



California Wildfire Mitigation Program Board Meeting

Meeting Minutes – Tuesday, March 19, 2025



Board Members Present

Abby Browning, Board Chair, Chief, Private Sector / Non-Governmental Organization Coordination, Cal OES

Frank Bigelow, Board Vice-Chair, Deputy Director, Community Wildfire Preparedness & Mitigation and Fire Engineering & Investigations, CAL FIRE

Daniel Berlant, Board Member, State Fire Marshal, CAL FIRE

Robert Troy, Board Member, Assistant Director, Interagency Recovery Coordination, Cal OES

CWMP Staff Present

J. Lopez, Executive Director

Sarah Glenn, Program Coordinator

Kenneth Jacobs-DeLeon, Program Coordinator

Cal OES Staff Present

Robyn Fennig, Assistant Director, Hazard Mitigation

Ron Miller, Branch Chief, Hazard Mitigation Assistance (Virtual)

Ryan Massello, Division Chief, Hazard Mitigation

Matthew Delgado, Staff Services Manager I, Hazard Mitigation Special Projects

Julie Leo, Associate Governmental Program Analyst, Hazard Mitigation Special Projects

Angelica Quezada, Associate Governmental Program Analyst, Hazard Mitigation Special Projects

Charmaine Faleaana, Associate Governmental Program Analyst, Hazard Mitigation Support Unit (Virtual)

CAL FIRE Staff Present

Jim McDougald, Assistant Deputy Director

John Morgan, Staff Chief of Wildfire Risk Reduction

Randy Northup, Battalion Chief

Justine Grafton, Associate Governmental Program Analyst, Home Hardening

Jillian Fisher, Staff Services Manager I

Carrie Lewis, Associate Governmental Program Analyst, OSFM Support Services

Danh Dao, Staff Services Analyst, OSFM Support Services

I. CALL TO ORDER & WELCOME – 10:01 AM

- a. The meeting was called to order at 10:01 AM and welcome remarks provided by Board Chair A. Browning.

II. ROLL CALL/QUORUM ESTABLISHED

- a. Roll call and quorum established with all Board Members present.
 - A. Browning – Present
 - F. Bigelow – Present
 - D. Berlant – Present
 - R. Troy – Arrived at 10:10 am

III. CONSENT AGENDA ITEMS

- a. Review and approval of Meeting Minutes from February 28, 2025. No public comments received.

Motion: F. Bigelow moved to approve the Meeting Minutes from February 28, 2025.

D. Berlant seconded the motion.

Action: Three in favor, One Absent, motion carried.

IV. DISCUSSION AND ACTION ITEMS

- a. Receive CWMP Pilot Program update (Information item)
 - Cal OES Hazard Mitigation Assistance (HMA) Special Projects Unit (SPU) Update
 - Matthew Delgado, Staff Services Manager I, Hazard Mitigation Special Projects
 - i. Hazard Mitigation Grant Program (HMGP) Expenditures as of January 31, 2025
 - 1. Update on Total Project Costs per Sub-Applicant as of January 31, 2025
 - ii. CWMP Engage Portal Enhancements
 - 1. Ongoing enhancements
 - a. Site specific Cost Capture
 - b. Site Specific Retrofits
 - c. Site Closeout
 - iii. CWMP Framework
 - 1. Framework Documents – Draft Version 2.2
 - a. Primary aim is to support the development of Home Hardening Projects across the state
 - b. Intended to be used at any scale and agnostic of funding
 - c. Aligned with PJ0512 deliverables for FEMA
 - 2. Core Document
 - a. Questions
 - b. Concerns
 - c. Feedback

