



PLANNING DIVISION  
COMMUNITY DEVELOPMENT SERVICES

## COUNTY OF HUMBOLDT

3015 H STREET  
EUREKA, CALIF. 95501-4484 PHONE (707) 445-7541

DATE Tuesday, October 24, 2006  
TO: Humboldt County Fire Safe Council  
FROM: Kirk Gothier, Assistant Planning Director  
SUBJECT: Agenda and Staff Reports for FSC Meeting of October 30, 2006

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### AGENDA Humboldt County Fire Safe Council Meeting

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**Monday, October 30, 2006 Time: 1 to 4:00 P.M.**

**Location: Location: USFS Six Rivers National Forest, 1330 Bayshore Way, Eureka**

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|--|-------------------------|
| <b>1. Call to Order and Introductions</b>                      | <b>(1:00 - 1:05 PM)</b> |
| <b>2. Approval of Minutes from 12-01-05 FSC Meeting</b>        | <b>(1:05 - 1:10 PM)</b> |
| <b>3. Public Comments/Announcements</b>                        | <b>(1:10 - 1:15 PM)</b> |
| <b>4. FSC mtg. times and locations, and attendance policy</b>  | <b>(1:15 - 1:25 PM)</b> |
| <b>5. Policy and Procedure for HCFSC Grant Support Letters</b> | <b>(1:25 - 1:40 PM)</b> |
| <b>6. New Fire Safe Council Members</b>                        | <b>(1:40 - 1:45 PM)</b> |
| <b>7. Next steps for implementing the MFPP</b>                 | <b>(1:45 - 2:30 PM)</b> |
| <b>BREAK</b>   | <b>(2:30 - 2:45 PM)</b> |
| <b>7. Next steps for implementing the MFPP (continued)</b>     | <b>(2:45-3:55 PM)</b>   |
| <b>8. Set Next Meeting – Date and Time</b>                     | <b>(3:55 - 4:00 PM)</b> |

**AGENDA ITEM 2**  
**For Meeting of October 30, 2006**

**DRAFT      Meeting Summary (Action Minutes)      DRAFT**  
**Humboldt County Fire Safe Council**  
**December 5, 2005**

The seventeenth meeting of the Humboldt County Fire Safe Council (HCFSC) was held December 5th, 2005, from 1:00 P.M. to 4:00 P.M., at the U.S. Forest Service Six Rivers National Forest conference room, 1330 Bayshore Way, Eureka, California. The FSC was appointed by the Humboldt County Board of Supervisors to guide preparation and implementation of the County Master Fire Protection Plan (Fire Plan).

**Fire Safe Council Members Attending:**

Kevin O'Neil, Cal. Dept. of Forestry and Fire Protection (CDF) Division Chief-Operations, Humboldt-Del Norte Unit  
Kirk Gothier, Humboldt County Community Development Services, Assistant Planning Director  
Dave White, Retired Arcata Fire Department Chief and Humboldt County Fire Chiefs Association Representative  
Lucy Salazar, USFS, Six Rivers National Forest, Fuels Management Specialist & Air Coordinator  
Dan Larkin, Humboldt County Office of Emergency Services  
Tim Jones, BLM Fire Management Officer  
Ian Sigman, Honeydew Volunteer Fire Company Chief and Lower Mattole Fire Safe Council  
Manny Mello, Northwest Insurance  
Will Harling, Orleans/Somes Bar Fire Safe Council and Orleans Fire & Rescue

**Fire Safe Council Members Absent:**

Debra Lake, Fruitland Volunteer Fire Department, Board Chair  
George Duffy Bridgeville, Van Duzen FSC  
Peter Tittmann, Southern Humboldt Fire Safe Council  
Duane Sherman, Hoopa Volunteer Fire Department, Fire Chief  
Glenn Ziemer, Humboldt Fire District #1, Fire Chief

**Public and Agency Representatives Attending:**

Richard Leonardo, President, Humboldt County Fire Chiefs' Association  
Cybelle Immitt, Humboldt County Community Development Services, Planning  
Hugh Scanlon, CDF, Battalion Chief  
Kim Price, CDF  
Tracy Katelman, ForEverGreen Forestry, California FSC

**Agenda Item 1: Call to Order and Introductions**

The meeting was called to order at 1:00 P.M. by the Fire Safe Council Chair, Kevin O'Neil.

