



El Dorado County Fire Safe Council

515 Main Street Ste. 103 • Placerville, CA 95667

Email: clerk@edcfiresafe.org • Main Office: (530) 647-1700

Board Meeting Agenda January 21, 2026 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: 01/21/2026
 - b. Board Meeting Minutes: 11/19/2025
5. New Business
 - a. Article V. Procurement System: Policy, Procedures and Records - Update - **Board Action Item**
 - b. Fiscal Process Modernization – Accounting Zebra Proposal – **Board Action Item**
 - c. Memorandum of Understanding (MOU) with El Dorado County – **Board Action Item**
 - d. CWPP/Project Pipeline Presentation
6. Old Business
 - a. Strategic Plan Follow Up
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 12/31/2025 - **Board Action Item**



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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
 -
 - 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. A Brown Bag Session will be held at 12:30pm. Firewise Communities will be presented by Tanya Harlow, El Dorado County Office of Wildfire Preparedness and Resilience. Fire Adaptive Communities will be presented by Michelle McLean, Tahoe Basin FAC Program Coordinator.
- b. Next EDCFSC Board Meeting – February 18, 2026

13. Adjourn



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Board Meeting Minutes-DRAFT November 19, 2025 9:30 am to 12:00 pm

American Legion
4561 Greenstone Road, Placerville

1. Meeting Call to Order

9:31am

2. Roll Call: Sign In

In Person: Pimlott, Council, Barentson, Pullin, Penn, Ball, Cantelow, Connelly, Fine, Gilchrest, Johnston, Hess, Lory, Payne, Rogers, Zelinsky, Wagner, Standeven
ZOOM: Boal, Hawk, Osgood, Willis

3. Pledge of Allegiance

Ken Pimlott

4. Consent Calendar Board Action Item

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

Approved - no opposition.

5. New Business

- a. Assistance Programs Automation – Board Action Item

Power Point presentation given to explain the choices made for the automation of assistance programs.

1st motion for ProWest to be hired to create this automation process. Motion made by David Zelinsky and Janet Barentson seconded. Motion approved with no opposition.

2nd motion to appropriate \$6,600 for technical support during and after program build. Hugh Council moved and David Zelinsky seconded. Motion approved with no opposition.

3rd motion to approve \$2,600 for ongoing annual subscription and licensing fees. Motion made by David Zelinsky and Hugh Council seconded. Motion approved with no opposition.

Dorothy extended sincere thanks for approval by the board.



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b. Strategic Plan Update Approval – **Board Action Item**

Paul Penn presented the Strategic Plan with updates on progress made in 2025. A question and answer period was held and comments noted for additions or changes.

Ken Rogers made motion to approve and Hugh Council seconded motion with coming back in January to go over changes talked about today. Motion approved by majority vote with Kris Payne and Alice Cantelow opposed.

c. 2026 Title III Program AFSC Grant Allocation – **Board Action Item**

Tamara Johnston presented a \$2,500 allocation for each AFSC for the fiscal year of 2026. She also reviewed the allocation and answered questions. Tamara made the motion to approve as presented and Kris Payne seconded. Motion approved with no opposition. Tamara reviewed the annual \$200 reimbursement for this year. Carri will put Article XXIV on the Policy & Procedures tab on the website.

6. Old Business

NONE

7. Executive Board Reports:

a. Chairman's Report & Communication – Ken Pimlott

No Report

b. Vice-Chair Report –Dorothy Fine

Dorothy thanked everyone for their comments she requested for FSC accomplishments. It will be posted on website in December on the Latest News.

c. Secretary Report – Angel Ball

- Governance and New Council Formation

No report

d. Treasurers Report: Janet Barentson

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

Audit is in process with Vaughn Johnson with no word yet if she needs additional information. Taxes being worked on as well. Reviewed the Treasurer's Report. Treasurer's Report approved as presented with no opposition.



