



## **MOUNT VEEDER FIRE SAFE COUNCIL MEETING MINUTES**

**DATE:** Saturday, May 26, 2012

**LOCATION:** Dry Creek – Lokoya Fire Station, 5900 Dry Creek Road, Napa CA

**ATTENDANCE:** Wayne Cain, Gary Green, Steve Levine, Carole Meredith, Bill Robertson, Joanne Sutro, Ken Van Oeveren, Kelly Wallace

**REVIEW OF THE MINUTES:** April 28 minutes were approved

**ADDITIONS/REVISIONS TO AGENDA:** None

**CHAIRPERSON'S REPORT:** No report

**TREASURER'S REPORT:** .Bill Robertson reported that the current bank balance is \$21,177.21. That includes a \$213.29 credit for the account start-up fees that were charged to us in error. A motion was made and passed to reimburse Ken Van Oeveren in the amount of \$266.60 for postage for the recent Dry Creek-Lokoya Volunteer Fire Department newsletter.

### **COMMITTEE REPORTS:**

1. **Grants:** Since we will soon be submitting a new grant proposal through the California Fire Safe Council Grants Clearinghouse, the group discussed whether any changes are needed in our current CWPP. Bill Robertson proposed removing the project schedule and references to the schedule since funding uncertainty makes it impossible to forecast the rate at which we will progress on our proposed projects. He also proposed that we update the maps in the CWPP to reflect completed projects. Kelly Wallace proposed that we produce an annual CWPP report to describe our progress.

The California Fire Safe Council will hold several grant writing workshops, including one on June 6 in Sacramento.

2. **Events:**

- a. **Golf Tournament and related activities:** Deferred until Greg Holquist can be present to provide an update.
- b. **Dry Creek-Lokoya Volunteer Fire Department Open House, June 3:** MVFSC will have our pop-up canopy with an information table outside the firehouse. We will also display several maps on a kiosk. Kelly Wallace, Steve Levine, and Greg Holquist agreed to assist with set up and staffing. MVFSC will also be allotted 30 minutes for a presentation on our activities. Gary Green will provide an LCD projector so that we can use a PowerPoint presentation.

It was suggested that we prepare a card to hand out at the 6/3 event to let people know about the 7/28 "open house" for the Old Ridge Road Pilot Project. Carole Meredith agreed to do this.

### 3. **Projects:**

- a. **Old Ridge Road Shaded Fuel Break:** Burke Vegetation Management began working on the pilot project on May 17, employing a masticator, operator and 1 to 3 additional workers.

Joanne Sutro asked whether California Conservation Corps labor can be used for the project. Gary Green said he would contact the Napa CCC office to inquire. Approximately \$1,500 has so far been spent on Delta Camp work at The Cove and Enchanted Hills. Kelly Wallace reported that approximately 4 days of work remain at those 2 locations according to Greg Holquist.

Carole Meredith stated that this project seems to be exempt from the Napa County Conservation Regulations regarding vegetation removal (Section 18.108.050(H)) because it is a firebreak being created in cooperation with the fire department.

Wayne Cain has been taking before and after photographs of the project. He will give the photos he has to date to Carole Meredith for possible inclusion in the 6/3 Napa Firewise meeting.

An "open house" will be held on July 28 at 4967 Dry Creek Road to give community members an opportunity to see the shaded fuel break resulting from the Old Ridge Road Pilot Project.

- b. **Fire Prevention Signs:** Deferred until Gary Margadant can be present to provide an update.
- c. **The Cove Fuel Reduction Project:** Deferred until Greg Holquist can be present to provide an update.

### **OLD BUSINESS:**

1. **June Napa Firewise Community Meeting:** Kelly Wallace has informed Roger Archey of NCCFF that the following MVFSC members plan to participate: Gary Green, Kelly Wallace, Greg Holquist, Bill Robertson, Gary Margadant and Carole Meredith. Carole Meredith will prepare a PowerPoint presentation according to the guidelines set out in the April 20, 2012 NCCFF document. She will circulate it to the other

MVFSC participants by May 30 for their input. The MVFSC participants agreed to meet at Kelly Wallace's office at 9 am to discuss the presentation.

