El Dorado County Fire Safe Council

Website: edcfiresafe.org

515 Main Street, Ste. 103
Placerville, CA 95667
Phone: (530) 647-1700
Email: clerk@edcfiresafe.org

"Public and Private Partners Working Together to Protect People, Homes, and Natural Resources"

Board Meeting Agenda
November 19, 2025
9:30 am to 12:00 pm

American Legion
4561 Greenstone Road, Placerville

1. **Meeting Call to Order**

2. **Roll Call: Sign In**

3. **Pledge of Allegiance**

4. **Consent Calendar** ***Board Action Item***

   a. **Meeting Agenda**: 11/19/2025
   b. **Board Meeting Minutes:** 10/15/2025

5. **New Business**

   a. Assistance Programs Automation **–** ***Board Action Item***
   b. Strategic Plan Update Approval – ***Board Action Item***
   c. 2026 Title III Program AFSC Grant Allocation **–** ***Board Action Item***

6. **Old Business**

7. **Executive Board Reports:**

   a. Chairman's Report & Communication – Ken Pimlott
   b. Vice-Chair Report –Dorothy Fine
   c. Secretary Report – Angel Ball

      - Governance and New Council Formation

   d. Treasurers Report: Janet Barentson

      - **Treasurer Report 10/31/2025 -** ***Board Action Item***

8. **Partners Reports:**

    a. BLM – TBA
    b. CAL FIRE –Jeff Hoag
    c. Office of Wildfire Preparedness and Resilience – Tanya Harlow
    d. EDC Fire Chiefs Association – Tim Cordero
    e. EDC FPO Association – Chrishana Fields
    f. ENF – Brad Stewart
    g. RCD – Courtney Jackson
    h. SMUD – Eric Brown
    i. PG&E – Mike Webb
    j. EDSO –Lt Morton
    k. BOR – Zarela Guerrero

9. **Program Reports:**

    a. Grants & Funding/Grants Committee– Tamara Johnston
    b. Assistance Programs – Jessica Isabel
        - Chipping
        - Defensible Space Services for Seniors, etc
        - Hazard Tree Removal

    c. Training Committee – Elizabeth Standeven
    d. Outreach & Education – Dorothy Fine

10. **Community Council Reports**

11. **Public Comment** –*Time limit is 3 minutes per person.*

12. **Good of the Order**

A **Brown Bag Session** will be held at 12:30 or 30 minutes after the meeting if it ends early. The topic will be Home Assessments Q&A, Presented by Elizabeth Standeven Training Committee. An open discussion for all to better understand the process and share experiences.

    a. No business meeting in December. Enjoy the holidays!

    b. Holiday Party – December 17th

    c. Next EDCFSC Board Meeting – January 21, 2026

13. **Adjourn**

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515 Main Street, Ste. 103
Placerville, CA 95667
Email: board@edcfiresafe.org
General Information: (530) 647-1700
Assistance Programs: (530)957-6270

"Public and Private Partners Working Together to Protect People, Homes, and Natural Resources"

Board Meeting Minutes-DRAFT
October 15, 2025
9:30 am to 12:00

American Legion
4561 Greenstone Road, Placerville

1. **Meeting Call to Order**

   9:33am

2. **Roll Call: Sign In**

   In Person: Pimlott, Council, Barentson, Pullin, Penn, Ball, Fine, Gilchrest, Johnston, Lory, Osgood, Payne, Rogers, Zelinsky Zoom: Boal, Hawk, Willis, Standeven

3. **Pledge of Allegiance**

   Ken Pimlott

4. **Consent Calendar *Board Action Item***

   a. Meeting Agenda: 10/15/2025
   b. Board Meeting Minutes**:** 09/17/2025
   c. Bylaws section 14.04 - EDCFSC Approval of Associate Fire Safe Council Boundaries

   Approved as presented - no opposition.

5. **New Business**

   a. Proposed Policy Addition – Article XXIV Title III AFSC Grant Policy **– *Board Action Item***

Tamara Johnston explained this new policy in addition to the Title III rules. She explained the allocation and the process for reimbursement. Money needs to be spent during the calendar year and does not roll over to the next year. Discussions were held around green waste days, Title III funding and what will need to be covered by the individual councils.

Motion to approve was made by Hugh Council with a second by David Zelinsky. Motion passed with no opposition.

b. Proposed Policy Update – Article XVII Reimbursement Policy **– *Board Action***

Janet Barentson explained how the policy was updated to provide a more detailed process.

Hugh Council moved to approve with a second by Kris Payne. Approved as presented with no opposition.

6. Old Business

None

7. Executive Board Reports:

a. Chairman's Report & Communication – Ken Pimlott

MOU with EDCFSC & El Dorado County will be presented at the November 19th, meeting. This is a mutual agreement but not a binding agreement. CA FSC is having an internal workshop and will be touring the County on October 29th, and will be meeting our partners as well.

b. Vice-Chair Report –Dorothy Fine

Nine of 32 councils sent their top two accomplishments. Please send write-ups by October 31st to vicechair@edcfiresafe.org. AFSC's web pages need to be ADA compliant and the flyers on your pages need to compliant or they will be taken off.

c. Secretary Report – Angel Ball

- Governance and New Council Formation

Insurance policy was renewed. Carri will be accepting insurance requests from now on. Email to clerk@edcfiresafe.org with a cc to secretary@edcfiresafe.org. Carri will add your event to the EDCFSC event calendar. Kris asked if the board has an E and O. Our insurance includes a director and officer policy, aka D and O.

d. Treasurers Report: Janet Barentson

- Treasurer Report 8/31/2025 **- *Board Action Item***

Janet Barentson explained the treasurer's report as well as where we are with our grants. We are on top of reimbursement requests for our grantors. Report approved as presented with no opposition. If you have any outstanding expenses for green waste events, you need to submit for reimbursement asap. August 31st was the deadline to use the money. Audit is underway for 24-25 year.

