



FireSafe **COUNCIL**

Board of Directors' Meeting

September 26, 2019



Fire Safe Council of Nevada County
 P.O. Box 1112 Grass Valley, CA 95945
 Phone (530) 272-1122 Fax (530) 272-3232
www.areyoufiresafe.com

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MEETING SAFETY BRIEFING

Safety is a top priority for the Fire Safe Council of Nevada County. This value is fundamental to our mission and creates a "safety first" culture in our organization. At the beginning of meetings a short briefing is conducted to acquaint all meeting attendees and to ensure everyone knows how to respond in case of an emergency.

(Chairman to go over the following and asks for volunteers/qualified people and writes the following info for everyone to see on a white board or flip chart:)

Gene Albaugh Community Room, Madelyn Helling Library, 980 Helling Way,

1. Mtg. location (address): Nevada City and The Joseph Center, Levon Avenue, Truckee

2. Evacuation routes and meeting point (discuss / describe): _____

3. 911: (Name of who will call): _____

4. Meet: (who will meet first responders): _____

5. CPR: (certified and willing): _____

6. AED: (where / who will get): _____

7. Active shooter: (discuss plan): 1) get out, 2) Turn off cell phone and hide out, or 3) take out if other options not possible.



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**FIRE SAFE COUNCIL OF NEVADA COUNTY
BOARD OF DIRECTORS' MEETING
PUBLIC NOTICE & AGENDA**

Notice is now given that a regular meeting of the Board of Directors' has been called and will be held on **Thursday, September 26th, 2019**, at **10:00 a.m.** in the **Madelyn Helling Library**, located at 980 Helling Way, Nevada City, CA. Video conferencing or teleconferencing will be available at the Joseph Center in Truckee, CA.

"To provide Firewise education and programs to enhance emergency preparedness for catastrophic wildfire to all citizens in Nevada County in order to reduce the loss of life, property, and natural resources and to create Firewise Communities/USA®; to network with other Fire Safe Councils, governmental agencies and foundations for the benefit of the citizens of Nevada County."

1) CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

2) MEETING SAFETY BRIEFING

3) AGENDA AND ORDER OF BUSINESS:

- a) Approval of Agenda and Order of Business Action

4) MEETING MINUTES:

- a) Approval of Minutes from the August 2019 Board Meeting Action

5) PUBLIC COMMENT:

This time is set aside for persons wishing to address the Board on any matter of interest that is not on the agenda. The Board invites comments from the agenda items after discussion by the Board Members. Speakers will be limited to five (5) minutes, unless extended by the Board chair. The Board chair reserves the right to further limit or exclude repetitious or irrelevant presentations. If written material is included, 20 copies of all information to be distributed to Board members should be given to the Secretary prior to the meeting. Action will not be taken at this meeting on citizen comments. The Board, however, after hearing from interested citizens, may place items under new business on a future agenda so proper notice may be given to all interested parties. If no one wishes to comment, the next scheduled agenda item will be considered.

6) AGENCY/PARTNER REPORTS – (Limit to 3-5 minutes) Information

7) REPORT OF THE PROJECTS COMMITTEE – Donn Thane

- a) Projects Update Information
- b) Next Meeting: TBA Information

8) REPORT OF THE EXECUTIVE COMMITTEE – Donn Thane

- a) SNAP Name Change to Align with Government Nomenclature Action
- b) Board Organization Structure and Roles Action
- c) Director Training through Center for Non-Profit Leadership Information
- d) Board Retreat Information
- e) Next Meeting: Thursday, **October 10th, 2019** at 9:30am – Fire Safe Council Office
143 B Springhill Drive, Suite 13, Grass Valley, CA 95945 Information

9) REPORT OF THE FINANCE COMMITTEE – Dave Walker

- a) Financial Analysis Information
- b) Next Meeting: Thursday, **October 10th, 2019** at 9:30am – Fire Safe Council Information
143 B Springhill Drive, Suite 13, Grass Valley, CA 95945

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10) REPORT OF THE CHAIRMAN OF THE BOARD – Donn Thane

- a) Chairman's Report Information
- b) Appointment to Fill a Vacancy on the Board or Committee Chairperson
- c) Removal of a Director or Committee Chairperson
- d) Adoption or Revision of a Budget, or Authorization for the expenditure of non-budgeted funds in excess of \$1000

11) REPORT FROM THE EXECUTIVE DIRECTOR – Jamie Jones

- a) Grant Applications Update Information
- b) Staffing Update Information
- c) Office Operations Update Information
- d) Partnership Update Information
- e) Wildfire Stakeholder Meeting Debrief Information

12) RED ZONE AFFAIR – John Paye

- a) Event Details Information
- b) Sponsorship/Ticket Sales Information

13) DIRECTORS' COMMENTS Information

14) ADJOURNMENT – Estimated @ 12:00pm

NEXT BOARD MEETING: Thursday, October 24th, 2019 at 10:00 a.m. at the Madelyn Helling Library, located at 980 Helling Way, Nevada City, CA. Video conferencing or teleconferencing will be available at the Joseph Center in Truckee, CA.

NOTE: Because the November meeting falls on Thanksgiving Day, we are requesting a move to November 21st from the Library, to be finalized and communicated.

Times stated are approximate and subject to change. Agenda order is tentative and may be changed by Board action without prior notice. This meeting will conform to the Open Meeting Act. Agenda discussions and report items are subject to action being taken on them during the meeting by the Board at its discretion. The Board provides the public the opportunity at meetings to address each agenda item during the Board's discussion or consideration of the item. Total time allocated for public comment on particular issues is limited. The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting shall make a request no later than five (5) working days before the meeting to the Board to (530) 272-1122 or by email to info@areyoufiresafe.com.