- d. Draft Copies
 - i. Sarah Glenn will provide electronic copies of the Framework to the Board members for further review.
- CAL FIRE Update – Battalion Chief Randy Northup
 - i. CAL FIRE presented in person the importance of Home Hardening / Defensible Space / Hazard Mitigation Methodology to the Glassell Park Community Group
 - ii. CAL FIRE is working on scheduling a second Home Ignition Zone/Defensible Space Assessor training for May 2025
 - iii. CAL FIRE has continued with the development of the new Home Hardening Assessment Application
 - iv. CAL FIRE has continued to support the California Wildfire Mitigation Program with technical assistance with recommended retrofits
 - v. CAL FIRE has been reviewing CWMP SOW
- California Wildfire Mitigation Program (CWMP) Pilot Program Update –
 - i. San Diego County/San Diego County Fire Protection District (SDCFPD) – Program Coordinator, Sarah Glenn
 - 1. FEMA EHP Update -
 - a. Submitted four Phase II reports for “Issue Properties”
 - b. Pending Record of Environmental Consideration (REC) for the additional “No-Issue” properties in the expanded area
 - 2. Site-Work Updates –
 - a. Construction started on two additional sites
 - b. One complete last month, the other will be complete in next couple of weeks
 - c. 12 additional homes ready for assessment
 - d. Three bid walk throughs were conducted this week, The bids are due 4/1/2025
 - e. Contracts have been updated to allow General B contractors to bid on manufactured homes
 - 3. Staffing -
 - a. Two additional assessors have been hired and are in training
 - ii. Siskiyou County/Shasta Valley Resource Conservation District (SVRCD) – Sarah Glenn
 - 1. Site Work Updates – Batch One
 - a. Pending some final Zone 0 work, work halted due to snow
 - 2. Site Work Updates – Batch Two
 - a. Tree removal has begun for second batch of seven homes, will complete Zone 0 debris removal in spring
 - 3. Site Work Updates – Batch Three
 - a. Prepping batch three for quotes
 - 4. Contractor Training
 - a. Conducted contractor training for their participating contractors

- b. Training will help the contractors with the bidding process
- iii. Shasta County/Shasta County Fire Safe Council (SCFSC) –Program Coordinator Kenneth Jacobs-DeLeon.
 - 1. Site Work
 - a. 42 Assessments have been completed to date
 - b. 21 No-Issue Parcels
 - c. Six Defensible space projects completed
 - d. RFQ for D-Space on three additional homes expected on March 24, 2025
 - e. Currently have 7 Scopes of Work (SOW) in development
 - f. Two Homes in Active construction
 - 2. Project Area
 - a. Maintaining community interest by sending out mailers with program information
 - b. Plan to visit the project area toward the end of April
 - c. Will be attending the SCFSC Board meeting on May 22, 2025
 - 3. FEMA
 - a. Biological Assessment (BA) has been completed
- iv. Lake County/North Coast Opportunities (NCO) – Kenneth Jacobs-DeLeon.
 - 1. Site Work
 - a. 19 Homes have been completed
 - b. Two homes in active construction
 - c. Two more to start at the end of the month
 - d. Six SOW in development
 - e. 2 to start the bid process this week
 - 2. Staff
 - a. Looking to double staffing and home production in 2025
 - b. Hired a full-time assessor
 - 3. Project Area
 - a. Site work visit scheduled for March 20, 2025
 - 4. Community Engagement
 - a. New Facebook page “NCO Lake County Home Hardening Program”
 - b. New Website [Lake County Home Hardening Program | NCO Inc., 2025](#)
- v. Tuolumne County – Kenneth Jacobs-DeLeon
 - 1. EHP Phase I Update
 - a. Biological Assessment has been completed
 - 2. Staff
 - a. Recently hired a full-time analyst
 - b. In the process of hiring two more staff members
 - i. One more Analyst
 - ii. One Project Manager
 - 3. Community Outreach
 - a. Interest from Homeowners and Contractors on how to