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8. Partners Reports:

a. BLM – TBA

No report

b. CAL FIRE –Jeff Hoag

No report

c. Office of Wildfire Preparedness and Resilience – Tanya Harlow

Public Outreach committee is doing prescribed burn campaign. It was reported that we have handed out over 6000 FSC workbooks. Workbooks will be updated in time for the County Fair in June. Jenna will be helping Carri to post on EDCFSC Facebook page. Gave update on Defensible Space Program as well as real estate inspections. There will be a Firewise brown bag in the beginning of 2026. Firewise renewals are due on Nov 21st. GIS support to EDCFSC and Firewise is taking a bit longer due to cuts in staff. Last Friday there was an insurance roundtable with executive level leaders in the insurance industry. The coordination group and Supervisors Parlin and Laine were in attendance. Ken Pimlott was there as well to share how much money is put into EDCFSC programs to fund all the work they provide for fire mitigation. There was also a panel of people from the Tahoe basin to explain their pilot program in one of their communities. People can sign up for United Policy Holders meetings online for insurance information. CAFSC had a tour of our county with OWPR and EDCFSC and were impressed with what we are doing. Friday I will be attending the CA FSC Conference. MOU is with the County and should be ready for EDCFSC review in January.

d. EDC Fire Chiefs Association – Tim Cordero

No Report

e. EDC FPO Association – Chrishana Fields

Chrishana is not available, so Ken Pimlott gave report. Working on revising county-wide standard for Fire protection plans to make sure it is consistent with WUI code. Will provide guidelines when fire protection plans are required. Working with CAL FIRE and OWPR so we are all reporting on same platform. You can contact Chrishana via text or email with any questions.

f. ENF – Brad Stewart



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No Report

g. RCD – Courtney Jackson

No Report

h. SMUD – Eric Brown

No Report

i. PG&E – Mike Webb

No Report

j. EDSO –Lt Morton

No Report

k. BOR – Zarela Guerrero

98 acres were grazed in Cool/Pilot Hill shaded fuel break on west side. Once budget is finalized, they will get contract packages together. Will look into the information Kris Payne sent her on areas of concern.

9. Program Reports:

a. Grants & Funding/Grants Committee– Tamara Johnston

During site visit with CA FSC on Oct 29th, we talked about challenges with grants. We still don't have the money. PG&E gave a \$100K grant in South County they looked at the site and were very impressed. The potential for more funding was discussed. CAL FIRE will be doing a site visit, probably on five properties, for hazardous trees on December 18th. Reviewed the grants that were denied as well as applications for new ones.

b. Assistance Programs – Jessica Isabel

- Chipping-YTD
Jobs Completed – 796
Acres Cleared – 1,359
Cubic Yards Chipped – 130,300
Total Spent - \$383,684.66



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- Defensible Space Services for Seniors, etc – YTD
 - Parcels Evaluated – 506
 - Parcels Cleared – 489

 - Vets - 120
 - Seniors - 444
 - Disabled - 133
 - Low Income - 119
 - Average Cost Per Parcel - \$1296.13
 - Total Spent - \$686,894.73
- Hazard Tree Removal-YTD
 - Parcels Completed – 155
 - Trees Identified – 684
 - Trees Cut – 550
 - Average Tree Cost - \$389.04
 - Average Job Cost - \$2,079.73
 - Total Spent - \$319,229.00

We successfully completed RFP review and have four chipping contractors, four defensible space contractors and 3 defensible space evaluators. RFP review panel included Ken Rogers, Ken Pimlott, Bruce Dickson and Jessica. We are nearing the end of our hazardous tree contract and will no longer be using Mason Bruce and Girard. It will now be managed in house. The hazardous tree RFP will be launched in January, 2026. 2026 programs will be funded but 2027 programs have limited funds at this time.

c. Training Committee – Elizabeth Standeven

Got Q 3 stipend process done. Doing home assessment brown bag session today after today's meeting.

d. Outreach & Education – Dorothy Fine

In January we will be disseminating a list of FSCs per area as pointed out in the strategic plan. Each council area will receive dates for Countywide event in their respective area. FSCs in each area will be asked to recruit volunteers from their area to staff those events.

10. Community Council Reports



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Mike McGuinness, Cool Pilot Hill FSC – Had our first fall fire safe event on October 25th, that was well attended. Scheduled first public meeting in January.

Corde Wagner, El Dorado Hills South FSC – Thanked David Zelinsky for getting someone an assessment. Need NFPA certified specialist - Bob Hess said he can get information to him. Had disaster preparedness plan information.

