



Amador Fire Safe Council

PO Box 1055, Pine Grove, CA 95665

www.AmadorFireSafe.org



May 17th, 2023

3:00-5:00

Virtual & In-Person Meeting

Attend In-Person	Attend Virtually
19888 Church Street, Pine Grove (Behind Pine Grove Park) Volcano Communications Tech Center	Join Zoom Meeting https://us02web.zoom.us/j/2674846542?pwd=VjlrL25rMGkwY2paMmxhckhKbnJSZz09 Meeting ID: 267 484 6542 Call-In Number: 1(669)900-6833 Code: 2674846542# Passcode: 1055

AGENDA

1. Approve/Modify Agenda*
2. Approve March Minutes*
3. Introductions
4. Treasurers Report (John)*
5. Coordinator Report (Amanda)
 - a. SNC Grant Application Approval*
6. ARCD/AFSC Partnership Agreement Update
 - a. Approval of Forestry Project Manager Position*
7. Sirens Alert System Committee Update (Connie)
8. FireWise Community Program Update (Dick/Amanda/Megan)
 - a. FireWise Strategic Plan Review/Approval*
9. AlertWildfire Cameras Project Update (Frank)
10. Public Comment
11. Other items/adjourn

Upcoming Meetings:

Smokechaser 5/20 11am-7pm Amador County Fair Grounds

AFSC/ARCD Fire Mitigation Planning Meeting 5/24 9am 12200 B Airport Road, Jackson CA Large Conference Room

FireWise Resource Meeting 6/29 6pm-7:30 Board of Supervisors Chambers

*Action items
Meeting will be recorded.



AMADOR FIRE SAFE COUNCIL BOARD MEETING

March 15, 2023 3:00pm



3/15/23: 3:06pm

- 1. Agenda:** Board approval: *CG motioned, JH seconded. All in favor (6) - Absent (1)*
- 2. Minutes from December/February:** *JH motioned, CG seconded. All in favor (6) - Absent (1)*
- 3. Attendance:** Pat Minyard, Connie Gonsalves, Dick Stamm, John Heissenbuttel, Frank Leschinsky, Amanda Watson, Dana Simpson, Megan Watts, Jeff Brown, Kayla Dale, Jeff Hoage, Pat Chew, Tom Ellison, Ralph Meier, Wendy James, Mr. Deacon, Tamryn Zarahdka

4. Treasurer's Report

\$840,338.58 total in accounts
\$67, 100.15 unrestricted general fund

JH spoke to the IRS error loop - FY calendar change

5. Coordinators Report

- 19 units w/Tiger Creek - should be finished in Spring
- AmCo - split between 2 contractors; bird surveys are needed now due to season.
- Approval from Board to enter into contract with Wildlife Biologist:
JH motioned, DS seconded. All in favor (6) - Absent (1)
- Ingress/Egress - propose direct award to Timber Ridge (Oak Hill, Sandra Rd., Old Giannini and Gold Creek Trail); contract amendment?:
JH motions, CG seconded. All in favor (6) - Absent (1)
- Firewise Microgrant - staff are looking in to whether we can award funding to individual people for start-up funding reimbursement. Most likely not, so staff are coming up with a Purchasing Assistance program to help new Firewise communities with communications, parcel maps, bulletin boards, etc.
- Volcano Hills Town Hall - went well; bifurcated ROE process is being discussed. AW will draft "ROE Survey" and "ROE Implementation". Another Town Hall will be scheduled.
- Mitchell Mine maintenance - 17 different treatment type demonstrations (Ed S. is working with the University Cooperative Extension)
- Upper Rancheria Fuel Break has been awarded!

6. Sirens Alert Systems

Meeting was cancelled - has not been rescheduled

7. Firewise

28 Firewise community's total; 6-7 in the application process
Strategic Planning meeting for Firewise scheduled for March 30th, 0900-1100

8. Alert Wildfire Update

No update

11. Public Comment:

Supervisor Brown informed the council of a Green Waste drop off scheduled for Upcountry - flyer was mentioned. (www.d3ccamador.com)

Adjourned: 4:03pm

AMADOR FIRE SAFE COUNCIL

2023 Budget

As of Apr 30, 2023

Expenses

Grants Expenses

305 AFSC Coordinator	62,000.00	1	16,296.87
306 Coordinator Assistant	13,000.00	2	1,282.67
307 Outreach Coordinator	14,400.00	3	8,205.80
308 Technical Assistance	14,400.00	3	1,769.78
310 RPF Professional Forester	125,000.00		41,325.00
315 Environmental Documentation	10,000.00		0.00
320 Groundwork Contracted Labor	2,024,000.00		464,620.39
350 Outreach/Materials/Supplies	10,000.00		274.42
Total Grant Expenses	2,272,800.00		533,774.93

Operating Expenses

302 Depreciation	450.00		0.00
311 Bookkeeper	4,000.00		1,553.31
321 State Filing Fees	85.00		0.00
330 Insurance, D&O	2,000.00		0.00
343 Bank Charges	50.00		0.00
345 Office Supplies	4,000.00		28.94
346 Postage	400.00		60.00
350 General Outreach	10,000.00	4	0.00
365 Professional Fees	600.00	5	0.00
365 Telephone	375.00		0.00
370 Mileage	4,000.00		60.46
Other	0.00		0.00
Total Operating Expenses	25,960.00		1,702.71