- apply
 - b. Have done social media updates and mass mailers to maintain interest
 - c. Home and Garden show April 12-13
 - i. CWMP Specific Booth set up with information about the Program, Home Hardening and Defensible Space
- vi. El Dorado County – Kenneth Jacobs-DeLeon
 - 1. EHP Phase I
 - a. Phase I Deliverables have been submitted to FEMA
 - i. 74 No Issue Properties
 - 2. Program Documents
 - a. Continuing to work on drafts of the Master Agreement, Right of Entry and Tri-Party Agreement
 - 3. Staff
 - a. RFQ for the Construction Manager has ended
 - i. Seven Total Submissions
 - 4. Community Outreach
 - a. Reviewing sample outreach documents to create material for their public outreach plan
 - i. Information flyers, brochures, and PowerPoint presentations
- b. Executive Director Update – J. Lopez
 - Monthly CWMP Report
 - i. Updated report provided to Board Members
 - ii. Most Program up to date statistics are on the CWMP website in real time
 - Form 700
 - i. Due end of March 2025
 - Support to Local and State Wildfire Home Hardening Efforts
 - i. Continue assistance to wildfire home hardening projects: Napa County, Sonoma County, California Fire Safe Council
 - Wildfire & Forest Resilience Task Force Goal #2
 - i. Fire Adapted Communities and Ascent meeting to discuss investment infrastructure and institutional frameworks for the Fire-Adapted Communities (FAC) Roadmap
 - General Liability Insurance Acquisition
 - i. In progress
 - CWMP Website [California Wildfire Mitigation Program](#)
 - i. Kenneth Jacobs-DeLeon presented website updates and the MQS Story Map
 - FEMA EHP Streamlining Project
 - i. FEMA Regional Environmental Officer has been rehired
 - ii. Project: Exploring opportunities to further streamline EHP reviews through participation in agreement documents with state and federal partners
 - iii. FEMA assembled team, developed and reviewed internal work

- priorities regarding agreements
- iv. CWMPA, Board of Forestry and Fire Protection, CAL FIRE, and Cal OES Representatives Selected
- v. California Natural Resources Agency (CNRA):
 - 1. California State Historic Preservation Office (SHPO)
- Federal Legislation Update
 - i. Disaster Mitigation and Tax Parity Act 2025_
 - 1. Text - S.336 - 119th Congress (2025-2026): A bill to amend the Internal Revenue Code of 1986 to exclude from gross income amounts received from State-based catastrophe loss mitigation programs. | Congress.gov | Library of Congress
 - ii. H.R.7849 - Disaster Resiliency and Coverage Act of 2024
 - 1. Text - H.R.7849 - 118th Congress (2023-2024): Disaster Resiliency and Coverage Act of 2024 | Congress.gov | Library of Congress
 - 2. The legislation includes four main provisions.
 - a. 1st creates a grant program, administered through State governments, through which individual households in designated disaster-prone regions (with certain limitations) are eligible for up to \$10,000 for specified disaster resiliency work on their homes.
 - b. 2nd and 3rd provisions (Sections 3 and 4 of the legislation) mirror existing legislation (H.R. 4070) stipulating that payments from State-run disaster resiliency programs and payments from various federal emergency agricultural programs are not considered income for federal tax purposes.
 - c. 4th section provides a 30% tax credit for qualified disaster risk mitigation activities conducted by individuals or businesses. The credit is meant to complement the grant program by providing meaningful assistance to larger property owners for whom mitigation activity costs would far exceed \$10,000
 - iii. SB616 Community Hardening Commission: wildfire mitigation program
 - 1. Require the joint powers authority to revise the wildfire mitigation program in accordance with prescribed community hardening standards and guidelines developed pursuant to the bill's provisions, as specified.
 - 2. Establish the Community Hardening Commission as an independent unit within the Department of Insurance, to be composed of specified members, including, among others, the Insurance Commissioner and the State Fire Marshal or Secretary of the Natural Resources Agency, or their designee.
 - iv. AB1 Residential property insurance: wildfire risk
 - 1. Require the Department of Insurance, on or before January 1, 2030, and every 5 years thereafter, to consider whether or not to update its regulations to include additional building hardening measures for property-level mitigation efforts and

