

**Fire Safe Sonoma**  
**CDF West Division HQ – 2210 W. College Ave, Santa Rosa, Ca**  
**Minutes**  
**September 1st, 2010**

**Attendees**

Tamara Boulton, Ray Utterback, Marj Conley, Nathan Garrett, Amber Fraley, Todd Derum, Caerleon Stafford, Jack Rosevear and Anthony Walls

**Additions, Deletions, or Reordering to the Agenda :**

- Joint F.P.O was added to the agenda

**Reports:**

- Treasurer's Report – reviewed by board and approved
- Chief's Meeting – Updated on CWPP deadline. Caerleon will be attending the September meeting and will be talking to the chiefs about getting citizens in their districts excited about chipping and tree removal grants
- Minutes – Changes to be made:
  - Add Marj's attendance to August notes

**Grant Status:**

- *Please see notes e-mailed out from Caerleon on status of each project*
- *Timesheet approved by the board*
- *Amber to work with Caerleon on PR outreach for Chippers Extravaganza / Ahoy*
- *Caerleon and Tamara met with Randy about the Chippers Extravaganza grant. He was very happy with the work that has been done. There was also a question in regards to the figure in our procurement policy. Tamara is looking into this.*

**Website Update**

- Input from the board needs to be made for design/additions to the website

**Living with Fire Re-Print**

- Discussion about using different vendor
- Use of cheaper stock for print
- Input from board on new design. Leaning towards simpler design.
- Marj to talk with the Soroptimus group about funds to help with the re-design and print

### **Air Quality Chipper**

- County will pick up the insurance for the chipper and truck
- Napa representatives from the Napa chipper program to talk to the board at the next meeting about success/failures etc.
- Needs to be a release of liability when using the equipment

### **Next Meeting Follow-Up Action Items:**

- Caerleon to task duties for VIP's
- Follow-up on CWPP edit status
- Marj to speak with the Optimus group about funds for new Living with Fire brochure

### **Future Agenda Items and Next Meeting Date**

- Next meeting to be held at CDF West Division HQ – 2210 W. College Ave, Santa Rosa on 10/6/10.