Unrestricted Reserves	100,000.00		0.00
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Total Expenses	2,398,760.00		535,477.64
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Revenue

Grants

PG&E CEMA Program	22,500.00	6	
SNC Tiger Creek Implementation	226,000.00	7	191,002.09
SNC Tiger Creek Enhancement	40,000.00	8	45,721.62

CAL FIRE Ingress/Egress	674,000.00	⁹	57,467.95
SNC County Steward Implementation	658,000.00	¹⁰	51,692.53
Community Fuel Break	397,000.00	¹¹	182,094.77
CAL FIRE Pine Acres Maintenance	90,000.00	¹²	5,070.04
CAFSC County Coordinator	78,000.00	¹³	19,353.48
CalFire Evacuation Improvement	60,000.00	¹⁴	
Contributions	500.00		32.36
Indirect/Admin Revenue	228,950.00		59,072.95
Interest Income	200.00		116.31
Total Revenue	2,475,150.00		611,624.10

1. Assumes 80 hours/month
2. Assumes 23 hours/month
3. Assumes 40 hours/month
4. Outreach that is not directly billable to a specific grant
5. Tax preparation.
6. Assumes we receive grant.
7. Assumes 26 Acres of handwork and three miles of road clearance.
8. Assumes 20 acres of mastication.
9. Assumes 40 miles of road work.
10. Assumes 254 acres of mastication.
11. Assumes 171 acres of mastication (River Pines)
12. Environmental documentation.
13. Staff time and outreach, \$175K grant runs from 12/21 to 3/23.
14. Update Countywide Community Wildfire Protection Plan

Amador Fire Safe Council Fund Balances	As of Dec 31, 2022	As of Apr 30, 2023
3000 General Fund	153,610.19	146,441.22
4255 PG&E	288.75	288.79
4412 Tiger Creek Enhance	66,056.22	13,981.12
4420 CFSC Coordinator	6,006.35	6,007.35
4222 Tiger Creek Implementation	170,798.19	2,807.70
4651 Ingress/Egress	3,111.92	199,218.89
4834 AmCo Stewardship	386,546.97	326,935.40
4842 Community Fuel Break	100.00	12,905.17
4842 Pine Acres Fuel Break	100.00	125,730.81
Total	\$ 786,618.59	\$ 834,316.45

Amador Fire Safe Council Grant Snapshot
as of April 30, 2023

	AFSC	<u>Grant Period</u>	<u>Amount Awarded</u>	<u>Direct Cost</u>	<u>Indirect Cost</u>	<u>Grant Funds Spent to Date</u>	<u>Remaining Advance or Advance Requested</u>	<u>Invoiced</u>	<u>Amount remaining</u>
1	Tiger Creek Implementation 1200 (SNC)	7/28/2020 - 1/1/2025	\$ 834,126.00	\$ 744,756.00	\$ 89,370.00	\$ 794,193.51	\$ -	\$ 43,410.01	\$ 39,932.49
2	Tiger Creek Enhancement 1330 (SNC)	9/13/2021 - 1/1/2025	\$ 220,200.00	\$ 200,200.00	\$ 20,000.00	\$ 104,135.27	\$ 27,984.73	\$ -	\$ 116,064.73
3	Coordinator (CAFSC)	11/15/2021 - 4/30/2023	\$ 174,999.00	\$ 159,090.00	\$ 15,909.00	\$ 82,466.06	\$ -	\$ 19,734.88	\$ 92,532.94
4	Ingress/Egress (CalFire) 5GG19102	5/13/2020 - 3/1/2024	\$ 1,044,296.00	\$ 949,360.00	\$ 94,936.00	\$ 365,874.21	\$ 188,531.82	\$ -	\$ 678,421.79
5	Pine Acres (CalFire) 5GG20101	approval - 3/15/2025	\$ 515,405.00	\$ 468,550.00	\$ 46,855.00	\$ 5,577.03	\$ 123,274.22		\$ 509,827.97
6	Ingress/Egress Phase 2 5GA21119	6/2/2022 - 03/15/2025	\$ 600,000.00	\$ 545,455.00	\$ 54,545.00	\$ -			\$ 600,000.00
7	AmCo Implementation 1370 (SNC)	8/23/2022 - 1/1/2028	\$ 1,288,444.00	\$ 1,171,313.00	\$ 117,131.00	\$ 59,956.24	\$326,576.96		\$ 1,228,487.76
8	Amador County Evac Improvement (CalFire) 5GG21101	6/14/2022 - 3/15/2024	\$ 379,982.40	\$ 335,000.00	\$ 44,982.40	\$ -			\$ 379,982.40
9	Amador Community Fuel Break Develop Proj (CalFire) 5GG21201	8/4/2022 - 3/15/2026	\$ 726,000.00	\$ 660,000.00	\$ 66,000.00	\$ 226,205.65		\$ 44,705.66	\$ 499,794.35
10	Upper Rancheria Community Fuel Break 5GA21149	- 5/31/2025	\$ 950,010.00	\$ 863,645.00	\$ 86,365.00	\$ -			\$ 950,010.00
			\$ 6,733,462.40	\$ 6,097,369.00	\$ 636,093.40	\$ 1,638,407.97	\$ 666,367.68	\$ 107,850.55	\$ 5,095,054.43

