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# CALIFORNIA WILDFIRE MITIGATION PROGRAM BOARD MEETING

## Meeting Minutes – Tuesday, January 16, 2024

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### **Board Members Present**

Daniel Berlant, Board Chair, State Fire Marshal, CAL FIRE  
Abby Browning, Board Vice-Chair, Chief, Private Sector NGO Coordination, Cal OES  
Robert Troy, Board Member, Assistant Director, Recovery, Cal OES  
Frank Bigelow, Board Member, Deputy Director, Community Wildfire Preparedness & Mitigation and Fire Engineering & Investigations, CAL FIRE

### **CWMP Staff Present**

J. Lopez, Executive Director  
Jordon Boyer, SSM I  
Matthew Delgado, AGPA  
Sarah Glenn, AGPA

### **Cal OES Staff Present**

Ron Miller, Branch Chief, Hazard Mitigation  
Ryan Massello, Division Chief, Hazard Mitigation  
Brandon Fore, Program Manager I, Hazard Mitigation Assessment Unit (Virtual)  
Lisa Long, SSM I, Hazard Mitigation Special Projects  
Angelica Quezada, AGPA, Hazard Mitigation Special Projects (Virtual)  
Brian Doss, AGPA, Hazard Mitigation Special Projects (Virtual)  
Julie Leo, AGPA, Hazard Mitigation Special Projects (Virtual)  
Adriana Arevalo, SSA, Hazard Mitigation Special Projects (Virtual)  
David Neill, Assistant Chief Counsel  
Lisa Rice, Consultant (Virtual)  
Liston Conrad, Consultant (Virtual)

### **CAL FIRE Staff Present**

Dennis O'Neil, Assistant Chief  
Kara Garrett, AGPA  
Will Brewer, GIS Analyst

**I. CALL TO ORDER & WELCOME – 10:00 AM**

- a. The meeting was called to order at 10:00 AM and welcome remarks provided by Board Chair D. Berlant.

**II. ROLL CALL/QUORUM ESTABLISHED**

- a. Roll call and quorum established with all Board Members present.
  - D. Berlant – Present
  - A. Browning – Present
  - R. Troy – Present
  - F. Bigelow – Present

**III. BAGLEY-KEENE OPEN MEETING ACT REVIEW**

- a. Presentation and review of the revisions to the Bagley-Keene Open Meeting Act –
  - Presented by Assistant Chief Counsel David Neill

**IV. APPROVAL OF PREVIOUS MEETING MINUTES**

- a. Review and approval of Meeting Minutes from October 17, 2023. No public comments received.

**Motion:** R. Troy moved to approve Meeting Minutes from October 17, 2023.

F. Bigelow seconded the motion.

**Action:** All in favor, none opposed, motion carried.

**V. APPROVAL OF PREVIOUS MEETING MINUTES**

- a. Review and approval of Meeting Minutes from November 28, 2023. No public comments received.

**Motion:** A. Browning moved to approve Meeting Minutes from November 28, 2023.

R. Troy seconded the motion.

**Action:** All in favor, none opposed, motion carried.

## VI. APPROVAL OF MEETING AGENDA

- a. Review and approval of Meeting Agenda. No public comments received.

**Motion:** F. Bigelow moved to approve Agenda for January 16, 2024.

R. Troy seconded the motion.

**Action:** All in favor, none opposed, motion carried.

## VII. OLD BUSINESS

- a. Home Hardening Pilot Program Monthly Status Report (Information item)
- Hazard Mitigation Assistance (HMA) Special Projects Unit (SPU) Update – Branch Chief Ron Miller
    - i. DR4407 – Cal OES – Advance Assistance Grant - \$8.4m
      - 1. CWMP Framework
      - 2. Homeowner Registration/Application – Assessment Mobile App.
      - 3. Phase I activities for Lake, San Diego, and Shasta communities.
    - ii. DR4482 – North Coast Opportunities (Phase II Activity) \$19.9m
    - iii. DR4558 – San Diego County (Phase II Activity) \$17.6m
    - iv. DR4569 – Shasta Fire Safe Council (Phase II Activity) \$17.6m
    - v. DR4482 – El Dorado County (Phase I) \$22.3m
    - vi. DR4482 – Tuolumne County (Phase I) \$17.7m
  - Budget Update – Ron Miller
    - i. SB 85
      - 1. Need to liquidate \$4.8M by 06/30/2024 and \$16M by 06/30/2025.
    - ii. AB 179
      - 1. \$13 Million must be encumbered, expenditure, or liquidated by 06/30/2027.
    - iii. SB 101
      - 1. \$12 Million must be encumbered, expenditure, or liquidated by 06/30/2028.
  - CAL FIRE Update – Assistant Chief Dennis O'Neil
    - i. Scope of Work (SOW) in Shasta County and Lake County, Defensible Space Assessments in Siskiyou County.
    - ii. Met with CWMP Staff on the Home Application user review. Hoping to meet with the field users of the App to conduct survey and user review.
    - iii. National Institute of Standards and Technology (NIST) – held 2023 WUI Days, review current research completed in 2023. They have a website and post recordings of research completed.

