



# El Dorado County Fire Safe Council

Website: [edcfiresafe.org](http://edcfiresafe.org)

515 Main Street, Ste. 103

Placerville, CA 95667

Email: [board@edcfiresafe.org](mailto:board@edcfiresafe.org)

General Information: (530) 647-1700

Assistance Programs: (530)957-6270

"Public and Private Partners Working Together to Protect People, Homes, and Natural Resources"

## Board Meeting Agenda

October 16, 2024

9:30 am to 12:00

American Legion

4561 Greenstone Road, Placerville

1. Meeting Call to Order
2. Roll Call: Sign In
3. Pledge of Allegiance
4. Consent Calendar **Board Action Item**
  - a. Meeting Agenda: 10/16/2024
  - b. Board Meeting Minutes: 09/18/2024
  - c. Associate Fire Safe Council Boundary Adjustments per bylaws section 14.04.
5. New Business

Executive Coordinator Position - Strategic Planning Task Group - Paul Penn –  
**Board Action Item**
6. Old Business
  - a. Community Wildfire Protection Plan – Tamara Johnston
  - b. Website Update – Dorothy Fine
7. Information Items:
  - a. Chairman's Report & Communication – Ken Pimlott
  - b. Vice-Chair Report – Dorothy Fine

- c. Secretary Report – Angel Ball
- d. Treasurers Report: Janet Barentson – **Board Action Item**
  - September Treasurer’s Report
  - October Treasurer’s Report
- e. Partners Reports:
  1. BLM – TBA
  2. CAL FIRE – Megan Scheeline/Jeff Hoag
  3. Office of Wildfire Preparedness and Resilience – Tom Meyer/Tanya Harlow
  4. EDC Fire Chiefs Association – Tim Cordero
  5. EDC FPO Association – Lucas Shepard
  6. ENF – Brad Stewart
  7. RCD – Mark Egbert
  8. SMUD – Eric Brown
  9. PG&E – Mike Webb
  10. EDSO – Lt Morton
  11. BOR – Elizabeth Dyer

## **8. Program Reports**

- a. Grants & Funding/Grants Committee– Tamara Johnston
- b. Assistance Programs – Jessica Isabel
  - Chipping
  - Defensible Space Services for Seniors, etc
  - Hazard Tree Removal
- c. Training Committee – Hugh Council
- d. Outreach & Education –Alice Cantelow
- e. Governance and New Council Formation & Orientation – Angel Ball

## **9. Community Council Reports**

**10. Public Comment** –*Time limit is 3 minutes per person.*

## **11. Good of the Order**

- a. CWPP update meeting hosted by OWPR @ **1 PM** at the American Legion following the Board Meeting.
- b. Next EDCFSC Board Meeting – November 20, 2024



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Placerville, CA 95667

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"Public and Private Partners Working Together to Protect People, Homes, and Natural Resources"

## Board Meeting Minutes-

DRAFT

September 18, 2024

9:30 am to 12:00

American Legion

4561 Greenstone Road,

Placerville

### 1. Meeting Call to Order

9:30 am

### 2. Roll Call: Sign In

In Person: Council, Pullin, Penn, Boal, Ball, Cantelow, Connelly, Dwyer, Fine, Gilchrest, Johnston, Hess, Lory, Payne, Willis, Zelinsky Zoom: Hawk

### 3. Pledge of Allegiance

Dorothy Fine

### 4. Consent Calendar **Board Action Item**

a. Meeting Agenda: 09/18/2024

b. Board Meeting Minutes: 08/21/2024

Angel Ball made a motion to approve the consent calendar, seconded by Paul Penn. The motion passed with no opposition.

## 5. New Business

- a. Meeting Room Audio/Visual Upgrades – Hugh Council

7<sup>th</sup> Dimension, a vendor from El Dorado Hills, will make a proposal to improve our audio-visual system. We hope to have the upgrade completed by January 2025.

## 6. Old Business

- a. Website Update – Dorothy Fine

Streamline is migrating information from our current website to their platform with a redesign on their end.

- b. Community Wildfire Protection Plan – Tamara Johnston

Publicity for October workshops is in motion.

- c. Strategic Planning (Futuring) Task Group Update- Paul Penn

PowerPoint presentation on strategic planning was presented. In depth conversation planned for the October Board meeting.