- communitywide wildfire mitigation programs. As part of this consideration, the bill would require the department to consult with specified agencies to identify additional building hardening measures to consider, as well as to develop and implement a public participation process during the evaluation
- v. AB1457 Wildfires: training programs: defensible space: inspections
 1. Existing law requires the department, until January 1, 2026, to develop and implement a training program for individuals to support and augment the department in its defensible and home hardening assessment and public education efforts. Existing law requires the training program to do specified things.
 2. This bill would require the training program to include training consistent with the "Home Ignition Zone/Defensible Space Inspector" course plan, established by the State Fire Marshal, to ensure that individuals are trained to conduct home ignition zone inspections. The bill would also extend the operative date of both programs described above indefinitely.
 - vi. SB662 Wildfires: defensible space: education efforts
 1. Existing law requires the Director of Forestry and Fire Protection, until January 1, 2026, to establish a statewide program to allow qualifying entities to support and augment the Department of Forestry and Fire Protection in its defensible space and home hardening assessment and education efforts and requires the director to establish a common reporting platform that allows defensible space and home hardening assessment data, collected by qualifying entities, to be reported to the department, among other things.
 2. Existing law requires the department, until January 1, 2026, to develop and implement a training program to train individuals to support and augment the department in its defensible and home hardening assessment and public education efforts.
 3. This bill would extend those programs to January 1, 2031.
 - vii. AB1143 State Fire Marshal: home hardening certification program
 1. This bill would require, on or before January 1, 2027, the Office of the State Fire Marshal to develop a home hardening certification program that identifies the best appropriate combination of those listed products and construction assemblies, and other home hardening techniques, including defensible space, to substantially reduce the risk of loss during a fire. The bill would require the Office of the State Fire Marshal, for the purpose of developing the home hardening certification program, to convene and facilitate a workgroup, as specified. The bill would authorize the Office of the State Fire Marshal to expend funds from the Building Standards Administration Special Revolving Fund, upon an appropriation by the Legislature, for the purposes of developing the home hardening certification program and convening and facilitating the

workgroup.

viii. SB499 Fire prevention: home hardening: defensible space: data usage

1. Existing law requires the Director of Forestry and Fire Protection, until January 1, 2026, to establish a statewide program to allow qualified entities to support and augment the Department of Forestry and Fire Protection in its defensible space and home hardening assessment and education efforts. Existing law requires the director to establish a common reporting platform that allows defensible space and home hardening assessment data, collected by the qualified entities, to be reported to the department and requires the director to establish any necessary quality control measure to ensure that the assessment data is accurate and reliable. Existing law authorizes the director to use the assessment data, as specified.
2. This bill would instead require the director to use that assessment data, as specified.

ix. SB-514 Wildfire prevention: accreditation

1. This bill would require a qualified taxpayer to reserve a credit for qualified costs relating to qualified home hardening or qualified vegetation management to be eligible for the above-described credits and provide all necessary information for this purpose, as specified.
 - a. This bill also would include additional information required for any bill authorizing a new income tax credit and would require the Legislative Analyst's Office to prepare a written report regarding the credits, as provided.
 - b. This bill would take effect immediately as a tax levy.

x. SB-90 Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: grants: improvements to public evacuation routes: mobile rigid water storage: electrical generators.

1. This bill would include in the list of eligible projects grants to the above-mentioned entities for improvements to public evacuation routes in very high and high fire hazard severity zones, mobile rigid dip tanks, as defined, to support firefighting efforts, prepositioned mobile rigid water storage, as defined, and improvements to the response and effectiveness of fire engines and helicopters. The bill would also include grants, in coordination with the Public Utilities Commission, to local agencies, state agencies, special districts, joint powers authorities, tribes, and nonprofit organizations for backup electrical generators for water reservoirs.

xi. CWMP Pilot Program Next Steps

1. CWMP Funding Budget Act 2022 (AB-179) Funding \$13 Million
 - a. ~\$6 Million Committed to Siskiyou County for HMGP Grant ~\$24 million
 - b. ~\$7 Million Committed to Riverside County for HMGP