*matches Unearned Revenue

*Matches Accounts Receivable

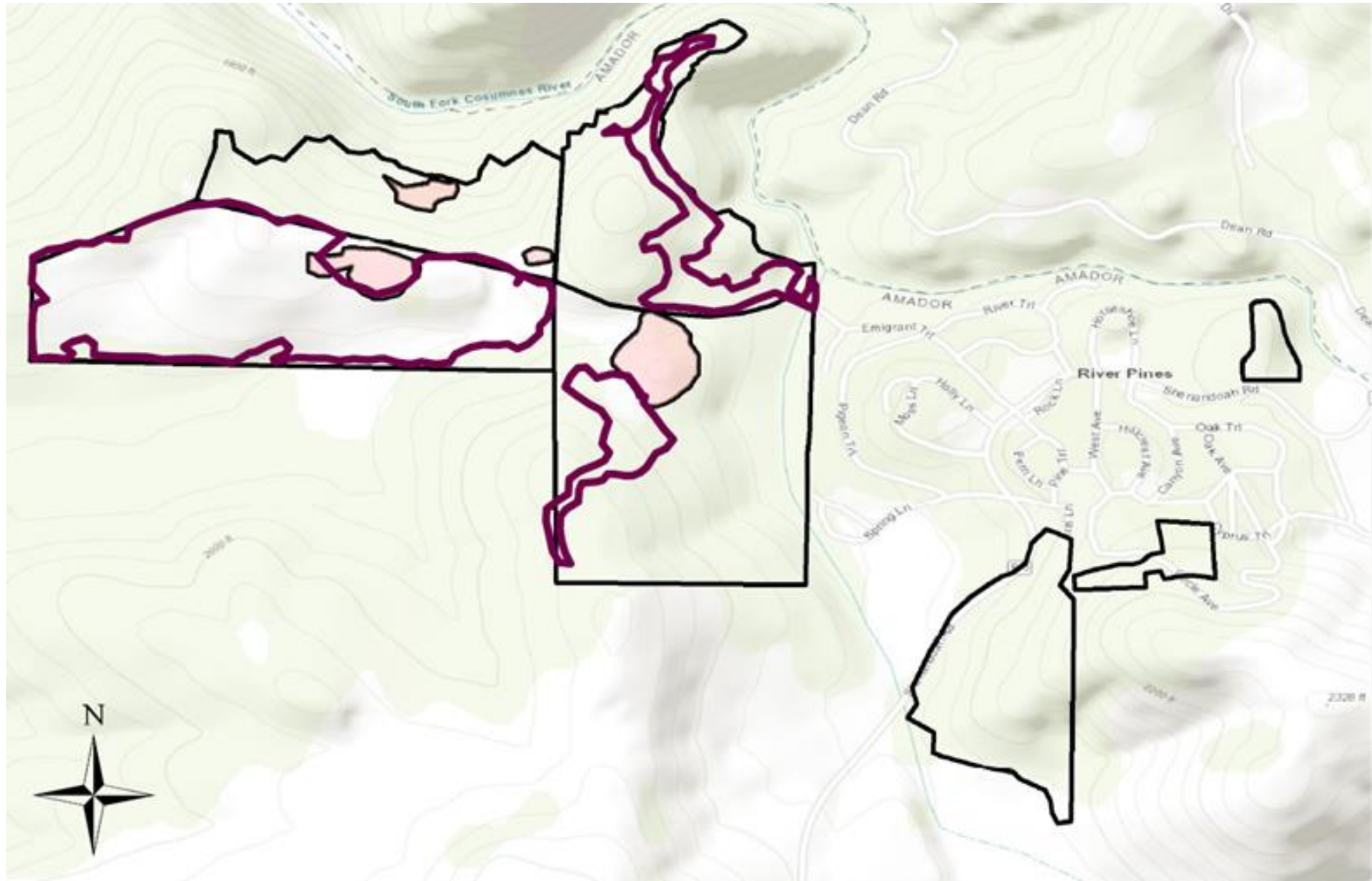
Amador Fire Safe Council Coordinator Monthly Report