## 7. Information Items:

- a. Chairman's Report & Communication – Dorothy Fine on behalf of Ken Pimlott who was not in attendance.

No report

- b. Secretary Report – Angel Ball

Renewing EDCFSC insurance policy.

FSC contact list has been emailed to all AFSC chairs and is for internal use.

- c. Treasurers Report: Dorothy Fine for Janet Barentson – **Board Action Item**

Nothing unusual to report. Pat Turner is preparing our FY 23/24 taxes.

A vote was not taken to approve the Treasurers Report. The September report will be included in the October meeting action items.

- d. Partners Reports:

- 1. BLM – TBA

No report

2. CAL FIRE – Jeff Hoag

Arson suspect arrested for starting the Crozier fire.  
6,000 defensible space inspections have been completed.

3. Office of Wildfire Preparedness and Resilience – Tom Meyer/Tanya Harlow

Tom: Defensible Space inspections continuing in County emphasis areas and now focusing on the Gilmore area. “Preparing for Wildfire” flyer was included with the 100,000 County property tax bills. OWPR is preparing its 2025 work plan.

Tanya Harlow: Shared the Defensible Space video. Working on public outreach for the upcoming CWPP workshops.

4. EDC Fire Chiefs Association – Tim Cordero

No report

5. EDC FPO Association – Lucas Shepard

No report

6. ENF – Jacobie Waters

ENF was awarded CWRP and CAL FIRE CCI grants for the Georgetown area. Sierra Springs understory burning is planned and will occur when conditions are safe. The Independent Badger project will be done once the surveys are complete.

7. RCD – Courtney Jackson

Placerville Community Wildfire Resilience Strategy community meeting takes place next week. An interactive map is available and public input is requested.

8. SMUD – Eric Brown

No report

9. PG&E – Mike Webb

Introduced Sashi Sabaratnam, Chief of Wildfire and Climate Resiliency. Update on PG&E activities including overhead hardening and public safety

power shut offs. PG&E awarded funds for the Garden Valley Fire Department for equipment and staffing by October 5<sup>th</sup>. Focusing on one way in and out properties.

10. EDSO – Scott Baer, reported on the Tahoe Regional Evacuation Plan. West slope version of Evacuation Plan is in process. Introduced Ms. Schmidt who is a new analyst at OES.

11. BOR – Elizabeth Dyer

No Report

## 8. Program Reports

a. Grants & Funding/Grants Committee– Tamara Johnston

CWPP meeting today at 1pm. Defensible space and hazardous tree funding was approved. FSC should be thinking about projects for CAL FIRE grants now. Reminder - FSCs need a fiscal sponsor for grants if you don't have your own 501 C3.

b. Assistance Programs – Jessica Isabel

- Chipping

YTD - 461 jobs completed, 789 acres cleared, chipped 81,985 cubic yards, and spent \$204,603.

- Defensible Space Services for Seniors, etc.

YTD - Evaluated 208 parcels, cleared 183 parcels, average cost per parcel is \$1,176.02, \$236,857.88 has been spent, of the completed jobs we serviced 52 vets, 164 seniors 52 disabled, and 47 low income.

- Hazard Tree Removal

YTD - 119 trees parcels assessed, 176 parcels completed, identified 287 new trees, cut 429 trees, the average cost of each tree is \$818.50 and spent \$444,357.25.

FSCs still have an option to do a community chipping event. I will assign a contractor to prioritize your community. I can also generate your Firewise reports for all three programs.

c. Training Committee – Hugh Council

A defensible space training class is planned for April 2025. New assessment guides from CAL FIRE are available in our office to people that have done training.

Elizabeth Standeven - Training working group. Requests are coming in for defensible space assessments. Carri is handling requests so check your emails regularly. Having efficient and rapid turnaround is the goal. The currently trained assessors will be invited to a Zoom meeting on Wednesday, September 25<sup>th</sup> from 6pm-8pm. EDCFSC is funding a gear bag for each FSCs assessors.

d. Outreach & Education –Alice Cantelow

In August we had a volunteer fair that Bob Hess and Dorothy Fine attended. Veteran Stand Down event had good outreach for assistance programs. Foothill Fire Flash newsletter went out at the end of August.

e. Governance and New Council Formation & Orientation – Angel Ball

Thompson Hill and Woodridge accepted an invitation from Coloma/Lotus to be a part of their council. Placerville is welcoming Sundance Trail to be a part of their council.