## **Agenda Item 2. Approval of Minutes from 4/19/05 FSC Meeting**

**Discussion** – Chairman Kevin O’Neil asked if anyone had any corrections or additions in regards to the September action minutes. A correction was made to one of the revisions being reviewed for Chapter 4 as follows:

Revise text on page 4-10 to read: “*Additionally, federal resources may assist provided resources are ~~staffed and~~ available and there exists a definitive threat to the wildland. However, federal fire stations are un-staffed outside of fire season.*”

This revision was incorporated into the most current version of the MFPP.

**Action** - On a motion from Tim Jones and seconded by Will Harling the Council unanimously approved the minutes as amended.

## **Agenda Item number 4. Correspondence**

**Discussion** – Staff announced the resignation of Peter Tittmann. Tittmann is pursuing his Graduate degree outside of Humboldt County and feels that he will not be able to perform the duties of an active council member from afar. The vacancy will be publicized.

Additionally the council members discussed the possibility of applying to the State Grants Clearinghouse for National Fire Plan funding for implementation of the MFPP. Will, Glen, and Tim were volunteered as recourses for staff as prepared a concept paper for the clearinghouse and evaluated which MFPP projects to focus on. These three would also be asked to act as a subcommittee of the HCFSC for research into other grant opportunities.

**Action** – On a motion from Dave White and seconded by Tim Jones the Council unanimously approved the recommendation to submit a concept paper on their behalf to the State Grants Clearinghouse for MFPP implementation funding and to use the same method as last year for support letter to other FSCs.

## **Agenda Item number 5. Title III Grant Awards Report**

**Discussion** – Council members received a report on progress to-date with the Humboldt County Title III grant program. See staff report for details.

**Action** – No action was taken on this item.

## **Agenda Item number 6. Update on FSC Support Workshop**

**Discussion** – Council members received a report on the planned “*Humboldt County Fire Safe Councils Collaboration and Capacity Building*” workshop. The workshop is planned for January 18<sup>th</sup>, 2006. See staff report for details.

**Action** – No action was taken on this item.

## **Agenda Item number 7. MFPP Revisions and Next Steps to Completion**

## **Discussion –**

### **HUMBOLDT COUNTY FIRE CHIEFS’ ASSOCIATION (HCFCA) LETTER:**

The HCFSC received and discussed a letter received from the Humboldt County Fire Chiefs’ Association (HCFCA). The letter authorized the President of the HCFCA to sign the MFPP Certifying it as a Community Wildfire Protection Plan. However the letter did contain some concerns that the HCFCA have regarding the plan. It was emphasized that the capabilities of the HCFCA need to be kept in mind as implementation of the MFPP moves forward. A balance must be found between keeping the Chiefs involved in actions that will impact them and overburdening them with extra work.

**Comments recorded on HCFCA involvement in MFPP implementation (1<sup>st</sup> point in the HCFCA letter “The plan identifies many of the implementation items to be the responsibility of the Humboldt County Fire Chiefs Association. While we are happy to contribute to these efforts, the Association is a voluntary one, and has a very limited budget. We believe that the Fire Safe Council needs to have a realistic understanding of our capabilities as regards the accomplishment of these tasks.”):**

- They will want to be involved. Some of the measures have to have Fire Chief involvement or they will not have the necessary guidance for success.
- Level of service standard development is an example of a measure that will not be able to move forward without Fire Chiefs’ involvement.
- Participation from the HCFCA is integrated so much into the implementation measures of the MFPP because the HCFSC sees their buy-in as essential.