Bob Hess, Coloma Lotus FSC – Commented on what a great meeting Cool/Pilot Hill FSC had. Mentioned speakers at his next meeting for tomorrow night. Had their fifth Firewise community approved – Gold Hill.

Hassan Ebrahimi-Nuyken, Sierra Springs FSC – Over the summer there were 222 properties evaluated and gave the statistics. Trunk and treat went well in October. November 8th, green waste event was held and had 420 bags submitted 156 hours volunteer time with money for matching grant.

Tamara Johnston, Georgetown Divide FSC – They are doing 2026 planning and encouraged everyone to look ahead for where to spend \$2,500 Title III money. Had conversation about what worked and didn't work for their FSC during this last year as well.

Alice Cantelow, Oak Hill FSC – Did planning for their \$2500 Title III funds. Submitted Firewise risk assessment. Map wasn't detailed enough so got kicked back and went over the reasons for that. Hanks Exchange was one of the County emphasis areas and Lester spoke to the inspectors to ask what they had seen and that was very helpful. Also, we had someone do a water conservation talk regarding fire safe landscaping.

David Zelinsky, Placerville FSC – Placerville FSC is listed as an associate with United Policy Holders because they had someone attend their Midtown Mall event. December 4th is next public meeting.

Paul Penn, Diamond Springs FSC – Sheriffs OES dedicated Diamond Springs as an evacuation exercise for next spring.

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

Gina Posey – November 15th California Fair Plan changed their discount policy. Had an idea to have a matrix of what each FSC does. Maybe have a template for what each FSC community does in a newsletter.

Kris Payne – Went over parking challenge at 515 Main Street. El Dorado County Superior Court Judge Doug Phimister passed away.



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Paul Penn announced the December 17th social event here at American Legion Hall and all FSCs are invited. More information to follow.

Ken Pimlott announced that Todd Burtwell, Amador RCD, thanked Jessica for her time and effort with getting their defensible space program started. He is excited to get the program up and running and will keep us updated.

12. Good of the Order

David Zelinski - Forest Service and RCD might not be reachable at their office due to communication system issues.

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

12:17pm

Meeting Minutes typed by Carri Lueck, Administrative Assistant

EL DORADO COUNTY FIRE SAFE COUNCIL

Article V. Procurement System: Policy, Procedures and Records

Section 5.01 It is the policy of the El Dorado County Fire Safe Council to encourage competition that ensures an open and impartial selection process. A competitive selection is the process for notifying prospective proposers, through a Request for Proposal (RFP), that the EDCFSC is accepting proposals to procure supplies or services.

- (a) Contracts for all grant funded projects/positions equal to or greater than \$25,000 per year will be solicited via the Request for Proposal (RFP) process. Exceptions may include the following:
 - 1) Unique requirements for the project/position that would limit the qualified bidders and require use of sole source policy as defined in 48CFR, Ch 1, Part 6.
 - 2) A contract under a continuing multi-year grant need not be rebid each year.
 - 3) Projects or positions funded by multiple grants.
- (b) The EDCFSC will receive and review all proposals resulting from an RFP and determine responsiveness and responsibility. Only proposals deemed responsive will be considered for further evaluation or award. The EDCFSC will provide evaluations packets to an Evaluation Panel and will facilitate the Evaluation Panel meeting.
 - 1) The Evaluation Panel will consist of at least one EDCFSC Executive Board Member, the Executive Coordinator, the Program Manager / Coordinator and at least two members of the involved Associate Council/Affiliate group.

Section 5.02 Competitive procurements, bid solicitations, cost and price analysis, vendor/contractor selection process.

- (a) Vendor selection will be based on the following criterion:
 - 1) Firm/individual history, references and background
 - 2) Capacity of the contractor to conduct the Scope of Work
 - 3) Cost estimate, including total cost, cost per acre rate, breakdown by different tasks
 - 4) List of references and former clients
 - 5) Any appropriate affirmative action information
 - 6) Proof of general liability and accidental fire insurance (minimum aggregate \$2 million)
 - 7) Proof of California Contractor's License if appropriate.
 - 8) Preference may be given to contractors within the EDCFSC Area (El Dorado County).
 - 9) All vendor applicants will be checked against the System for Award Management. Any vendor listed on the System for Award Management will not be considered for award.