## 9. Community Council Reports

Bill Osgood, Serrano FSC - Explained wildfire safe plan and how it relates to the ordinance. Chrishana Fields, El Dorado Hills FD helped with explaining what is needed for defensible space at four of the FSCs members' homes.

Pat Dwyer, Logtown FSC – Annual hotdog social is October 12th with a community meeting, auction, and educational materials.

Sherry Hawk, Gold Ridge Forest FSC - Pre CWPP meeting at Gold Ridge Forest clubhouse at 4101 Opal Trail on September 26<sup>th</sup> at 6:30pm and will include Pollock Pines and Sly Park Hills.

Elizabeth Standeven, Sandridge FSC – Commented to Bill Osgood that defensible space and home hardening are part of the assessor program. We have 70 assessors to talk to small groups or individual homeowners.

David Zelinsky, Placerville FSC – Reminder for Firewise communities to submit renewals in October to meet November deadline.

Alice Cantelow, Oak Hill FSC – We had a workshop last night and Tanya Harlow helped answer questions. We talked about fuel breaks, home hardening and defensible space. Reminded other FSCs to focus on those items.

Kris Payne – Reported on biomass.

Mike Connelly, Auburn Lake Trails – We will have a dedication ceremony this Saturday for the chipper we received from our CAL FIRE grant.

Lester Lubetkin, Oak Hill FSC - Fuel reduction contractor starting on Omo Ranch Road fuel reduction area shaded fuel break in Diamond Springs and Oak Hill areas. CA wildfire resilience task force workshop in Tahoe will be online.

Hugh Council, Texas Hill FSC - Last Saturday we had an event with 45 people attending. Thanked Tom Meyer, OWPR and Mark Egbert, RCD for speaking.

Hassan Ebrahimi-Nuyken, Sierra Springs FSC – Attended a United Policy Holders WRAP meeting. They had a representative from Paradise talking about how to assist rebuilding their community. There was a State interest office meeting yesterday via Zoom. Insurance agencies pushed back on the state office of insurance who is partnering with Cal Poly Humbolt to use catastrophic modeling to set insurance rates.

Paul Penn, Diamond Springs FSC - Evacuation and Martinez Creek are priorities for grants.

**10. Public Comment** – *Time limit is 3 minutes per person.*

No Comments

**11. Good of the Order**

Meeting adjourned at 11:56am

- a. CWPP update meeting hosted by OWPR @ **1 PM** at the American Legion following the Board Meeting.
- b. Next EDCFSC Board Meeting – October 16, 2024

Meeting Minutes taken by Carri Lueck



## YTD Expense Report -8/31/2024

FSC Operations	Beginning Balance	Aug	Actual YTD Balance 1 months	Total Balance YTD	% of CY Beginning Balance
FSC Operations Opening Balance (Assets)	\$ 119,788	\$ 32,140	112,532	\$ 144,672	121%
<b>Total Available</b>	<b>\$ 119,788</b>	<b>\$ 32,140</b>	<b>\$ 112,532</b>	<b>\$ 144,672</b>	<b>121%</b>
Expenses	Budget	Aug	Actual YTD Balance 1 months	Total YTD	% of Budget
5010 · Contract Support	\$ 60,000	\$ 3,907	4,587	\$ 8,494	14%
5030 · Giveaway Items	\$ 0			\$ -	0%
5040 · Internet Access & Website	\$ 20,000	\$ 1,500		\$ 1,500	8%
6100 · Advertising & Marketing	\$ 1,000			\$ -	0%
6115 · Bank Service Charges	\$ 1,100	\$ 85	85	\$ 170	15%
6120 · Business License & Fees	\$ 250			\$ -	0%
6130 · Admin Services	\$ 37,000	\$ 2,402	3,691	\$ 6,093	16%
6141 · Computer Supplies	\$ 4,000	\$ (22)	189	\$ 167	4%
6142 · Conference Fees	\$ 250			\$ -	0%
6155 · Dues and Subscriptions	\$ 1,285			\$ -	0%
6180 · Insurance	\$ 15,000			\$ -	0%
6320 · Telephone	\$ 1,800	\$ 147	148	\$ 295	16%
6255 · Postage, Delivery & PO Box	\$ 200	\$ 7	78	\$ 85	43%
6265 · Printing and Reproduction	\$ 150			\$ -	0%
6275 · Professional Fee	\$ 7,000			\$ -	0%
6276 · Legal Fee	\$ 5,000			\$ -	0%
6277 · Accounting Fees	\$ 9,500	\$ 490	420	\$ 910	10%
6295 · Rent	\$ 7,000	\$ 350	350	\$ 700	10%
6310 · Office Supplies	\$ 800		29	\$ 29	4%
6330 · Travel	\$ 500			\$ -	0%
6336 · Meeting Expense	\$ 1,000	\$ 472	160	\$ 632	63%
6580 · Storage	\$ 1,200	\$ 100	100	\$ 200	17%
<b>Total Expense Overhead</b>	<b>\$174,035</b>	<b>9,438</b>	<b>9,837</b>	<b>\$ 19,275</b>	<b>11%</b>

