



**California Fire Safe Council**  
**BOARD OF DIRECTORS MEETING**  
**OPEN SESSION MINUTES**  
**July 22, 2020 1:30pm – 3:30pm**

Those Present: Bob Roper, Kate Dargan, David Shew, Steve Hawks, David Horne, Pat Frost, Pat Kidder, Laura Blaul, Jay Lopez, Frank Stewart, Ed Mertens, Troy Whitman

Staff: Patty Ciesla

1. Welcome

- Bob Roper opened the meeting and welcomed everyone

2. Approval of Past Minutes

- A. 6/24/20 Open Session

**Motion and second to approve minutes of 6/24/20 Open Session was unanimously approved**

Open Session

A. Legislation - Kate

- Except for Covid issues or already authorized spending, not much is happening in Sacramento.
- No new bills and likely

B. Strategic Plan – Bob

- There are plans to assess the structure, training and composition of the Board members
- **The Subcommittee to address this is open to all**

3. Standing Agenda

A. Financial Report – David (See Report)

- Audit continues with same firm but different auditor
  - No issues/problems anticipated
  - Should be finished early August with **report to Board at meeting 8/26**
- Financial status report as of last Monday
  - Adequate funds in checking for month of expenses
  - Savings includes funds for pending grants
  - USFS requested grant refund which was delivered
  - Other old grant funds, National Park Service for \$90 and Fish and Wildlife grant of \$30, remain pending
  - \$23k in grants expected, will increase in August when additional
  - Monthly expenses higher due to 3 new staff

**Motion to receive and file financial report by Pat Frost with Second by Ed Mertens; passed unanimously**

B. Executive Director Update – Grants (Kate)

- Kate handling financial issues and grants in Patty's absence
- USFS grant application on target with reviewers secured - \$2M
- RSFC grant advance back in motion
- Cal Vol grant rewritten again and in their office
- CAL Fire DS grant/contract sent
- Coordinators and \$2.5M evacuation planning is pending
- National Fish & Wildlife grant beginning to move forward
- Received notice from PG&E settlement in process (\$2M)
- SCE 2020/21 grant in discussion

C. Training

- Required harassment training – if course not taken on CAL Chamber site, please respond to Michaela's poll on date to take via Zoom
- If similar course taken for another organization, send in certificate

**2:00pm: Motion by Troy Whitman to move into Closed Session, Second by Pat Kidder, unanimous approval**

**2:30pm: Motion to close Closed Session and move back to Open Session by Jay Lopez, second by Pat Frost, unanimous approval**

**4. Meeting dates for 2020**

A. Bob will revise Nov date due to Thanksgiving – Nov 18

B. Dates for rest of year are:

**5. Wrap-up and Adjourn at 2:37pm**

- Kate brought up that our conflict of interest policy is to advise Board of potential conflicts of interest. Kate wanted to disclose that her company has a contract with CAL Fire and she will recuse herself from financial issues between CAL Fire and CFSC.