May-23

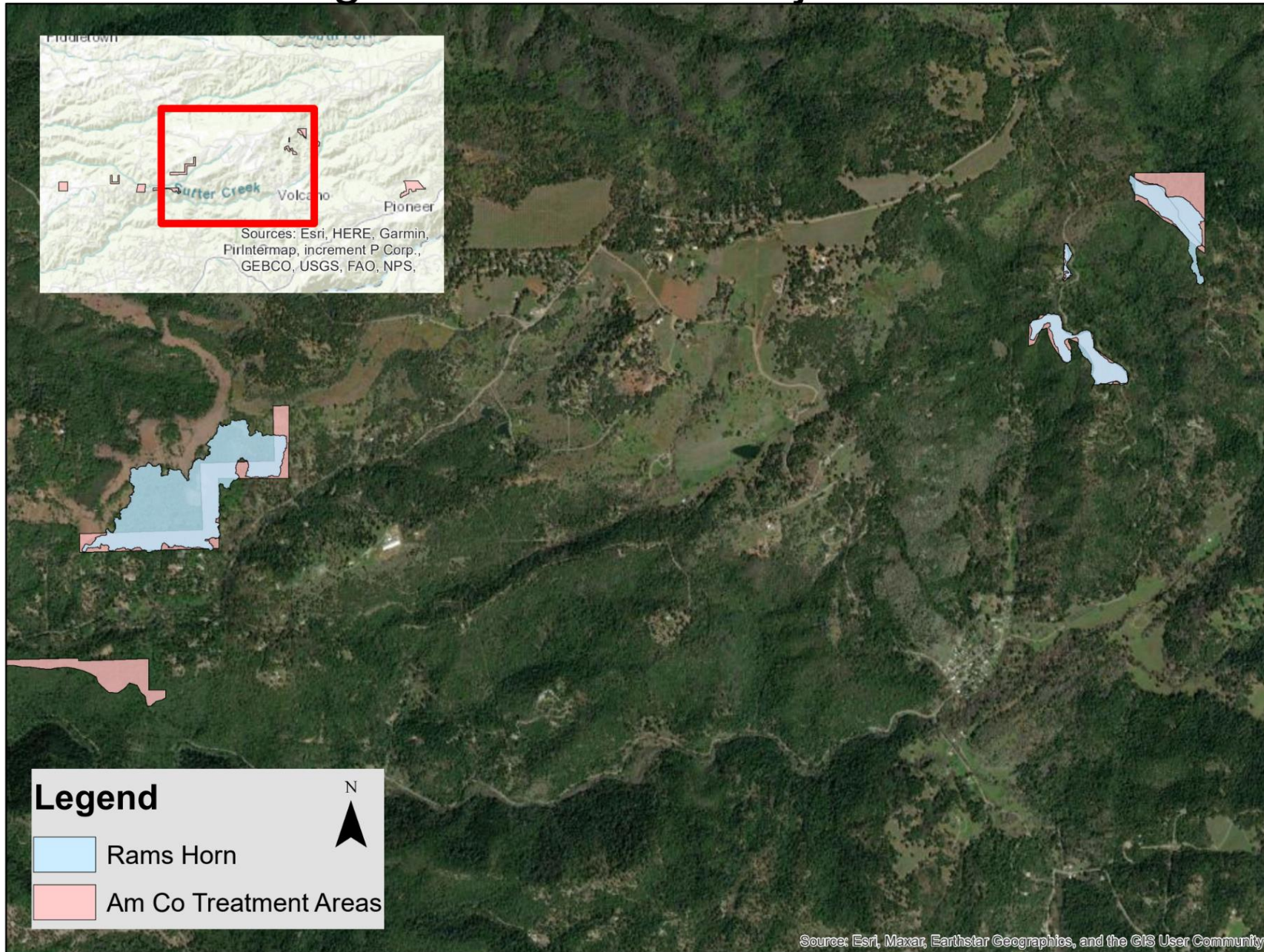
Date Range: March 15th 2023-May 15th 2023

Project	Update	Future Planned Actions																										
Tiger Creek Fuel Break	Work starting on final handwork unit.	Closeout 1 of 2 Tiger Creek Grants, completed last remaining handwork section, finalize and install signage.																										
AmCo Stewardship - Mokelumne Community Forest	Contractors are implementing on several units. 152 acres have been completed.	complete 6 month reporting. Resolve neighboring parcel issues.																										
Amador County Collaborative Ingress, Egress and Education Plan	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #e0f0e0;">PROJECT COMPLETED</td><td>22_PR1_Running Gold</td></tr> <tr><td style="background-color: #e0f0e0;">PROJECT COMPLETED</td><td>22_PR2_Surrey Junction</td></tr> <tr><td style="background-color: #ffe0e0;">19/29 ROE's submitted</td><td>22_PR3_Rolling Oaks</td></tr> <tr><td style="background-color: #e0f0e0;">Project scheduled for ground work</td><td>22_PR4_Gold Creek Trail</td></tr> <tr><td style="background-color: #e0f0e0;">Project scheduled for ground work</td><td>22_PR5_Oak Hill Lane</td></tr> <tr><td style="background-color: #e0f0e0;">Project scheduled for ground work</td><td>22_PR6_Sandra Lane</td></tr> <tr><td style="background-color: #ffe0e0;">10/23 ROE's submitted</td><td>22_PR7_SugarPineDrive</td></tr> <tr><td style="background-color: #e0f0e0;">8/10 ROE's submitted</td><td>22_PR8_SokeSprings</td></tr> <tr><td style="background-color: #e0f0e0;">3/4 ROE's submitted</td><td>22_PR9_10MileMarker</td></tr> <tr><td style="background-color: #e0f0e0;">5/6 ROE's submitted</td><td>22_PR10_Cottonwood Lane</td></tr> <tr><td style="background-color: #e0f0e0;">Project being mapped</td><td>22_PR11_Fiddletown Park</td></tr> <tr><td style="background-color: #e0f0e0;">5/5 ROE's submitted</td><td>22_PR12_Clute Road</td></tr> <tr><td style="background-color: #e0f0e0;">Project scheduled for ground work</td><td>22_PR13_Old Giannini Ranch Road</td></tr> </table> <p>Contracted with Nates Tree Service, work will start May 22nd Oak Hill Lane (0.4 miles) Sandra Lane (2.2 miles) Old Giannini Ranch Rd (1.5 miles) Gold Creek Trail (1.4 miles)</p>	PROJECT COMPLETED	22_PR1_Running Gold	PROJECT COMPLETED	22_PR2_Surrey Junction	19/29 ROE's submitted	22_PR3_Rolling Oaks	Project scheduled for ground work	22_PR4_Gold Creek Trail	Project scheduled for ground work	22_PR5_Oak Hill Lane	Project scheduled for ground work	22_PR6_Sandra Lane	10/23 ROE's submitted	22_PR7_SugarPineDrive	8/10 ROE's submitted	22_PR8_SokeSprings	3/4 ROE's submitted	22_PR9_10MileMarker	5/6 ROE's submitted	22_PR10_Cottonwood Lane	Project being mapped	22_PR11_Fiddletown Park	5/5 ROE's submitted	22_PR12_Clute Road	Project scheduled for ground work	22_PR13_Old Giannini Ranch Road	Continue to collect ROEs. Hire Contractor for next round of projects.
PROJECT COMPLETED	22_PR1_Running Gold																											
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County Coordinator - CAFSC	Held AFSC Firewise Assistance Program strategic planning meeting and drafted Strategic Plan. MW hosted FireWise Forum and is planning the first FWC Resource Meeting. Participated in Legislative Walk with the CaFSC. Participated in CaFSC Coordinator training. Held Project Review Committee meeting and working through next steps in evaluating Community Projects.	Start implementing initial tasks in strategic plan.																										
Community Fuel Break Project	<p style="text-align: center;">River Pines work has resumed, 70/170 acres have been completed.</p> <p>Upper Rancheria Community Fuel Break agreement fully executed. Site Visit ROE sent to community, MW and FWC working on getting remaining ROEs.</p> <p>Held initial planning mtg with Butte Mountain FWCs for Community Fuel Break planning. Submitted Application to PG&E for 10 acres of implementation.</p>	<p>Implement River Pine Fuel Break, expected completion June 2023.</p> <p>Filmed a CalFire video featuring the Rive Pines FB and FWC.</p>																										
Pine Acres Fuel Break Maintenance	Forester/Tamryn has started conducting initial survey work.	Plan Town Hall Mtg. Continue initial site visits. Work anticipated to start in Fall 2023.																										
Outreach	<p style="text-align: center;">SmokeChashers May 20th</p> <p style="text-align: center;">Amador County Fair July 27th-30th, 2023</p>	Continue planning for outreach events. Order Giveaways. Complete AFSC brochure																										

