



# Fire Safe San Mateo County

April 10, 2013 Meeting Minutes

## Attendance:

**Guido Ciardi** - San Francisco Public Utility District

**Rich Sampson** - CAL FIRE

**Denise Enea** - Woodside Fire Protection District

**Todd Lando** - Urban Forestry Associates

**Christine Reed** - Central County Fire Department

**Randy Amores** - Coastside Fire Protection District

**Stephen Kraemer** - San Mateo County Parks

**Rob Sherman** - CAL FIRE Ben Lomond Camp

**Doug Tolar** - BAAQMD

**Jennifer Chapman** - US National Park Service

**Lori Cuesta** - PG&E

**Dennis Danielson**

## Call to order

9:35 am. President Guido Ciardi calls the meeting to order.

## Approval of Minutes

Motion (Lando), Seconded (Sampson) to approve the minutes of the March 13, 2013 Regular Meeting of Fire Safe San Mateo County without corrections. All in favor. Motion carries.

## Treasurer's Report

- No reply yet on non-profit status.
  - Denise will follow up with attorney to determine cause of delay.
- Account balance is *approximately* \$158,000.
  - Financial statements are difficult to get from county.
  - Still awaiting response to recent request for a financial statement.

- FSSMC owes the fire camp about \$10,000.
- Treasurer Enea will open bank accounts when the 501(c)3 status is official.
- Plans to use Quickbooks to manage finances.
- Denise will look into revising Chipper fees (currently run through Woodside Fire) to investigate the potential for adding an FSSMC admin fee.

## Announcements

- Stephen Kraemer has been promoted to supervisor with San Mateo County Parks and will continue to act as liaison with Fire Safe San Mateo County.

## New Business/Correspondence

- Ben Lomond Fire Camp will be reducing the number of sponsor training classes from 15 to 2-3, and streamlining the process to maintain sponsor status.
- **Living With Fire Update**
  - Inventory update:
    - Woodside has two boxes remaining.
    - Jasper Ridge agreed to provide 100 surplus copies to SF Water.
  - Other agencies with remaining copies, or in need of copies, should report their inventory and needs to [toddlando@firesafesanmarateo.org](mailto:toddlando@firesafesanmarateo.org).
  - Email distribution list (Google Groups) will be used for committee collaboration.
  - LWF Update Committee members are encouraged to view the existing document online, and provide feedback for potential updates to [lwf@firesafesanmarateo.org](mailto:lwf@firesafesanmarateo.org).
- **Grant Updates:**
  - Huddart Park Federal Fuel Dollars are complete.
- **CAL FIRE funds update:**
  - CAL FIRE approved funding for Hillsborough and Burlingame projects. Approximately \$30,000 was approved for two fuel reduction projects in San Mateo County.
  - Hillsborough project to improve Defensible Space Zones between city parklands and residential areas.
  - Burlingame project to improve a shaded fuel break around the perimeter of Mills Canyon Park.
  - Hillsborough may be unable to use the full amount awarded, so the backup projects in San Mateo County Parks (Huddart and Wunderlich) are being “bumped up.”
  - Andy Hubbs is working directly with Ed Cooney from Hillsborough and Margaret Glomstad in Burlingame.
  - The Towns provided CEQA documentation to Andy Hubbs on short notice when CAL FIRE approved the funding in late March.
  - Funding available mid-summer 2013, until December 2013.
  - Funding is specifically for CAL FIRE resources to be used on fuel reduction projects.

- Primarily hand crews, but some funds might be used for engines.
  - Fire Safe San Mateo submitted letters of interest from Town of Burlingame and Hillsborough, as well as a list of County Parks and Woodside continuing projects.
  - Todd Lando met with Ed Cooney of Hillsborough, and spoke with Margaret Glomstad of Burlingame to review their project funding requests and assisted with the preparation of letters for submittal to CAL FIRE.
  - Fire Camp needs FC32s for these projects by the end of April. towns have been notified, and forms are in progress.
  - Todd Lando will post FC31 and FC-32s on the website.
- **Clearinghouse Grant:**
  - CFSC expects a mid-May opening.
  - Deadline expected to be *July 31, 2013* (corrected: May 31 was incorrectly stated at meeting).
- **Website:**
  - New website has been launched at [www.firesafesanmateo.org](http://www.firesafesanmateo.org)
  - Old website will be taken offline soon. Domain name smcfiresafe.org has been redirected to the new site as of April 9, 2013.
- **Pile Burning at Highlands Recreation District**
  - Highlands Recreation District to conduct pile burning on or around April 26. SF Water requests notification prior to burning.
- **Herbicides**
  - Grand Jury Report released in Marin County recommends that Marin Municipal Water District resume use of herbicides for invasive species control and fuels management.
  - Jennifer Chapman says that the MMWD website has good information, [www.marinwater.org](http://www.marinwater.org).
  - San Francisco IPM conference had an expert panel attended by 200 on pesticide and herbicide use.

