

# El Dorado County Fire Safe Council

Website: edcfiresafe.org

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 Agenda August 16, 2023 9:30 am to 11:30

# Diamond Springs / El Dorado Firefighters Association Memorial Hall 3734 China Garden Road, Diamond Springs

- 1. Meeting Call to Order
- 2. Roll Call: Sign In
- 3. Pledge of Allegiance
- 4. Approval of Agenda: 08/16/2023 Board Action Item
- 5. Consent Agenda: 07/19/2023 Board Meeting Minutes Board Action Item
- 6. New Business
  - a. Grant Discussion Wildfire Preparedness and Resilience Coordination Group
  - b. Proposed Bylaw Changes (Section 14.01) Board Action Item Ken Pimlott

#### 7. Old Business

None

# 8. Information Items:

- a. Chairman's Report & Communication Ken Pimlott
- b. Vice Chair Report Hugh Council
- c. Secretary Report Karen Pullin
- d. Treasurers Report: Janet Barentson Board Action Item

# 9. Program Reports

- a. Grants & Funding/Grants Committee- Tamara Johnston
- b. Chipping –Jessica Isabel
- c. Defensible Space Services for Seniors, etc-Jessica Isabel
- d. Hazard Tree Removal Jessica Isabel
- e. Outreach & Education -Alice Cantelow
- f. Governance and New Council Formation & Orientation Karen Pullin

# 10. Community Council Reports

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

# 12. Good of the Order

a. Next EDCFSC Board Meeting - September 20, 2023



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Email: board@edcfiresafe.org General Information: (530) 647-1700

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

Board Meeting Minutes July 19, 2023 9:30 am to 11:30

# Diamond Springs / El Dorado Firefighters Association Memorial Hall 3734 China Garden Road, Diamond Springs

1. Meeting Call to Order

9:31am

2. Roll Call: Sign In

In person: Ball, Barentson, Boal, Cantelow, Connelly, Council, Fine, Hess, Johnston, Lory, Payne, Pimlott, Pullin, Zelinsky Zoom: Willis, Wynia

3. Pledge of Allegiance

Ken Pimlott

4. Approval of Agenda: 07/19/2023 Board Action Item

Approved no opposition.

5. Consent Agenda: 06/21/2023 Board Meeting Minutes Board Action Item

Approved no opposition.

6. New Business

None on calendar

7. Old Business

None on calendar

# 8. Information Items:

a. Chairman's Report & Communication – Ken Pimlott
Ken thanked those that have submitted Title III information. We will need to be notified
if any FSC's are planning to use that money. So far, we have received notification from
6 councils. The projects need to be completed by July 2024.

Recapped all our assistance programs and all the work we have done to date.

Updated everyone on the website revision.

Mentioned our work with our partners at the fair.

Treasurer duties are increasing, and Janet may need extra help.

Defensible space ordinance is coming along and should be going to the BOS in late summer or fall.

# b. Vice Chair Report – Hugh Council

Attending all regular meetings. Johnny Valenzuela is here, and I would like him to become part of our outreach group. We are putting together an education committee with EDCFSC and the people that taught the defensible space class and any FSC that would like to be part of the group. Please contact me if you are interested in being a part of the committee. We will put together quarterly classes that are 1-2 hours in length and meet after the board meetings here in the hall. Alice will do the first one in September. We will be reporting on the defensible space assessments each fire safe council is doing. We will send out a form before each board meeting to be filled out by each council. Ken will put out an email with the board packet to have this form to the FSC's in time to report for each month's board meeting.

# c. Secretary Report – Karen Pullin

Will be sending out an officer contact sheet for the FSC's. Please check for accuracy and let me know of any changes.

# d. Treasurers Report: Janet Barentson Board Action Item

Janet thanked all the councils that submitted their profit and loss statements. In June we spent \$62k on chipping and \$33k on defensible space. This was the highest month of activity for invoicing since I've been here. We have a different treasurer's report this month in which I consolidated it and if you want further information contact me. This month's treasurer's report is the final report for 2022-23 for expenditures. Will be starting with a new budget for the next reporting period. Spent 63% of our proposed budget in total.

Projects page has a formula error on the bottom green line it says \$1.2M it should be \$1.4M.