Active Projects Monthly Report

Report as of 8/31/2024

TITLE	GRANT END DATE	GRANT AWARD	CASH RECEIVED	CASH EXPENDED	REMAINING CASH	GRANT BALANCE NOT REC'D
<b>Fuels Treatment</b>						
USFS Stevens Auth Sierra Springs SS-2 (20-CA-11050300-013)	6/18/2025	\$ 250,000	198,400	195,549	2,851	\$ 51,600
USFS Stevens Auth Sierra Springs SS-2 (22-CA-11050300-015)	9/15/2025	\$ 309,000	1,382	1,382	-	\$ 307,618
USFS Stevens Auth Grizzly Flats GF-18 (20-CA-11050300-013)	6/18/2025	\$ 180,000	172,478	172,339	139	\$ 7,522
USFS Stevens Auth Grizzly Flats GF-18 (22-CA-11050300-015)	9/15/2025	\$ 150,000	972	972	-	\$ 149,028
USFS Stevens Auth Gold Ridge GRF (20-CA-11050300-013)	6/18/2025	\$ 150,000	149,625	148,847	778	\$ 375
USFS Stevens Auth Volcanoville (22-CA-11050300-015)	9/15/2025	\$ 132,000	694	694	-	\$ 131,306
USFS Stevens Auth Mosquito (22-CA-11050300-015)	9/15/2025	\$ 200,000	3,588	3,588	-	\$ 196,412
BLM Georgetown Fuel Break BLM L20AC00468	9/22/2025	\$ 990,000	559,798	559,798	-	\$ 430,202
CAL FIRE South County Fuel Reduction Project 5GG21199	3/15/2026	\$ 2,079,887	186,906	186,906	-	\$ 1,892,981
CAL FIRE Georgetown Marshal Road Fuel Reduction 5GA2129	3/15/2026	\$ 278,700	35,583	35,583	-	\$ 243,117
CAL FIRE Fuel Red for Critical Rds-Coloma Lotus 5GG21200	3/15/2026	\$ 705,670	440,409	440,409	-	\$ 265,261
CAL FIRE Residential Hazardous Tree Removal 5GG21198	3/15/2026	\$ 1,252,790	526,586	529,275	(2,689)	\$ 726,204
CAL FIRE Spanish Flat North Fuel Reduction Project 8GG21600	3/31/2026	\$ 4,890,440	131,458	133,993	(2,535)	\$ 4,758,982
CAL FIRE Defensible Space Grant		\$ 937,888	-	-	-	\$ 937,888
CAL Fire Hazardous Tree Grant		\$ 1,170,400	-	-	-	\$ 1,170,400
<b>TOTAL, FUELS TREATMENT</b>		<b>\$ 13,676,775</b>	<b>2,407,878</b>	<b>2,409,334</b>	<b>(1,456)</b>	<b>\$ 11,268,897</b>
<b>Defensible Space</b>						
CA Fire Safe Council (Senior, Low Income, <b>Disabled</b> )	12/31/2024	\$ 500,000	191,316	271,767	(80,450)	\$ 308,684
SMUD 2024 (Senior Vereran, Low Income)	12/31/2024	\$ 20,000	20,000	20,000	-	\$ -
Title III 2014/2016 D-Space Allocation		\$ 70,000	70,000	64,870	5,130	\$ -
<b>TOTAL, DEFENSIBLE SPACE</b>		<b>\$ 590,000</b>	<b>281,316</b>	<b>356,637</b>	<b>(75,321)</b>	<b>\$ 308,684</b>
<b>Chipping</b>						
USFS Stevens Auth Chipping (20-CA-11050300-013)	6/18/2025	\$ 300,000	-	-	-	\$ 300,000
AQMD Chipping Grant	12/31/2026	\$ 355,000	150,000	47,411	102,589	\$ 205,000
CAL FIRE El Dorado Chipper 5GG20100	3/15/2025	\$ 987,289	728,020	791,905	(63,885)	\$ 259,269
<b>TOTAL, CHIPPING</b>		<b>\$ 1,642,289</b>	<b>878,020</b>	<b>839,316</b>	<b>38,705</b>	<b>\$ 764,269</b>
<b>Miscellaneous Grants</b>						
Title III 2022-23	9/1/2024	\$ 140,141	140,141	-	140,141	\$ -
Title III 2021/22	9/1/2023	\$ 16,447	16,448	16,799	(352)	\$ -
Title III 2021/22 Green Waste Days	9/1/2023	\$ 51,000	51,000	32,603	18,397	\$ -
Title III 2014/2016		\$ 24,273	24,273	15,176	9,097	\$ -
West Slope Foundation - Aukum Fairplay FSC		\$ 5,000	5,000	-	5,000	\$ -
West Slope Foundation - Grizzly Flats FSC		\$ 5,000	5,000	4,137	863	\$ -
CA FSC Grant		\$ 100,000	-	-	-	\$ -
<b>TOTAL, MISCELLANEOUS GRANTS</b>		<b>\$341,862</b>	<b>\$241,862</b>	<b>\$68,716</b>	<b>\$173,146</b>	<b>\$0</b>
<b>Grant Total Grants</b>		<b>\$ 16,250,926</b>	<b>3,809,077</b>	<b>3,674,003</b>	<b>135,074</b>	<b>\$ 12,341,849</b>