- b. California Wildfire Mitigation Program (CWMP) Program Update
  - Shasta County/Shasta County Fire Safe Council (FSC) – Jordon Boyer
    - i. Shasta FSC hosted their first contractor walk through on November 30, 2023, with six General and three Defensible Space Contractors.
    - ii. Contractor Questions were due December 7, 2023, and Bids were originally due December 14, 2023. Revisions were requested and Bids were resubmitted on January 10, 2024.
    - iii. Bids Received January 10, 2024, ranged \$46,778 to \$56,365.
    - iv. Comprehensive bid analysis is currently in process.
    - v. Tri Party Agreement still in legal review.
  - San Diego County/San Diego County Fire Department – Sarah Glenn
    - i. EHP Phase I for the expanded area:
      - 1. Deliverables have been submitted to FEMA, currently under review.
      - 2. Tribal notifications are going out and they expect the same level of interest as before.
    - ii. Assessor Training:
      - 1. Working with CAL FIRE and San Diego teams to coordinate training to create a large pool of trained Assessors for the program.
  - Siskiyou County/Shasta Valley Resource Conservation District – Sarah Glenn
    - i. Contractor Update:
      - 1. Ten contractors on the Pre-Qualification List
    - ii. Applications and Assessments:
      - 1. Continuing to review and approve incoming homeowner applications.
      - 2. Finalizing assessments and preparing for another round of assessments to QA.
  - Lake County/North Coast Opportunities (NCO) – Matt Delgado
    - i. Tri-Party Agreement:
      - 1. Approved by legal.
    - ii. Scopes of Work
      - 1. Six Completed Scopes of Work ready for contractor bids
    - iii. Contractor Update:
      - 1. 12 contractors under contract
      - 2. Reopening contractor procurement
    - iv. Homeowner Walkthrough:
      - 1. Scheduled for January 25, 2024.
  - Tuolumne County – Matt Delgado
    - i. EHP Phase I:
      - 1. Subject Matter Expert (SME) work is proceeding as expected.

- El Dorado County – Matt Delgado
  - i. EHP Phase I:
    1. Bidding opened January 3, 2024.
    2. Bidding closes February 2, 2024
  - ii. Staffing positions are being submitted to the Board of Supervisors for approval:
    1. Positions to be filled after Phase II funding is approved.

## VIII. NEW BUSINESS

- a. Staff Recommendations and Next Steps for the Home Hardening Demonstration Community Pilot Program (*Informational Only*)- Executive Director J. Lopez
    - Reminder Form 700 for CWMP Board Members and Staff
    - Bringing our current communities to work together in a team forum and share experiences.
    - Have begun Engagement on Wildfire Home Hardening
      - i. Siskiyou County
        1. County Staff is working hard to find a group that could carry out the project.
      - ii. Riverside County FEMA Building Resilient Infrastructure and Communities (BRIC) Sub-application.
        1. The BRIC application is compatible with CWMP, and we can use CWMP funds for the Home Hardening portion of the BRIC application upon Board approval.
          - a. State (CWMP) funds will be used for FEMA match requirement, BRIC requires 25% match.
        2. If Riverside not selected for BRIC, may come to the Board to ask for approval to use State Funds to support a CWMP project there.
      - iii. Board gives direction to CWMP staff to further engage and to prepare a proposal for review to move forward.
        1. Include details on Siskiyou, Riverside, and any potential third option/back-up plan.
    - Continuing to work on CWMP Alignment with:
      1. California State Hazard Mitigation Plan
      2. Wildfire and Forest Resilience Action Plan, Goal 2. Strengthen Protection of Communities
      3. Department of Insurance Safer from Wildfires Program
      4. Insurance Institute for Business & Home Safety (IBHS) Wildfire Prepared Home Certification
    - ii. Promote establishing Organized and Educated Communities
      1. California Fire Safe Council
      2. NFPA Firewise
      3. Board of Forestry and Fire Protection (BOF&FP) Fire Risk Reduction Community List
- b. Consideration and potential engagement of Sloan Sakai Yeung & Wong, LLP as CWMP General Counsel– Osman I. Mufti, Partner, DeeAnne Gillick, Senior Counsel

- Presentation on Experience and Qualifications as related to the CWMP and Joint Powers Authorities.
  - i. Seeking approval to further engage and to develop a Scope of Work and potential contract.

**Motion:** R. Troy moved to approve further engagement with Sloan Sakai Yeung & Wong, LLP

F. Bigelow seconded the motion.

**Action:** All in Favor, none opposed, motion carried.

#### **IX. FUTURE MEETING SCHEDULE**

- a. Third Tuesday of each month starting at 10:00 AM and ending at 12:00 PM.
- b. Next CWMP Board Meeting will take place on February 20, 2024.
  - California Natural Resources Agency (CNRA) Building  
2nd Floor Conference Room 2-201 715 P Street, Sacramento, CA 95814

#### **X. BOARD MEMBER COMMENTS**

- a. A. Browning thankful for the work being done to help mitigate dangers for Californians and developing a framework that can be used throughout the state.
- b. R. Troy looking forward to 2024 and reaffirming the efforts of the program.
- c. Looking forward to 2024 and showing that this program works, showing the public and the legislature the value of these efforts, and hopeful for the approval of an extension of the program by the legislature.

#### **XI. PUBLIC COMMENT**

- a. No public comments received.

#### **XII. MEETING ADJOURNMENT – 11:28 AM**

**Motion:** F. Bigelow moved to adjourn the meeting at 11:28 AM.

A. Browning seconded the motion.

**Action:** All in Favor, none opposed, motion carried.