## Committees

- Grant Committee needed.
  - Members are encouraged to participate. Contact [toddlando@firesafesanmateo.org](mailto:toddlando@firesafesanmateo.org) if interested.
- Public Relations Committee:
  - Denise Enea
  - John Romandia
  - Todd Lando
- Living With Fire Update Committee:
  - Andy Hubbs
  - Jim Palisi
  - Christine Reed

- Philippe S. Cohen
- Joel Smith

### **Urban Forestry Associates Update:**

- Website update:
  - New website has been launched at [www.firesafesanmateo.org](http://www.firesafesanmateo.org).
  - Old website was taken offline April 9, 2009.
  - Thank you to Selena Brown at Woodside Fire for maintaining the old website for many years.
  - Domain name smcfiresafe.org is now redirected to the new site.
- Todd Lando provided a 15 minute demonstration and video presentation of the new website and its features.
  - The new site is compliant with all modern web browsers and mobile devices.
  - A News “Blog” and RSS feed have been incorporated to better communicate with our constituents.
  - Members are encouraged to look over the content of the new website, and submit requests for new content, content updates, or corrections to [toddlando@firesafesanmateo.org](mailto:toddlando@firesafesanmateo.org)
  - A subscribe now option allows visitors to subscribe to our newsletter, with automatic updates being sent out weekly if new content is added to the website.
- Social Networking accounts have been established with Twitter and Facebook to assist in sharing our message.
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### **Agency Roundtable:**

#### **San Francisco Water - Guido Ciardi**

- \$5,000 available for crew work.
  - Guido will work directly with Rob Sherman to schedule crews.
- Guido passed out an informative Invasive Plant handbook for review.
- Crews are working on two ridgetop fuel breaks with the “brontosaurus.”

#### **Midpeninsula Regional Open Space District**

- Nothing new to report.
- A new PR flyer printed by the district was distributed, available at [www.openspace.org](http://www.openspace.org).

#### **San Mateo County Parks - Stephen Kraemer**

- Stephen Kraemer promoted to supervisor.
- Steve now has his spray applicator license.
  - Will resume spraying projects in parks.
- Anticipating a long summer, with several fuel reduction projects underway.

**Central County Fire District** - Christine Reed

- Educational letter will be mailed to Mills Canyon neighbors late April.
- Vacant Lot letters are being prepared to go out in Hillsborough in May.

**CAL FIRE** - Rich Sampson

- Chief Jalbert apologizes that he could not attend today's meeting.

**PG&E** - Lori Cuesta

- Lori's division has taken over responsibilities for Safety and Reliability.
- Should provide new funding for local projects in San Mateo County. Several projects have already been requested.
- The reorganization expands what Distribution can do as it relates to Safety and Reliability.

**BAAQMD** - Doug Tolar

- Nothing new related to the fee update discussed in February and March.

**Coastside Fire Protection District** - Randy Amores

- Nothing new to report.

**Ben Lomond Fire Camp** - Rob Sherman

- Down to 4 crews due to injuries.
- April 22 and 23 crew exercise will take crews out of service for fuel work.
- Fire season seems to have a very early start.
  - Crews observed spotting outside of piles one day after last rains.

**Woodside Fire Protection District** - Denise Enea

- Chipper program starts May 8.
- Will have crews working two days per week.

**US National Park Service** - Jennifer Chapman

- NPS will give a full update in May or June to FSSMC.
- Sequestration issues will be addressed. NPS employees are still working to understand how the sequestration will affect day to day operations.

**Meeting adjourned 11:45 am**

Respectfully submitted by Todd Lando