Treasurer's Report approved no opposition.

#### e. Partners Reports:

 BLM – Jason Schroeder No Report

# 2. CAL FIRE - Megan Scheeline/Jeff Hoag

Finished prescribed burn last week. We are doing defensible space inspections throughout the county. Approved grants will come out next week.

## 3. EDC Office of Wildfire Preparedness and Resilience – Tom Meyers

A lot of projects are in the works. Our office is now fully staffed. Richard Galvin, the new Sr. Defensible Space Inspector is here at the meeting and was introduced. When the Board of Supervisors (BOS) approves the defensible space ordinance they will go forward working on defensible space. The final draft of wildfire strategy

will be out in late August, and we will present it to the BOS. We have a final draft of the defensible space ordinance for a final stakeholder's review. CWPP is drafted and will put out to bid and select consultant to start working on project. One year timeline on CWPP. Initial award for FEMA hazard mitigation grant. Will meet with CAL OES next week for pre-award meeting. Online mapping tool really close to finishing should be ready to post on website in near future.

## 4. EDC Fire Chiefs Association – Tim Cordero

No Report - Ken will attend Fire Chiefs Assoc. meeting next week and will update the EDCFSC.

- EDC FPO Association TBA No Report
- ENF Jecobie Waters/Nickie Johnny No Report
- 7. RCD Mark Egbert

Aggressively looking for 2 more positions for project management and they are posted on our website. Mark and Tamara are working closely together on projects. We received \$1M from CAL FIRE complementing Fire Adapted 50. We will be starting Mosquito and Volcanoville and will be bringing at least \$1M to Volcanoville. We have done work in Grizzly Flats, and we tried to apply for funding, but we did not receive it. We will be opening Sierra at Tahoe by the end of year. Working on cooperative agreement with CAL TRANS and are almost finished so we can work on state and county roadways. Working on forest service roads. We have good reference material for the Placerville project, and we will be working with OWPR for this plan of vegetation management. Implementation should take approximately one year.

8. SMUD - Eric Brown

No Report

9. PG&E – Mike Webb

No Report

# 9. EDSO – Sgt Bare/Lt Morton

Sgt. Schlag – We are starting the local hazard mitigation plan and will be hiring a contractor to help with the plan to have evacuation routes listed everywhere for El Dorado County. We live with RAVE. Go to ready.edso.org and check this site to make sure your information is correct and if you were on Code Red make sure your information is now on RAVE. We will possibly do a countywide alert to test the system. If you are not in town and an alert goes out for your area you should still get the alert for the area you signed up in. RAVE is secondary to deputies going door to door for evacuation. RAVE is a better program and is a free program from the State. The contact number for County OES is 530-621-5895 if you have any questions regarding RAVE.

#### 1. BOR – TBA

No Report

# 10. Program Reports

#### a. Grants & Funding—Tamara Johnston

i. Grants Committee

Mark and I are putting together a workshop for fuel reduction project and applying for a grant that will focus on what to do after you get the grant. We will do workshops later on how to write a grant. It will be done in August after the board meeting. Ken mentioned Tamara had put together a grant for additional funding for defensible space as well.

# b. Chipping –Jessica Isabel

Chipping community event in Swansboro was extremely successful with 67 jobs done only 7 cancelled. \$25k of work done. The total for June, including Mosquito, is 123 jobs completed with an average of \$55k spent.

c. Defensible Space Services for Seniors – Jessica Isabel

June \$33k spent we have 174 jobs processed in June 116 active 70 of them waiting evaluations 46 of them waiting to be contracted 39 jobs closed and completed 11 were closed for various reasons. The average job cost is \$810 per property and \$72,789.60 spent on defensible space since the beginning of the year.

## d. Hazard Tree Removal - Jessica Isabel

We have 72 applications accepted, 22 have been evaluated, 7 closed because only 15 properties had eligible trees and of the 15 properties 39 trees identified for removal. The average is three weeks for evaluation to be completed. MBG is creating a package to put out an RFP for excavators and will do jobs in bulk. One more month before trees are starting to be removed. The process will take approximately two months from the time applications are accepted to the work being done.