Section 5.03 Compliance with national policy requirements

- (a) All contracts and agreements will be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education

EL DORADO COUNTY FIRE SAFE COUNCIL

Amendments of 1972, the Age Discrimination Act of 1975, and American's With Disabilities Act of 1990.

(b) Nondiscrimination Notice

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, marital status, family status, status as a parent (in education and training programs and activities), because all or part of an individual's income is derived from any public assistance program, or retaliation. (Not all prohibited bases apply to all programs or activities.)

If you require this information in alternative format (Braille, large print, audiotape, etc.), contact the USDA's TARGET Center at (202) 720-2600 (Voice or TDD).

Section 5.04 The El Dorado County Fire Safe Council shall maintain and make available to the California Fire Safe Council or other funding agency the following:

(a) Purchasing manual containing the following:

- 1) Written standards of conduct
- 2) Description of efforts to use small and minority-owned business
- 3) Document timing and location of RFP public notices including website postings.

Section 5.05 Contract Administration: Contractor performance monitoring process

- (a) The EC and/or Treasurer will work closely with the **Program Manager / Coordinator** and Associate Council Reps to ensure cost, schedule and performance are on track and validate satisfactory work completion prior to progress payments authorization.



Fiscal Process Modernization

EDCFSC Treasurer and Bookkeeper Current Process:


• Manual Process

- Hand code each invoice
 - Volunteer treasurer (30-40 hours monthly)
 - Bookkeeper posts to Quickbooks and issues checks (15-20 hours monthly)

• All Payments Made By Check or Credit Card

• Invoices Processed in a Batch Once Monthly

- Second approver manually signs checks monthly



Account Summary		Payment Information	
Previous Balance	\$209.72	New Balance	\$1,604.17
Purchases & Other Charges	\$1,604.17	Minimum Payment Due	\$1,604.17
Cash Advances	\$0.00	Payment Due Date	November 24, 2025
Cash Advance Fees	\$0.00		
Late Charges	\$0.00		
Finance Charges	\$0.00		
Credits	\$0.00		
Payments	\$209.72		
New Balance	\$1,604.17		
Credit Limit	\$25,000.00		
Cash Limit	\$6,250.00		
Available Credit	\$23,395.83		
Disputed Amount	\$0.00		
Statement Closing Date	November 03, 2025		
Days in Billing Cycle	32		

Contact Us	
For Customer Service Call:	1-800-892-7104
Outside The U.S. Call:	1-402-691-7800

Send Billing Inquiries To:	COMMERCE BANK
	PO BOX 414084
	KANSAS CITY MO 64141

\$ 210.71 - FSC Operations / 6320 Telephone and Fax
\$ 848.40 - FSC Operations/ 6275 . Professional Fees
\$ 9.10 - FSC Operations / 6255 .Postage and Delivery
\$ 119.93 - FSC Operations / 6310 Office Supplies
\$ 40.00 - FSC Operations / 5040 . Internet Access & Website
\$ 289.58 - FSC Operations / 6141 . Computer Supplies
\$ 86.45 - FSC Operations / 6336 . Meeting Expenses
\$1,604.17 Total

Important Messages

As information, the following Foreign Transaction Fees apply to your account:
International Service Fee: 2% of the transaction amount

Proposed Modernization Contract

Accounting Zebra

- Invoices processed directly through Quickbooks or Bill.Com
 - Automate Coding Using AI
 - Dual approval can occur automatically via email
- Offer Vendors/AFSCs Online Payment Option
 - Direct Deposit would occur as invoice is processed – anytime!
- Invoices processed directly through Quickbooks or Bill.Com

Benefits

- Provides Increased Audit Trail
- Reduces Time Spent By Volunteer Treasurer **Up to 40 Hours a Month!**
- Speeds Payment To Vendor/AFSC (as fast as next day)
 - Non-participants Would Still Receive Paper Check
- Cloud Based
 - Eliminates File Transfer Between EDCFSC And Bookkeeper
 - Requires Conversion To A Less-costly Online-quickbooks
- Potential For Future Dashboard Options



Cost

Accounting with Zebra:

• One Time Set Up	\$1,881.00	
• Monthly Bookkeeping (\$1,222.00/month)		\$14,664.00
• Annual Importing of AFSC P&Ls		\$ 1,630.00
• Annual 1099 Prep \$15.00 each		\$ 225.00
• Quickbooks Online Annual Non-Profit Subscription		<u>\$ 80.00</u>
• Total Annual Cost		\$16,599.00


Current Cost:

• Treasurer's increasing volunteer time		
• Bookkeeper		\$ 7,383.45
• Quickbooks Desktop Subscription		<u>\$ 1,049.00</u>
• Total Current Cost		\$ 8,342.45
• Ongoing EDCFSC Annual Increase		\$ 8,166.55
		(\$680/Month)

Questions?