8. Partners Reports:

a. BLM – TBA

No Report

b. CAL FIRE –Jeff Hoag

No Report

c. Office of Wildfire Preparedness and Resilience – Tanya Harlow

Explained the MOU and how the relationship between El Dorado County and EDCFSC will continue when there are staff changes. Mentioned all the inspections OWPR is working on. Updated the Weber Creek project. Completed all their quarterly reports. Getting more inspections done and have been focusing more on home hardening. Tanya will be speaking next week at the CAFSC regional coordinator meeting and will be talking about the CWPP. Tanya will also be speaking at the CAFSC Conference and will be talking about this county coordinator program. There were discussions on Firewise and maps for applications as well as the process for applying for a Firewise certificate.

d. EDC Fire Chiefs Association – Tim Cordero

No Report

e. EDC FPO Association – Dustin Hall

The 2025 code process was completed. We are currently working on the WUI code as well. Working with Zone 0 which will be enforced for 2026 for existing homes.

f. ENF – Brad Stewart

No Report

g. RCD – Courtney Jackson

Explained RCD projects in the county. CAL FIRE and forest service partnering will continue when they come back.

h. SMUD – Eric Brown

No Report

i. PG&E – Mike Webb

No Report

j. EDSO –Lt Morton

No Report

k. BOR – Zarela Guerrero

Working on existing contracts. Goat grazing will start in the county.

9. Program Reports:

a. Grants & Funding/Grants Committee– Tamara Johnston

No word on CAFSC advance as their funding comes from the U.S. Forest Service. E-board voted to reimburse folks after cutoff. Explained grants that are completed and those we are waiting for approval. She will be applying for a grant that would provide funding for the home assessment program. Working on quarterly reports this month for CAL FIRE.

b. Assistance Programs – Jessica Isabel

- Chipping-YTD

  Jobs Completed - 714
  Acres Cleared 1,209
  Cubic Yards Chipped – 118,511
  Total Spent - $342,213.01

- Defensible Space Services for Seniors, etc-YTD

  Parcels Evaluated - 492
  Parcels Cleared - 467
  Total Spent - $656,847.03

  Of the completed jobs:

113 - veterans
424 - seniors
114 - low income
128 – disabled

- Hazard Tree Removal

  Parcels Completed -141
  Trees Identified -641
  Trees Cut - 491
  Average Tree Cost - $372.64
  Average job cost including assessment fees - $1,945.36
  Total Spent $285,481.50

  RFPs for defensible space and chipping were launched October 24th & 27th.

c. Training Committee – Elizabeth Standeven

Home Assessment program is going well. The third quarter has finished up, and Carri is working on stipend funds. Started the quality control process late in the third quarter and will process what is there. Going forward she will be checking forms and will address issues with individual assessors. Elizabeth explained how Carri wants the files to be labeled. Created a fillable PDF LE100 form. You can find a sign-up sheet for assessments on the website to take to events. November's Brown Bag will be on assessments for a Zone 0 update or other assessment related items. Hugh Council noted that the LE100 on Field Maps it is back up working. Carri will send out the email noting the labeling of the files.

d. Outreach & Education – Dorothy Fine

Firewise reports have education & outreach which can be incorporated into Firewise plans. We have a table at the back of the room with handouts to take to your community which include home assessments and our three programs. We will always have flyers and workbooks at our meetings. Bruce Dickson, RDS FSC, mentioned several AFSCs are getting together to talk about public outreach. Jessica went to the Veterans Hall in Placerville to bring workbooks and information about our programs that they didn't know about.

10. Community Council Reports

Jeanine Stiles, Greenstone FSC - Had a green waste day. Sent survey for Firewise and had a 27% response rate. Had education town hall regarding the CWPP. The meeting went well with 27 people in attendance. We did 3 assessments in September.

Ken Rogers, Logtown FSC - Had our annual hotdog social and handed out workbooks and flyers. Attendance was down this year.

Hassan Ebrahimi-Nuyken, Sierra Springs FSC – November 8th is our green waste day funded by our HOA. The HOA will do a trunk & treat at our lodge with Les doing an informational talk. United Policy Holders meeting had a professor from UC Berkley Fire Research Lab attend and reinstate what everyone is doing does make a difference. Their research shows that when no mitigation is done you could expect 80% structure loss when do Zones 0 & 1 as well as home hardening the loss dropped by half.

Denise Romaneck, Sand Ridge FSC – Our annual picnic & fundraiser is October 26th. We are in the process of getting speakers.

Paul Gilchrest, Greater Cameron Park FSC - October 31st Shingle Springs/Cameron Park trunk or treat will be at Burke Junction.

Paul Penn, Diamond Springs FSC – We are working with the Sheriffs to do an evacuation exercise. Strategic Plan Brown Bag today will be talking about more it.

David Zelinsky, Placerville FSC – We did an event at Home Depot. Dorothy mentioned the public outreach working group can help with getting information out to Tribal Fire and U.S. Forest Service that David asked about.

Hugh Council, Texas Hill FSC – Next week CAL FIRE is having an event at Home Depot. You can contact Denise Sweeny from Diamond Springs as she works there. Tanya mentioned CAL FIRE is doing a home hardening event to showcase their home hardening isle at Home Depot.

11. **Public Comment** –*Time limit is 3 minutes per person.*

Ted Gaines - lives in Shingle Springs and is the Chairman of the Board of Equalization. Thanked AFSCs for all we are doing. Impressed by the quick response by CAL FIRE this year. Ken explained why we had a good year with fires.