#### e. Outreach & Education -Alice Cantelow

Thanked volunteers for fair. Summer newsletter due out soon. Disaster resource guide from Mountain Democrat was not right some things were left out but hope to get it right next year. Arts and culture El Dorado got a grant to help with arts to get fire safety information out. They will be working at 5 events in the county. August 5th fire safety at library in Placerville let me know if want to help. We will have a meeting focusing on vents and screening in September after our monthly board meeting. Arts and culture have an exhibit at their office next to ours on Main Street.

#### f. Governance and New Council Formation & Orientation – Karen Pullin

No new councils. Governance - Reviewing policies & procedures and bylaws.

# 11. Community Council Reports

Lori Parlin, County Supervisor, thanked Jessica for being a great resource for her office.

Tamara Johnston-Georgetown FSC - We had to cancel a meeting for our fuel reduction project because the RCD representative was sick. She will keep everyone posted for the rescheduled meeting.

David Zelinsky- Placerville FSC - We did a presentation at Eskaton and handed out workbooks.

Michael Connelly – Auburn Lake Trails – We held a community green waste dumpster day last weekend with 3 ten-yard dumpsters that were filled in less than 4 hours.

Bob Hess Coloma/Lotus FSC - Thanked Mark at RCD. Had a meeting on the roadside fuel project and we received 60% ROE's and we are looking for 90%. We have road ambassadors going door to door to get that number up. Gave a shout out for the Hazardous Tree program which he will be using to get a dead tree taken down.

Ellizabeth Standeven – Sandridge FSC- We have been working through the defensible space assessments. We also applied for a small grant through the West Slope Foundation for \$4900 for road signage and screening mesh for retrofitting.

Rich Wade - Gold Ridge Forest FSC - We have an evacuation meeting this Saturday at 9am at the Gold Ridge Forest club house at 9am with presentations from County OES, the County Animal Services and neighborhood radio watch. Heather Campbell will have a presentation on changes on insurance ratings and potential to reduce premiums for home hardening.

## 12. Project Reports

a. USFS SOFAR Project-David Zelinksy

They will have a meeting on August 9th at 1:30pm via Zoom.

 EDC Resource Advisory Committee Mtg WRAP (Wildfire Risk Reduction Asset Protection Project) – David Zelinsky

July 25th WRAP will have Zoom meeting.

c. County Biomass Working Group - Kris Payne

We have a BOS Biomass Ad Hoc committee with Supervisors Turnboo and Parlin involved and Greg Stanton as a consultant lead on biomass cogeneration. Amador and El Dorado Forest forum meet September through April on the 3rd Wednesday of the month alternating between Amador and El Dorado County. In May the annual tour and the forest challenge are high school events over 4 days in Shasta, Santa Cruz, El Dorado, and San Bernadino. Black Oak Mine School District will be resubmitting their CAL FIRE grant application in September, and they feel comfortable and hope to be

successful. There is RNB bio diesel proposing a facility to turn biomass into diesel which supervisors Parlin and Turnboo are working with OWPR staff to make this happen.

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

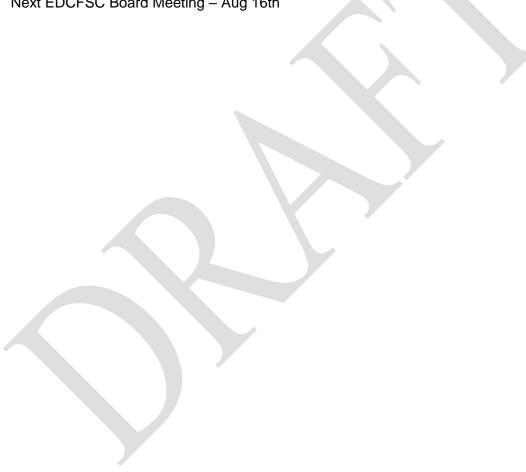
Doug Standal presented his fire safety all natural epa approved fire suppressant. Brought flyers to share.

Shannon from Diamond Springs FSC is here representing Diamond Springs Fire to announce a July 29th fundraiser for a paramedic scholarship fund.