**Fire Safe Council of Nevada County Board of Directors Meeting Minutes
Madelyn Helling Library, 980 Helling Way, Nevada City, CA
Thursday, August 22, 2019 at 10:00 A.M.**

Videoconferencing was available at The Joseph Center, Levon Avenue, Truckee, CA.

Board Members in Attendance:

DIRECTORS:

Donn Thane, Chariman
Rick Nolle, Vice- Chair
Dave Walker, Secretary/Treasurer
Eric Trygg, Director
Pete Williams, Director
Don Wagner, Director
Bill Drown, Director
Steve Eubanks, Director
Sue Hoek, Director
Wanda Mertens, Director
Alan Doerr, Director
Hank Weston, Director

AGENCY PARTNERS:

Julie Martin, BLM
Matt Furtado & Jim Mathias, CalFire/Nevada County
Jenn Tamo, Paul Cummings, Steve Monaghan
Sheila Cameron, Nevada County OES
Jacobie Waters, USFS
Bob Long, Susan Rogers, Firewise Coalition
Cathe' Fish, UC Master Gardeners

Staff in Attendance:

Jamie Jones
Billy Spearing
Matthew Frink
Chris Wackerly

Visitors in Attendance: Terry McMahon of NCCC Fire, Trisha Tillotson of Nevada County Dept of Public Works, David Hanson, Warren Knox.

- 1) **The meeting was called to order at 10:00 A.M.**
- 2) **Meeting Safety Briefing was given by Chairman, Donn Thane.**
- 3) **Consent for current Agenda and order of business (Single Motion Needed):** Approval of current Agenda, motioned by Eubanks and seconded by Nolle, all approved.
- 4) **Consent for previous meeting minutes (Single Motion Needed):** Approval of Minutes from 6/27/2019 Board Meeting, motioned by Weston, seconded by Walker, all approved.
- 5) **Public Comment:** None were made.
- 6) **Agency/Partner Reports:**
Jenn Tamo of NevCo OES: Reported that the Code Red Test will be done annually. An Insurance Town Hall will take place this evening (Aug. 22) with the CA Insurance Commissioner Ricardo Lara speaking. Event is anticipated to be full so overflow spaces will be available for the public at the Eric Rood Center. GreenWaste drop sites are happening in Floriston soon. FEMA Access & Functional needs Grant is coming soon. The Nevada County Stakeholder meeting is next week.

Julie Martin of BLM- Round Mountain project starts this winter.

Jacobie Waters of USFS: The Madrone Springs under burn project area is being prepped right now. There is a 4,300-acre fuel reduction beginning in Western Nevada City. There is a prescribed burn

north of Hwy 20 and to the west. USFS is finished with their portion of the FSCNC project. An 82-acre mastication project is starting and finishes NFWF project. A 239-acre project in Cascade Shores and Lower Greenhorn begin in one week.

Jim Mathias of Cal Fire: Ponderosa West started this Tuesday and will be going light at first and will be mostly hand cutting. These debris piles will be burned in the winter. The Governor's declaration for additional seasonal hires is well underway. While talking with the public these next few months all parties are recommended to talk about doing the right thing, but in the wrong way or at the wrong time. Comparison of 18 & 19 incidents (information and occurrence).

Matt Furtado of Cal Fire: Would like people to note that tensions are high, and residents are nervous, so he asks that people be extra diligent about sharing proper and correct information.

Terry McMahon of Nevada County Consolidated: County Defensible Space Inspections group has 200 complaints currently and are coming in at a rate of 2-3 new per day. Steve Monaghan stated there are currently two openings for Defensible Space Inspectors.

7) Report from the Executive Committee -Donn Thane:

- a. Meeting with Lake Wildwood regarding Green Waste is coming soon.
- b. A draft of the Executive Director priorities has been included in the Board Packet and will be coming online in October.
- c. The interviews for new directors have been completed, and the Nominating Committee recommends Julie Siegenthaler for Secretary, and Janeth Marroletti for Director.

8) Report from the Finance Committee -Dave Walker:

- a. The Audit for the 2017/2018 taxes is underway and is nearly completed.
- b. Samples of the new reporting style are included in the Board Packet.
- c. FSCNC has applied for the \$400k new equipment line of credit.

9) Report from the Chairman – Donn Thane: shared the time as an example of how director reports could work for various programs: Pete Williams has reported there were 400 Defensible Space Advisory Visits (DSAV) in 2018, and there has been a substantial increase to 1,000 so far in 2019. Alan reported there are 32 Firewise Communities in training, with 36 certified, and 2 pending certifications.

10) Report from the Executive Director – Jamie Jones:

- a. PG&E is offering Stevenson Grants in the amount of \$50K for roadside vegetation management on private roads.
- b. Matt and Chris were introduced as new staff members, in addition to Jon and Spencer. An admin, named Allison, will start on Monday. Etta is no longer in the office as of the date that public school resumed session.
- c. Matt has obtained Right of Entry for 400+ acres for Ponderosa West. There are four Denials of Entry at this time. September 4th is the Open House for the Ponderosa Project; the format will be more of an Open House than a Town Hall. Sheila indicated the messaging highlights collaboration and has received a 53% positive return immediately.
- d. Listos CA is sending funding to small local groups to better reach residents in minority groups. Extreme detail for this funding is required for tracking. A campaign implementation meeting and press conference will take place in the future.

11) Report from the Fundraising Committee – Bill Drown: Approximately 150 tickets have been sold, so far. The press release is being held for conformation by John Paye. Allison Kirk is no longer planning, and a new planner Gillian Shenon is taking her place. Red Zone Affair is September 27 and 28th.

12) Report from Projects Committee- Donn Thane: DSAV update class to include Yuba County FSC was a success and will be repeated annually.