**Comments recorded on the discussion of needing to articulate a specific County role in MFPP implementation (2<sup>nd</sup> point in the HCFCA letter “The Plan does not specifically identify the appropriate responsibilities of the County of Humboldt as relates to fire protection issues. We suggest that you discuss and examine this issue”):**

- May want to consider including the HCFCA letter in the report to the Board of Supervisors (BOS).
- Even better to integrate concerns into next draft of MFPP.
- Fire Chiefs have had this discussion with the County many times to no avail. The CAO said that the County has no responsibility for fire protection.
- The county does have a responsibility to the safety of its citizens.
- The biggest thing that is going to help move this longtime debate forward is to get the MFPP finished and passed by the County; this is the biggest thing that’s going to happen.
- There is a difference between a mandate and authorization – The County is not mandated to provide fire protection.
- Pre-proposition 13 fire Counties had a revenue source to support fire but now the question is “where is the money going to come from?”
- San Diego has some similarities to Humboldt County in that an issue was disjointed fire departments. The county government decided to put more money into the departments but it took a tragedy for them to get to that point of commitment.

- The county will play a big role in getting some sort of countywide assessment going to support fire service. To do this we need to work together, figure out our different roles, and an associated fee. There needs to be a range from individual District assessments to a countywide model.
- Should there be modifications to the plan to address appropriate responsibility of the County?
- Don't want to pin the County down too much though.
- County does have a responsibility to the safety of its citizens though.
- Fire protection is an integral part of public health and safety.
- Add text to the Executive Summary on the role the County has in delivering fire protection.  
i.e.:  
    "The County has a role and responsibility to see that its citizens have adequate fire protection" or something along those lines related to Health and Safety of citizens cited from a state document or other source.

**Comments recorded on the discussion in response to the HCFCA's 3<sup>rd</sup> point in their letter** ("The Council needs to assess the willingness of the local fire agencies to utilize their community image and political capital in pursuit of County projects and programs when wide ranging overlay approaches are proposed.):

- Add wording to implementation measures to include 3<sup>rd</sup> point of fire chiefs' letter. Such as:
  - "Assess the willingness of local fire departments to utilize their community image and political capital to move various proposals forward."
- Determine potential benefit and clearly articulate to local fire service what they are promoting to their communities.

**Comments recorded on the discussion in response to the HCFCA's 4<sup>th</sup> point in their letter** ("The County currently has a low level of credibility with fire agencies and many other segments of the community. The Council should consider methods to overcome this situation to allow the pursuit of common goals.):

- The completion and implementation of the MFPP will improve the credibility of the County with fire agencies.
- This relationship will improve with better financial times.
- There has been a general communication breakdown in the past – the different parties just haven't understood each other's situations. The fire planning process and the debate over the prop 172 funds have helped with this.

**REVIEW AND ACCEPT THE REVISIONS TO THE MASTER FIRE PROTECTION PLAN (MFPP) RECOMMENDED BY THE FIRE CHIEFS' ASSOCIATION:**

Council members reviewed the changes to the MFPP recommended by fire chiefs gathered at a review session conducted by Humboldt County Planning Staff. The accepted the changes and made a few alterations.

**Action** –

**HUMBOLDT COUNTY FIRE CHIEFS’ ASSOCIATION (HCFCA) LETTER:**

**A.** On a motion from Dave White and seconded by Dan Larkin the Council unanimously directed staff to add text to the Executive Summary on the role the County has in delivering fire protection. i.e.:

“The County has a role and responsibility to see that its citizens have adequate fire protection” or something along those lines related to responsibility to the health and safety of citizens cited from a state document or other source.

**B.** On a motion from Dave White and seconded by Will Harling the Council unanimously directed staff to add text to 8.5-1 along the lines of the following:

“...work closely with local fire protection providers to ensure that there is local support for any proposed action”.

**REVIEW AND ACCEPT THE REVISIONS TO THE MASTER FIRE PROTECTION PLAN (MFPP) RECOMMENDED BY THE FIRE CHIEFS’ ASSOCIATION:**

**A.** On a motion from Tim Jones and seconded by Dave White the Council unanimously accepted all of the proposed editorial and content revisions to the MFPP that were gathered at a review session for fire chiefs as well as the subsequent HCFSC member changes put forth at this meeting.