Motion: Authorize the EDCFSC to enter into a contract with Accounting Zebra to automate the monthly fiscal invoice processes, and contract with Accounting Zebra to perform monthly bookkeeping activities.



**Memorandum of Understanding
Between
County of El Dorado and El Dorado County Fire Safe Council**

THIS MEMORANDUM OF UNDERSTANDING (MOU), made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County"), and El Dorado County Fire Safe Council, a non-profit public benefit corporation duly qualified to conduct business in the State of California, whose mailing address is 515 Main Street, Suite 103, Placerville, California 95667 (hereinafter referred to as "EDCFSC").

Purpose of this MOU: to document the cooperation and partnership between the parties towards creating a fire adapted and resilient El Dorado County through collaboration and coordination.

R E C I T A L S

WHEREAS, EDCFSC'S mission is to protect the people living on the west slope El Dorado County and their property from the effects of catastrophic wildfire through education, cooperation, innovation, and action;

WHEREAS, EDCFSC's activities promote awareness about the risks of living within a Wildland Urban Interface (WUI) and provide education on what people in homes, businesses, and subdivisions can do to protect their property from wildfire through the creation of defensible space and other strategies;

WHEREAS, County has recognized the threat of wildfire to people, infrastructure and natural resources, and has developed and adopted a Wildfire Strategy to foster the creation, coordination and maintenance of fire adapted communities;

WHEREAS, under the Wildfire Strategy, the Office of Wildfire Preparedness and Resilience (OWPR) was established to coordinate efforts on a County-level, and work to prevent duplication of efforts and maximize scarce and limited resources;

WHEREAS, under the Wildfire Strategy, the Wildfire Preparedness and Resilience Coordination Group (Coordination Group) has been established, comprised of agencies and organizations whose missions and/or statutory authorities and funding include wildfire prevention and preparedness, which includes the EDCFSC as a standing member;

WHEREAS, as part of the Coordination Group, there are various working groups, including but not limited to Project Coordination, Public Outreach and Defensible Space;

WHEREAS, the County and the EDCFSC have a shared responsibility to educate community members and implement wildfire mitigation programs and projects on the west slope of El Dorado County;

NOW, THEREFORE, the parties do hereby agree as follows:

1. The County/OWPR agrees to:
 - i. Include the EDCFSC as a standing member in the El Dorado County Wildfire Preparedness and Resilience Coordination Group;
 - ii. Include the EDCFSC in working groups, including Project Coordination, Defensible Space, and Public Outreach; and other initiatives, as appropriate;
 - iii. Coordinate updates to and implementation of the West Slope Community Wildfire Protection Plan (CWPP).
 - iv. Serve as the point of contact for GIS requests from associate fire safe councils, including maintenance and adjustment of boundary lines and support of Fire Safe Council information on the County's mapping tool. When mutually agreed upon, GIS may provide additional support including maps, special project information and mapping data where appropriate;
 - v. Sponsor, support, or directly apply for grants which include funding to support the EDCFSC Assistance Programs and other projects, where appropriate;
 - vi. Participate in the Qualified Entity Home Hardening/Defensible Space Assessor Training Program Cadre;
 - vii. Consider the EDCFSC for available Title III funds;
 - viii. Support development and dissemination of outreach materials, workbooks, and other materials which will include the EDCFSC logo and information;
 - ix. Include the EDCFSC when developing reports and presentations to the Board of Supervisors and others, when appropriate;