2. **Draft Budget:** Bill Robertson distributed a chart of accounts. He agreed to modify the draft budget amounts as follows (some of which were agreed to at the 4/28/12 meeting):
  - a. Reduce Insurance from \$1,200 to \$200 (4/28 meeting)
  - b. Reduce Office Supplies from \$1,000 to \$500
  - c. Reduce Projects from \$14,000 to \$12,500
  - d. Add Line 713 Equipment \$2,000 (4/28 meeting)
  - e. Add Line 714 Administration \$125 (4/28 meeting)
  - f. Add Line 720 Contingency \$2,000

It was agreed that if the amount budgeted for an item is exhausted, we will reallocate among budget items and that this will not require that we formally amend the budget since the total amount budgeted will not change.

Ken Van Oeveren stated that the Dry Creek-Lokoya Volunteer Fire Department Board has designated Bill Robertson to authorize MVFSC expenditures and to decide when an expenditure should be reviewed by the entire DCLVFD Board.

3. **Sign update:** Gary Green reported that he has not found any additional signs to incorporate into the roadside sign calendar.
4. **Final CWPP for website:** Kelly Wallace agreed to scan the signed copy of the CWPP and send it to Carole Meredith so that it can be made available on the MVFSC website.
5. **Removal of old duplicate website:** Deferred until Greg Holquist can be present to provide an update.
6. **MVFSC website updates:** Carole Meredith reported that the website is up-to-date with the exception of the DCLVFD Spring Newsletter, for which she has not yet received the file. Bill Robertson said he would ask Larry Russell to send the file.
7. **Email list:** Carole Meredith reported that she has created an email group for the active MVFSC members and that she will also establish a MVFSC community email group when she receives the email addresses.
8. **Fire road access point update:** Deferred until Gary Margadant can be present to provide an update.
9. **Pole saw donation letter to Community Projects:** Carole Meredith reported that no progress has been made on this.

#### **NEW BUSINESS:**

1. Steve Levine proposed that the MVFSC have a blog. He said it could be found by Google Alerts and might be a means to generate advertising revenue. There was some disagreement with this proposal. It was also pointed out that such a blog would have to be apolitical to be consistent with our non-profit status. Gary Green asked Steve Levine to come back with more information about revenue generation.

2. Ken Van Oeveren reported that the DCLVFD is still looking into space in the firehouse to allocate to MVFSC signs and pole saws.
3. It was proposed that the subject of firewood sales and the possible involvement of the Boy Scouts be taken up at the next meeting.

**OTHER BUSINESS FOR THE GOOD OF THE ORDER:**

**ADJOURNMENT: 11:11 am**

**Next Meeting:** Saturday June 23, 2012 at 9:00 am  
Carole Meredith's residence  
4967 Dry Creek Rd. Napa, CA 94558

**TO DO LIST:**

**Gary Green:**

- a. Check with Gary Margadant regarding moving roadside signs

**Gary Margadant:**

- a. Arrange for the movement of the Dry Creek Road sign and the installation of two additional signs
- b. Send list of email addresses to Carole Meredith (completed)
- c. Investigate whether the old fire road access points are still viable

**Greg Holquist:**

- a. Follow up on tying in to the Clubs for Vets golf tournament as a means to receive the money that PG&E has budgeted for the MVFSC.
- b. Continue to work towards removing the duplicate website

**Kelly Wallace:**

- a. Send scan of signed version of the CWPP to Carole Meredith to put on the MVFSC website.

**Bill Robertson:**

- a. Modify the draft budget to reflect decisions made at 4/28 and 5/26 meetings
- b. Ask Larry Russell to send the newsletter file to Carole Meredith (completed)

**Carole Meredith:**

- a. Write letter to Community Projects requesting funding for pole saws

- b. Prepare PowerPoint presentation for 6/2 NCFE meeting and 6/3 DCLVFD Open House (completed)
- c. Prepare handout card about Old Ridge Road 7/28 viewing event to distribute at 6/3 fire department open house. (completed by Gary Green and Bill Robertson)

**Steve Levine:**

- a. Prepare a report detailing the revenue that could be generated by a MVFSC blog

**Wayne Cain:**

- a. Give Old Ridge Road Pilot Project before and after photos to Carole Meredith (completed)