

Fire Safe Sonoma
CDF West Division Headquarters
2210 W. College Ave, Santa Rosa, Ca
Minutes

February 4th, 2009

Attendees

Caerleon Safford, Tamare Boulton, Marjorie Conley, Marshall Turbeville, Nathan Garrett, Tony Walls

Consent Agenda

All items in the consent agenda were pulled out for individual discussions.

Treasurer's Report

Tamara briefly explained the reason for closing the Bank of Sonoma account and moving the remaining Fire Safe Sonoma (FSS) funds to the Bank of the West account.

Minutes

Tony will make a few minor grammatical corrections to the minutes from the previous meeting and resubmit to the Board.

Timesheet/Invoice from Caerleon Safford

Present Board members agreed that Caerleon should be present in order to approve her invoicing.

Grants Update

SOD Grant

Caerleon will sub-contract Lorraine Barkley to assist with SOD Grant inspections.

CWPP (Community Wildfire Protection Plan)

Continues to be a work in process.

New Grant Applications

Caerleon submitted an application, in conjunction with Conservation Coprs North Bay (CCNB), for a Fountain Grove fuels reduction grant. The grant amount is \$235,000.

Caerleon submitted an application for a "county wide" fuels reduction grant. If awarded to FSS, the grant would be used to fund chipper projects in 30 neighborhoods throughout Sonoma County. The grant amount is \$550,000.

FSS Chipper

Present Board members unanimously approved cost for replacement blades. The cost of the new blades was \$235.57

Website Updates

Tony spoke with friend who is web master for Bias, a music software company in Petaluma. Apart from his work for Bias, Ben Ventura also conducts a side business providing his services to various clients.

Ben has various rates depending on the service provided. For website development and enhancement he charges \$35/hour. For general data upload, he charges \$25/hour.

Ben would be able to come up with a cost estimate if FSS could provide him with an outline of services required. Though, he does not own a server, he recommended **sonic.net** to host the site.

Additional Topics of Discussion

Tamara suggested additional policies that FSS may need to adopt. The following is a list of some the policies discussed:

Whistle Blower Policy
Joint Venture Policy
Gift Acceptance Policy
Document Retention Policy
Investment Policy
Expense Reimbursement Policy
Travel Policy

Tamara also suggested a policy may be necessary to address sale, exchange or leasing of property and/or equipment.

The group discussed the need for additional members to join FSS. Members for professional fields such as biology or law could enhance and diversify the Board. Marshall and Caerleon briefly discussed the safety meeting for chipper operation held on February 28th at the Santa Rosa CalFire station. There were approximately 30 individuals who attended. Among others, representatives from Cloverdale, Healdsburg, City of Santa Rosa and County Parks and Recreation attended the safety training.

Future Agenda Items and Next Meeting Date

Update from Jack on Chipper Liability Agreement
Website Analysis

Next meeting will be held on April 1st, 2009.

FSS Chipper Update

The first safety meeting regarding chipper use will be held on February 28th, from 10:00-12:00am at the Santa Rosa CalFire station. The safety meeting will include a DVD presentation and a “hand on” demonstration.

A new set of blades for the chipper need to be ordered.

Jack will solicit donation in return for use of the chipper to help fund the purchase of replacement material.

Budget for 2009

The basic operational expenses, outlined in a handout provided by Tamara, were approved by all present Board members.

Next Meeting.

FSS will hold the next meeting on March 4th, 2009 at the CDF West Division Headquarters, 2210 W College Ave, Santa Rosa, CA