13) Director Comments:

Wanda Mertens – Insurance Companies change their cancellation requirements as frequently as 10-day cycles. Hartford is currently using the National Fire Protection Agency (NFPA) Firewise (FWC) standard

in determinations. More insurance carriers are also using NFPA guidelines. Insurance inspectors do not have specific knowledge for state or local guidelines, they are only recording and reporting back to the insurance carrier. A Firewise Community spreadsheet helped eliminate a cancelation that was threatened.

14) Presentation to the board by Trisha Tillotson, head of Nevada County Public Works: Anyone can clear their property all the way up to the roadside if they are not standing or working in the roadway. Nevada County has 1,500 miles of private roads, which is three times as much as public roads; therefore, most of the roadside clearance in Nevada County is the responsibility of individual property owners. Individuals can request on-the-spot service through the Ask Nevada County app.

15) Reporting out of Closed Session (Only Voting Board Members May Participate):
Commenced at approximately 11:45. Board of Directors discussed Non-Disclosure Signature Forms and Had a conference with legal counsel concerning existing litigation Subdivision (a) of Section 54956.9)w Drummond v. Fire Safe Council. Closed session was adjourned at 12:15.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Board meeting held on August 22, 2019 and were approved by the Board of Directors.

Julie Siegenthaler, Secretary

Date

Billy Spearing, Grant Accountant

Date



Fire Safe Council of Nevada County Executive/Finance Board Meeting Minutes
Fire Safe Council, 143B Springhill Drive, Ste. 13, Grass Valley, CA 95945
Thursday, September 12, 2019 at 9:30 A.M.

Board Members in Attendance:

In Attendance:

Donn Thane, Chairman
Dave Walker, Treasurer
Julie Siegenthaler, Director (Acting Secretary)
Pete Williams, Director
Hank Weston, Director
Eric Trygg, Director
Bill Drown, Director
Jamie Jones, Executive Director

Guests: None

The meeting was called to order at 9:29 A.M.

- 1. Public Comment:** Director Jones played a video clip of Steve Monaghan presenting at the last Board of Supervisor's (BOS) Meeting, during which he utilized the Stakeholder Meeting presentation materials prepared by Jones. Monaghan stated that the Fire Safe Council of Nevada County (FSCNC) was the County's primary partner for wildfire, expressing confidence after having attended a recent FSCNC Board Meeting. Executive Director Jones further relayed there were unanimously positive comments made by the BOS regarding the presence and momentum of FSCNC in the county. Dan Miller noted that the FSCNC has been very active and visible in the County, of late.

In addition, Matthew Coulter, well-known on local social media pages for his candor, commented that should FSCNC request funding, the County should react favorably to such requests. Jones encouraged the Board to view the video replay of the BOS meeting. The Union was in attendance, and published an article in response.

Executive Director Jones was told by the County that, though not listed yet, the entire \$12M FEMA funding will be run through FSCNC.

The presentation included discussion of the \$60 in funding from Proposition 172, there was an additional \$18 amendment that came from an increase in taxes, directly out of the County's portion of funding. Director Weston clarified that Prop 172 are distributed to departments based on a formula and that the funds will come directly from the County's portion, and thus will not affect funding for the Fire Department.

Chairman commended the Board and Executive Director Jones for working so diligently on improving communication and visibility, as engendering such positive feedback from the County possible.

- 2. Red Zone Affair:** ED Jones indicates the event is sold out, which was unfortunately prior to the promotion in the press. More sponsors are interested, but including them may not be fair to the original sponsors. The event coordinators will provide a list of duties for the 10 volunteers FSCNC has offered. Set-up and tear-down are provided by catering. The food will be buffet-style, served by Maria's and

Kane's. Directors Williams, Trygg, and Weston have indicated an interest in volunteering. The Board will likely be met by the FSCNC Board. Dress code will not be formal, as initially promoted based on attendee feedback, but will be red-themed, and as comfortably formal as suitable to and outdoor event.

- 3. SNAP Title Change:** ED Jones informed the Board that the Special Needs Assistance Program (SNAP) name does not align with Federal and State nomenclature, which is Access and Functional Needs Program. Regardless of name, this program addresses needs for disabled, low-income, and elderly families and is a component of FEMA funding. Jones recommended the Board consider a name change from SNAP to Access and Functional Needs Program. Director Weston moved that the name be changed, with a second by Director Trygg. The motion passed unanimously.

Chairman Thane asked that Jones involve Director Marroletti in this program with her extensive experience and interest in serving seniors, as well as her position with Gold Country Community Services.

- 4. Board Organization Structure and Roles:** ED Jones stated that Associate Directors function more as Agency Partners, and not as Directors. Jones suggested that the title Associate Directors may not be appropriate for a representative from an agency, and may give those representatives the impression that they have voting rights on regular Board decisions. They are listed on Agency Partner reports, so for the sake of consistency Jones recommends these Associate Directors be given the title Agency Partner, particularly given the agencies will send different representatives, rather than a single and consistent representative.

Director Trygg indicated the roles and lists of partners may need to be cleaned up to remove inactive members.

Treasurer Walker made a motion eliminate the term Associate Director, with a second by Director Weston. The motion was unanimously passed. ED Jones suggested a review of the Agency Partner list, adding and removing as appropriate. If an individual or organization is interested in participating, but not as an engaged and active Agency Partner, they are still welcome to attend public meetings. Chairman Thane will contact Agency Partners to see if they are still interested in active participation with FSCNC.

- 5. Director Training and Board Retreat:** Chairman Thane and Director Williams attended a training session at the Center for Nonprofit Leadership (CNL), at which FSCNC has a membership. The class was "Board Essentials: Getting to Great" which was very informative. Thane would like to ask Board Members to attend 1-2 training sessions at CNL per year, which will be paid for by FSCNC. ED Jones commented that this training would be helpful for new Board members, as well. FSCNC will obtain the class schedule for each year, then ask Directors to pick two they will attend, reporting their selection at a subsequent meeting.