## YTD Expense Report -9/30/2024

FSC Operations	Beginning Balance	Aug	Actual YTD Balance 1 months	Total Balance YTD	% of CY Beginning Balance
FSC Operations Opening Balance (Assets)	\$ 119,788	\$ 8,222	144,672	\$ 152,894	128%
<b>Total Available</b>	<b>\$ 119,788</b>	<b>\$ 8,222</b>	<b>\$ 144,672</b>	<b>\$ 152,894</b>	<b>128%</b>
Expenses	Budget	Aug	Actual YTD Balance 1 months	Total YTD	% of Budget
5010 · Contract Support	\$ 60,000	\$ 5,837	8,494	\$ 14,331	24%
5030 · Giveaway Items	\$ 0			\$ -	0%
5040 · Internet Access & Website	\$ 20,000	\$ 735	1,500	\$ 2,235	11%
6100 · Advertising & Marketing	\$ 1,000			\$ -	0%
6115 · Bank Service Charges	\$ 1,100	\$ 85	170	\$ 255	23%
6120 · Business License & Fees	\$ 250	\$ 5		\$ 5	2%
6130 · Admin Services	\$ 37,000	\$ 3,505	6,093	\$ 9,598	26%
6141 · Computer Supplies	\$ 4,000	\$ -	167	\$ 167	4%
6142 · Conference Fees	\$ 250			\$ -	0%
6155 · Dues and Subscriptions	\$ 1,285			\$ -	0%
6180 · Insurance	\$ 15,000	\$ 3,087		\$ 3,087	21%
6320 · Telephone	\$ 1,800	\$ 148	295	\$ 443	25%
6255 · Postage, Delivery & PO Box	\$ 200	\$ -	85	\$ 85	43%
6265 · Printing and Reproduction	\$ 150			\$ -	0%
6275 · Professional Fee	\$ 7,000			\$ -	0%
6276 · Legal Fee	\$ 5,000			\$ -	0%
6277 · Accounting Fees	\$ 9,500	\$ 586	910	\$ 1,496	16%
6295 · Rent	\$ 7,000	\$ 350	700	\$ 1,050	15%
6310 · Office Supplies	\$ 800		29	\$ 29	4%
6330 · Travel	\$ 500			\$ -	0%
6336 · Meeting Expense	\$ 1,000	\$ -	632	\$ 632	63%
6580 · Storage	\$ 1,200	\$ 100	200	\$ 300	25%
<b>Total Expense Overhead</b>	<b>\$174,035</b>	<b>14,438</b>	<b>19,275</b>	<b>\$ 33,713</b>	<b>19%</b>

