
CALIFORNIA WILDFIRE MITIGATION PROGRAM BOARD MEETING

Meeting Minutes – Tuesday, July 18, 2023

Board Members Present

Daniel Berlant, Board Chair, Acting State Fire Marshal, Deputy Director of Community Wildfire Preparedness & Mitigation, 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, Assistant Deputy Director, Community Wildfire Preparedness & Mitigation and Fire Engineering & Investigations, CAL FIRE

Cal OES Staff Present

J. Lopez, Executive Director, CWMP

Jordon Boyer, SSM I, CWMP

Matthew Delgado, AGPA, CWMP

Sarah Glenn, AGPA, CWMP

Jordan Woods, AGPA, CWMP

Ron Miller, Branch Chief, Hazard Mitigation

Lisa Long, SSM I, Hazard Mitigation Special Projects

Brian Doss, AGPA, Hazard Mitigation Special Projects

Angelica Quezada, AGPA, Hazard Mitigation Special Projects

Liston Conrad, Consultant (Virtual)

Lisa Rice, Consultant (Virtual)

David Neill, Assistant Chief Counsel (Virtual)

CAL FIRE Staff Present

Steve Hawks, Assistant Deputy Director

John Morgan, Deputy Chief

Dennis O'Neil, Assistant Chief

Kara Garrett, AGPA

Justine Grafton, AGPA (Virtual)

Will Brewer, GIS Analyst (Virtual)

I. CALL TO ORDER & WELCOME – 10:00 AM

- a. The meeting was called to order at 10:00 AM; 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. APPROVAL OF PREVIOUS MEETING MINUTES

- a. Review and approval of Meeting Minutes from June 20, 2023. No public comments received.

Motion: R. Troy moved to approve Meeting Minutes from June 20, 2023.

A. Browning seconded the motion.

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

IV. APPROVAL OF MEETING AGENDA

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

Motion: R. Troy moved to approve Agenda for July 18, 2023.

A. Browning seconded the motion.

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

V. OLD BUSINESS

- a. Home Hardening Pilot Program Monthly Status Report (Information item)
 - Federal Emergency Management Agency (FEMA) Update – Branch Chief Ron Miller
 - i. Finalized CWMP Program Environmental and Historical Preservation (EHP) documents & Scope of Work (SOW) with FEMA on 07/07/2023 to include removal of all vegetation and install hardscaping in Zone 0 (0-5 feet).
 1. Zone 0 scope will be included in all future communities' awards
 2. San Diego and Shasta are now in the award process
 3. Estimated timeline of awards is early September

- Lake County/North Coast Opportunities (NCO) – Ron Miller
 - i. Grant Administration Kickoff was conducted on 07/11/2023 which covers grant guidelines and expectations
 - ii. Record of Environmental Consideration (REC) is being updated

- Siskiyou County/Shasta Valley Resource Conservation District – Ron Miller
 - i. Grant Assurances have been signed
 - ii. Grants Administration Project Kickoff to be determined

- Tuolumne County Phased Projects – Ron Miller
 - i. FEMA Awarded Phase I project on 06/22/2023
 - ii. Phase I Scope of Work includes Environmental Studies, Education and Outreach, Eligibility Determination, Home Assessments, and SOW Development.
 - iii. Next Steps: Grant Admin Kickoff on 07/25/2023

- El Dorado County Phased Projects – Ron Miller
 - i. FEMA Awarded Phase I project on 06/28/2023
 - ii. Phase I Scope of Work includes Environmental Studies, Education and Outreach, Eligibility Determination, Home Assessments and SOW Development.
 - iii. Next Steps: Grant Admin Kickoff on 07/25/2023 (grant guidelines and expectations)

- Budget Update – Ron Miller
 - i. SB 85
 - 1. As of 06/14/2023 all but \$176 is encumbered
 - 2. Need to liquidate \$4.8M by 06/30/2024 and \$16M by 06/30/2025
 - ii. AB 179
 - 1. \$13 Million must be encumbered by 06/30/2027 and liquidated by 06/30/2029

- CAL FIRE Update – Assistant Chief Dennis O'Neil
 - i. Update on Home Hardening Assessments and Home Hardening Assessment App and Report
 - ii. Wildland-Urban Interface (WUI) Fire Safety Building Standards Compliance Training Update
 - iii. Update on National Institute of Standards and Technology's (NIST) future Hazard Mitigation Methodology Website
 - iv. Manufactured Home Retrofits meeting with California Department of Housing and Community Development (HCD)

b. CWMP Program Update

- CWMP Transition – Executive Director J. Lopez
 - i. Responsibilities that were being performed by the Cal OES Hazard Mitigation Assistance (HMA) Special Projects Unit (SPU) to the CWMP Joint Powers Authority (JPA) Staff.
 - ii. CWMP Staff to manage programmatic activities related to developing and implementing the CWMP
 - iii. Financial management of funds related to CWMP and subgrant funds awarded by Cal OES will remain the responsibility of the HMA SPU
 - iv. Each demonstration community has a Point of Contact (POC) within the CWMP team for Programmatic activities and POC within the HMA SPU for financial and grant management activities.