## 14. Good of the Order

11:40 am

Next EDCFSC Board Meeting – Aug 16th



| FSC Operations                           | Beginning<br>Balance |         |      | July  | В                                 | ctual YTD<br>salance 0<br>months | Tota | al Balance<br>YTD | % of Budget |
|--|----------------------|---------|------|-------|-----------------------------------|----------------------------------|------|-------------------|-------------|
| FSC Operations Opening Balance (Assets)  | \$ 135,050           |         | \$   | 3,219 | \$                                | 135,050                          | \$   | 138,269           | 102%        |
| Total Available                          | \$ 1                 | 135,050 | \$   | 3,219 | \$                                | 135,050                          | \$   | 138,269           | 102%        |
| Expenses                                 | Budget               |         | July |       | Actual YTD<br>Balance 0<br>months |                                  | To   | otal YTD          | % of Budget |
| 5010 · Contract Tech Support             | \$                   | 52,500  | \$   | 2,406 |                                   |                                  | \$   | 2,406             | 5%          |
| 5030 · Giveaway Items                    | \$                   | -       |      |       |                                   |                                  | \$   | -                 | #DIV/0!     |
| 5040 · Internet Access & Website         | \$                   | 4,000   | \$   | 550   |                                   |                                  | \$   | 550               | 14%         |
| 6100 · Advertising & Marketing           | \$                   | 1,000   |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6115 · Bank Service Charges              | \$                   | 600     | \$   | 50    |                                   |                                  | \$   | 50                | 8%          |
| 6120 · Business License & Fees           | \$                   | 100     |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6130 . Admin Services                    | \$                   | 26,000  | \$   | 2,271 |                                   |                                  | \$   | 2,271             | 9%          |
| 6141 . Computer Supplies                 | \$                   | 1,000   |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6155 · Dues and Subscriptions            | \$                   | 700     |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6180 · Insurance                         | \$                   | 15,000  |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6320 . Telephone                         | \$                   | 1,488   | \$   | 476   |                                   |                                  | \$   | 476               | 32%         |
| 6255 · Postage, Delivery & PO Box        | \$                   | 200     |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6265 · Printing and Reproduction         | \$                   | 150     | \$   | 245   |                                   |                                  | \$   | 245               | 163%        |
| 6275 · Professional Fee                  | \$                   | -       |      |       |                                   |                                  | \$   | -                 | #DIV/0!     |
| 6276 · Legal Fee                         | \$                   | 5,000   |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6277 · Accounting Fees                   | \$                   | 5,000   | \$   | 637   |                                   |                                  | \$   | 637               | 13%         |
| 6295 · Rent                              | \$                   | 4,200   | \$   | 350   |                                   |                                  | \$   | 350               | 8%          |
| 6310 · Office Supplies                   | \$                   | 800     |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6336 · Meeting Expense                   | \$                   | 1,000   |      |       |                                   |                                  | \$   | -                 | 0%          |
| 6580 · Storage                           | \$                   | 1,200   | \$   | 100   |                                   |                                  | \$   | 100               | 8%          |
| Total Expense Overhead                   | \$1                  | 19,938  |      | 7,085 | \$                                | -                                | \$   | 7,085             | 6%          |
| Total Ending Balance Overhead            | \$                   | 15,112  |      |       |                                   |                                  | \$   | 131,184           |             |
| Total Ending Balance including Committed |                      |         |      |       |                                   |                                  |      |                   |             |