**NEXT STEPS FOR TAKING THE MFPP TO THE BOARD:**

**A.** On a motion from Will Harling and seconded by Tim Jones the Council unanimously approved the following staff recommendations 3 through 5.

“3. Direct staff to forward the **revised** MFPP to the Humboldt County Board of Supervisors (BOS) for review and consideration as part of the County General Plan Update. *(Note: this does not constitute adoption of the MFPP as an element of the General Plan)*

4. Authorize the Chair of the Humboldt County Fire Safe Council (HCFSC) to sign the Community Wildfire Protection Plan (CWPP) Certification and Agreement cover page certifying that the Humboldt County Fire Safe Council agrees with the contents of the **revised** MFPP and that said Plan:

- a. Was collaboratively developed;
- b. Identifies and prioritizes areas for hazardous fuel reduction treatments and recommends the types and methods of treatment that will protect Humboldt County Communities.; and
- c. Recommends measures to reduce the ignitability of structures throughout Humboldt County.

5. Direct staff to request that the BOS sign the Community Wildfire Protection Plan (CWPP) Certification and Agreement cover page certifying that they agree that the **revised** MFPP meets the Healthy Forest Restoration Act CWPP standards listed above.”

**Agenda Item 8. Set Next Meeting – Date and Time**

**Adjournment** - The Chairperson adjourned the meeting at 4:00 P.M.

The next Humboldt County Fire Safe Council meeting will be held on **Friday, April 7<sup>th</sup>, 2006 from 1:00 to 4:00 PM.** The meeting will be held at the Humboldt Agriculture Center on 5630 South Broadway Blvd. at the foot of Humboldt Hill Rd. **Please note the new location and day of the week.**

**AGENDA ITEM 4**  
**For Meeting of October 30, 2006**

DATE: Tuesday, October 24, 2006  
TO: Humboldt County Fire Safe Council  
FROM: Cybelle Immitt, Planning Staff  
SUBJECT: FSC mtg. times and locations, and attendance policy

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**Recommendation**

- Approve the new policy of rotating HCFSC meeting times and locations to accommodate Council members who live far away from the Humboldt Bay area.
- Confirm the Council's understanding of the attendance policy and take any necessary action as determined by past attendance records.

**Discussion**

**Meeting locations and times:**

It was observed by Council members that it may be a hardship for those members who live far away from the Humboldt Bay area to consistently make it to HCFSC meetings. It was suggested that attendance would improve if we established a rotating system that allowed meetings to occur in a variety of locations rather than always in Eureka. This could be set up in a variety of ways and is at the discretion of the members of the Council.

**Attendance Policy from formation resolution:**

***REMOVAL OF MEMBERS FOR FAILURE TO ATTEND MEETINGS***

*A committee member absent from three (3) consecutive scheduled committee meetings without appropriate and reasonable excuse may be removed from committee for such absence and a new member may be appointed pursuant to the appointment provisions in this resolution.*

**AGENDA ITEM 5**  
**For Meeting of October 30, 2006**

DATE: Tuesday, October 24, 2006  
TO: Humboldt County Fire Safe Council  
FROM: Cybelle Immitt, Planning Staff  
SUBJECT: Policy and Procedure for HCFSC Grant Support Letters

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**Recommendation**

Approve the attached letter of support template and the following policy/procedure regarding Humboldt County Fire Safe Council (HCFSC) support for projects proposed by other local organizations:

**“Policy:**

The HCFSC is committed to supporting the projects of local organizations that strive to reduce the risk of *destructive fire* in Humboldt County.

**Procedure:**

The applicant organization must submit, in writing, a request for support with an attached proposal or detailed concept. Time permitting, the request and attachments will be evaluated per the goals of the MFPP at the next HCFSC meeting. If there is not enough time the request will be evaluated by staff and the Council Chair or his/her designee. A determination will be made and either a support letter will be drafted and sent or a rejection letter will be drafted and sent to the applicant organization.”

