



MONTEREY FIRESAFE COUNCIL
BOARD OF DIRECTORS
Regular Meeting Minutes of June 30, 2011

CALL TO ORDER:

The regular meeting of the Board of Directors of the Monterey FireSafe Council (MFSC) was held at the CAL FIRE Headquarters located at 2221 Garden Road, Monterey on June 30, 2011. Board Vice-President Dick Ravich called the meeting to order at 9:15 AM.

Present: Miguel Errea, Peter Harris, Hal Latta, Kelly O' Brien, Dick Ravich, Becky Reisdorf, Lynne Semeria, Mike Caplin, Pam Peck, Rob Thompson, Lonni Trykowski

Absent: Mike Chiodini, Bob Taylor

Others Present: Steve Daus, Jonathan Pangburn, Joe Rawitzer.

The meeting sign-in sheet was distributed and the recording of In-kind hours took place.

FINANCIAL REPORTS:

Treasurer's Report

Currently the MFSC Administrative Acct balance is \$67,823.84.

Bookkeeper's Report

Details on the Highlands Chipper Grant, Highlands CWPP Grant, Rancho Tierra Grande Grant, PG&E Grant and Big Sur Grant were distributed for members present to review. Additional backup documentation is available for review if a request is made to Pam Peck.

Pam Peck reminded members that the check request form is online and should be completed prior to submitting any requests for payment.

ACTION: Pam will e-mail a copy of the checking account detail to the Board of Directors for review.

Motion 11-6-01

Moved by Hal Latta, seconded by Miguel Errea, and unanimously carried, to approve the Treasurer's and Bookkeepers Reports as submitted.

Invoices Received

Highlands Grant – Unlimited Events Inc. - Tables & Chairs for Safety Fair - \$222.23

Motion 11-6-02

Moved by Lynn Semeria, seconded by Hal Latta, and unanimously carried, to approve payment of invoices received Unlimited Events Inc. for the Highlands Grant.

Additional Invoices Received

Big Sur Grant - Project Management - \$2455.63
Big Sur Grant - Out of Scope work - \$6048.50

Motion 11-6-03

Moved by Lonni Trykowski, seconded by Kelly O'Brien, and unanimously carried, to approve payment of invoices received by Steve Daus for the Big Sur Grant.

OLD BUSINESS:

Adopting formal Accounting Policies and Procedures – Pam Peck. Ongoing and will be carried to next meeting.

NEW BUSINESS:

Big Sur Grant will contact State Parks directly regarding their letter of commitment.

Motion 11-6-04

Moved by Hal Latta, seconded by Kelly O'Brien, and unanimously carried, to adjourn the Board of Director's Meeting at 10:02 AM and immediately continue with the General Board Meeting.

DRAFT

MONTEREY FIRESAFE COUNCIL
GENERAL BOARD MEETING
Regular Meeting Minutes of June 30, 2011

CORRESPONDENCE:

Lucille Lucia Lodge letter of commitment of in-kind support for the South Coast Grant was received.

REVIEW AND APPROVAL OF MINUTES FROM May 26, 2011:

Corrections:

- Invoice received from Penny Vieregge \$143.75 should read: \$212.50.

Motion 11-6-05

Moved by Rob Thompson, seconded by Hal Latta, and unanimously carried, to approve the minutes, with corrections indicated, of the regular board meeting held on May 26, 2011.

PROJECT SUMMARIES:

Big Sur Grant - Status Update – Steve Daus updated members that this was a very big month. Six land owners have been contacted along with new property owners. Request for quote went out last week. Contractor visit and onsite review/pre-bid conference of the project will take place shortly.

Additional Invoices Received

Big Sur Grant – Rancho Cielo Fire Crews - Nepenthe Project - \$4121.04

Big Sur Grant – Rancho Cielo Fire Crews – Nepenthe Project - \$4898.52

Motion 11-6-06

Moved by Pam Peck, seconded by Mike Caplin, and unanimously carried, to approve payment of invoices received by Rancho Cielo Fire Crews for the Big Sur Grant.

Cert Report – Photo monitoring training has taken place. Before and after photos will be a great assistance when dealing with grants.

Carmel Highlands FSC – Lynne Semeria submitted and update/report for the board of the most recent safety fair. Next CHFSC will begin work on the local CWPP. Also it should be noted that Assemblyman Bill Monning attended and the CHFSC Fair was featured on his newsletter along with the MFSC website.