Chairman Thane and Director Williams held orientation for new Directors Julie Siegenthaler and Janeth Marroletti to introduce them to FSCNC.

Chairman Thane is proposing a single-day Board retreat for strategic planning some time from mid-February through the end of March. Director Williams will lead the committee to organize the retreat. Several suggestions were made by those in attendance, but in the interest of time, Chairman Thane suggested those with comments or suggestions should forward them to Director Williams via email. Williams indicated the Director Training process is already established, and that the retreats should be more strategic in nature.

Ponderosa West Project: Steve Garcia will be conducting 40-acres of field review. The masticator head is on its way, and work could start as early as Sept. 13. Labor crew of twelve is contracted, with potential to inherit another 35-40 from the North Fork Project. Crews will begin work in the next week or so. County property is dependent on Washington Ridge crew availability, which has been getting calls for fires. The Native Plant Society is still on Board.

Ponderosa West Open House event was a great success. Several Right-of-Entries were given following the event, and ED Jones would like to thank the Board for their support. The County is reluctant to finalize verbiage of contract, but is working with Jones and Steve Monaghan, and Nevada County CEO Allison Lehman to get details figured out. FSCNC will be able to invoice the county multiple times per month, and in advance if needed, to assist those contractors who have weekly payroll demands. Jenn Tamo with Nevada County is modifying the project to include the northern BLM parcel. ED Jones is looking into getting SEQA funds to help cover that area, and meet the goal of 300 acres.

Matt is doing a great job of organization on this project.

Getting the chipper vehicles for this project is held up with financing, which will hold up the contract. FSCNC is looking at USDA Rural Community Loans for nonprofits. Tax returns from 2015-2017 made FSCNC look unfavorable as a loan candidate. Jones will keep the board updated. Down-payment has been made, and paperwork has been signed. The administrative fee on the grant could cover the vehicles, with the funds to be re-allocated as they are available. Local financial institutions are willing to partner with FSCNC, however the corporate underwriters don't have the same level of motivation. Director Walker educated the Board about the challenges in the banking industry. Director Weston suggested the County has a loan pool at the going interest rate that ED Jones could look into. Jones is very interested in keeping the loan funds from the local community. The total funds needed for the vehicles is \$160k, and the next payment is TBD. These trucks are needed to execute the roadside vegetation and chipping grants. Currently, a Ponderosa vehicle is being borrowed for this project. Jones communicated the need and benefits of adding vehicles to the fleet, not only for these projects, but also for ongoing needs.

6. **Firewise Communities:** There are a total of 37 established Firewise Communities in Nevada County. Funding for fifteen new communities, which have already been selected, were approved by the County, and partners are working on them. An additional four are self-funded, three of which are in Truckee. The new total upon completion will be 56 communities. There are still 38 communities on the wait list.
7. **Grants:** ED Jones anticipates the next round of Cal Fire grants in Oct. Woodpecker Ravine (between Alta Sierra and Colfax/174) is slated as the next project, similar in scope to Ponderosa West. FSCNC will likely apply for the Firewise Community Grant that will allow a Firewise coordinator in the office for assessments, education, etc. If the zero-emissions vehicle applied for through the Northern Sierra Air Quality Management District is awarded, that vehicle will likely be used by the Firewise Coordinator. Joe Fish at NSAQMD specifically requested an application from FSCNC for this grant.
8. **Budget:** See discussion above about Ponderosa West vehicle purchase regarding moving budget among line items to secure vehicles.

Equipment and Vehicle Purchase Status: See discussion above.

9. **Lake Wildwood Green Waste Event:** Debris piles are to be burned in the winter. Chairman Thane will work with Don Wagner to get an engine and water tender on site at time of burn, and will ask Wildwood to tarp the piles so it will burn easily. Though this project did not go according to FSCNC expectations, and at this point it's easiest to help Wildwood get the debris cleared, though this was not our original plan. A letter was written that contained several false statements, but in the interest of keeping the community safe, we will assist Wildwood with this disposal. ED Jones expressed her frustration with this project, but will no longer recommend holding a Green Waste Event inside Lake Wildwood.

Closing Comments: Director Drown stated Liz Kellar from The Union would be interested in attending a Board meeting from time to time. Director Drown asked if it would be acceptable for her to attend, and of course it is. All such requests should be referred to ED Jones or to Chairman Thane.

10. Motion to adjourn 10:49 by Chairman Thane, seconded by Bill Drown. Meeting adjourned to Closed Session.

I declare that these meeting minutes accurately reflect the actions of the Fire Safe Council of Nevada County's Executive / Finance Board meeting held on September 12, 2019 and were approved by the Board of Directors.