**Discussion**

In 2005 a form support letter was drafted to be used when the HCFSC was approached by local organizations submitting grant proposals for the State Grants Clearinghouse. The HCFSC approved the form letter and authorized planning staff to review each application and send a support letter if it was determined that the proposed project met one or more of the goals of the Humboldt County Master Fire Protection Plan (MFPP). This approach worked fine for that year but now needs to be reevaluated.

Staff recommends a procedure that takes into account the possibility that grant opportunities may arise with deadlines that don't give sufficient time for thorough HCFSC review and approval. Additionally, it needs to be recognized that not all support letters will be associated with the State Grants Clearinghouse thus a more generic template letter is necessary. Staff wants to help the HCFSC establish clear criteria to guide support of community fire safety projects that were identified through the countywide fire planning process and Draft Master Fire Protection Plan.

**Attachment**

Attachment 5-1            Generic letter of support from the Humboldt County Fire Safe Council

## Attachment 5-1

### Generic letter of support from the Humboldt County Fire Safe Council



PLANNING DIVISION  
COMMUNITY DEVELOPMENT SERVICES

## COUNTY OF HUMBOLDT

3015 H STREET

EUREKA, CALIF. 95501-4484 PHONE (707) 445-7541

Date

Granting agency name

Granting agency address

Granting agency E-mail:

Granting agency Fax:

RE: Letter of Support for Name of the applicant organization and proposed project

The Humboldt County Fire Safe Council (HCFSC) endorses the (proposed project name). The project grant proposal was evaluated and determined to be consistent with goal number ## of the draft Humboldt County Master Fire Protection Plan (please see attached list of goals). The Master Fire Protection Plan can be viewed on the Humboldt County Community Development Services website at:  
<http://www.co.humboldt.ca.us/planning/>.

The HCFSC is committed to supporting local organizations in their efforts to reduce the risk of catastrophic fire in Humboldt County. The benefits gained through the implementation of the (proposed project name) will help our County take one more step toward reducing the overall risk of wildfire damage. For that reason the HCFSC recommends the (proposed project name) for funding.

On Behalf of the Humboldt County Fire Safe Council,

Cybelle Immitt, Planner  
Humboldt County Community Development Services  
Planning Division  
(707) 268-3736

## **MASTER FIRE PROTECTION PLAN GOALS:**

**Goal 1. Fire Protection Capability** – Support the development of local fire organizations’ and Fire Safe Councils’ efforts to maintain adequate staffing levels and to serve as public safety agents, and monitor these efforts.

**Goal 2. Fire Safe Education** – Promote local fire safe planning, fire safe standards, fire education programs addressing fire risk in rural areas, and measures that local communities can implement to be fire safe.

**Goal 3. Risk and Hazard Assessment** – Encourage effective and risk-based allocation of fire prevention and suppression services.

**Goal 4. Risk Reduction and Management** – Encourage countywide efforts to reduce or modify fuel loads for community protection and fire prevention.

**Goal 5. Community Preparedness and Response** – Assure adequate fire protection for people, property, and communities.

**Goal 6. Funding and Fiscal Measures** – Support the prevention and resource protection efforts of: local communities, Fire Safe Councils, special districts with fire safety responsibilities, fire organizations and Joint Powers Authority (JPA) cooperative services (e.g. dispatching, hazmat, training and other cooperative opportunities).

**AGENDA ITEM 6**  
**For Meeting of October 30, 2006**

DATE: Tuesday, October 24, 2006  
TO: Humboldt County Fire Safe Council  
FROM: Cybelle Immitt  
SUBJECT: New Fire Safe Council Members

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**Recommendations**

1. Receive a report on the action taken to recruit two new HCFSC members
2. Provide input to the recommendation made to the Humboldt County Board of Supervisors (BOS) on new member appointments.