Kris Payne - Save the graves this Saturday October 18th from 10am-4pm. Mentioned the strategic planning session brown bag today. Noted parking off site if no parking is available in the parking lot at 515 Main Street.

12. **Good of the Order**

a. A **Brown Bag Session** will be held at 12:30 or no more than 30 minutes after the end of the meeting if it ends early. The topic will be

a review of the EDCFSC Strategic Plan (aka FutureFest) hosted by Paul Penn.

b. Next EDCFSC Board Meeting – November 19, 2025

13. Adjourn

11:22am

YTD Expense Report -10/31/2025

FSC Operations	Beginning Balance	October	Prior YTD Balance 4 months	Total Balance YTD	
Fiscal Sponsor Fee Received		$ 96,068	$ 103,354	$ 199,422	
Total		96,068	103,354	199,422	
Expenses	**Budget**	**October**	**Actual YTD Balance 4 months**	**Total YTD**	**% of Budget**
5010 · Contract Support	$ 62,000	$ 7,552	$ 22,681	$ 30,232	**49%**
5001-Executive Coordinator	126,241	-	-	-	**0%**
5040 · Internet Access & Website	8,820	950	2,430	3,380	**38%**
5070 · Supplies	-	-	-	-	**#DIV/0!**
5080 · Software	-	-	-	-	**#DIV/0!**
6100 · Advertising & Marketing	1,000	65		65	**7%**
6115 · Bank Service Charges	1,100	85	255	340	**31%**
6120 · Business License & Fees	250	-	-	-	**0%**
6130 . Admin Services	40,000	4,967	11,380	16,346	**41%**
6141 . Computer Supplies	1,000	290	-	290	**29%**
6142 . Conference Fees	250	-	-	-	**0%**
6155 · Dues and Subscriptions	1,000	-	-	-	**0%**
6180 · Insurance	17,000	-	16,248	16,248	**96%**
6320 . Telephone	2,880	211	629	840	**29%**
6255 · Postage, Delivery & PO Box	200	9	2	11	**6%**
6265 · Printing and Reproduction	150	-	-	-	**0%**
6275 · Professional Fee	9,000	848	-	848	**9%**
6276 · Legal Fee	2,500	-	-	-	**0%**
6277 · Accounting Fees	6,500	770	2,170	2,940	**45%**
6295 · Rent	8,000	650	1,950	2,600	**33%**
6310 · Office Supplies	500	703	33	736	**147%**
6336 · Meeting Expense	1,000	86	313	399	**40%**
6580 · Storage	1,200	100	300	400	**33%**
Total Expense Overhead	$ 290,591	$ 17,286	$ 58,390	$ 75,676	**26%**
Total FSC Operations Fund Balance				$ 125,419	

Updated 11/13/2025 10:08 PM

Active Projects Monthly Report

Report as of 10/31/2025

TITLE	GRANT END DATE	GRANT AWARD	CASH RECEIVED	CASH EXPENDED	REMAINING CASH	GRANT BALANCE NOT REC'D
Fuels Treatment						
USFS Stevens Auth Sierra Springs SS-2 (20-CA-11050300-013)	9/15/2025	250,000	244,830	247,531	(2,701)	2,701
USFS Stevens Auth Sierra Springs SS-2 (22-CA-11050300-015)	9/15/2025	309,000	206,625	206,625	-	-
USFS Stevens Auth Grizzly Flats GF-18 (20-CA-11050300-013)	6/18/2025	180,000	179,339	179,534	(195)	195
USFS Stevens Auth Grizzly Flats GF-18 (22-CA-11050300-015)	9/15/2025	150,000	62,321	62,321	-	-
USFS Stevens Auth Gold Ridge GRF (20-CA- 11050300-013)	6/18/2025	150,000	149,625	149,625	-	-
USFS Stevens Auth Volcanoville (22-CA-11050300-015)	9/15/2025	132,000	131,770	131,670	100	100
USFS Stevens Auth Mosquito (22-CA-11050300-015)	9/15/2025	200,000	174,511	174,611	(100)	-
CAL FIRE South County Fuel Reduction Project 5GG21199	3/15/2026	2,079,887	1,288,934	1,288,934	0	790,953
CAL FIRE Georgetown Marshal Road Fuel Reduction 5GA21129	3/15/2026	278,700	278,407	278,393	14	293
CAL FIRE Fuel Red for Critical Rds-Coloma Lotus 5GG21200	3/15/2026	705,670	529,381	528,454	928	176,289
CAL FIRE Residential Hazardous Tree Removal 5GG21198	3/15/2026	1,252,790	1,073,018	1,035,655	37,363	179,772
CAL FIRE Spanish Flat North Fuel Reduction Project 8GG21600	3/31/2026	4,890,440	1,903,759	1,377,035	526,724	2,986,681
CAL Fire Hazardous Tree Grant 5TR23102 reimb	3/15/2030	1,170,400	34,859	112,398	(77,539)	1,135,541
TOTAL, FUELS TREATMENT		**11,748,887**	**6,257,380**	**5,772,786**	**484,593**	**5,272,525**
Defensible Space						
CA Fire Safe Council (Senior, Low Income, **Disabled**)	12/31/2024	500,000	500,000	461,966	38,034	-
PGE Grant 2024 Dspace		100,000	100,000	46,671	53,329	-
CAL FIRE Defensible Space Grant-5GG23101	3/15/2030	937,000	816,382	706,200	110,183	120,618
SMUD 2025-2027	3/31/2025	60,000	20,000	20,000	-	40,000
TOTAL, DEFENSIBLE SPACE		**1,597,000**	**1,416,382**	**1,214,837**	201,546	**120,618**
Chipping						
AQMD Chipping Grant	12/31/2026	355,000	223,037	148,662	74,375	131,963
TOTAL, CHIPPING		**355,000**	**223,037**	**148,662**	**74,375**	**131,963**
Miscellaneous Grants						
Title III 2023/2024	9/1/2025	144,188	144,188	-	144,188	-
Title III 2022-23	9/1/2024	140,141	140,141	91,248	48,893	-
Title III 2014/2016		94,273	94,428	94,428	-	-
West Slope Foundation - Aukum Fairplay FSC		5,000	5,000	1,052	3,948	-
CA FSC Grant Education and Outreach Grant	8/31/2026	100,000	-	3,415	(3,415)	100,000
TOTAL, MISCELLANEOUS GRANTS		**339,415**	**239,569**	**190,143**	**49,427**	**100,000**
Grant Total Grants		**14,040,302**	**8,136,368**	**7,326,428**	**809,940**	**5,625,105**