2. EDCFSC agrees to:
 - i. Participate in the El Dorado County Wildfire Preparedness and Resilience Coordination Group as a standing member, and associated working groups as appropriate;
 - ii. Include a representative of OWPR as a regular participant in Executive Board and Board of Director's Meetings;
 - iii. Participate in updates to and implementation of the West Slope Community Wildfire Protection Plan (CWPP).
 - iv. Assist with providing event venues, logistics, or other costs on behalf of OWPR where it is mutually agreed upon;
 - v. Sponsor the Qualified Entity Home Hardening/Defensible Space Assessor Training Program, including location, training materials, food

- and other associated costs;
- vi. Participate in Defensible Space Assessment data collection as part of the overall County Defensible Space Goals;
- vii. Provide statistics, GIS mapping data, and other information regarding activities and accomplishments to OWPR for inclusion in reports to the Board of Supervisors, the public, and others;
- viii. Participate with OWPR in presentations to the Board of Supervisors and other groups;

ARTICLE I

Term: This Agreement shall become effective upon final execution by both parties hereto and shall remain in effect until terminated by one or both parties.

ARTICLE II

Nonbinding Agreement: Nothing in this MOU authorizes any of the parties to obligate or transfer anything of value. Specific, prospective projects or activities that involve the transfer of funds, services, property, and/or anything of value will require the execution of separate agreements and are contingent upon numerous factors, including, but not limited to, availability of appropriated funds and other resources, and County and EDCFSC administrative and legal requirements.

ARTICLE III

El Dorado County Fire Safe Council Liability: EDCFSC is, and shall be at all times, deemed independent and shall be wholly responsible for the acts of EDCFSC employees, associates, and contractors in connection with its projects.

ARTICLE IV

No Third-Party Beneficiary: Nothing in this Agreement shall be construed to create any rights of any kind or nature in any other party not a named party to this Agreement.

ARTICLE V

Termination: County or EDCFSC may terminate this Agreement in whole or in part upon seven (7) calendar days' written notice.

ARTICLE VI

Changes to Agreement: This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and fully executed by duly authorized officers of the parties hereto.

ARTICLE VII

Notice to Parties: All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and return receipt requested. Notices to County shall be in duplicate and addressed as follows:

To County:

County of El Dorado
Chief Administrative Office
Office of Wildfire Preparedness
and Resilience
360 Fair Lane
Placerville, California 95667

Attn.: Tanya Harlow
Acting Program Manager

With a copy to:

County of El Dorado
Chief Administrative Office
330 Fair Lane
Placerville, California 95667

Attn.: Michele Weimer
Procurement and Contracts Manager

or to such other location as County directs.

Notices to EDCFSC shall be addressed as follows:

El Dorado County Fire Safe Council
515 Main Street Suite 103
Placerville, California 95667

Attn.: Ken Pimlott
Chair

or to such other location as EDCFSC directs.

ARTICLE XIII

Administrator: The County Officer or employee with responsibility for administering this Agreement is Tanya Harlow, Acting Program Manager, Office of Wildfire Preparedness and Resilience, or successor.

ARTICLE XIV

Authorized Signatures: The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.

ARTICLE XV

Electronic Signatures: Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Agreement, are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic Signature means any electronic visual symbol or signature attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures, pursuant to the California Uniform Electronic Transactions Act (Civil Code sections 1633.1 to 1633.17) as amended from time to time.

ARTICLE XVI

Levine Act. Pursuant to Government Code section 84308 (SB 1439, the Levine Act), EDCFSC shall complete and sign the attached Exhibit A, marked "California Levine Act Statement," incorporated herein and made by reference a part hereof, regarding campaign contributions by EDCFSC, if any, to any officer of County.

ARTICLE XVI

Indemnity. To the fullest extent permitted by law, EDCFSC shall defend at its own expense, indemnify, and hold the County harmless, its officers, employees, agents, and volunteers, against and from any and all liability, claims, suits, losses, damages, or expenses of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the acts or omissions of EDCFSC or its officers, agents, or employees in rendering the services, operations, or performance hereunder, except for liability, claims, suits, losses, damages or expenses arising from the sole negligence or willful acts of the County, its officers and employees, or as expressly prescribed by statute.

The duty to indemnify and hold harmless County specifically includes the duties to defend set forth in Civil Code section 2778. The insurance obligations, if any, of EDCFSC are separate, independent obligations under the Contract Documents, and the provisions of this defense and indemnity are not intended to modify nor should they be construed as modifying or in any way limiting the insurance obligations set forth in the Contract Documents.

