



## Meeting Agenda for November 8th, 2024

Raley's Conference Room: 40041 CA-49 #49, Oakhurst, CA 93644 Or join is via zoom:  
<https://us06web.zoom.us/j/84366607385>

To receive documents provided to those in attendance at the board meeting, please email [coarsegoldrcd@gmail.com](mailto:coarsegoldrcd@gmail.com) 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.

- 3:30           **Call to order**  
Introductions: Kelly Green (Zoom), Jon Cottington, Whitney Lecat, Lyndall Erb, Melissa Cottington, Ashley Nebeker, David Konno, Julie Konno, Whitney Lecat, Matteo Fiori, Americorp Crew, Melanie Morales, Jay Seslow  
Approval of the Agenda  
Public Comment: *Please limit comments to 2 minutes*
- 3:35           **Consent Agenda**
- Approval of the Minutes – October Minutes not available due to previous meeting not be recording, will work on them and get them to everyone later, full agenda can't be approved because of this
  - Approval of September & October Treasurer's Report/Financial Report – Lyndall motions to approve, Melissa seconds
- 3:40           **Partner Reports – Please limit reports to 5 minutes**
- NCRS – Mira Dick
  - CALFIRE – Mike Keyser
  - Eastern Madera County Fire Safe Council – Ashley Nebeker – working on two defensible space grants currently, just got awarded a grant to do Road 200 from PG&E, Ashley stepping down from her board position, mapped out fencing for Goat Grazing project for Camp Oakhurst
  - Yosemite Sequoia RC & D – Erin Capuchino
  - Madera Dept. of Water Resources – Jeannie Habben
  - Madera County – Bobby Macaulay
  - North Fork Rancheria – Lance Fink
- 3:55           **CRCD Reports**
- Firewise Report – Kelly Green : See attached report
  - Executive Director Report – Jon Cottington: See attached report
- 4:10           **Old Business**
- Speak Off Event – CRCD had the only applicant in our region who applied, going to send her to the CARCD Conference to present, Lyndall makes a motion to provide speaker with \$250 Visa Gift card for gas/food and Melissa seconds
  - AmeriCorps Crew & Central Sierra Enterprises – AmeriCorps crew will be here for another month or so, CRCD to coordinate one meal a week for crew, Central Sierra Enterprises making good progress on projects
- 4:25           **New Business**
- Succession Planning – Jon stepping down from role of ED as of 1/1/25, will stay on as



a consultant for as long as he can

- Executive Board Member Addition – Christi Hansard Lyndall makes motion to add Christi as an official Executive Board Member, David seconds, Whitney and Julie to handle paperwork and email her application

4:40      **Workshops/Events/Presentations**

- 11/10 : Bass Lake HOA Fair @ The Pines

4:45      **Adjourn to Executive Session (Staffing)**

**Next Meeting December 13<sup>th</sup> at 3:30PM, Raley's Conference Room: 40041 CA-49 #49,  
Oakhurst, CA 93644**

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

**Sub-contractor/partner:** Coarsegold  
Resource Conservation District

**Reporting Period:** October 2024

**Report Preparer & Title:** Kelly Green II  
- Firewise Coordinator

**Email address:** [kelly.green@crccd.org](mailto:kelly.green@crccd.org)

**Phone Number:** 559.389.8781

**Date:** 11-04-2024

*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):

- Maintained technical assistance and communication with all established Firewise® communities.
- Community Application Status
  - **Willow Creek West** – Application re-submitted 30-Sep-24, approved 04-Oct-24.
  - **Yosemite Forks** – Application re-submitted 01-Oct-24, approved 04-Oct-24.
  - **Italian Bar** – Application re-submitted 03-Oct-24, approved 29-Oct-24.
  - **Pettitt Road** – Application submitted 21-Oct-24, approved 29-Oct-24.
  - **Woodcrest** – Prospective community meeting held, Community Risk Assessment complete, Resident Leader contacted with next steps to be completed.
  - **Prospective Communities** – These leads have gone cold and need follow up communication to close or proceed with the process. Bass Lake Hights, Big Rock Lane, Blue Heron Way, Glacier, Hidden Lakes Estates, Nelder Creek, North Fork Rancheria of Mono Indians, O’Neals Firewise, Peckinpah Acres, Pine Ridge Way, Wishon Cove, Yosemite Lakes Park.
- Continued Social Media outreach focusing on defensible space and home hardening to engage and inform mountain residents of Madera County.
- Firewise community meetings, events, and presentations
  - Kelly attended community meeting for Pettitt Road.
  - Jon attended community meeting for Woodcrest.