Rancho Tierra Grande – Lonni Trykowski informed members that they are looking at doing one more round of chipping in the fall of 2011. The Monterey County is being pursued to follow up on their obligation to take care of the green belt surrounding the area. It is questioned if PG&E can be pursued to treat the area under their lines. She will be contacting Tom DeBartolo to assist in this project.

COMMITTEE REPORTS:

Strategic Planning - Frank Pinney not available at this time and will be tabled to next meeting.

Grant Committee – is working on a template to ensure that all costs associated with any grant applied for are covered by the grant if at all possible.

Multi-Community Large Grant Committee – Jonathan Pangburn informed members that the MFSC is the applicant & fiscal sponsor for the upcoming Carmel Valley Regional Shaded Fuel Break Project. MFSC is also the fiscal sponsor and Big Sur Fire Brigade who is the applicant for the South Coast Community Fuel Hazard Reduction Project Grant.

MC2WG - 'Science Section' Plan for Completion – Jonathan Pangburn informed members that changes are taking place as requested by the MFSC.

Public Information and Education - MFSC Website updating: Dick Ravich reported that he spoke with Linda at Birdwing regarding updating the website and is waiting for a cost estimate for the updates needed. Kelly will follow up with Birdwing.

ACTION: Kelly O'Brien will follow up with Birdwing.

Becky Reisdorf's public outreach proposal is tabled to next meeting in an effort to coordinate efforts with the MFSC's new Strategic Plan.

ACTION: The Entire Committee Reports section is tabled to the next meeting for review and continuance.

REPORTS:

Bylaws Revision - Pam Silkwood is not available at this time however, since the bylaws revisions suggestions have been distributed to the Board, by Dick Ravich, please submit any recommendations for changes to Dick Ravich. All agreed we should still pursue the idea of changing the name to the Monterey County Fire Safe Council.

OLD BUSINESS:

Joe Rawitzer inquired about the Grant Committee and the Strategic Planning Committee status. Both committees are active and ongoing.

Steve Daus continues to inquire about additional insurance.

NEW BUSINESS:

Jonathan Pangburn informed staff that the Western States Competitive WUI grants are open and due July 27, 2011. These are highly competitive and difficult to get. FEMA FP&S grants are also opening soon and there is a 0% match for nonprofits with no cap on fund request.

Joe Rawitzer updated members that he attended the most recent FireScape Monterey meeting. They will be extending their number of workshops. Joe Rawitzer shared that he believes the MFSC should be weighing in on our opinions with Sam Farr's office and future legislation specifically when it affects the CWPP.

ACTION: Mike Caplin will research and forward the lobbying form from the IRS for Non-profit organizations.

GOOD OF THE ORDER:

None at this time

ADJOURNMENT:

Motion 11-6-07

Moved by Hal Latta, seconded by Kelly O'Brien, and unanimously carried, to adjourn the General Board Meeting at 11:39 AM at the CAL FIRE Headquarters located at 2221 Garden Road, Monterey.

Next Meeting scheduled for August 25, 2011

Respectfully submitted,
Becky Reisdorf
Secretary



Action Items
From 6-30-2011 MFSC Meeting

Kelly O'Brien:

1. Will follow up with Birdwing regarding the website.

Pam Peck:

1. Account Balance Report will be sent to the Board of Directors for review.
2. Will review account balances and confirm all monies remaining in respective accounts.

Miguel Errea:

1. Will have his office staff send a direct e-mail to BeckyReisdorf@comcast.net to ensure receipt of agenda items & board reports.

Hal Latta:

1. Will contact Randy Richter regarding the Big Sur Grant and approx \$12,050 still due to MFSC.

Mike Caplin:

1. Will research and forward the lobbying form from the IRS for Non-profit organizations.

General

1. The Entire Committee Reports section is tabled to the next meeting for review and continuance.

Action Items
From 5-26-2011 MFSC Meeting

Kelly O'Brien:

1. Committee Reports Section regarding Strategic Planning tabled to next meeting.
2. Add 2011 National Fire Themes link from Pete Harris to MFSC website.

General

1. The Entire Committee Reports section is tabled to the next meeting for review and continuance.