Nothing herein shall be construed to seek indemnity in excess of that permitted by Civil Code section 2782, et seq. In the event any portion of this Article is found invalid, the Parties agree that this Article shall survive and be interpreted consistent with the provisions of Civil Code section 2782, et seq.

ARTICLE XVI

Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be an original and all of which together shall constitute one and the same instrument.

ARTICLE XVII

Entire Agreement: This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties and they incorporate or supersede all prior written or oral agreements or understandings.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below.

-- COUNTY OF EL DORADO --

By: _____

Dated: _____

Sue Phillips
Interim Chief Administrative Officer

-- EL DORADO COUNTY FIRE SAFE COUNCIL --

By: _____

Dated: _____

Ken Pimlott
Chairperson
EDCFSC

El Dorado County Fire Safe Council
Exhibit A
California Levine Act Statement

California Levine Act Statement

California Government Code section 84308, commonly referred to as the "Levine Act," prohibits any officer of El Dorado County from participating in any action related to a contract if he or she accepts, solicits, or directs any political contributions totaling more than two hundred and fifty dollars (\$250) within the previous twelve (12) months, and for twelve (12) months following the date a final decision concerning the contract has been made, from the person or company awarded the contract. The Levine Act also requires disclosure of such contribution by a party to be awarded a specific contract. An officer of El Dorado County includes the Board of Supervisors, any elected official, and the chief administrative officer (collectively "Officer"). It is the Grantee's responsibility to confirm the appropriate "Officer" and name the individual(s) in their disclosure.

Have you or your company, or any agent on behalf of you or your company, made any political contribution(s), or been solicited to make a contribution by an Officer or had an Officer direct you to make a contribution of more than \$250 to an Officer of the County of El Dorado in the twelve months preceding the date of the submission of your proposals or the anticipated date of any Officer action related to this contract?

_____ YES _____ NO

If yes, please identify the person(s) by name:

Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contribution(s) of more than \$250 to an Officer of the County of El Dorado in the twelve months following any Officer action related to this contract?

_____ YES _____ NO

If yes, please identify the person(s) by name:

Answering YES to either of the two questions above does not preclude the County of El Dorado from awarding a contract to your firm or any taking any subsequent action related to the contract. It does, however, preclude the identified Officer(s) from participating in any actions related to this contract.

Date

Signature of authorized individual

El Dorado County Fire Safe Council
Organization Name

Name of authorized individual



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 wildfire 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

Adopted November 2025. Today,
slight modifications based on
input

RAISON D'ÊTRE

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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

2025 Update

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

2026

Uncertain

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

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- 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
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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, vegetation types, and other commonality 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

- Sub recommendation: 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 and partners (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

- Sub recommendation: Continue to emphasize the grass roots nature of the FSCs and take the primary liaison role with members of the community
- Support development of Firewise communities

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, HOAs, 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: Monitor and engage with appropriate technology
 7. Sub recommendation: Encourage and support appropriate advancements in related research
 8. 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 (e.g., fire insurance) 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
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- 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

- Sub recommendation: 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



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?
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Next Steps

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



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YTD Expense Report -12/31/2025

FSC Operations	Beginning Balance	December	Prior YTD Balance 5 months	Total Balance YTD	
Fiscal Sponsor Fee Received		7,315	261,545	268,860	
Total Available		7,315	261,545	268,860	
Expenses	Budget	December	Actual YTD Balance 05 months	Total YTD	% of Budget
5010 · Contract Support	62,000	5,792	34,814	40,606	65%
5001 · Executive Coordinator	126,241	-	-	-	0%
5040 · Internet Access & Website	8,820	735	4,115	4,850	55%
5080 · Software		-	2,600	2,600	#DIV/0!
6100 · Advertising & Marketing	1,000	143	65	208	21%
6115 · Bank Service Charges	1,100	85	460	545	50%
6120 · Business License & Fees	250	-	200	200	80%
6130 · Admin Services	40,000	6,454	19,289	25,743	64%
6141 · Computer Supplies	1,000	306	290	596	60%
6142 · Conference Fees	250			-	0%
6155 · Dues and Subscriptions	1,000	-	-	-	0%
6180 · Insurance	17,000	-	16,226	16,226	95%
6320 · Telephone	2,880	211	1,051	1,262	44%
6255 · Postage, Delivery & PO Box	200	-	11	11	6%
6265 · Printing and Reproduction	150	96		96	64%
6275 · Professional Fee	9,000	-	1,823	1,823	20%
6276 · Legal Fee	2,500			-	0%
6277 · Accounting Fees	6,500	595	3,605	4,200	65%
6295 · Rent	8,000	650	3,250	3,900	49%
6310 · Office Supplies	500	1	736	737	147%
6330 · Travel	-	-	115	115	#DIV/0!
6336 · Meeting Expense	1,000	246	649	895	89%
6580 · Storage	1,200	100	500	600	50%
8200 · Miscellaneous Expense	-	72	-	72	#DIV/0!
Total Expense Overhead	290,591	15,486	89,798	105,284	36%
Total FSC Operations Fund Balance				164,967	