- Potential Tax Implications (Update) – J. Lopez
 - i. Working with Cal OES Legislative Affairs on potential legislative solutions
 - ii. 2023-2024 CWMP Budget is being updated
 - iii. Process underway to retain outside legal counsel for CWMP pursuant to the JPA agreement
 - iv. Bi-partisan support has grown for Federal Legislation since introduced, no timeline as to when it may be adopted

- Media Strategy (Update) – J. Lopez
 - i. CWMP Staff to provide content and Subject Matter Expertise (SME)
 - 1. CWMP Staff to coordinate with Local Communities on content development
 - ii. CWMP Staff to Coordinate with Cal OES and CAL FIRE Public Information Officers (PIO) to distribute content

- Visual Timeline – J. Lopez
 - i. Presentation of CWMP Visual Timeline detailing the project lifecycle and indicating where the local communities currently are.
 - ii. Each portion of the timeline represents several months. Due to the fact these are pilot communities, some sections have taken more time initially to allow for revisions and edits and to account for lessons learned
 - iii. Work from the first three communities has benefited the next three communities and they are proceeding through the timeline at a faster pace

VI. NEW BUSINESS

- a. Staff Recommendations and Next Steps for the Home Hardening Demonstration Community Pilot Program (*Informational Only*)
 - Lake County/North Coast Opportunities (NCO) – J. Lopez
 - i. Established support meetings with CWMP POC

- ii. CWMP Team and CAL FIRE continuing to support North Coast Opportunities with implementation of the program framework (technical assistance)
 - 1. NCO engaging with homeowners for participation and scope of work development
 - 2. NCO has begun developing list of qualified contractors to perform site work
 - 3. Will refrain from signing agreements to carry out site work until guidance on tax implications is provided

- Shasta County/Shasta County Fire Safe Council – J. Lopez
 - i. Established support meetings with CWMP POC
 - ii. Continuing quality reviews of home assessments and scopes of work with CAL FIRE
 - iii. Recruiting qualified contractors to work with the program

- San Diego County – J. Lopez
 - i. Established support meetings with CWMP POC
 - ii. Continuing quality reviews of home assessments and scopes of work with CAL FIRE
 - iii. EHP subject matter experts beginning their reviews of several "issue" parcels
 - iv. Targeted recruitment of contractors licensed to work on manufactured housing (C-47 classification)

- El Dorado and Tuolumne Counties Phase I – J. Lopez
 - i. Established support meetings with CWMP POC
 - ii. To support Phase I activities:
 - 1. EHP SME Procurement / Project level clearance and validation of No Issue list
 - 2. EHP deliverables and No Issue list provided to FEMA expected ~ 6 months
 - 3. FEMA conducts any necessary consultations with Tribal Governments and United States Fish and Wildlife (USFW)
 - 4. Phase II award for No Issue list expected ~1 year
 - 5. No site work in Phase I

- Siskiyou County/Shasta Valley Resource Conservation District – J. Lopez
 - i. Funded with state-dollars only
 - ii. Defensible space (D-Space) only (including 0-5 scope)
 - iii. Established support meetings with CWMP POC
 - iv. CWMP Team and CAL FIRE are supporting Siskiyou in program implementation

VII. 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 August 15, 2023.
 - Board Meeting will be held at the California Natural Resources Agency (CNRA) Building, Second Floor Conference Room 2-221 located at 715 P Street, Sacramento, CA 95814.

VIII. BOARD MEMBER COMMENTS

- a. F. Bigelow provided updated fire stats and noted the rapid increase in fire activity week over week.
- b. D. Berlant commented on the logistics of site visits and scheduling for Board Members, provided a reminder to keep in mind the meetings that follow the same schedule as the Board Meetings.

IX. PUBLIC COMMENT

- a. No public comments received.

X. MEETING ADJOURNMENT – 11:01 AM

Motion: A. Browning moved to adjourn the meeting at 11:01AM.

F. Bigelow seconded the motion.

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