## Active Projects Monthly Report

Report as of 9/30/2024

TITLE	GRANT END DATE	GRANT AWARD	CASH RECEIVED	CASH EXPENDED	REMAINING CASH	GRANT BALANCE NOT REC'D
<b>Fuels Treatment</b>						
USFS Stevens Auth Sierra Springs SS-2 (20-CA-11050300-013)	9/15/2025	\$ 559,000	245,109	244,730	379	\$ 313,891
USFS Stevens Auth Sierra Springs SS-2 (22-CA-11050300-015)	9/15/2025	\$ 309,000	1,382	1,382	-	\$ 307,618
USFS Stevens Auth Grizzly Flats GF-18 (20-CA-11050300-013)	6/18/2025	\$ 180,000	178,199	177,845	354	\$ 1,801
USFS Stevens Auth Grizzly Flats GF-18 (22-CA-11050300-015)	9/15/2025	\$ 150,000	972	972	-	\$ 149,028
USFS Stevens Auth Gold Ridge GRF (20-CA-11050300-013)	6/18/2025	\$ 150,000	149,625	149,625	-	\$ 375
USFS Stevens Auth Volcanoville (22-CA-11050300-015)	9/15/2025	\$ 132,000	694	694	-	\$ 131,306
USFS Stevens Auth Mosquito (22-CA-11050300-015)	9/15/2025	\$ 200,000	3,588	3,588	-	\$ 196,412
BLM Georgetown Fuel Break BLM L20AC00468	9/22/2025	\$ 990,000	559,798	559,798	-	\$ 430,202
CAL FIRE South County Fuel Reduction Project 5GG21199	3/15/2026	\$ 2,079,887	186,906	186,906	-	\$ 1,892,981
CAL FIRE Georgetown Marshal Road Fuel Reduction 5GA2129	3/15/2026	\$ 278,700	41,189	41,189	-	\$ 237,511
CAL FIRE Fuel Red for Critical Rds-Coloma Lotus 5GG21200	3/15/2026	\$ 705,670	440,409	440,409	-	\$ 265,261
CAL FIRE Residential Hazardous Tree Removal 5GG21198	3/15/2026	\$ 1,252,790	526,586	533,861	(7,275)	\$ 726,204
CAL FIRE Spanish Flat North Fuel Reduction Project 8GG21600	3/31/2026	\$ 4,890,440	131,458	137,928	(6,470)	\$ 4,758,982
CAL FIRE Defensible Space Grant		\$ 937,000	-	-	-	\$ 937,000
CAL Fire Hazardous Tree Grant		\$ 1,170,400	-	-	-	\$ 1,170,400
<b>TOTAL, FUELS TREATMENT</b>		<b>\$ 13,984,887</b>	<b>2,465,914</b>	<b>2,478,926</b>	<b>(13,012)</b>	<b>\$ 11,518,973</b>
<b>Defensible Space</b>						
CA Fire Safe Council (Senior, Low Income, Disabled)	12/31/2024	\$ 500,000	191,316	312,297	(120,980)	\$ 308,684
PGE Grant 2024 Dspace		\$ 100,000	-	-	-	\$ 100,000
<b>TOTAL, DEFENSIBLE SPACE</b>		<b>\$ 600,000</b>	<b>191,316</b>	<b>312,297</b>	<b>(120,980)</b>	<b>\$ 308,684</b>
<b>Chipping</b>						
USFS Stevens Auth Chipping (20-CA-11050300-013)	6/18/2025	\$ 300,000	-	-	-	\$ 300,000
AQMD Chipping Grant	12/31/2026	\$ 355,000	150,000	60,427	89,573	\$ 205,000
CAL FIRE El Dorado Chipper 5GG20100	3/15/2025	\$ 987,289	728,020	819,480	(91,460)	\$ 259,269
<b>TOTAL, CHIPPING</b>		<b>\$ 1,642,289</b>	<b>878,020</b>	<b>879,907</b>	<b>(1,887)</b>	<b>\$ 764,269</b>
<b>Miscellaneous Grants</b>						
Title III 2022-23	9/1/2024	\$ 140,141	140,141	-	140,141	\$ -
Title III 2021/22	9/1/2023	\$ 67,447	67,448	52,018	15,429	\$ -
Title III 2014/2016		\$ 94,273	94,273	82,884	11,389	\$ -
West Slope Foundation - Aukum Fairplay FSC		\$ 5,000	5,000	-	5,000	\$ -
West Slope Foundation - Grizzly Flats FSC		\$ 5,000	5,000	4,269	731	\$ -
CA FSC Grant	8/31/2026	\$ 100,000	-	-	-	\$ -
<b>TOTAL, MISCELLANEOUS GRANTS</b>		<b>\$ 411,862</b>	<b>\$ 311,862</b>	<b>\$ 139,171</b>	<b>\$ 172,691</b>	<b>\$ 0</b>
<b>Grant Total Grants</b>		<b>\$ 16,539,038</b>	<b>3,847,479</b>	<b>3,809,803</b>	<b>37,677</b>	<b>\$ 12,591,559</b>