_____ Date _____

Fire Safe Council of Nevada County, Inc

BALANCE SHEET

As of September 20, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Tri Counties Bank	0.00
10001 Checking Tri Counties #9854	18,918.48
10010 Tri Counties - Donations #7356	33,653.94
10015 Tri Counties - Grants Account	119.86
10020 Tri Counties - CD (Feb 2010)	0.00
Total 10000 Tri Counties Bank	52,692.28
10025 Sierra Central Credit Union	
10030 Sierra Central - Money Market 0837	689.16
10040 Sierra Central - Savings	170.28
Total 10025 Sierra Central Credit Union	859.44
10050 - West America Bank	0.00
10055 - West America #8159	452.00
10060 - West America #8167***	488.19
Total 10050 - West America Bank	940.19
10300 Petty Cash	73.01
Total Bank Accounts	\$54,564.92
Accounts Receivable	
11000 A/R - Projects	348,326.00
11050 A/R - Other	0.00
11200 Accounts Receivable - Unbilled	0.00
11400 Grants Receivable	0.00
Total Accounts Receivable	\$348,326.00
Other Current Assets	
12000 Employee Receivable	0.00
12050 Unbilled Accounts Receivable	0.00
13000 Prepaid Expenses	8,122.25
13100 Prepaid Deposits - WC	871.00
13200 Prepaid WC Premium	1,464.29
13700 Payroll Service Customer Asset	0.00
14900 Undeposited Funds	135.00
Total Other Current Assets	\$10,592.54
Total Current Assets	\$413,483.46
Fixed Assets	
15000 Equipment	212,562.96
17000 Accum Deprec - Equipment	-128,664.03
Donated Office Furniture	2,000.00
Vehicles	82,717.78
Total Fixed Assets	\$168,616.71
Other Assets	
Employee Advances - Wackerly	122.52

	TOTAL
Total Other Assets	\$122.52
TOTAL ASSETS	\$582,222.69
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20101 Accounts Payable	65,100.03
Total Accounts Payable	\$65,100.03
Credit Cards	
21000 Tri-Counties Bank Credit Card	0.00
21050 Tri Counties Credit Card 1029	246.69
21075 Tri Counties Credit Card 1011	0.00
21080 Westamerica Credit Card #4854	4,999.68
Total Credit Cards	\$5,246.37
Other Current Liabilities	
21100 Direct Deposit Liabilities	250.00
21200 Accrued Expenses	11,205.25
21500 West America Credit Line	73,000.00
21750 Tri Counties Credit Line #960	20,000.00
22000 Payroll Liabilities	5,024.52
125 - Other Premium Only Plan	0.00
22100 Accrued Vacation	9,566.52
22125 Workers Comp Payable	0.00
22150 Health Insurance Payable	1,094.88
22300 401K Plan Payable	7,641.55
22400 Payroll W/H - Garnishment	0.00
401k Co. Match - Spearing	0.00
401k Emp	0.00
401k Emp.	0.00
CA PIT / SDI	1,357.80
CA SUI / ETT	270.70
Employee Receivable	0.00
Net Deduction - Other	0.00
Total 22000 Payroll Liabilities	24,955.97
25000 Deferred Revenue	0.00
25100 Deferred Revenue - Invoiced	0.00
Total 25000 Deferred Revenue	0.00
25400 Loans from Officers, Directors	0.00
25500 Line of Credit - Citizens Bank	0.00
26000 Fiscal Sponsorship	
26100 FS - Greater Champion Mine	0.00
26200 FS - Lake Vera-Round Mountain	1,214.90
26300 FS - Cascade Shores Firewise	395.00
26400 FS - Greater Alta Sierra FW	45.00
Total 26000 Fiscal Sponsorship	1,654.90
Deferred Salaries - Jones	1,500.00
Direct Deposit Payable	0.00
Repayment	
Advance Repayment	0.00

	TOTAL
Total Repayment	0.00
Total Other Current Liabilities	\$132,566.12
Total Current Liabilities	\$202,912.52
Total Liabilities	\$202,912.52
Equity	
30000 Fund Balance	0.00
30100 Opening Bal Equity	0.00
30200 Prior Period Adjustment	0.00
38000 Restricted - Ops/Equip Reserve	36,000.00
39000 Retained Earnings	-71,155.98
Prior Year Adjustments	24,291.20
Net Revenue	390,174.95
Total Equity	\$379,310.17
TOTAL LIABILITIES AND EQUITY	\$582,222.69

Management Report

Fire Safe Council of Nevada County, Inc
For the period ended August 31, 2019



Prepared on
September 25, 2019

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Statement of Activity

July - August, 2019

	Total
REVENUE	
41100 Federal Grants	60,000.00
41300 Local Government Grants	15,000.00
41400 Business Private Grants	3,412.51
43000 Donations - Chipping	11,946.96
43500 Donations - General	3,937.92
44000 Fundraising	27,776.00
44500 Memberships	2,793.00
Total Revenue	124,866.39
COST OF GOODS SOLD	
50000 Cost of Goods Sold	523.06
Total Cost of Goods Sold	523.06
GROSS PROFIT	124,343.33
EXPENDITURES	
52000 Payroll Fringe Expenses	
52100 Payroll Taxes	7,407.76
52350 Holiday Pay	220.00
52390 Sick Pay	1,320.00
52400 Workers Comp Expense	1,206.43
52500 IRA Contributions	358.80
Total 52000 Payroll Fringe Expenses	10,512.99
60000 Administrative	
64200 Accounting fees	2,385.00
64300 Professional Services- Contract	2,699.28
64401 Webmaster	587.91
64410 Payroll Service Fee	128.75
64500 Rent Expense	2,447.93
64600 Telephone	2,767.69
64700 Utilities	583.76
64800 Postage	299.20
64900 Office Expense & Supplies	11,223.92
65000 Printing & Copying	476.02
65150 Repairs and Maintenance	671.33
65200 Training	150.00
65300 Travel and Meals	534.22
65360 Automobile	80.05
65400 Meeting and Program Expenses	345.00
65600 Dues and Subscriptions	262.36
65900 Merchant Services Fees	43.94
65950 - Merchant Deposit Fees	546.59
Total 65900 Merchant Services Fees	590.53
Total 60000 Administrative	26,232.95