| TITLE   | _          |    | GRANT<br>AWARD | CASH<br>RECEIVED |           | CASH<br>EXPENDED |           | REMAINING<br>CASH |           | GRANT BALANCE<br>NOT REC'D |            |
|---|------------|----|----------------|------------------|-----------|------------------|-----------|-------------------|-----------|----------------------------|------------|
| Fuels Treatment   | LIVE DATE  |    | AWAIL          |                  | LCLIVED   |                  | CI EIVEE  |                   | CASII     |                            | NOTRECE    |
| USFS Stevens Auth Sierra Springs SS-2 (20-CA-I1050300-013 | 9/15/2025  | \$ | 250,000        | \$               | 117,180   | \$               | 117,180   | \$                | -         | \$                         | 132,820    |
| USFS Stevens Auth Sierra Springs SS-2 (22-CA-I1050300-015 | 9/15/2025  | \$ | 309,000        | \$               | -         | \$               | -         | \$                | -         | \$                         | 309,000    |
| USFS Stevens Auth Grizzly Flats GF-18 (20-CA-11050300-01  | 9/15/2025  | \$ | 180,000        | \$               | 170,930   | \$               | 170,830   | \$                | 100       | \$                         | 9,070      |
| USFS Stevens Auth Grizzly Flats GF-18 (22-CA-11050300-01. | 9/15/2025  | \$ | 150,000        | \$               | -         | \$               | -         | \$                | -         | \$                         | 150,000    |
| USFS Stevens Auth Gold Ridge GRF (20-CA-11050300-013)     | 6/18/2025  | \$ | 150,000        | \$               | 133,254   | \$               | 133,254   | \$                | -         | \$                         | 16,746     |
| USFS Stevens Auth Volcanoville (22-CA-11050300-015)       | 6/18/2025  | \$ | 132,000        | \$               | -         | \$               | -         | \$                | -         | \$                         | 132,000    |
| USFS Stevens Auth Mosquito (22-CA-11050300-015)           | 6/18/2025  | \$ | 200,000        | \$               | -         | \$               | -         | \$                | -         | \$                         | 200,000    |
| BLM Georgetown Fuel Break BLM L20AC00468                  | 9/1/2023   | \$ | 990,000        | \$               | 432,091   | \$               | 432,091   | \$                | -         | \$                         | 557,909    |
| CAL FIRE South County Fuel Reduction Project 5GG21199     | 3/15/2026  | \$ | 2,079,887      | \$               | 31,259    | \$               | 31,259    | \$                | -         | \$                         | 2,048,628  |
| CAL FIRE Georgetown Marshal Road Fuel Reduction 5GA21     | 3/15/2026  | \$ | 278,700        | \$               | 6,581     | \$               | 6,581     | \$                | -         | \$                         | 272,120    |
| CAL FIRE Coloma Lotus Fuel Reduction 5GG21200             | 3/15/2026  | \$ | 705,670        | \$               | -         | \$               | -         | \$                | -         | \$                         | 705,670    |
| CAL FIRE Residential Hazardous Tree Removal 5GG21198      | 3/15/2026  | \$ | 1,252,790      | \$               | -         |                  |           | \$                | -         | \$                         | 1,252,790  |
| CAL FIRE Spanish Flat North Fuel Reduction Project 8GG21  | 3/31/2026  | \$ | 4,890,440      | \$               | 1,621     | \$               | 1,621     | \$                | -         | \$                         | 4,888,819  |
| TOTAL, FUELS TREATMENT                                    |            | \$ | 11,568,487     | \$               | 892,916   | \$               | 892,816   | \$                | 100       | \$                         | 10,675,572 |
| Defensible Space  |            |    |                |                  |           |                  |           |                   |           |                            |            |
| SMUD 2023 (Vet, LI or Senior)                             | 12/31/2023 | \$ | 20,000         | \$               | 20,000    | \$               | 17,379    | \$                | 2,622     | \$                         | -          |
| PG&E D-Space (Senior, Vet, LI)                            | 11/30/2023 | \$ | 25,000         | \$               | 25,000    | \$               | -         | \$                | 25,000    | \$                         | -          |
| TItle III 2020/21 D-Space Allocation                      | 9/1/2023   | \$ | 75,000         | \$               | 75,000    | \$               | 69,934    | \$                | 5,066     | \$                         | -          |
| Title III 2014/2016 D-Space Allocation                    |            | \$ | 50,000         | \$               | 50,000    | \$               | 30,244    | \$                | 19,756    | \$                         | -          |
| EDC Foundation - Women's Fund (Vet, LI or Senior)         | 5/31/2024  | \$ | 8,000          | \$               | 8,000     | \$               | -         | \$                | 8,000     | \$                         | -          |
| EDC Foundation 7/23 (Low income seniors)                  | 6/30/2024  | \$ | 5,000          | \$               | 5,000     |                  |           | \$                | 5,000     | \$                         | -          |
| TOTAL, DEFENSIBLE SPACE                                   |            | \$ | 183,000        | \$               | 183,000   | \$               | 117,556   | \$                | 65,444    | \$                         | -          |
| Chipping  |            |    |                |                  |           |                  |           |                   |           |                            |            |
| USFS Stevens Auth Chipping (20-CA-11050300-013)           | 6/18/2025  | \$ | 300,000        | \$               | 25,000    | \$               | -         | \$                | 25,000    | \$                         | 275,000    |
| AQMD Chipping Grant                                       | 12/31/2026 | \$ | 355,000        | \$               | 150,000   | \$               | 33,823    | \$                | 116,177   | \$                         | 205,000    |
| CAL FIRE El Dorado Chipper 5GG20100                       | 3/15/2025  | \$ | 987,289        | \$               | 303,693   | \$               | 418,992   | \$                | (115,299) | \$                         | 683,596    |
| TOTAL, CHIPPING   |            | \$ | 1,642,289      | \$               | 478,693   | \$               | 452,815   | \$                | 25,878    | \$                         | 1,163,596  |
| Miscellaneous Grants                                      |            |    |                |                  |           |                  |           |                   |           |                            |            |
| Title III 2021/22   | 9/1/2023   | \$ | 105,641        | \$               | 105,641   | \$               | 11,276    | \$                | 94,365    | \$                         | -          |
| Title III 2021/22 Green Waste Days                        | 9/1/2023   | \$ | 15,000         |                  | 15,000    | •                | , -       | \$                | 15,000    |                            | -          |
| Title III 2020/21- Assoc. Council Grants and Annual Funds | 9/1/2023   | \$ | 81,469         |                  | 81,469    | \$               | 81,469    |                   | 0         | \$                         | -          |
| Title III 2014/2016                                       |            | \$ | 44,273         |                  | 44,273    |                  | 16        | \$                | 44,257    | \$                         | -          |
| TOTAL, MISCELLANEOUS GRANTS                               |            |    | \$246,383      |                  | \$246,383 |                  | \$92,760  |                   | \$153,623 |                            | \$0        |
| Grant Total Grants  |            | \$ | 13,640,159     | \$               | 1.800.991 | \$               | 1,555,946 | \$                | 245,045   | \$                         | 11,839,168 |
| - unit i otal Granto                                      |            | Ψ  | 15,0 10,157    | Ψ                | .,000,771 | Ψ                | .,555,740 | Ψ                 | 2 13,043  | Ψ.                         | 11,037,100 |