2025 YEAR TO DATE REPORT

CHIPPING PROGRAM

Jobs Completed:	796
Acres Cleared:	1,359
Cubic Yards Chipped:	130,300
Total Cost:	$383,684.66

DEFENSIBLE SPACE

Parcels Evaluated:	506
Parcels Cleared:	489
Average Cost:	$1,296.13
Total Cost:	$686,894.73

HAZARDOUS TREE

Parcels Completed:	155
Trees Identified:	684
Trees Cut:	550
Average Tree Cost:	$389.04
Average Job Cost:	$2,079.73
Total Cost:	$319,229.00

RESIDENTS:

Veterans:	120
Seniors:	444
Low-Income:	119
Disabled:	133

OUR MISSION

The mission of El Dorado County Fire Safe Council is to protect the people of El Dorado County and their property from the effects of catastrophic ~~wild~~fire through education, cooperation, innovation and action.

Guiding our Future

El Dorado County Fire Safe Council

Executive Summary

2024

- Core Group (Dorothy, Elizabeth, Tamara, Steve, Paul) met over several sessions to discuss future options, including review of comments (12-27-24)
- Crafted several avenues of organizational structure and positions
- Reviewed current Officer descriptions
- Developed recommendations for E-Board consideration to be brought forward to EDCFSC Board of Directors

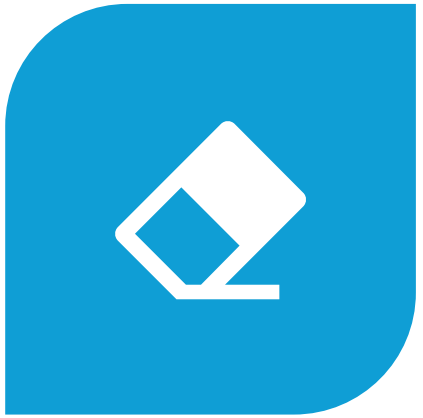
2025

- Core Group (Dorothy, Tamara, Mike Connelly, Corde, Paul) met to review current Strategic Plan (10-09-25)
- Discussed Recommendations
- Developed comments and suggestions to the Recommendations for EDCFSC Board of Directors Brown Bag 10-15-25

Today’s Presentation

A REVIEW AND DISCUSSION OF THE CURRENT (2025) STRATEGIC PLAN

CONSIDER ISSUES AND ACCOMPLISHMENTS OF THE PAST YEAR



CONSIDER ADDITIONS, DELETIONS, AND MODIFICATIONS TO 2026 STRATEGIC PLAN

RAISON D'ÊTRE

2025 Update
Grant fluctuations and cash flow have placed an additional burden and uncertainty to carrying out the EDCFSC mission
2026
Uncertain

Mission:

To craft recommendations for the El Dorado County Fire Safe Council to maximize efficiency and effectiveness

Problem Statement:

Exponential growth of associate Fire Safe Councils and grant funded projects, plus increasing allied organization activities may exceed the capacity and capability of the EDCFSC to function effectively

Ensuring volunteer organizations experiencing expansion can serve their community is a challenge

Recommendation 1: Staffing Organization

- Modify the existing organizational structure of the EDCFSC to include compensated individuals to carry out the administrative and a portion of the programmatic requirements.
  1. Sub recommendation: Determine status of hires as employees or contractors
  2. Sub recommendation: Identify actual positions required and develop appropriate job descriptions
  3. Sub recommendation: Hire staff/contractors as appropriate to meet current and anticipated needs

2025

- Hired Exec Coord. Not a good fit. Modifying job description. Clerk and Grant Admin positions are functioning well
- Implementing best management practices to streamline processes and maximize efficiencies

[Order change]

1. Sub recommendation: Identify actual positions required and develop appropriate job descriptions
2. Sub recommendation: Hire staff/contractors as appropriate to meet current and anticipated needs
3. Sub recommendation: Determine status of hires as employees or contractors

2026

- Continue to invest in existing staff
- Recruit additional staff as determined

Recommendation 2: Geographic Planning Areas

- Create planning areas based on commonalities within the Western Slope of El Dorado County to maximize grant success, improve organizational and project management, and strengthen community linkages
  1. Sub recommendation: Actively work with the CWPP project, Associate Fire Safe Councils, and allied organizations to identify appropriate areas
  2. Sub recommendation: Consider geographic, community, drainage, circulation, topographic, fire severity, and similar factors in the development of the regions

2025

- Accomplished in CWPP

2026

- In 2026 encourage subgroups and cooperation and coordination (e.g., events, meetings)
- Monitor boundaries for effectiveness
- Does not preclude cross planning area efforts.
- Consider like elevation collaboration

Recommendation 3: Volunteers

Expend resources to maximize the recruitment, retention, and support of volunteers.