## **Bylaws section 14.04 - EDCFSC Approval of Associate Fire Safe Council Boundaries**

Four Associate Fire Safe Councils have requested the EDCFSC Board of Directors approve their boundary adjustments:

- The City of Placerville and Camino Fire Safe Councils worked together to include areas not previously represented by an Associate Fire Safe Council.
- The City of Placerville Fire Safe Council welcomed Sundance Trail area.
- The Rescue and Coloma Lotus Fire Safe Councils adjusted their boundaries to accommodate community requests and continuity.
- The Coloma Lotus Fire Safe Council welcomed the communities of Thompson Hill and Woodridge.

Updated Associate Fire Safe Council Boundaries can be found on the El Dorado County Office of Wildfire Preparedness and Resilience [Mapping Tool](#).

## **Executive Coordinator**

The Executive Coordinator provides high-level organizing, scheduling, communications, and administrative support to the El Dorado County Fire Safe Council (EDCFSC) Executive Board. The Executive Coordinator works across the Board as well as with key leadership groups and committees and serves as the primary liaison with the El Dorado County Office of Wildfire Preparedness and Resilience (OWPR).

### Responsibilities and Tasks

- Carry out/implement directions from Board of Directors.
- Act as the administrative point of contact between the Executive Board and internal/external demands.
- Maintain a working knowledge of all current and in-progress fuel reduction projects on the western slope of EDC.
- Coordinate with Associate Councils including:
  - Attend Associate Council meetings/events as needed and provide an update of EDCFSC activities.
  - Represent EDCFSC at a variety of associate fire safe council community events and provide an overview of EDCFSC activities.
  - Support Associate Councils with operational and administrative issues
  - Assist communities in forming new fire safe councils.
- Maintain the Executive Board's appointments by planning and scheduling meetings, conferences, teleconferences, and travel as well as arranging related logistics.
- Actively participate in monthly Executive Board meetings and report activities at monthly board meetings.
- Produce information by transcribing, formatting, inputting, editing, retrieving, copying, and transmitting text, data, and graphics.
- Provide research and routing correspondence support; drafting letters and documents; collecting and analyzing information.
- Draft agendas for the Executive Board and EDCFSC committee meetings as needed.
- In coordination with the Treasurer develop budgets and reports to present to the board.
- Authorize expenditures within the scope and limits established by the Executive Board.
- Prepare monthly report for Treasurer review.
- Oversee financial audit and tax preparation with vendors.
- Maintain files, records, and other documents for the Executive Board.
- Complete annual renewals:
  - Fire Safe Councils
  - Board Members
  - Insurance
  - Forms
  - Government access forms
  - Statement of information

- Represent the EDCFSC and provide staffing for the EDCFSC at meetings, events, and other engagements as needed and directed.
- Oversee work of Administrative Assistant, Programs Manager, Grants Manager, bookkeeper and other contractors such as IT, website and Zone Coordinators.
- Commit to the highest level of confidentiality for information heard and reviewed in support of the Executive Board.
- In collaboration with Outreach and Training Committees, develop and implement a comprehensive public communications program to include Outreach and Training Committee members as well as partners.
- Maintain a working knowledge of all current and planned education and outreach events.

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