	Total
70000 Program Expenses	
71000 Payroll Wages	63,606.17
74100 Contractual - Services	7,032.34
74900 Office Expense & Supplies	4,614.48
74910 Reflective Address Signs	1,519.02
74950 Chipping Program Supplies	2,633.57
75250 Public and Community Outreach	3,290.65
75300 Travel and Meetings	8.00
75400 Auto Expense	
75450 Auto Exp - Gas/Mileage/Other	662.16
Total 75400 Auto Expense	662.16
75525 Insurance	4,621.55
77000 Donations and Contributions	-19.01
Total 70000 Program Expenses	87,968.93
79010 Bank Service Charges	73.15
Carpet Cleaning	275.00
Payroll Expenses	
Taxes	1,388.26
Total Payroll Expenses	1,388.26
Suspense	4,828.18
Total Expenditures	131,279.46
NET OPERATING REVENUE	-6,936.13
OTHER REVENUE	
80000 Interest Income	1.10
Total Other Revenue	1.10
OTHER EXPENDITURES	
81000 Interest expense - general	577.48
83500 Taxes - State	651.00
Total Other Expenditures	1,228.48
NET OTHER REVENUE	-1,227.38
NET REVENUE	\$ -8,163.51

Statement of Financial Position

As of August 31, 2019

	Total
ASSETS	
Current Assets	
Bank Accounts	
10000 Tri Counties Bank	
10001 Checking Tri Counties #9854	1,197.50
10010 Tri Counties - Donations #7356	29,379.20
10015 Tri Counties - Grants Account	7,394.86
Total 10000 Tri Counties Bank	37,971.56
10025 Sierra Central Credit Union	
10030 Sierra Central - Money Market 0837	689.16
10040 Sierra Central - Savings	170.28
Total 10025 Sierra Central Credit Union	859.44
10050 - West America Bank	
10055 - West America #8159	452.00
10060 - West America #8167***	4,127.19
Total 10050 - West America Bank	4,579.19
10300 Petty Cash	73.01
Total Bank Accounts	43,483.20
Accounts Receivable	
11000 A/R - Projects	-39,796.16
11200 Accounts Receivable - Unbilled	2,424.42
11400 Grants Receivable	39,796.16
Total Accounts Receivable	2,424.42
Other Current Assets	
13000 Prepaid Expenses	3,615.34
13100 Prepaid Deposits - WC	871.00
13200 Prepaid WC Premium	652.54
14900 Undeposited Funds	12,584.96
Total Other Current Assets	17,723.84
Total Current Assets	63,631.46
Fixed Assets	
15000 Equipment	165,985.12
17000 Accum Deprec - Equipment	-128,664.03
Donated Office Furniture	2,000.00
Total Fixed Assets	39,321.09
Other Assets	
Employee Advances - Wackerly	122.52
Total Other Assets	122.52
TOTAL ASSETS	\$103,075.07

LIABILITIES AND EQUITY

Liabilities

	Total
Current Liabilities	
Credit Cards	
21050 Tri Counties Credit Card 1029	246.69
21080 Westamerica Credit Card #4854	8,616.99
Total Credit Cards	8,863.68
Other Current Liabilities	
21100 Direct Deposit Liabilities	250.00
21200 Accrued Expenses	14,380.25
21500 West America Credit Line	10,000.00
21750 Tri Counties Credit Line #960	20,000.00
22000 Payroll Liabilities	2,692.29
22100 Accrued Vacation	9,566.52
22150 Health Insurance Payable	1,094.88
22300 401K Plan Payable	6,966.93
CA PIT / SDI	740.36
CA SUI / ETT	106.47
Total 22000 Payroll Liabilities	21,167.45
26000 Fiscal Sponsorship	
26200 FS - Lake Vera-Round Mountain	1,214.90
26300 FS - Cascade Shores Firewise	395.00
26400 FS - Greater Alta Sierra FW	45.00
Total 26000 Fiscal Sponsorship	1,654.90
Deferred Salaries - Jones	1,500.00
Total Other Current Liabilities	68,952.60
Total Current Liabilities	77,816.28
Total Liabilities	77,816.28
Equity	
38000 Restricted - Ops/Equip Reserve	36,000.00
39000 Retained Earnings	-26,868.90
Prior Year Adjustments	24,291.20
Net Revenue	-8,163.51
Total Equity	25,258.79
TOTAL LIABILITIES AND EQUITY	\$103,075.07

Expenditures by Vendor Summary

July - August, 2019

	Total
Adobe	253.82
Advance Carpet Cleaning	275.00
Amazon.com	4,519.49
API-marketing	299.20
Arco	167.96
AT&T	1,492.69
Barret Property MGMT	2,679.68
Beach Hut Deli	133.01
Billy Spearing (Vendor)	362.73
California Dept of Tax and Fee Admin	651.00
Carbonite	149.99
Carhartt	831.94
Chipotle	11.10
City of Grass Valley Utilities	106.65
City of Sacramento Parking	8.00
Costco	5,591.27
County Cafe	2.50
Fat's Asian Bistro	80.00
Five Star Auto	34.99
Go Daddy	268.71
Gold Country Express	16.00
Grass Valley Printers	379.75
HBE RENTALS	304.23
Hills Flat Lumber Co.	445.02
HiVis Supply	438.94
Home Depot	389.34
In-N-Out Burger	16.30
Interstate Sign Products	1,455.86
Jamie Jones	4,500.00
Jobber	594.00
Johny on the Spot	112.34
Kane's Fine Food	151.22
KM Virtual Services	1,475.00
Maria's Mexican	66.63
Mertens Insurance Agency	4,621.55
Microsoft	241.90
Mustang Firearms & Sporting Goods	37.63
Nevada County AOR	345.00
Nevada County Fair	2,080.65
Ophir Hill Fire Protection District	150.00
Pacific Gas & Electric	245.36
Paypal	546.59