Sub recommendation: Ensure volunteers are the primary source of organizational improvements

2026

- Consider formalizing, emphasizing, and recognizing
- Articulate support (internal and external)
- Social events, mentors, Big Reward and Party

Recommendation 4: Fiscal Support to AFSCs

- When possible and available, provide Associate Fire Safe Councils with locally directed (auditable) funds

2025
- Funding for Greenwaste
- EDCFSC Treasurer support

2026
- Additional funding (if available) with less restrictions

2025
Well represented
2026
Continue strong presence/coordination with allied organizations. Take lead, as appropriate.

Recommendation 5: Liaison Functions

1. Sub recommendation: Ensure a strong FSC presence and liaison function with allied organizations (e.g., OWPR, FPO, SOFAR)
2. Sub recommendation: Maintain close contact, communication, and support to all Associate FSCs

2025
Recognized by County (e.g. MOU) and others

Recommendation 6: Community Standing

- Continue to emphasize the grass roots nature of the FSCs and take the primary liaison role with members of the community

Recommendation 7: -Outreach/Education

- Strengthen and expand the information function (both internal and external)
  1. Sub Recommendation: Ensure strong support for newly formed Associate Fire Safe Councils
  2. Sub Recommendation: Provide a venue for information and clarity for Associate Fire Safe Councils
  3. Sub Recommendation: Actively engage with non-fire organizations in EDC (e.g., service organizations, local government, natural resources, faith and community groups)
  4. Sub recommendation: Continue to develop, deliver, and improve education and training to meet the needs of the EDCFSC, Associate FSCs, allied organizations, and the community
  5. Sub recommendation: Disseminate generated high-quality materials as appropriate within and external to El Dorado County
  6. Sub recommendation: Strive to maximize substance and engagement

2025
Working Group active, EDCFSC Secretary support, OWPR Working Group participation, DS/HH training, booth time
2026
Peer support, create speaker's bureau/info packets, maximize FD liaison, collect info on AFSC activities and testimonials, improve social media presence, develop marketing plan, conduct survey of AFSCs, assessment findings dissemination, contractor/landscaper training, booth time, mentor AFSCs, school volunteers

Recommendation 8: Advocacy

- Advocate in all appropriate venues for issues and solutions consistent with the mission of the EDCFSC
  1. Sub Recommendation: Ensure that any advocacy does not jeopardize the organization's non-profit status

Recommendation 9: Fiscal Responsibility and Stewardship

- Ensure the EDCFSC maintains extreme care in the management of funds
  1. Sub Recommendation: Continue to implement best practices for managing grant and other funds
  2. Sub recommendation: Be willing to undergo scrutiny of financial matters at any time
  3. Sub recommendation: Invite scrutiny as appropriate
  4. Sub recommendation: Provide “best practices” (“how do I…?”) for AFSCs on various topics (e.g., annotated checklists)

2025

- Improved financial management capabilities

2026

- Continue to streamline and consolidate financial practices
- Create tools for AFSCs to ease financial management burden
- Continue to ensure transparency

Recommendation 10: Local Funding

- Consider developing an ongoing source of local funding to ensure financial stability to carry out the mission and reduce reliance on outside (i.e., grant) funding

2026 Stay tuned

Recommendation 11:

- Conduct annual review of Strategic Plan/Recommendations
- Revise as appropriate

- And here we are, as promised

What Did We Miss?

- Any suggestions for additional Recommendations?
- Modifications of existing Recommendations?
- Anything else?

Next Steps

Agendize for adoption at the December, 2025 or January, 2026 EDCFSC Board of Directors meeting

Assistance Programs Data Automation Evaluation & Recommendation

EDCFSC Board Meeting November 19th, 2025

The Data Management Team

Dorothy Fine; Executive Sponsor

Jessica Isabel; Subject Matter Expert

Paul Gilchrest; Principal IT Chief

EL DORADO COUNTY FireSafe COUNCIL

Discussion Topics

- Purpose of today's Presentation
- What's In It for EDCFSC
- Evaluation Method
- Solution Provider Rankings & Recommendation
- Pricing
- Timeline
- References
- Q & A

EL DORADO COUNTY FireSafe COUNCIL

Purpose of Today's Presentation

- Communicate the work completed in finding an Assistance Programs Automation Partner & Toolset
- Informing the Board of CAL FIRE Automation Grant funds to create an Automated Geospatial Solution*
  - Chipping
  - Defensible Space
  - Hazardous Tree Removal
- There will be multiple motions to approve
  - Entering into an Agreement with ProWest
  - Training and Support Costs $6.6K
  - Annual Subscriptions & Licensing $2.6K

* Note Solution Build Cost is already covered by a CAL FIRE Grant

EL DORADO COUNTY FireSafe COUNCIL

What's in it for the EDCFSC

- Program Automation
  - Increase Effectiveness & Efficiencies
  - Reduces Manual Work Hours
- User-friendly Accessibility for our Applicants and Contractors
- Geospatial Representation of Assistance Programs
  - Visual FSC Area Mapping of Grant Funded Programs
- Retain Intellectual Knowledge within the FSC
- Significantly Reduces
  - Dependence on Outside Technical Resources
  - Development Custom Coded Solutions
- Expansion & Integration Capabilities

Evaluation of Companies

- 11 Months of Evaluating Automation Companies
  - Started in January 2025
  - Finished in November 2025
- Researched 9 Program Application Automation Companies
- Finalized 3 Companies

EL DORADO COUNTY FireSafe COUNCIL

Evaluation Scoring Method

Categories	Weight	Points	Weighted Available Points
Application Functionality	30%	36	10.8
Cost in Cash & Time	25%	12	2.4
Complexity	20%	12	1.8
Customer Service	15%	24	6
Compatibility with other Applications	10%	15	1.5
Totals	**100%**	**90**	**22.5**

- Point Calculation
  - Each criteria has a value of 1 – 3 assigned. Low, Medium & High
    - 3 being the highest
  - If information was not provided a value of 1 is assigned.