River Pines Project Status

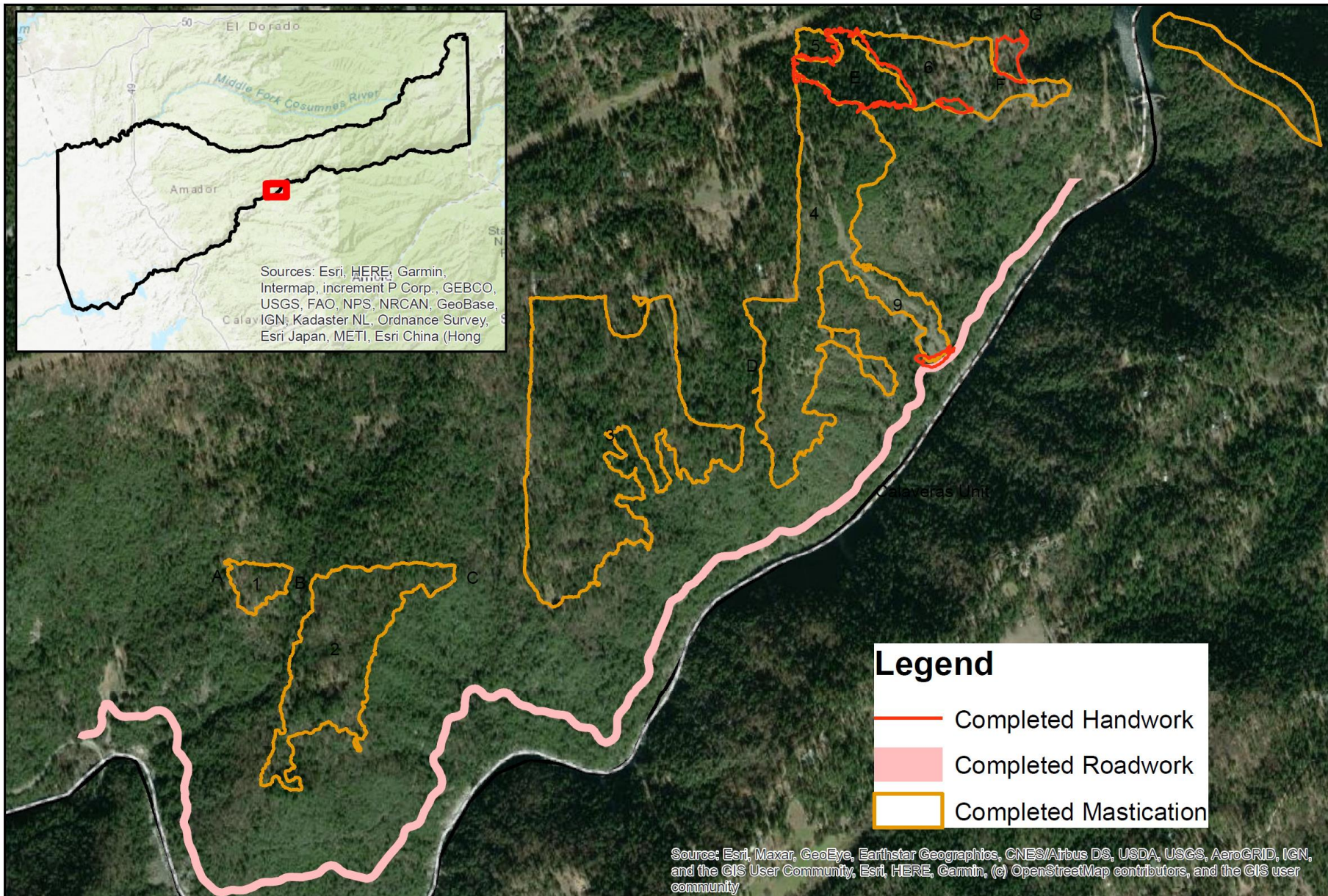


Progress on AmCo Project Areas



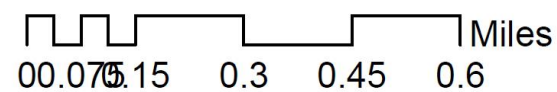
0 0.425 0.85 1.7 Miles

Date Created: 5/12/2023



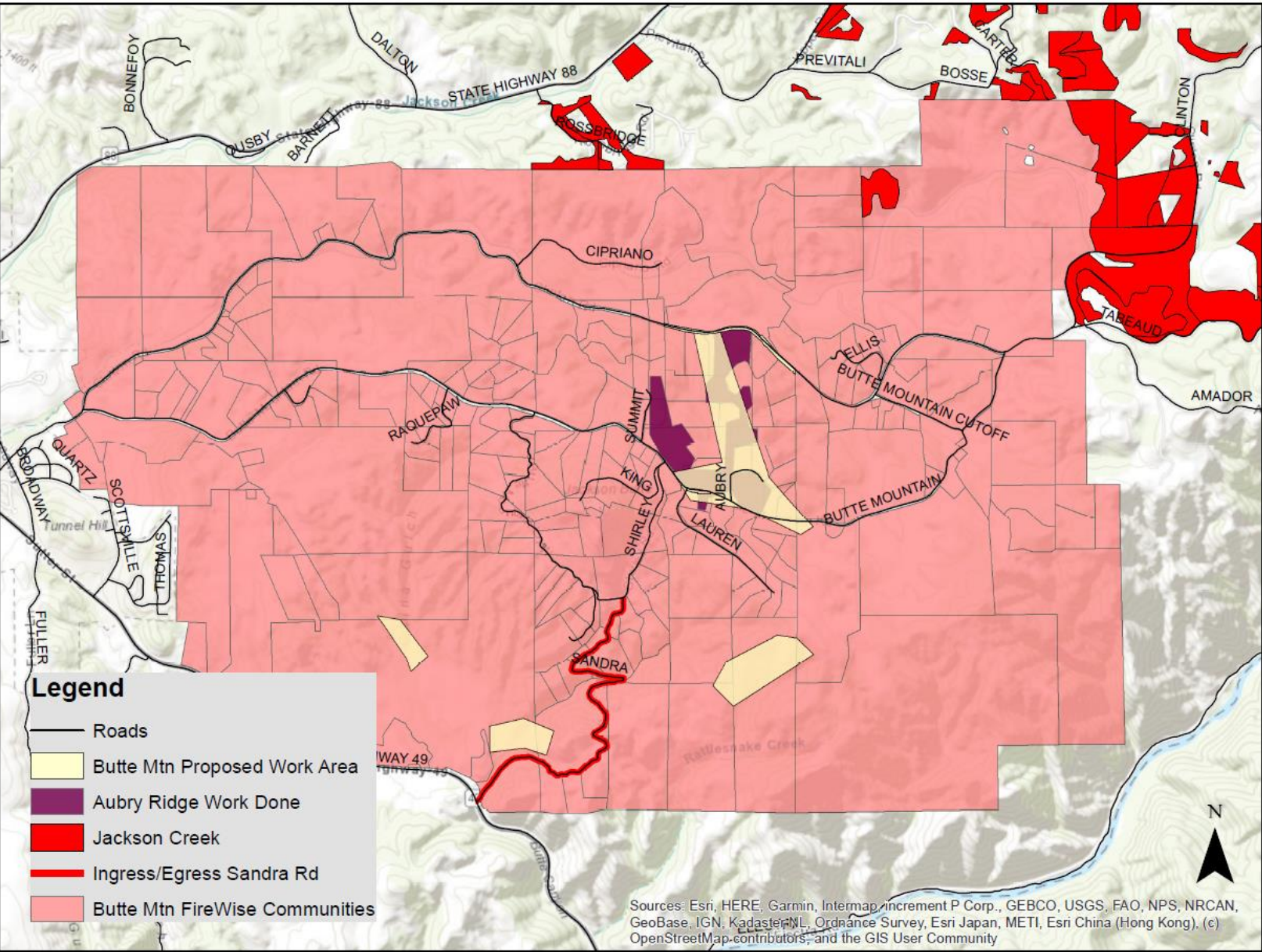
Tiger Creek Fuel Break Update

April 26th 2023



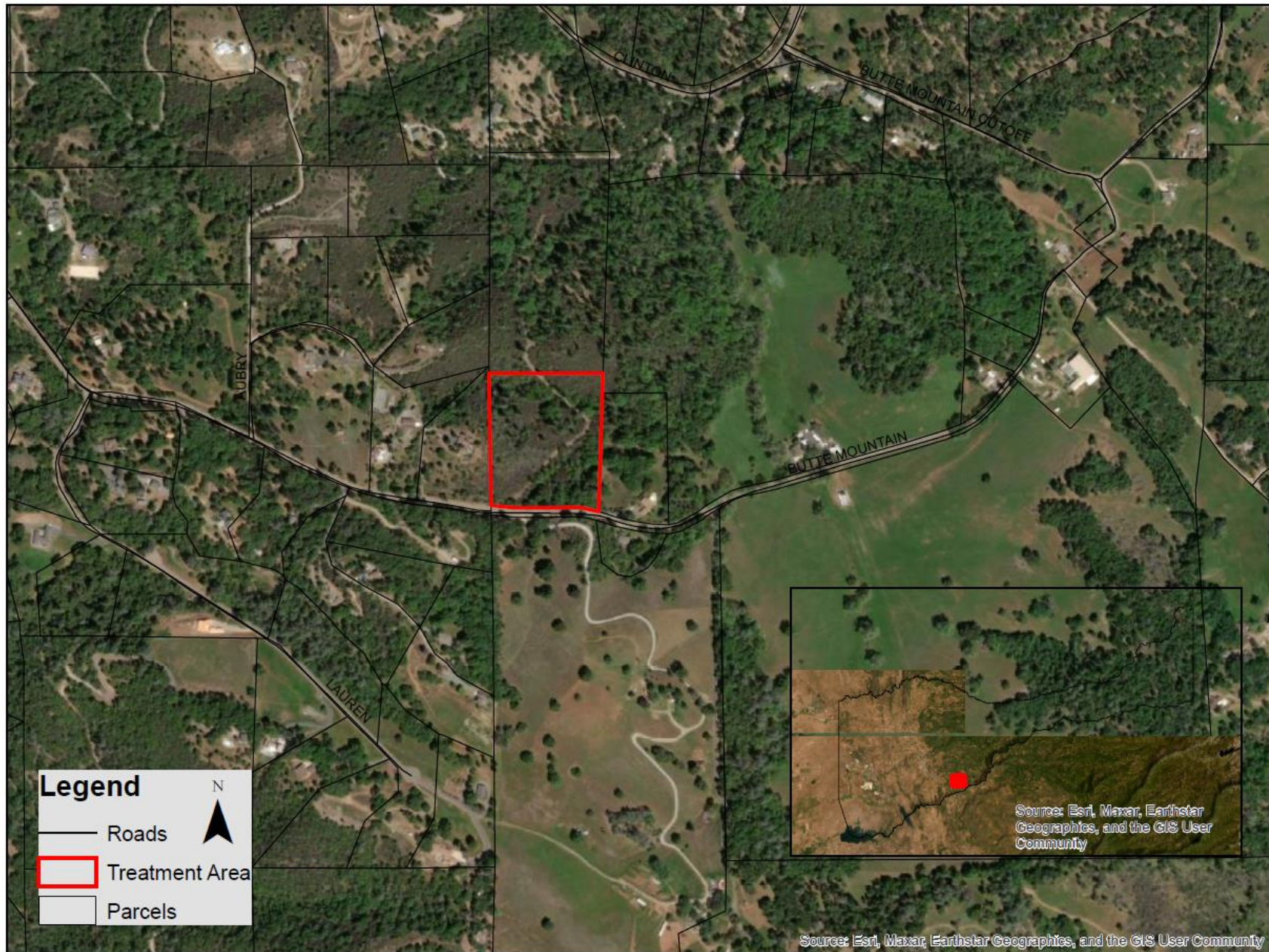
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community

Butte Mountain Fuel Break Area



0 0.325 0.65 1.3 Miles

2023 PG&E AFSC Project



0 0.075 0.15 0.3 Miles

Appendix 7: Shared Staff – Forestry Project Manager

Office Space: ARCD will be providing office space which will include a desk and access to phone, computer, internet, and printer. If AFSC wants to provide email address/ AFSC phone for staff this will be paid for by the AFSC.

Equipment/software cost: General office equipment will be provided by ARCD. If materials/software specific to AFSC are needed this will be invoiced to AFSC following approval.

Staffing: ARCD will provide staffing in the form of contractors. Staff will report directly to ARCD.