	Total
Plaza Tire	253.41
ProLube	97.10
QuickBooks Credit Card Processing	0.40
QuickBooks Payroll Service	3,976.66
Quietech Associates	850.00
R.L. Accounting	2,385.00
REI	238.67
Riebes Auto Parts	83.98
Robinson Enterprises	1,769.57
Safeway	50.99
Sheila Cameron	3,000.00
Site123	319.20
SPD Markets	42.62
Starbucks Coffee	28.54
Sticker Mule	265.53
Susan Rogers.	42.66
Suzanne Calkins	800.00
Target	389.19
TeamViewer	352.80
Tech Soup	249.00
The Union	1,210.00
Threads N' More	806.69
Tofanellis Gold Country	23.00
TriCounties Bank	204.17
TSheets	158.75
TSS Consultants	1,595.00
Waste Management of Nevada County	6.45
West America Bank	141.95
Westamerica Bank Credit Card #4854	4,502.48
WIZIX COPIES ACCOUNT	224.23
WIZIX Technology Group - Lease	251.79
Zappos	300.90
Not Specified	51,077.26
TOTAL	\$112,231.03

Red Zone Affair fundraiser postponed due to weather

By
[John Payne Jr.](#)

September 24, 2019, 10:38:07 AM

September 24, 2019 – We regret to inform those of you who have both graciously sponsored and purchased tickets to our upcoming Red Zone Affair NFL Alumni fundraising event to support the Nevada County Fire Safe Council of Nevada County, that we will need to postpone due to a foreboding weather forecast of rain, showers, and very cold weather throughout this coming weekend.

The National Weather Service for the 3100' elevation Preserve at Chalk Bluff has the following forecast:

Friday Night: *A chance of showers, mainly after midnight. Partly cloudy, with a low around 53.*

Saturday: *A chance of showers. Partly sunny, with a high near 66.*

Saturday Night: *A chance of showers. Mostly cloudy, with a low around 47.*

<https://forecast.weather.gov/MapClick.php?lat=39.15711958200046&lon=-120.87771662999972#.XYonuZNKhN2>

Further Red Zone Affair 49er celebrity guest Del Rogers consulted his fellow KCRA TV weatherman who advised to “postpone anything planned outdoors”.

Our same event has been rescheduled for the weekend of August 28th and 29th of 2020. Our plans for an outdoor event will be best held under sunny skies towards the end of next summer.

We sincerely apologize for this change of plans and will look forward to seeing you when we reconvene in August. If you are unable to attend, need a refund or have questions pertaining to the status of your sponsorships or tickets please contact John Paye at jpaye@payesplace.com.

We are dedicated to providing you a fun-filled event and look forward to seeing you all next year!

The Red Zone Affair

FIRE SAFE COUNCIL OF NEVADA COUNTY

BOARD ROSTER

As of 9/26/19

POSITION	LAST	FIRST	CITY	PHONE	CELL	EMAIL	REPRESENTING/AFFILIATIONS
Chairman	Thane	Donn	Grass Valley	530-273-8685	530-575-0566	6dthane@gmail.com	Member at Large
Vice-Chair	Nolle	Rick	Penn Valley	530-432-5360	530-205-6201	ricknolle@sbcglobal.net	Realtor
Treasurer	Walker	Dave	Penn Valley	530-432-4111	530-362-0614	dwalker.assoc@gmail.com	Business/Certified Public Accountant
Secretary	Siegenthaler	Julie	Penn Valley	530-432-8801	408-515-8814	j.siegenthaler@att.net	
Director	Doerr	Alan	Nevada City	530-274-8417	530-559-3090	avdoerr@gmail.com	GIS Specialist
Director	Drown	Bill	Grass Valley	530-274-2568	530-713-8389	billdrown3@gmail.com	Member at Large
Director	Eubanks	Steve	Rough & Ready	530-559-5487		steubanks@gmail.com	Biomass Specialist/ Retired USFS
Director	Hoek	Sue	Nevada County			Sue.hoek@co.nevada.ca.us	County of Nevada, Board of Supervisors
Director	Mertens	Wanda	Nevada City	530-265-0621	NA	wanda@mertensinsurance.com	Mertens Insurance Agency
Director	Trygg	Eric	Grass Valley	530-273-9161	NA	pacifictrac@hotmail.com	Member at Large
Director	Wagner	Don	Penn Valley	530-432-2630	530-559-8816	dwagner@pennvalleyfire.com	Nevada County Fire Chiefs' Assoc. Rep.
Director	Weston	Hank	Penn Valley			hankweston@comcast.net	Member at Large
Director	Williams	Pete	Nevada City	530-265-2686	NA	peteandsuewi@sbcglobal.net	Member at Large
Director	Marroletti	Janeth	Grass Valley	530-615-4541		jmarroletti@goldcountryservices.org	Gold Country Community Services
Associate	Bennitt	Gretchen	Grass Valley	530-274-9360	NA	nsaqmd.gretchen@gmail.com	NSAQMD
Associate	Fish	Cathe'	Rough & Ready	530-432-5109		sunshine.works@gmail.com	Master Gardener's Assoc.
Associate	Houdyschell	Bill	Truckee	530-587-9432	NA	forestry@tahoedonner.com	RPF
Associate	Martinez	Jerry	El Dorado Hills	916-941-3101	916-212-3108	gmmartin@blm.gov	BLM
Associate	Mathias	Jim	Nevada City	530-265-7855	530-277-2303	jim.mathias@fire.ca.gov	CALFIRE
Associate	Long	Bob	Grass Valley	530-913-0287	NA	boblong162@gmail.com	Firewise Coalition
Associate	Josh	Robinson	North Auburn			joshuarobinson@tcbk.com	Tri-Counties Bank
Associate	Waters	Jecobie	Nevada City	530-288-3231	NA	jecobiewaters@fs.fed.us	USFS, Tahoe National Forest
Alternate	Hall	Heidi	Grass Valley	530-265-1480	NA	heidi.hall@co.nevada.ca.us	County of Nevada, Alternate