# EL DORADO COUNTY FIRE SAFE COUNCIL

repaid unless it is determined that the person is entitled to be indemnified by the corporation for those expenses.

Section 11.04 Right to Purchase Insurance: The corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, Directors, or agents in such capacity, or arising out of the officers', Directors', or agents' status as such.

# ARTICLE XII. CORPORATE RECORDS, REPORTS AND SEAL

**Section 12.01 Keeping Records:** the Corporation's Secretary shall keep adequate and correct records of account and minutes of the proceedings of its Board and committees of the Board. All records of the corporation, both current and historical, shall be maintained at the corporate office, and shall be available for inspection upon reasonable request. Other books and records shall be kept in either written form or in any other form capable of being converted into written form.

Section 12.02 Annual Report: The Board shall approve an annual report no later than one hundred and twenty (120) days after the close of the corporation's fiscal year. The report shall contain all information required by Section 6321 (a) of the Corporations Code and shall be accompanied by any report thereon of independent accountants, or if there is no such report, the certificate of an authorized officer of the corporation that such statements were prepared without audit from the books and records of the corporation. The annual report shall be furnished to all Directors and shall be available upon request to other individuals or entities.

Section 12.03 Corporate Seal: The Board of Directors shall adopt a corporate seal, which shall be in the following form and design: a circular seal inscribed with the name of the corporation and the date its Articles of Incorporation are filed. The Secretary of the corporation shall have the custody of the seal and affix it in all appropriate cases to all corporate documents. Failure to affix the seal shall not, however, affect the validity of any instrument.

# ARTICLE XIII. OTHER PROVISIONS

**Section 13.01 Corporation Checks:** All checks or drafts of the corporation shall be signed by such officers or individuals as the Board may from time to time designate; however, in every event at least two signatures shall be required.

**Section 13.02** Fiscal Year. The fiscal year of the corporation shall end each June 30<sup>th</sup>.

Section 13.03 Amendments: These Bylaws, upon recommendation of the Executive Board, the Board of Directors, or a committee so formed for this purpose, may be amended or changed by two-thirds approval of the Board of Directors present at a meeting called for that purpose, provided that a quorum is present. Notice to amend these Bylaws must be announced at a regular meeting of the Board at least one month prior to the meeting in which the vote is taken.

