



FIRE SAFE SAN MATEO COUNTY

February 8, 2017 General Meeting Minutes

Attendance:

Michael Kubiak	FSSMC - Executive Director
Mark Mondragon	Coastside San Mateo County
Tony Barnosky	Jasper Ridge
John Delong	South Skyline Fire Safe
James Stevens	Menlo Park Fire
Steve Daus	Daus Environmental Services
Stephen Kraemer	SMCo Parks
Craig Beckman	Mid-Peninsula Open Space
Sarah Collamer	CAL FIRE
Julie Parenti	Central County FD
Brigitte Shearer	Highlands Recreational District
John Romandia	Black Cat Construction
Denise Enea	WFPD
Don Bullard	WFPD
Marshall Hird	WFPD

Introductions

Members present introduced themselves.

Treasurer's Report -- Denise

Denise Enea reviewed the accounts as of 1/30/2017 for FSSMC at the County. CAL FIRE CDCR also uses this account to pay for its miscellaneous camp expenses. The encumbered CDCR balance of total cash for this account is not known at this time. We are in the process of attempting to figure it out. FSSMC also has another account at Chase for all the other project grant monies. The report for this account will be available at the April meeting. At the close of discussion on this topic, the members agreed that our efforts need to be focused increasingly on fundraising.

Goals and Objectives and Mission Statement Review for 2017 -- Members

Denise Enea opened the Mission Statement discussion and asked members to send their comments to Mike Kubiak after the meeting. We will review and discuss their inputs at the next meeting. Members then discussed the Goals and Objectives. An additional goal suggested by Steve Kraemer is the creation of an MOU for FSSMC members which covers our collaborative (shared services) efforts. Denise and Steve will create a draft.

Members also discussed potential new projects in 2017 which are listed below:

1. Meadow in Wunderlich Park: Removal of eucalyptus grove. Separate project in Wunderlich Park for removal of an acacia grove. Lead agency: County Parks
2. Mills Canyon in Burlingame could also have a potential project. Lead agency: Julie Parenti, CCFD, stated she would talk to her Parks Dept. and get back to the group if there was a potential project.
3. County-wide community chipping program, including Devonshire Canyon and La Honda neighborhoods were mentioned. Collaborating agencies: County Fire/La Honda Fire Brigade/WFPD
4. Ridge line between Rocky Way and Canada Road needs maintenance. Possible collaborating entities: WFPD, PGE, SF Water, and County Parks.

5. Quarry Park in El Granada: eucalyptus removal. Collaborating agencies: Coastside Fire/County Fire
6. San Carlos: Eaton Park Canyon SOD removal. Collaborating entities: County Fire/San Carlos
7. Belmont: Water Dog Lake. Hazardous fuel reduction near homes. Lead agency: Belmont Fire
8. Los Trancos/Vista Verde: shaded fuel break along Coal Mine Ridge. Collaborating entities: WFPD/Portola Valley
9. State Hwy 35 Shaded Fuel Break: CAL FIRE hand crew days. Possible collaborating entities: PGE, Mid-Pen, South Skyline FSC, and Cal Trans

Reviewed list of grant sources. CFSC was highlighted as a potential source for grants with the 2017 wood innovation program receiving particular mention. Members asked that a basic search of grant sources be conducted.

Members reviewed FSSMC's fundraising goals. Members decided to add the following goals:

1. Need to become a formal non-profit.
2. Develop a fundraising strategy targeting public agencies, corporations, and private foundations.
3. Conduct an internal organizational analysis. Determine what funding resources are needed for long-term stability. Present this data to potential funding sources.

Members reviewed FSSMC's Education Goal and decided to:

1. Add a map of where FSSMC has completed projects in the County and post this map to its website.
2. Place plaques or signs on sites where work is ongoing and has been completed.
3. Promote ignition resistance and hazardous fuel reduction around homes.

Separately, the members decided that going forward Mike Kubiak will send an update to members about outstanding action items from FSSMC's meetings in the months when we are not scheduled to meet.

Update on Community Outreach – Marketing Letter Review – Denise Enea

Mike Kubiak to send out letter to contacts as soon as practical, goal being the end of next week.

Future Grant Submissions & Project List – Denise

This item was covered under the Goals and Objectives section of meeting.

Grant Updates - Denise, Mike, and Sarah

Tracked Chipper Award: Complete spec of chipper and hopefully order and receive by late Spring.

Highlands Recreational District: Many crew days remain to be used.

Woodside Road/Skywood Acres: Need to complete CEQA. Forecast to have project begin in late Spring.

Los Trancos/Vista Verde: Many crew days have been completed. Excellent feedback from community.

Palomar Park: Completed as of 12/31. No power outages during the 2016-2017 rainy season. Need to complete a survey postcard mailer to residents.

PG&E: Kirk Shearer will return in 2017, January is transition month.

FM Global: Wunderlich, SH35 and SH92, Crestview and Edgewood, and Pescadero Station defensible space signs have been installed. Posts have been installed at the Canada Road near Rocky Way location.

Roundtable

Members presented what they've been working on since the last FSSMC meeting.

CAL FIRE SMCo: San Mateo County's tree ordinance is under review. Review process has been thorough and thoughtful.

WFPD: Los Trancos / Vista Verde and Portola Valley Ranch communities are ready to be recognized as Fire Wise communities. WFPD will work with CAL FIRE to complete the determination process.

Adjournment: 11:10 am