FSCNC 2019/2020 Calendar

- 09/26/2019 – FSCNC Board of Directors Meeting 10 a.m.
- 09/27 + 09/28 – Red Zone Affair (CANCELED)
- 10/01/2019 - FireWise Coalition Meeting 5:30 p.m.
- 10/10/2019 – Executive / Finance Committee Meeting
- 10/24/2019 - FSCNC Board of Directors Meeting 10 a.m.
- 10/31/2019 – Halloween
- 11/05/2019 – Election Day
- 11/05/2019 – FireWise Coalition Meeting 5:30 p.m.
- 11/11/2019 – Veterans Day
- 11/14/2019 – Executive / Finance Committee Meeting
- 11/28/2019 – FSCNC office closed - Thanksgiving Day
- 11/28/2019 – FSCNC Board Meeting – **NEED TO RESCHEDULE**
- 12/03/2019 – FireWise Coalition Meeting 5:30 p.m.
- 12/12/2019 – Executive / Finance Committee Meeting
- 12/24/2019 – Christmas Eve
- 12/25/2019 – Christmas Day -Office closed
- 12/31/2019 – New Year's Eve
- 01/01/2020 – New Year's Day – Office Closed



Our Mission Is:

To provide Firewise education and programs to enhance emergency preparedness for catastrophic wildfire to all citizens in Nevada County in order to reduce the loss of life, property, and natural resources, and to create Firewise Communities/USA®; to network with other Fire Safe Councils, governmental agencies, and foundations for the benefit of the citizens of Nevada County.

Our Vision Is:

To educate, help motivate, and assist the citizens and policymakers of Nevada County to understand the significant and eminent threat of catastrophic wildfire while promoting a healthy ecosystem and economy. As volunteers, we will act to coordinate stakeholders and the community to provide for our organizations' continuity and success in achieving this vision.

Who We Are:

The Fire Safe Council is a non-profit, local volunteer organization dedicated to making Nevada County safer from catastrophic wildfire through fire prevention education, fire break clearing projects, and creating Firewise Communities.

Fire Safe Council of Nevada County Acronym List

<u>ACE</u>	American Conservation Experience	<u>IRWMP</u>	Integrated Regional Water Mgmt Plan
<u>AC</u>	AmeriCorps NCCC	<u>MBF</u>	Thousand Board Feet
<u>BLM</u>	Bureau of Land Management	<u>MBTA</u>	Migratory Bird Treaty Act
<u>CABY</u>	Cosumnes, American, Bear and Yuba Rivers	<u>MJMHP</u>	Multi-Jurisdiction, Multi-Hazard Mitigation Plan
<u>CCC</u>	California Conservation Corp	<u>MOU</u>	Memorandum of Understanding
<u>CDF</u>	California Department of Forestry	<u>MUTCD</u>	Manual on Uniform Traffic Control Devices for Streets & Highways
<u>CEQA</u>	California Environmental Quality Act	<u>NEPA</u>	National Environmental Policy Act
<u>CFSC</u>	California Fire Safe Council	<u>NHPA</u>	National Historic Preservation Act
<u>CFIP</u>	California Forest Improvement Program	<u>NRCS</u>	Natural Resource Conservation Service
<u>CIP</u>	Capital Improvement Program	<u>NSAQMD</u>	Northern Sierra Air Quality Management District
<u>CNPS</u>	California Native Plant Society	<u>OES</u>	Office of Emergency Services
<u>CPRC</u>	California Public Resources Code	<u>PAL</u>	Project Activity Levels
<u>CSBG</u>	Community Service Block Grant	<u>PHI</u>	Pre-Harvest Inspection
<u>CWPP</u>	Community Wildfire Protection Plan	<u>PICP</u>	Partners in Community Program
<u>DBH</u>	Diameter at Breast Height	<u>RAC</u>	Resource Advisory Committee
<u>DOTS</u>	Department of Transportation & Sanitation (Nevada County)	<u>RCD</u>	Resource Conservation District
<u>DSAV</u>	Defensible Space Advisory Visit	<u>RFQ</u>	Request for Quote
<u>DMA</u>	Disaster Mitigation Act	<u>ROP</u>	Regional Occupational Program
<u>EDD</u>	Employment Development Department	<u>RPF</u>	Registered Professional Forester
<u>EIR</u>	Environmental Impact Report	<u>SAF</u>	Society of American Foresters
<u>EPA</u>	Environmental Protection Agency	<u>SEDD</u>	Sierra Economic Development District
<u>EPIC</u>	Electric Program Investment Charge	<u>SF</u>	Spaghetti Feed
<u>EQIP</u>	Environmental Quality Incentive Program	<u>SIP</u>	Shelter in Place
<u>ERC</u>	Economic Resource Council	<u>SOA</u>	Solicitation Offer Award
<u>ESA</u>	Endangered Species Act	<u>SPCC</u>	Spill Prevention and Counter measures Plan
<u>FEMA</u>	Federal Emergency Management Agency	<u>SPI</u>	Sierra Pacific Industries
<u>FIRST</u>	Forest Integrated Resource Safety Taskforce	<u>THP</u>	Timber Harvest Plan
<u>FREED</u>	Foundation of Resources for Equality & Employment for the Disabled	<u>TRPA</u>	Tahoe Regional Planning Agency
<u>FSCA</u>	Fire Safe Communities Association	<u>USFS</u>	United States Forest Service
<u>FSCNC</u>	Fire Safe Council of Nevada County	<u>VMP</u>	Vegetation Management Program
<u>GIS</u>	Geographic Information	<u>WCA</u>	Wine & Culinary Adventure
		<u>WLPZ</u>	Watercourse and Lake Protection Zone
		<u>WUI</u>	Wildland Urban Interface