**Section 13.04 Construction and Definitions**: Unless the context otherwise requires, the general provisions, rules, construction and definitions contained in the General Provisions of the California Nonprofit Public Benefit Corporation Law shall govern the construction of these Bylaws.

# ARTICLE XIV. ASSOCIATE FIRE SAFE COUNCILS

**Section 14.01 Associate Fire Safe Council Defined**: As set forth in Article V, Section 5.02 of these Bylaws, the EDCFSC Board of Directors is a representative body made up of, but not limited to, delegates of Associate

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Approved 2/16/2022

# EL DORADO COUNTY FIRE SAFE COUNCIL

Fire Safe Councils (AFSCs) throughout El Dorado County. An AFSC is a body of private citizens, representatives of businesses and public agencies within a community who share a common, vested interest in wildfire prevention and loss mitigation. AFSCs are organized to, among other things, identify fire safety issues within their community and take measures to minimize risks to life, homes and natural and manmade resources, increase the insurability of property by increasing community safety, forge strong partnerships with local, state and federal fire and emergency response agencies and acquire the resources necessary to assist in fire prevention. In carrying out its responsibilities an AFSC provides input into the EDCFSC's yearly strategic planning process. Associate councils will be recognized as operating under the auspices of the EDCFSC upon approval of their Associate Agreement by the EDCFSC Board of Directors. Associate Agreements must be resubmitted and approved annually (June 30<sup>th</sup>).

Conditions of Association: An AFSC must meet all of the following requirements in order to be considered for approval by the EDCFSC:

- a) Maintain a governing structure with a minimum of three persons.
- b) Meet regularly Hold a minimum of four public meetings annually.
- c) Adopt a <u>separate Mission Statement or adopt the language in the EDCFSC Mission Statement using</u> associate fire safe council name.
- d) Adopt the EDCFSC Bylaws.
- e) Sign annually the Associate FSC Association Application and Agreement.
- f) Sign the EDCFSC Conflict of Interest Statement.
- g) Be represented at EDCFSC meetings.
- h) Maintain records, including meeting agendas and minutes in accordance with EDCFSC records retention policy of meeting hours, attendance and participation in other AFSC activities that might be used for inkind matches.
- i) Provide annual financial statements to the EDCFSC if the AFSC obtains a fictitious business name and establishes a sub-bank account in that name under EDCFSC EIN.

**Section 14.02** Associate Agreement: To be associated with the EDCFSC, all AFSCs shall adopt the EDCFSC Bylaws and Policies. They may, in addition, develop a set of Bylaws that address special requirements within their AFSC as long as all of the requirements of the EDCFSC Bylaws are satisfied. The Associate Agreement and application forms shall be completed, signed and returned to the EDCFSC annually by June 30<sup>th</sup> for approval by the Board of Directors.

Advantages of Association: Upon approval of the Associate Agreement the AFSC may accrue certain benefits depending upon the Associate Status elected (Satellite or Affiliate)(see definitions); EDCFSC liability insurance coverage, its website, outreach resources and access to the Executive Coordinator in addition to being able to use EDCFSC as a fiscal sponsor. The EDCFSC can serve as the fiscal agent for AFSCs when applying for grant funding or other monetary assistance (donations) in fulfilling their mission. It will remain the responsibility of EDCFSC to administer grant funds according to Federal Grant Management policies and generally accepted accounting principles. The Associate Agreement must be kept current during the course of any project for which EDCFSC is the fiscal sponsor.

**Section 14.03 Fiscal Responsibilities of AFSCs:** Should the AFSC choose to use another agency as a fiscal sponsor or become their own fiscal agent, the EDCFSC shall be held harmless and have no responsibility for any part of such transactions, projects, fundraising or expenses/obligations incurred by the AFSC. The AFSC will not be covered by EDCFSC insurance or make use of the EDCFSC website or other outreach activities.

**Section 14.04 AFSC** Boundaries: Boundaries for AFSCs shall be defined on a County GIS (WUI) map and must be approved by EDCFSC.