EL DORADO COUNTY FireSafe COUNCIL

Solution Provider Rankings & Recommendation

Categories	Weight	Points Available	WPA	Solution A		Solution B		ProWest ESRI	
Application Functionality	30%	36	10.8	14	4.2	33	9.6	33	9.9
Cost in Cash & Time	25%	12	2.4	6	1.5	8	2.0	11	2.75
Complexity	20%	6	.6	2	.40	3	0.6	6	1.2
Customer Service	15%	24	6	12	1.8	22	3.3	24	3.6
Compatibility with other applications	10%	12	1.8	5	0.5	13	3.3	15	3.6
Total	**100%**	**90**	**21.6**	**39**	**8.40**	**78**	**16.8**	**89**	**18.85**

- **ProWest / ESRI has;**
  - Total raw score 89 points
  - Weighted score 18.85
- **ProWest / ESRI is the recommended overall solution for EDCFSC**

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Credentials

- ProWest Associates
  - In Business +35 years
  - ESRI Gold Partner
  - Industries
    - Community Development
    - Roads and Land Mapping
    - Public Safety
    - Public Works
    - And many more…
- ESRI
  - Founded in 1969; +56 years
  - 75% of fortune 500 firms
  - 95% of governments worldwide
  - 80% of world's largest cities
  - Integrated tool suite to process requests
  - Generate geospatial maps

ProWest & ESRI are Active Partners with El Dorado County

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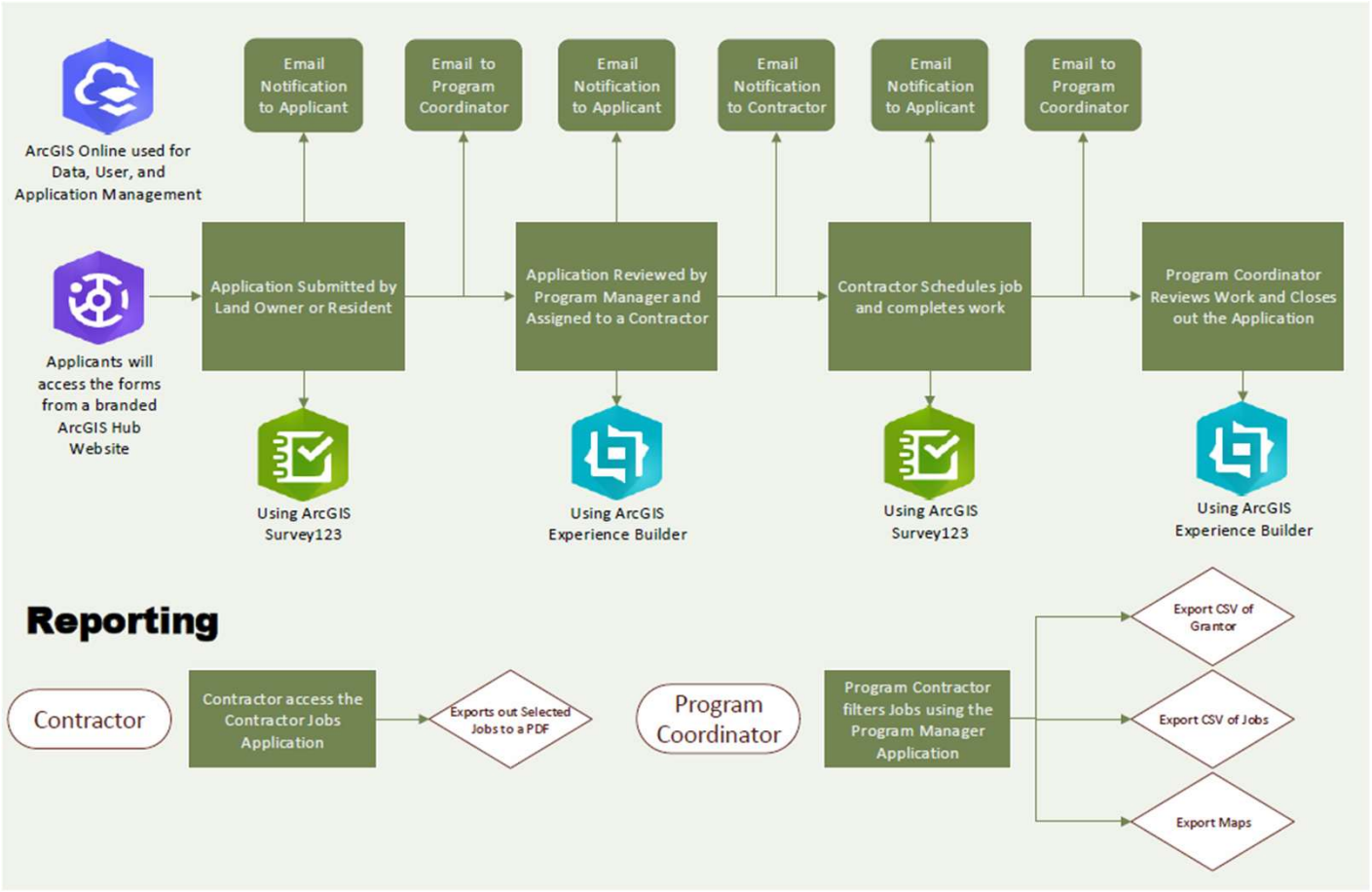
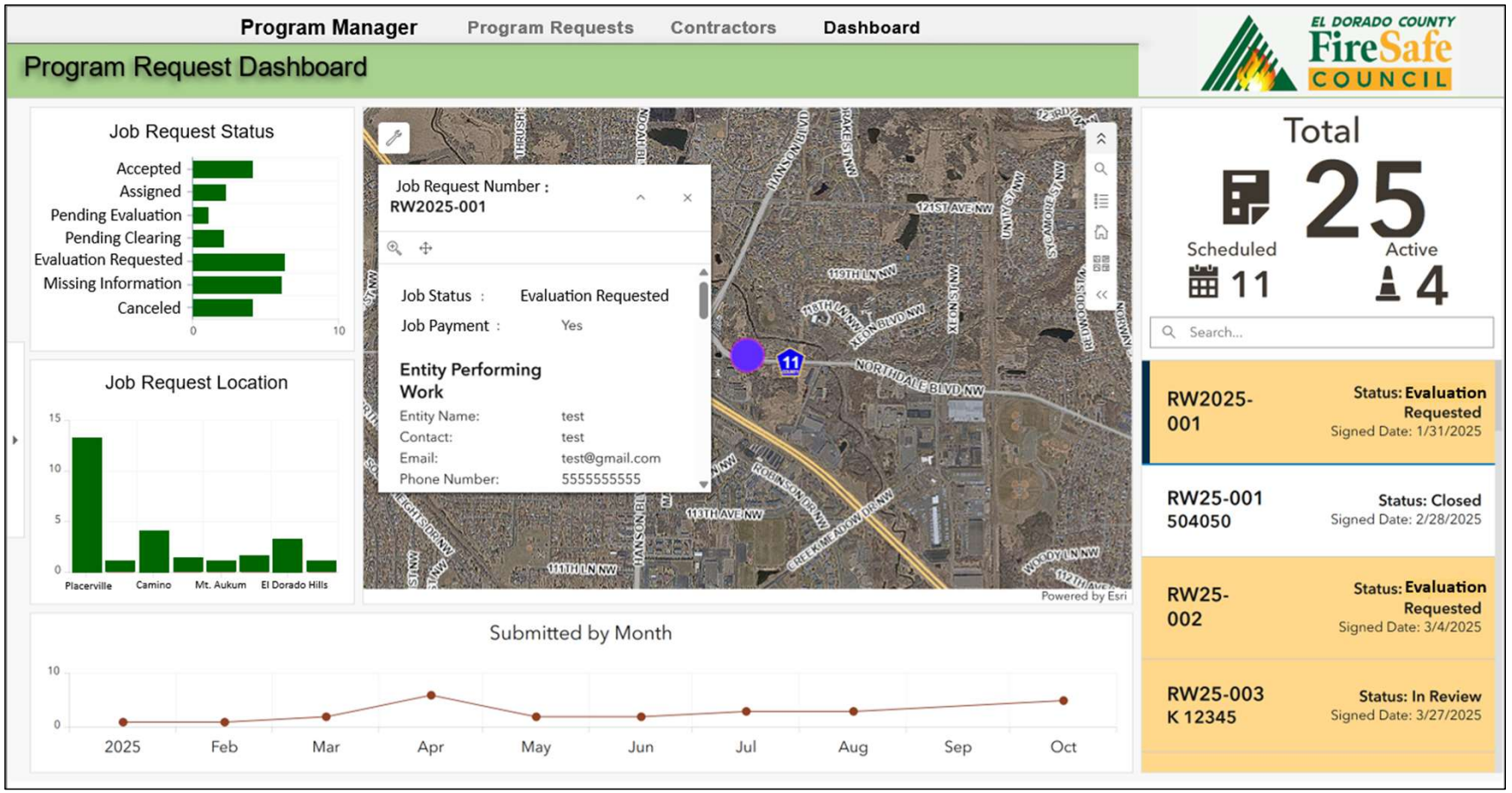
High Level Workflow



