. We will continue to present the NRCS programs to property owners as we meet with potential Firewise Communities. We also have links for the programs on our web page.

WCB Pollinator Block Grant: CRCD will be submitting the first report for this grant on April 20th.

Land Owner Agreements have continued to move forward. Mountain Oaks High School has had their LOA approved by the Chawanakee school board. Planning and prep has continued at all sites. Seed, drip irrigation and plants have all been gathered. Thanks to Lyndall for accompanying me to Lockeford to bring home the roughly 1300 plants. Once again, Xerces was surprised by our ability to fit everything into the vehicle we brought. I will begin planting this weekend with Karine Wines and Gaede Homestead and will work with YHS and Wasuma in the first half of next week.

CERF (Community Economic Resiliency Fund)

We attended a virtual meeting in October to continue discussing potential projects for the county. Kelly also attended a virtual town hall to broadly discuss project proposals and the categories that they fall in. We will be attending a meeting next week as well to prioritize project categories to narrow in our fromview the 71 proposals to a more focused handful of meaningful proposals.

The CERF was created to promote a sustainable and equitable recovery from the economic distress of COVID-19 by supporting new plans and strategies to diversify local economies and develop sustainable industries that create high-quality, broadly accessible jobs for all Californians.

Jon Cottingham, Executive Director

Old Business:

Audit: The search for an auditor is coming to an end. Jaribu Nelson has provided a bid of \$10,000.00 for the 5 year audit. I spoke with one of the agencies that couldn't fit us in at the moment and they knew Jaribu to be a capable CPA and felt the price was fair. After exhausting our outreach to find another available CPA with no reward, I would like to ask the board to make a motion to hire Mr. Nelson for the task of CRCD's 5 year audit.

PTO Rates: Before we switched bookkeepers, Teri from Tulare RCD let Julie and I know that our PTO accrual was lower than average for RCD's and non profits. At that time a rate of .0385/hr was mentioned as an average for us to use. Currently, Forbes states that 10-14 days a year is average for a company. Another site (Zenefits.com) stated that the average for CA is 9.7 days on top of sick and holidays. Julie has been updating our staff handbook. We looked to Madera/Chowchilla RCD's handbook for guidance and found that they too use a rate or .0385/hr, which calculates to 77 hours, or 9.7 days for



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a full time employee. The current grants have fringe benefits built in that will accommodate this change. We can't offer everything that's a standard company may offer (401k, health insurance) but we can think about offering an average amount of PTO to assist the flexible schedules we have to keep. Does the board have any input?

New Business

RFFCP: A few weeks ago, CRCD and EMCFSC were invited to conduct a self-assessment regarding possible Capacity Building funding from the Round 3 Regional Forest and Fire Capacity Program (RFFCP). The SNC envisions every part of our region having a project pipeline/portfolio that is created and maintained by a diverse group of stakeholders and tribes. A robust project pipeline is created by having projects at multiple stages. The flow of projects through such a pipeline helps increase the pace and scale of forest restoration. Some of our RFFCP Round 3 funding will be used to help establish and strengthen robust project pipelines throughout the SNC Region. CRCD and EMCFSC are finalizing an outline proposal that is seeking funding for a project coordinator staff position. If chosen, this funding would be for a 24 month period. I do not need a motion by the board for anything at this time unless there are comments/concerns.

USFS/CARCD Post Fire Recovery Award:

CRCD was awarded \$300,000 for recovery efforts in the Fork Fire scar through the "Post Fire Disaster Recovery (2019-2022) Emergency Forest Restoration Team Development for Post Fire Restoration Teams to Support Non-industrial Forest Landowner Assistance" (Project).

These funds will be used to brush/chip private roads within the Fork Scar as well as improve defensible space around homes and driveways of properties in the fire scar. This grant sunsets in March 2027. Unless there are concerns by the board, I will finalize and submit the subaward agreement next week. No action is required by the board at this time.

Regional Water Management Group: . We have attended a handful of meetings with the RWMG. Much of this info has to do with farmland, however we all know the water starts here. And there is no mountain representation. Recently Jeannie Habben reached out to the RCD's and suggested that we join the group. We qualify as a disadvantaged group and will have no dues to pay. But this will allow us to be more involved with the water conversation in the county and open us up to more partnerships and opportunities. As long as staff time and funding allows, I think this would be a good group to partner with.

If we choose to join, we will need to make a motion to adopt the resolution for the Integrated Regional Water Management Plan on the last page of the document that I shared with the group. We would also have to make a motion to apply to join the group. Would the board like to make a motion?

Workshops/Events/Presentations

We are co-hosting a planting/potluck event at the Karine Wines on Sunday. This is a limited event so it has been by invitation only. If anyone is interested, please reach out. I am presenting Fire Prevention and Firewise information to the Sunrise Rotary Group on November 21st. There are no other upcoming workshops that CRCD is attending or hosting this month.



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If there is no more items to discuss, we can adjourn. Thanks to everyone for attending. Our next meeting will be December 14th at 4pm. Hope to see everyone there. Have a great evening.