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# CALIFORNIA WILDFIRE MITIGATION PROGRAM BOARD MEETING

## Meeting Minutes – Tuesday, September 19, 2023

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### **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

### **CWMP Staff Present**

J. Lopez, Executive Director

Jordon Boyer, SSM I

Matthew Delgado, AGPA

Sarah Glenn, AGPA

Jordan Woods, AGPA

### **Cal OES Staff Present**

Ron Miller, Branch Chief, Hazard Mitigation

Lisa Long, SSM I, Hazard Mitigation Special Projects

Angelica Quezada, AGPA, Hazard Mitigation Special Projects

Lisa Rice, Consultant (Virtual)

David Neill, Assistant Chief Counsel (Virtual)

### **CAL FIRE Staff Present**

John Morgan, Deputy Chief

Dennis O'Neil, Assistant Chief

Kara Garrett, AGPA

Justine Grafton, AGPA

Will Brewer, GIS Analyst (Virtual)

**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. APPROVAL OF PREVIOUS MEETING MINUTES**

- a. Review and approval of Meeting Minutes from August 15, 2023. No public comments received.

**Motion:** F. Bigelow moved to approve Meeting Minutes from August 15, 2023.

R. Troy 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:** A. Browning moved to approve Agenda for September 19, 2023.

R. Troy seconded the motion.

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

**V. 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. Shasta County Fire Safe Council – Ron Miller
      - 1. FEMA approved Subaward August 28, 2023.
      - 2. Grant Administration Kickoff Meeting held on September 14, 2023.
    - ii. San Diego County – Ron Miller
      - 1. FEMA approved Subaward August 31, 2023.
      - 2. Grant Administration Kickoff Meeting to be held on September 20, 2023.

- 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. Participated in the Ventura Regional Firewise USA Workshop on August 17, 2023.
  - ii. Completed Defensible Space Assessor Training for the Siskiyou, West Mount Shasta Project personnel.
  - iii. Developed a Wildland Fire Home Hardening Presentation for the general public.
  - iv. National Institute of Standard Technology (NIST) Hazard Mitigation Methodology Website
    - 1. The California Wildfire Mitigation Program (CWMP) worked with NIST to develop the Hazard Mitigation Methodology.
  
- b. California Wildfire Mitigation Program (CWMP) Program Update
  - CWMP Executive Director J. Lopez
    - i. Site Visits –San Diego, Shasta, and Lake. Move onto Siskiyou, El Dorado, and Tuolumne in the following months.
    - ii. San Diego site visit tentative date October 19, 2023.
      - 1. Next steps to coordinate flights and ground travel.
  
  - Media Strategy (Update) – J. Lopez
    - i. Draft provided to the Board for review, contains background info for Shasta, San Diego, Tuolumne awards and Siskiyou training.
      - 1. Once approved can be shared with Cal OES Public Information Officer (PIO)
  
  - San Diego County/San Diego County Fire Department – Sarah Glenn
    - i. FEMA Award was approved August 31, 2023, for the initial 229 no issue properties.
    - ii. Two additional properties with complete Scopes of Work have moved to Environmental Historical Preservation (EHP) vendor for Phase II review.
      - 1. Four total properties have moved to EHP Phase II.
    - iii. Contractor Master Agreements have gone out.
    - iv. FEMA agreed to allow same guidance as before for the entire review of the expanded areas. No changes from the finalized Phase I deliverables.

- Lake County/North Coast Opportunities (NCO) – Matt Delgado
  - i. CWMP Staff and CAL FIRE continue to support NCO with the implementation of the program framework.
    - 1. NCO has begun first two Scopes of Work
    - 2. Master agreement has been completed and NCO can begin entering contracts with contractors.
    - 3. NCO has published their list of pre-approved contractors.
      - a. Includes five general contractors and seven C27 (landscape) contractors.
  
- Tuolumne County – Matt Delgado
  - i. Continuing to work through Phase I EHP procurement process.
  
- El Dorado County – Matt Delgado
  - i. Continuing to work through Phase I EHP procurement process.
  
- Shasta County/Shasta County Fire Safe Council – Jordan Woods
  - i. Seven prioritized home sites.
    - 1. Home assessments and scopes of work finalized for all seven home sites. Six home sites are “issue properties” and will require EHP phase II review (6–8-week turnaround time). One home site is a “no-issue property” and ready to proceed to the contractor bidding stage.
    - 2. Two more “no issue properties” in their initial batch of 25 homes which home assessments and scopes of work are to be QA'd. Potentially could move into contractor bidding soon as well.
    - 3. Community will continue to target outreach to applicants with “no issue properties”.
    - 4. Community aims to harden 25 homes within 1<sup>st</sup> year of HMGP grant, refine processes, and scale up program.
  - ii. Contractors will begin bidding process in the near future.
    - 1. Community finalizing master agreement for contractors who will be placed on the pre-qual list. Currently in local legal review (ETA of a few weeks out).
    - 2. CAL FIRE to provide additional defensible space field training last week of September or first week of October.
  
- Siskiyou County/Shasta Valley Resource Conservation District – Jordan Woods
  - i. Home assessor training completed with two training homeowners.
  - ii. Home assessments to begin in the near future.
    - 1. Community to establish sample of prioritized home sites.
    - 2. RFQ to be drafted and published (6–8-week turnaround time).
    - 3. Master agreement and tri-party agreement to developed.
    - 4. Community to review training homeowner’s home assessments.
    - 5. Community to begin performing home assessments for new applicants.

## **VI. NEW BUSINESS**

- a. Staff Recommendations and Next Steps for the Home Hardening Demonstration Community Pilot Program *(Informational Only)*
  - CWMP Staff is working to move the communities forward in the timeline – J. Lopez
    - i. Board Members were provided with hard copies of the previous timeline and the current updated timeline for side-by-side comparison.
      1. A. Browning suggests adding disclaimers explaining why communities are in different stages, i.e., Start date, FEMA processing, etc....

## **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 October 17, 2023.
  - California Natural Resources Agency (CNRA) Building  
2nd Floor Conference Room NRHQ 2-302 (A-B)  
715 P Street, Sacramento, CA 95814
- c. Board Members requested to move the November 21, 2023, meeting to November 28, 2023, at the same time and location to account for the Thanksgiving holiday.
- d. Board members agreed to cancel the December 19, 2023, meeting and reconvene in January 2024. Meeting location will remain reserved should the need for a meeting arise.

## **VIII. BOARD MEMBER COMMENTS**

- a. A. Browning thanked the Cal OES and CAL FIRE teams for their efforts in moving the program forward. Reminded everyone that this is a slow and steady process, and this is not a race.

## **IX. PUBLIC COMMENT**

- a. No public comments received.

## **X. MEETING ADJOURNMENT – 10:43 AM**

**Motion:** R. Troy moved to adjourn the meeting at 10:43 AM.

F. Bigelow seconded the motion.

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