- EDCFSC retains Intellectual Property rights
  - Chipping
  - Defensible Space
  - Hazardous Tree
  - As well as any future programs

Dashboard Sample



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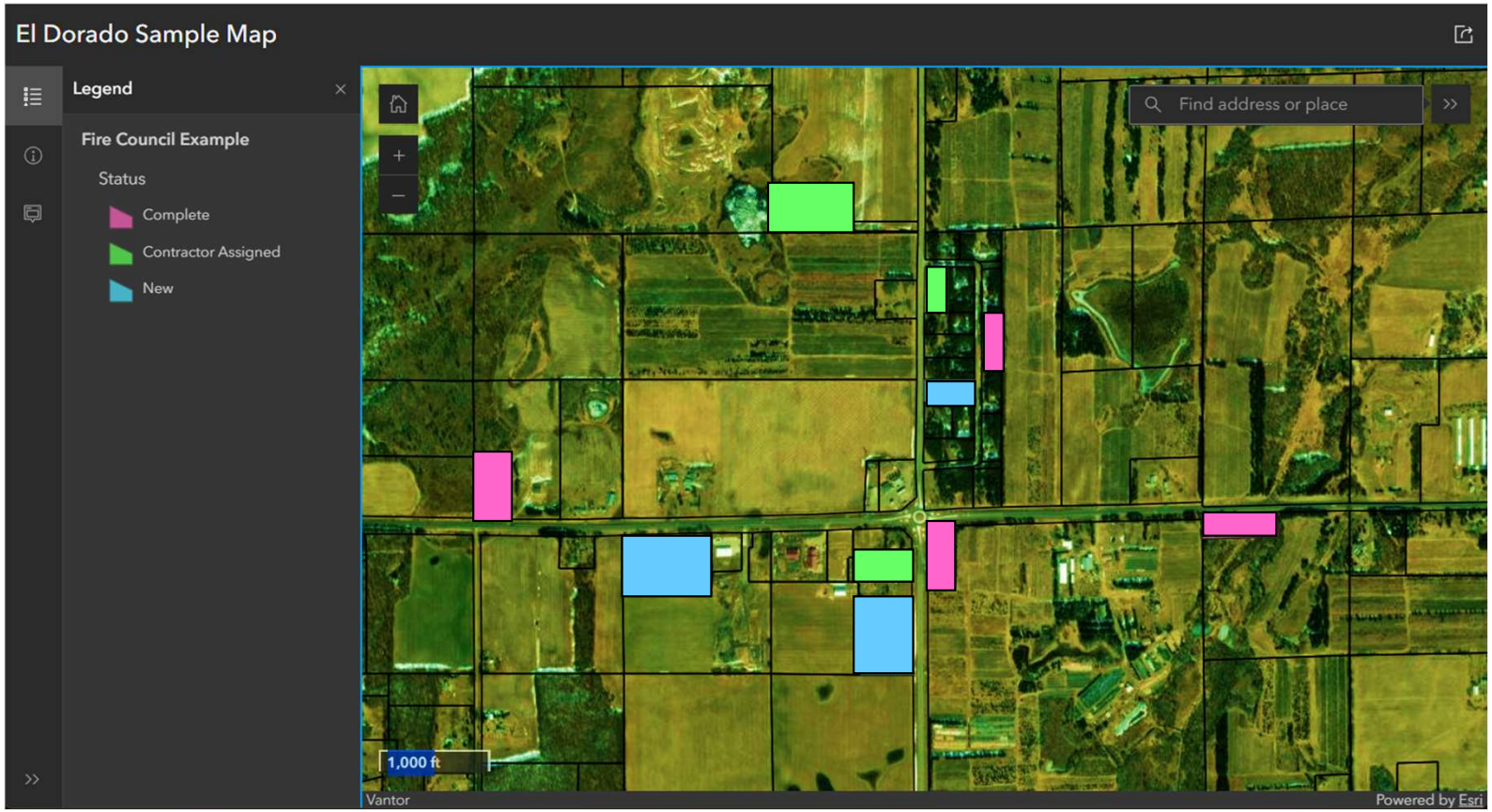
Map Sample


El Dorado Sample Map
Legend
Fire Council Example
Status
Complete
Contractor Assigned
New
Find address or place
1,000 ft
Vantor
Powered by Esri

Pricing

Costs	ProWest/ESRI
Solution Development	
Licensing/subscription/buildout	$31,588
Hub Premium & ArcGIS Pro +	$2,600
Total Build Cost	**$34,188***
Training/Support Costs - 40 hours	$6,600**
Additional Expense for fiscal year 2025 - 2026	**$6,600****
2nd Year & Going Licensing / Subscription	
Annual Licenses	
Cloud & Maps Licenses/Customs	
Hub Premium & ArcGIS +	$2,600
Total Annual Support Costs	**$2,600**

***Build Cost of $34,188 is covered by CAL FIRE $35,000 Grant**

**** Configuration Tool Training & Support Costs not included Build Cost**

Data Management Team strongly recommends to include Training/Support Costs

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Pricing

Costs	Solution A	Solution B	ProWest/ESRI
Solution Development			
Licensing/subscription/buildout	$55,200	$42,610	$31,588
Hub Premium & ArcGIS Pro +	$2,600	$2,600	$2,600
Total Build Cost	**$57,800**	**$45,210**	**$34,188***
Training/Support Costs - 40 hours	$4,000	$5,400	$6,600**
Additional Expense for fiscal year 2025 - 2026	**$61,800**	**$50,610**	**$6,600****
2nd Year & Going Licensing / Subscription			
Annual Licenses	$755		
Cloud & Maps Licenses/Customs	$9,100	$14,800	
Hub Premium & ArcGIS +	$2,600	$2,600	$2,600
Total Annual Support Costs	**$12,455**	**$17,400**	**$2,600**

***Build Cost of $34,188 is covered by CAL FIRE $35,000 Grant**

**** Configuration Tool Training & Support Costs not included Build Cost**

Data Management Team strongly recommends to include Training/Support Costs

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Technical Training / Support Hours & Costs

- Benefits
  - Technical Configuration Tools Training
  - Knowledge Retained within the FSC
  - Internally Trained Staff
  - On-Call Assistance Available
  - Staff Cross Training
- First Year Recommendation
  - 40 hours - $6.6K

Pricing			
Hours	20	40	80
Costs	$3,400	$6,600	$13,000

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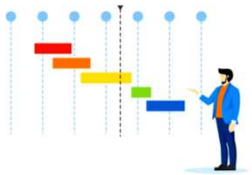
Milestones FSC & ProWest

MS	Assistance Program	Timeline
1	Configure & Develop Chipping	Weeks 1 - 4
2	Configure & Develop Defensible Space	Weeks 5 – 7
3	Configure & Develop Hazardous Tree	Weeks 8 - 10
4	Report Configuration	Weeks 11 – 14
5	Solution Orientation / Training	Weeks 15 - 16

- Anticipated Project Launch Dates
  - **Chipping;** 1st week in January 2026
  - **Defensible Space;** 1st week February 2026
  - **Hazardous Tree Removal;** Mid March 2026
- Home Assessment Program Launch
  - Once Other 3 Programs are Up & Running
  - FSC Staff Has Been properly trained



Q&A

Motions to Approve

- We are requesting 3 motions:
  - 1st: We request a motion, “To enter into an **Agreement** with ProWest to complete the Program Application Automation build.”
  - 2nd: We request a motion, “To appropriate $6,600 for 40 hours of technical **Training and Support** Costs during and after the buildout.”
  - 3rd: We request a motion “To appropriate $2,600 for **On-Going Annual Subscription and Licensing**.”
- Further discussion shall occur with the Executive Board for On-Going Additional Training and Support Hours.