

**Fire Safe Sonoma**  
**CDF West Division Headquarters**  
**2210 W. College Ave, Santa Rosa, Ca**  
**Minutes**  
**August 6<sup>th</sup>, 2008**

**Attendees**

Caerleon Safford, Jack Rosevear, Vern Losh, Tamara Boulton, Marjorie Conley, Nathan Garrett, Tony Walls

**Additions, Deletions, Reordering**

Present Fire Safe Sonoma (FSS) Board members held a discussion on moving the start time of monthly meetings to 11:00am. All Board members unanimously agreed to move the scheduled start time of future monthly meetings.

Board members received FSS by-laws from Jack Rosevear and the current financial report from Tamara Boulton.

**Consent Agenda**

All present Board members unanimously approved the consent agenda once modifications to be made to the minutes were identified.

**Policies and Procedures**

Board members reviewed the FSS policies and procedures and suggested various changes to be made. Tamara will make all the suggested changes to the Policies and Procedures document and redistribute to the Board. Approval will be added to the Consent Agenda for the next meeting.

**Educational Materials**

The cost of educational materials needs to be built into the annual budget.

Inventory needs to be taken of current stock of the Living With Fire booklet. The Board decided an order would be placed to replenish stock when 500 or less booklets remain.

Caerleon foresees major revisions of the current booklet in the future.

**Fund Raising Efforts**

The Board decided to change future fundraising efforts into goal of FSS instead of a requirement.

Small wording changes throughout the document were also suggested.

## **Grants**

Small wording changes were agreed upon to provide clarity.

## **Status Updates for FSS Grants**

### **Community Wildfire Protection Plan (CWPP) Grant**

Caerleon notified Board that the CWPP is still not finished though she is feeling good about its completion.

The CWPP needs ratification by the Board of Supervisors, CalFire and the Fire Chiefs Association.

Caerleon will schedule a presentation of the CWPP to the Board of Supervisors in December.

### **Redevelopment Funds**

Caerleon held a training session for local inspectors at the Redevelopment Office on how to conduct inspections.

### **Western Wild Urban Interface (WUI) Grant Program**

Caerleon has final application completed.

A 10% or \$15,000 will be provided as a cost share to participating homeowners.

A sum of \$242,111 was asked for as a match.

Caerleon would like to set up the program similar to the SOD grant.

## **Invoicing by Caerleon**

Caerleon will start billing on a monthly basis.

The Board is to approve Caerleon's monthly invoices.

## **Additional Topic**

Jack and Caerleon expressed that Bill Adams, Deputy County Council, is concerned about Fire Safe Sonoma's relationship with the County of Sonoma. Caerleon needs Bill to review the SOD project for liability issues. She will send the SOD application to Board members for review. FSS needs to ensure there is clear separation from the County.

Caerleon set up a "Chipper Days" project on Fitch Mountain using Davey Tree Service on October 27<sup>th</sup> and November 3<sup>rd</sup>.

Jack informed Board members the FSS chipper still needs to be registered. A one page liability release form needs to be devised and sent to Bill Adams for approval before the chipper is to be used. FSS needs to purchase a special hitch for the chipper.

## **Adjournment**

Topics not discussed at the September 9<sup>th</sup> meeting will be postponed until the October 8<sup>th</sup> meeting.