**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):

- Timely assistance to prospective communities has allowed for consistent progress in certifying new communities.

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

- 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 scheduled 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.
- 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.

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EXECUTIVE DIRECTOR'S REPORT  
November 8, 2024

3:30 Call to order Introductions Approval of the Agenda Public Comment: Please limit comments to 2 minutes

3:35 Consent Agenda

♣ Approval of the Minutes

♣ Approval of September & October Treasurer's Report/Financial Report

3:40 Partner Reports – Please limit reports to 5 minutes

♣ NCRS – Mira Dick

♣ CALFIRE – Mike Keyser

♣ Eastern Madera County Fire Safe Council – Ashley Nebeker

♣ Yosemite Sequoia RC & D – Erin Capuchino

♣ Madera Dept. of Water Resources – Jeannie Habben

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3:55 CRCD Reports

♣ Firewise Report – Kelly Green

♣ Executive Director Report – Jon Cottingham

4:10 Old Business

♣ Speak Off Event

♣ AmeriCorps Crew & Central Sierra Enterprises

4:25 New Business

♣ Succession Planning

♣ Executive Board Member Addition – Christi Hansard

4:40 Workshops/Events/Presentations

♣ 11/10 : Bass Lake HOA Fair @ The Pines

4:45 Adjourn to Executive Session (Staffing)

**CALFIRE GRANT:** Central Sierra Enterprises is currently providing chipping days and/or roadside fuel reduction to Firewise communities. They have completed projects in Lakeshore, Indian Lakes, Willow Creek West, Crooks Mountain, Thunderhead, Miami Highlands and Jean Road Loop. They'll be working on Cascadel, Sky Ranch, and Leisure Acres next week. We also purchased a 6x14 box trailer which allow us to haul tools, store documents, and haul small loads of brush, plants, or other items. We need to make a budget adjustment because we spent less than expected on the truck and trailer, so we will be working with CALFIRE to move the remainder into personnel, because there has been more driving and flagging than expected. We are still reaching out to communities for scheduling as they have been slow to provide info and a few roads have taken more/less time so the contractor had to be diverted. The Americorps crews are helping in select communities to improve defensible space around low/fixed income homes in the communities. They will brush the area and leave it at the roadside for contractors to chip. This is increasing our impact while also satisfying the volunteer match portion of this grant. Otherwise the project is moving along well

**MADERA FIREWISE© COMMUNITIES:** Italian Bar, Willow Creek West, and Yosemite Forks were approved in the last month. Madera County now has 30 recognized Firewise communities. Woodcrest Estates/Rd 426 has the necessary 8 Participants. We had a meeting last month and they just reached the necessary 8 Risk Assessments to start the application process. Title III funds fully expended. Using the remaining funds to cover a portion of past due payroll taxes to the IRS that would've been charged to FW had our fringe calculator be correct.

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CA FIRESAFE COUNCIL FIRE PREVENTION COODINATOR:

- **Oversaw CRCD's Firewise program (3 communities approved)**
- **Ongoing collaboration with Jack - SNA fellow ( CWPP's, Social Media Posts, Be Firewise Curriculum, Firewise Newsletter, table at Senior Center).**
- **Presented for Road 225 and Meadow Springs Firewise Communities**
- **First meeting with Senior Project Student and interested participants to get "Be Firewise Assessors" at YHS**
- **CFSC quarterly check in**
- **Firewise presentation for Road 225 group and Woodcrest group.**
- **Oakhurst Fall Festival Table event**
- **Welcomed Red Team six**
- **Created and executed contract with YSRCDC for outreach, grant writing, and support services through December 31, 2024.**
- **Meeting with NF Rancheria and YSRCDC about partnering on Mission Drive fuel break project**
- **Continued Work with YSRCDC on "Be Firewise" website.**
- **Soft launch of "Be Firewise" Initiative**
- **Submitted 3 year proposal to county to continue FW program.**
- **Attended planning meetings with Madera County, CFSC, EMCFSC, YSRCDC, and North Fork Rancheria.**
- **Worked with Melanie on more in depth Firewise mapping, tracking participants**
- **Social Media outreach on defensible space and home hardening to engage new communities.**

**Fork Fire Post Fire Rehab:**

CRCD is pausing the outreach on this program until the Rancheria gets back to us with more information and Right of Entries. The Americorps work, coupled with CALFIRE needs to slow down as well to allow staff more time for planning of this project.