Invoicing: ARCD will be responsible for invoicing to the AFSC for reimbursement. The ARCD will prepare monthly invoices including hours worked and a summary of activities completed, all hours will be assigned to an active grant/project. The invoice will be submitted to AFSC on the 2nd Tuesday of each month.

Scope of Work:

Essential Functions:

- Collaborate with partners and stakeholders to develop, fund, and implement forest health and fuel reduction, and other projects as needed such as defensible space, strategic fuel breaks, prescribed burning, forest stand improvement, and invasive species removal and revegetation.
- Coordinate with FireWise Communities and other landowners in developing project proposals and garnering Right of Entries for project implementation.
- Perform day-to-day project management of projects and coordinate with project Registered Professional Forester.
- Manage contractors implementing forestry projects including large landscape scale strategic fuel breaks and ingress/egress projects.
- Manage contracts with funders, consultants, and subcontractors.
- Coordinate with the Finance Manager to manage project budgets, invoicing, and reporting.
- Manage communications between project partners and stakeholders.
- Coordinate with project partners and consultants to develop environmental documentation and permits.
- Coordinate the development of project designs and logistics for project implementation.
- Provide oversight of implementation activities, including photo and biological monitoring
- Grant writing and reporting
- Assist staff on other projects as appropriate.
- Respond to landowner requests for technical assistance.
- Oversee monitoring activities, including collecting data in the field, data entry, equipment preparation, and maintaining supplies.
- Facilitates cross-program learning and collaboration among staff, including attending staff meetings and other periodic cross-program learning and team building opportunities.