Active Projects Monthly Report

Report as of 12/31/2025

TITLE	GRANT END DATE	GRANT AWARD	CASH RECEIVED	CASH EXPENDED	REMAINING CASH	GRANT BALANCE NOT REC'D
Fuels Treatment						
CAL FIRE South County Fuel Reduction Project 5GG21199	3/15/2026	2,079,887	1,788,937	1,337,624	451,313 \$	290,950
CAL FIRE Georgetown Marshal Road Fuel Reduction 5GA21129	3/15/2026	278,700	279,327	279,228	99 \$	(627)
CAL FIRE Fuel Red for Critical Rds-Coloma Lotus 5GG21200	3/15/2026	705,670	531,262	530,094	1,168 \$	174,408
CAL FIRE Residential Hazardous Tree Removal 5GG21198	3/15/2026	1,252,790	1,073,091	1,081,585	(8,494) \$	179,699
CAL FIRE Spanish Flat North Fuel Reduction Project 8GG21600	3/31/2026	4,890,440	1,903,765	1,873,195	30,570 \$	2,986,675
CAL Fire Hazardous Tree Grant 5TR23102	3/15/2030	1,170,400			- \$	1,170,400
TOTAL, FUELS TREATMENT		10,377,887	5,576,382	5,101,727	474,655 \$	4,801,505
Defensible Space						
CA Fire Safe Council (Senior, Low Income, Disabled)	12/31/2024	500,000	381,625	461,966	(80,341) \$	118,375
PGE Grant 2024 Dspace		100,000	100,150	77,372	22,778 \$	(150)
CAL FIRE Defensible Space Grant-5GG23101	3/15/2030	937,000	816,385	768,537	47,848 \$	120,615
SMUD 2025-2027	3/31/2025	60,000	20,000	20,000	- \$	40,000
TOTAL, DEFENSIBLE SPACE		1,597,000	1,298,160	1,307,875	(9,715) \$	238,840
Chipping						
AQMD Chipping Grant	12/31/2026	355,000	223,037	175,347	47,690 \$	131,963
CAL Fire Hazardous Tree Grant 5TR23102 (Chipping)	3/15/2030		87,890	146,142	(58,252) \$	(87,890)
TOTAL, CHIPPING		355,000	223,037	175,347	47,690 \$	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	94,395	45,746 \$	(0)
Title III 2014/2016		94,273	94,428	94,428	- \$	(155)
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	50,000	7,126	42,874 \$	50,000
TOTAL, MISCELLANEOUS GRANTS		339,414	289,569	197,001	92,568	\$49,845
Grant Total Grants		12,669,301	7,387,149	6,781,950	605,199 \$	5,222,153

2025 YEAR TO DATE REPORT

CHIPPING PROGRAM

Jobs Completed: 825

Acres Cleared: 1,415

Cubic Yards Chipped: 137,051

Total Cost: \$402,967.63

DEFENSIBLE SPACE

Parcels Evaluated: 547

Parcels Cleared: 515

Average Cost: \$1,308.53

Total Cost: \$726,363.93

RESIDENTS:

Veterans: 125

Seniors: 471

Low-Income: 126

Disabled: 142

HAZARDOUS TREE

Parcels Completed: 172

Trees Identified: 684

Trees Cut: 592

Average Tree Cost: \$514.80

Average Job Cost: \$2,059.28

Total Cost: \$348,639.00