



MOUNT VEEDER FIRE SAFE COUNCIL MEETING MINUTES

DATE: Saturday, June 25, 2016

LOCATION: Joe Nordlinger's house, 4297 Dry Creek Road

ATTENDANCE: Joe Nordlinger, Joanne Sutro, Evangeline James, Ken Van Oeveren, Bill Robertson, Greg Holquist, Carole Meredith

ADDITIONS/REVISIONS TO AGENDA: none

REVIEW OF THE MINUTES: The minutes of the May 28, 2016 meeting were approved.

CHAIRMAN'S REPORT: Joe Nordlinger reported that he had written a letter to send to Mount Veeder area businesses and individuals to request financial contributions. He had made copies of the letter and prepared addressed envelopes. He proposed that a list of completed projects and a MVFSC brochure also be included with the letter before they are mailed. Bill Robertson said he would contact Gary Green to obtain the file for the MVFSC brochure so that he could print enough copies. Evangeline James volunteered to start the completed project list.

Joe also proposed that the hard-copy letter be followed up with an emailed message. He said he would draft the email and provide the email addresses that he has and asked Carole Meredith to send the email from the MVFSC email address.

TREASURER'S REPORT: No report

CURRENT BUSINESS

PROJECT UPDATES:

- 1. Ongoing projects:** Joe Nordlinger reported that the \$10,000 we have been awarded from the Napa Communities Firewise Foundation will be used for maintenance on the Old Ridge Road. Greg Holquist said that Pacific Tree will do the work. The NCPF needs to receive the invoice before June 30. The work need not be completed by that date, only started. Greg said that the work will begin on Monday, June 27. Greg will also prepare a contract and write a justification for not getting bids. (Pacific Tree is one of several vendors that were pre-qualified last year. The others are busy with PG&E work.) We will communicate directly with Darren Drake and Tim Strelow on this project.
- 2. Grants and funding opportunities:** No update
- 3. Neighbors in Need program:** The group discussed the criteria for selecting recipients. Evangeline James proposed that a multi-stage process:

- a. Announcement of qualifying criteria. (We can call them “guidelines”.
- b. Receipt of applications, which would not constitute a commitment for us to do the work
- c. Determination of which applicant(s) to fund, determination of the scope of the work, and preparation of a contract with liability-limiting language. The MVFSC will waive liability.
- d. Selection of a vendor to perform the work.

The group discussed whether someone who owns property could qualify, and it was agreed that a resident may own property that is valuable and yet still be financially needy if he or she has a limited income.

The group agreed that developing criteria and a process for the NIN program is challenging, and it would be easier to apply the Community Projects funds to a specific project, we are obligated to use the money for residents with demonstrated need.

It was agreed that we must move ahead with establishing the criteria. Other Fire Safe Councils have used age over 65, disability and/or limited income. The following wording was suggested: “Preferential consideration will be given to applicants who are less able to do the work themselves by virtue of age, physical disability or income limitations.” Evangeline James agreed to find an existing application form and modify it to suit our program.

We might give priority to a project that is adjacent to one of our other projects, as was done with the Chapman project. We might want to start out by targeting an area where we’re already planning to work, e.g. Wall Road. We might also establish a maximum dollar amount for a single project. Some applicants might be able to pay for part of the work and the NIN program could supplement it.

We will do a site inspection before agreeing to fund a project. Residents whose properties have been noted in Cal Fire inspections might also be given priority. But in the case of residents who rent their homes from absentee owners, the Fire Marshal should pursue the owner. Greg Holquist said he would talk to Napa County Fire Marshal Joe Peterson about this.

4. **CWPP:** Evangeline James and Bill Robertson will send the latest revision of the CWPP to Joe Nordlinger so that he can work on it. Carole Meredith recommended that the CWPP be in document format, not in a PowerPoint presentation format, so Joe will send his revised version to her to re-format.

We need to priorities the areas that we will work on. The existing sections #1, 2, 4 and 5 need to be restructured to list project priorities. With respect to private Limited Access Roads, we should list all but not prioritize them.

5. **Future projects:** Greg Holquist has told PG&E that our next 3 projects will be
 - a. Wall Road
 - b. Limited Access Road #2 (4961 through 4991 Dry Creek Road)
 - c. Mount Veeder Road

EDUCATION AND EVENTS: none

OLD BUSINESS:

1. **Electronic address list from John Tuteur:** Evangeline was originally intending to obtain a map of our coverage area to provide to Tuteur's office, which they have said they need in order to generate an electronic list of property owners. Since the map has not materialized, Evangeline James will instead send a list of street address ranges to Tuteur's office. This should enable them to identify the parcels within their own database.

NEW BUSINESS: none

ADJOURNMENT: 11:15 am

Next Meeting: Saturday, July 23, 9 am
Carole Meredith's house, 4967 Dry Creek Road