Compensation:

Administrative Assistance

\$52.02/hour

Travel Reimbursement

Standard IRS Rate Per Mile



Amador Fire Safe Council FireWise Communities Assistance Program Strategic Planning Document

Prepared By the Amador Fire Safe Council Board of Directors & Staff
Date: April 21st 2023

Amador FSC Firewise Communities (FWC) Program History

The AFSC organically developed the current program based on the needs of the community and to fill a vacuum of necessary assistance. AFSC Board Member Dick Stamm led the effort to encourage communities to engage in the nationally recognized Firewise USA program administered by the National Fire Protection Association. Stamm was the lead for the first FWC in the county and for over three years assisted over 28 new communities. The AFSC, Amador Fire Protection District, and Amador County Transportation Commission have developed a close partnership in educating community members and assisting in the formation of these communities. These partners participated in providing training sessions to communities to help with their application and provide example documents. AFSC staff has been increasingly engaged in assisting communities as this program has grown and AFSC has been awarded grant funding to provide further support and develop the program.

[Firewise USA®](#) is a national program administered by the National Fire Protection Association; this framework helps neighbors work together in a community to reduce wildfire risk, through education and collaboration.

Mission

The Amador Fire Safe Council FWC Assistance Program's mission is to...

Make Amador County a safe place to live and work in by enabling sustainable Firewise Communities (FWCs) that can assist the AFSC, along with other organizations and agencies, in the application of fire prevention education and project implementation.

Amador FSC Priorities

The AFSC has identified several priorities that it must address in order to complete its mission, now and into the future . . .

1. Strategic coordination of community groups for two categories of assistance: Fuels Reduction Funding/On the groundwork and Outreach/Education.
2. Define long- and short-term success regarding FWCs and implementation of an assistance program that aims to reach these long-term and short-term goals.
3. Develop and implement community-based fire prevention education and fuels reductions projects.

Amador FSC Role

- Funding assistance: grant writing, administration, and project development.
- Source of information and knowledge.

- Provide information on the 'How':
 - How to become a FWC?
 - How to plan for and do the work to reduce fire danger?
- AFSC is not the lead of any FWC; FWCs need to define their leads and do the work to become and sustain their FWC.
- Help to Facilitate the FWC led Firewise Forum.
 - Set up a network to provide assistance to other FWCs.
 - Develop a policy for the FWC Forum Committee.
- AFSC led monthly meeting/office hours
- Act as the facilitator for FWCs to connect and to help each other.

Short Term Goals (1-2 years)

- Develop and implement a professional and community-facing FWC Assistance Program that is sustainable and within the capacity of AFSC staff.
- Define what makes a successful Firewise Community from the perspective of the AFSC.
- Define success of the AFSC FWC Assistance Program.
- Provide quarterly updates to Amador County Board of Supervisors regarding this and other AFSC programs.
- Engage in strategic planning fire districts and other fire prevention related agencies and organizations.
- Develop a vision statement for the AFSC FWC Assistance Program.
- Review other FWC assistance programs and analyze their successes and see what can be adapted to the AFSC program.
 - Analyze the similarities between programs.
 - Develop a policy that defines success for the program and the FWCs.
 - Develop metrics to help define and monitor success.
 - Collect data to quantify metrics of success.
 - Track staff time for FWC assistance.
- Develop a flowchart and/or organization chart.
- Develop and formalize the Firewise Forum.
 - The Firewise Forum will be led by the Firewise Forum Steering Committee. This Committee will be made up of one AFSC staff and several Firewise Community Leads. AFSC role will be to provide support and help facilitate meetings, direction will be given by the Committee Members.
 - Formalizing the Firewise Forum Committee with an AFSC Policy.
 - Define Committee Members roles and responsibilities and time commitment expectations.
 - Define goals of the Firewise Forum and Committee.
- Develop AFSC led regularly scheduled Office Hours/FWC Assistance Meetings.
 - Professionally led (AFSC/AFP) meetings to provide support to current FWCs and those interested in becoming a FWC.

- Coordinate with the Firewise Forum to determine the needs of the FWCs.
- Provide resources and training to current FWCs.
- Continue and expand grant funded projects that support FWCs and on-the-ground work.
 - Community Fuel Break Projects
 - Ingress/Egress Fuels Reductions Projects
 - Accepting Project Forms
 - FWC Start-Up Assistance
 - Continue to work with partners and FWCs to develop additional assistance.

Long Term Goals (1-5 years)

- Develop regional and state-wide partnerships to advocate for the FWC program assistance and work that supports these organizations.
- Develop regional and state-wide partnerships to advocate for insurance reform and relief for FWCs.
- Identify local funding sources to support this program.
- Develop a sustainable program, helping support the FWCs so these organizations can *be* the long-term maintenance for fuels reductions work.
- Research the long-term needs of this program and AFSC staffing.