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

We did not receive the "Limited Waiver of Sovereign Immunity" from North Fork Rancheria in time for us to work together this season. They said that there has just been too much on their plate to get it to the table for a vote. Kelly picked up the kits on October 30. CRCD signed over the kit to the tribe, and will not be able to help with implementation. However, we have begun installing our other habitats for the season. Jon installed the Spring Valley garden kits ( 72 plants) with a class of 8<sup>th</sup> graders on November 4. The Americorps crew and Kelly returned this morning to assist with irrigation. CRCD and Americorps worked with 4 Biology classes from YHS to remove weeds and dried plants from the high school habitat, and then reseeded all areas that were in need. The crew has also visited NF elementary to weed and reseed as well. On Wednesday and Thursday, the crew worked with Mountain Oaks High School to install their new habitat and irrigation. We will be working on the Thrapp homestead in the coming weeks. I also have to connect with Madera Chowchilla RCD on our small habitat down at Hillside.

Quadratic – In line with our habitat improvements, CRCD submitted a small grant proposal to Quadratic ( a jeep products company) that YSRCDC's grant writer found and assisted on under our agreement with YSRCDC. This \$3500 "Energize the Environment" grant proposal was to continue our Reforestation Field Trips and Oak nursery. We will know the outcome of that grant in the coming months.



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EMCFSC has received the first advance funds for the RFFCP program. CRCD and EMCFSC have executed the subaward agreement. Melanie is using her GIS skills to help create mapping for the Regional Priority Pipeline of projects that CRCD/EMCFSC will be working to create. This also provides funds for a 6 month term for a staff member, admin time, as well as funds for trainings, supplies, and travel. (\$135,248.46). CRCD is listed as a subcontractor, so we will be invoicing EMCFSC as needed over the 23 month agreement. We will discuss this funding for staffing later in our executive session.

## **Old Business**

### **Speak Off**

#### **This is an email from CARCD**

**“Jon,**

I have not received anything else from other RCDs in your region. I think it is safe to assume your winner will proceed to the statewide competition.

I am sending out communication to all RCDs tomorrow regarding the speak off event to gather all regional winners (with exception of Sac Valley as their competition is mid-Nov).

I will let you know by Friday at the latest.”

So we will have to decide what we are able to do for the contestant to support her.

## **Americorps**

**Red Team Six arrived on Halloween and has been off to a great start. The first days were spent on introductions and some basic training on tools, programs, safety, and basic forest/ local information. Half of the team spent the first portion of this week in chainsaw training at the Yosemite Adult School. Big thanks to Tony Misner from the Adult School for accommodating the team. The other half of the team worked with CRCD on their first fuel reduction project ( with hand tools). They weeded and seeded 4 different pollinator sites. They connected with students at 4 school sites. They also prepped and planted a 3000 sqft garden at Mountain Oaks High School. Then next weeks are filled with defensible space work in our Firewise communities, pollinator days, and assistance for partner agencies. Thanks for joining us tonight Red Team 6. Please tell us how your time is going so far...**

## **New Business**

**Succession Planning – As I’ve mentioned, I am looking to step down from the position of Executive Director of CRCD. In order to finish my master’s and credential, I need to be in the classroom as an intern. So I need to make myself available starting in the near future. I have released a job posting and have it open till December 1<sup>st</sup>. If there are viable candidates at this time, we will have to plan a hiring committee meeting. If a new Director was chosen, they would take over the position January 1 2025. I will make myself available as a part time consultant to help the new Director get established. When I am not needed in that capacity, I’ll be**



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around as a volunteer because I like the organization so much. I appreciate the years I have spent with CRCD and will continue, albeit in a different capacity.

**Executive Board member addition \_ Christi Hansard**

Christi joined us as an associate board member 4 months ago. CRCD bylaws state that an associate director can be made an executive board member after 3 months of consecutive attendance. Therefore, I would ask the board if they would like to make a motion to have Christi Hansard join the CRCD executive Board?

Workshops – I am attending the Bass Lake HOA Safety Fair this Sunday from 9:30-12. This is the only event I have on the calendar for the month of November.

**Adjourn**

**Executive Session.**

Jon Cottington, Executive Director