Grant ~\$26 million

- c. Both Projects submitted to FEMA on 11/21/2024 utilizing funding opportunity DR-4699-CA (California Severe Winter Storms, Straight-line Winds, Flooding, Landslides, and Mudslides) FEMA Review will take ~7-12 months.
2. SB-946, Personal Income Tax Law: Corporation Tax Law: exclusions: wildfire mitigation payments (2023-2024)
3. Proposition 4
 - a. Grants under the Home Hardening Program to retrofit, harden, or create defensible space for homes at high risk of wildfire in order to protect California communities
4. SECTION 1. Section 91510 of the Public Resources Code is amended to read
 - a. 91510. (a) Of the funds made available by Section 91500, \$135,000,000 shall be available, upon appropriation by the Legislature, to the Office of Emergency Services for a wildfire mitigation grant program. The Office of Emergency Services shall coordinate with the Department of Forestry and Fire Protection in administering these moneys. The grant program shall assist local and state agencies to leverage additional funds, including matching grants from federal agencies. Funds may be used to provide loans, rebates, direct assistance, and matching funds for projects that prevent wildfires, increase resilience, maintain existing wildfire risk reduction projects, reduce the risk of wildfires to communities, or increase home or community hardening. Projects shall benefit disadvantaged communities, severely disadvantaged communities, or vulnerable populations.
- c. Discussion Regarding Updates and Revisions to CWMP Business Plan – J. Lopez
 - The Business plan should be reviewed annually
 1. Submit any recommended changes to the Executive Director.
 2. A draft document detailing the list of duties of the Executive Director, CWMP Staff, CAL FIRE, and Cal OES SPU. This document can be used to incorporate any changes to the Business Plan.
 - a. Board Member Berlant would like to expand the document to include items such as employee hiring, contracts, JPA/CWMP budget and expenditures, etc.
- d. Discussion and Action regarding CWMP Joint Exercise of Powers

Agreement – J. Lopez

- i. Adopted Resolution 2025-1 Recommending CWMP Member Agencies amend CWMP Joint Exercise of Powers Agreement
- ii. The amended JPA agreement and resolution have been sent to CAL FIRE and Cal OES legal teams for review. The recommendation was for them to accept the amended dates and sign as is to extend dates, then provide additional feedback for any subsequent changes.
 1. The Counsels are meeting Friday 3/21/2025 to review.
 2. Cal OES and CAL FIRE executive teams should provide feedback to the Executive Director for consideration of any other amendments.

V. BOARD MEMBER COMMENTS

- a. A. Browning we are still in recovery phase of Palisades and Eaton fires, everything is moving at lightening speed. Hopefully California can be a model for other states. She also would like to highlight how impressed she is with the Monthly Status report and is appreciative of the dedication from the team.
- b. F. Bigelow advised that AB441 is coming, it would make the CWMP permanent.
- c. D. Berlant hit a big milestone for Wildland Urban Interface (WUI) code. Merged a number of chapters in the code and elevated them to their own code, Part 7. Part 7 will go into effect January 1, 2026.
- d. R. Troy would like a presentation at a future meeting to detail the assessment process and the documentation requirements for time sheets, etc. to see how it supports the overall process. Wants to ensure that we bring any concerns to the Board, anything that we need guidance or assistance with. He is very appreciative of the positive progress in terms of transparency and documentation.
- e. J. Lopez cannot thank CAL FIRE and Cal OES enough for the response to the fires. The support from the agencies has been magnificent, and as a member of that community he wants to thank them for their great work.

VI. PUBLIC COMMENT

- a. No public comments received.

VII. OPEN SESSION REPORT FROM CLOSED SESSION

- a. Discussion of matters pursuant to Government Code section 11126, including public employee evaluation of the Executive Director (subd. (a)(1)).
 - No reportable actions from the closed session

VIII. MEETING ADJOURNMENT – 12:15 PM

The Next CWMP meeting is scheduled for April 15, 2025, at 10:00 a.m., CAL FIRE Natomas Training Center, 715 P Street, 2nd Floor Conference Room 2-221, Sacramento, CA 95814