
CALIFORNIA WILDFIRE MITIGATION PROGRAM BOARD MEETING

Meeting Minutes – Tuesday, April 18, 2023

Board Members Present

Robert Troy, Board Chair, Assistant Director, Recovery, Cal OES

Daniel Berlant, Board Vice-Chair, Acting State Fire Marshal/Deputy Director, Community Wildfire Preparedness & Mitigation, CAL FIRE *(Virtual)*

Edward Westfall, Board Member, Deputy Director, Response, 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

Jordan Woods, AGPA, CWMP

Matthew Delgado, AGPA, CWMP

Sarah Glenn, APGA, CWMP

Ron Miller, Division Chief, Hazard Mitigation

Lisa Long, SSM I, Hazard Mitigation

David Neill, Assistant Chief Counsel, Legal Affairs *(Virtual)*

Brian Doss, AGPA, Hazard Mitigation Special Projects

Cole Finup, AGPA, Hazard Mitigation Special Projects

Angelica Quezada, AGPA, Hazard Mitigation Special Projects

Makeda Johnson, AGPA, Recovery *(Virtual)*

Liston Conrad, Consultant *(Virtual)*

Lisa Rice, Consultant *(Virtual)*

CAL FIRE Staff Present

Dennis O'Neil, Assistant Chief

Kara Garrett, AGPA

Will Brewer, GIS Analyst

I. CALL TO ORDER & WELCOME – 10:01 AM

- a. The meeting was called to order at 10:01 AM.
- b. Welcome remarks provided by Board Chair R. Troy.

II. ROLL CALL/QUORUM ESTABLISHED

- a. Roll call and quorum established with all Board Members present.
 - R. Troy – Present
 - D. Berlant – Present (*Virtual*)
 - E. Westfall – Present
 - F. Bigelow – Present

III. APPROVAL OF PREVIOUS MEETING MINUTES

- a. Review and approval of Meeting Minutes from March 21, 2023. No comments received.

Motion: E. Westfall moved to approve Meeting Minutes from March 21, 2023.

F. Bigelow seconded the motion.

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

IV. PUBLIC COMMENT

- a. No public comments received.

V. OLD BUSINESS

- a. Home Hardening Pilot Program – Monthly Status Report (*Informational Only*)
 - Division Chief R. Miller and Assistant Chief D. O’Neil provided an update on the Home Hardening Pilot Program and the status of projects within the CWMP Demonstration Communities.
 - i. San Diego, Shasta, and Lake Counties
 - 1. Construction managers are reviewing the new Minimum Quality Standards.
 - ii. Lake County/North Coast Opportunities (NCO)
 - 1. NCO and CAL FIRE will be conducting Home Hardening and Defensible Space (D-space) training for new NCO employees beginning May 1, 2023 and culminating on May 25, 2023.
 - iii. San Diego County
 - 1. Local Environmental Planning and Historic Preservation (EHP) subject matter experts preparing responses from FEMA’s Request for Information (RFI) on deliverables.
 - a. L. Long indicated that Cal OES is currently reviewing the responses before resubmitting to Federal Emergency Management Agency (FEMA).
 - 2. Have reviewed Scope of Work and are assembling Quote Packages for local contractors.

- iv. Shasta County Fire Safe Council
 - 1. Submitted their revised EHP deliverables to FEMA on March 30, 2023.
 - a. Currently in FEMA review
 - 2. Reviewed scope of work and are assembling Quote Packages for local contractors.
 - v. El Dorado and Tuolumne Counties
 - 1. Projects have been submitted to FEMA and the internal paperwork has been completed to encumber state funds.
 - 2. Next step is for FEMA to complete programmatic review and EHP review.
- Owner Occupied properties where one or more owners do not occupy the property
- i. Assess owner income of only the owners who reside in the property.
 - 1. Includes individual trusts
 - a. Income will be assessed using Housing and Urban Development (HUD) Adjusted Gross Income (AGI) methodology.
 - ii. Owner non-occupied properties
 - 1. Assess incoming by including the income of all owners' AGI to ensure consistency with owner occupied calculations.
 - iii. Homes owned by a Limited Liability Company (LLC) or corporation
 - 1. Will fall within the 25% cost sharing bracket, similar to owner occupied homes with AGI above the program threshold.
 - iv. The income self-attestation form has been updated to include verbiage that ensures participants are aware that supporting documents may be required.
 - 1. If program participants refuse or are unable to provide supporting documents, they will be placed in the 25% cost sharing bracket.
 - 2. The Board requested that program staff review self-attestation form verbiage and facilitate equitable program application process.
- b. Update on Outreach to Potential New Demonstration Communities (*Informational Only*)
- CWMP Executive Director J. Lopez provided an update on the status of potential new demonstration communities. The CWMP has approximately \$3.5 million dollars remaining that needs to be encumbered before end of the fiscal year.
 - i. Siskiyou county
 - 1. Outreach conducted to the Siskiyou County Fire Safe Council they are unable to administer the program at this time
 - 2. Shasta Valley Resource Conservation District be the lead agency on a D-space project with plans to follow up with home hardening in the future
 - a. Board Chair Troy asked how many of the funds allocated to this program could be utilized
 - i. R. Miller stated that he cannot guarantee that all the funds would be used but expects to use a significant portion of it
 - ii. Staff Services Manager L. Long indicated that this will be

- a state only program
 - iii. F. Bigelow estimated that each home would require approximately \$4000-\$5000 allowing for up to 700 homes to participate
 - iv. R. Miller advised that mapping is currently under way to determine the number of eligible properties
 - ii. Riverside County
 - 1. The County Coordinator advised that they are interested but the necessary staffing is not currently in place to implement the program.
 - 2. The county is concerned that homeowners will not participate without a better understanding of tax implications
- Additional program updates presented by J. Lopez.
 - i. Reviewing completed assessments on properties in the program
 - ii. Building out scope of works
 - iii. WUI building standards compliance training
 - 1. Tested the training with the existing construction managers
 - 2. Met with the training stakeholders to create goals for how to roll out the training across the state
 - 3. Home hardening websites are currently under construction and should be available to the public by the end of June.

VI. NEW BUSINESS

- a. Update on Potential Tax Implications for Property Owners (*Informational Only*)
 - Cal OES Assistant Chief Counsel, David Neill, provided an update on potential tax implications for property owners participating in the CWMP.
 - i. Process started to secure a specific Board Counsel as provided in the JPA Business Plan.
 - ii. Working with state partners at CA Franchise Tax Board for additional information regarding potential tax implications for individuals participating in the CWMP. Additional information will be provided at the May CWMP board meeting.
- b. CWMP Minimum Quality Specification Review (*Informational Only*)
 - Chief Dennis O'Neil provided an overview of the CWMP Minimum Quality Standards.
 - i. Minimum Quality Standards provides direction to project participants on the program's expectations of standards of quality for materials and performance of work.
 - ii. Integration and use of State and Nationally Recognized Codes and Standards.
 - 1. Public Resources Code 4291
 - 2. Local Defensible Space Ordinances
 - 3. California Building Code (CBC)
 - a. Chapter 7A Materials and Construction Methods
 - b. Chapter 12 Interior Environments (Vents)
 - c. Chapter 14 Exterior Walls
 - d. Chapter 15 Roof Assemblies
 - 4. California Fire Code

5. Title 14 of California Code of Regulations
 6. California Energy Code
 7. Product manufacturer's installation instructions
 8. Local Amendments to State Codes
- iii. Minimum Quality Standards were provided for the following topics
1. Zone 0
 2. Zone 1
 3. Zone 2
 4. Other items
 5. Roof
 6. Vent
 7. Exterior Coverings
 8. Exterior Windows, Skylights and Doors
 9. Attachments
 10. Accessory Buildings & Miscellaneous Structures

c. Community Pilot Program (*Informational Only*)

- CWMP Executive Director, J. Lopez, provided an update on staff recommendations for next steps of the Home Hardening Demonstration Community Pilot Program.
 - i. Revise Self-Attestation Form
 - ii. Continue to work with Siskiyou County/Shasta Valley Resource Conservation District.
 - iii. If necessary, Butte County has an approved program that could utilize the current available funds.

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 May 16, 2023.
 - Board Meeting will be held at the California Natural Resources Agency (CNRA) Building, 2nd Floor Conference Room 2-221 located at 715 P Street, Sacramento, CA 95814.

VIII. BOARD MEMBER COMMENTS

- a. Board Chair R. Troy mentioned recent Presidential Major Disaster Declarations will authorize additional federal Hazard Mitigation funding for California.

IX. MEETING ADJOURNMENT – 11:07 AM

Motion: F. Bigelow moved to adjourn the meeting at 11:07 AM.

E. Westfall seconded the motion.

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