**Discussion**

A notice of vacancies on the HCFSC went out on October 11, 2006 with a deadline for application submittal on October 27, 2006. The completed applications are sent to the Clerk of the BOS. I have enquired about the receipt of applications but as of this time I have not heard anything. If there are applications submitted, I will bring them to the October 30, 2006 HCFSC meeting to review with Council members and request recommendations to pass on to the BOS.

**AGENDA ITEM 7**  
**For Meeting of October 30, 2006**

DATE: Tuesday, October 24, 2006  
TO: Humboldt County Fire Safe Council  
FROM: Cybelle Immitt  
SUBJECT: Next Steps for Implementing the MFPP

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**Recommendations**

3. Receive a report from Dave White on the feedback from the Humboldt County Fire Chiefs' Association their priorities for which implementations measures to start on first and any other comments they had.
4. Discuss, modify if necessary, and confirm staff's understanding of the Council's role in implementing the MFPP.
5. Receive a report on known funding sources earmarked to support specific MFPP implementation measures.
6. Discuss, modify if necessary, and confirm staff's recommended approach to moving forward on the implementation of the MFPP.

**Discussion**

**Report on Fire Chiefs' priorities for MFPP implementation**

A summary of the implementation measures relevant to fire protection was drafted for Dave White to bring to the October 25, 2006 Fire Chiefs' Association meeting. Dave will gather feedback and present to the HCFSC at the October 30, 2006 meeting.

**Next Steps for Implementing the MFPP**

At the September 1<sup>st</sup>, 2006 BOS meeting the HCFSC was renewed for another two years to oversee the *implementation* of the MFPP (see attachment 6-1 *Resolution Renewing the HCFSC*). This meeting represents the beginning of this new role for the Council. Staff's interpretation of the Council's new role is the following:

*In order to achieve the goal of MFPP implementation, the Council members are in the position to:*  
*Per the attached resolution*

- *Serve as a forum for the implementation of the measures outlined in the MFPP;*
- *Share fire-safe related information;*
- *Assess fire risk;*
- *Promote fire safe planning and coordination;*
- *Set fire protection priorities and link fire-prevention programs;*
- *Encourage the development of local volunteer FSC;*
- *Inform and make recommendations to the Board of Supervisors; and*
- *Maintain and update criteria for the evaluation of projects that are eligible for funding under Title III HR2389.*

*Additionally per staff's interpretation*

- Provide guidance to staff as funded implementation measures are carried out;
- Provide input for determining which implementation measures to tackle first;
- Act as a resource and guide/team leader for the implementation measures that are most in line with their interests and expertise;
- Act as a strong and consistent liaison between the organization or interest group they represent and the FSC and Planning staff;

*MFPP Implementation funding sources:*

At their July, 13, 2004 meeting the BOS approved HR2389 Title III allocations among which were a series of "Fire Plan Implementation Programs". The reasoning behind allocating these funds to projects at that time was the following:

- There was pressure to earmark those funds so that they would be held for use once the Fire Plan was completed.
- There was the general opinion that having unallocated funds in our trust account would jeopardize the reauthorization of HR2389. Having the funding sitting there unused might have given the impression that it was not needed.
- There was a need to fund local programs that were in line with the goals of the MFPP but would be stalled by waiting another two years for the plan to be completed. These were the allocations for local FSC and fire department fire planning projects as well as for the CCC Fire Prevention Training Program and the Emergency Services Addressing System Improvements.

See attachment 6-2 *Funding Earmarked for MFPP Implementation*, for a list of BOS approved project allocations.

The following Title III allocations are available for MFPP implementation:

- **Fire District Master Service Element (MSR) Assistance (\$25,000).** This funding can be linked to moving forward on MFPP implementation measure 8.1-1 Level of Service Standard. An MSR is the evaluation of the level of service for, in this case, a fire district. This particular funding source could help guide a more strategic process of completing the MSRs for fire districts in Humboldt County. With a level of service standard for fire protection the fire districts could be measured against something and, if necessary, tangible recommendations could be made in the MSRs for how to bring the level of service up to the standard.

Drafting MSRs for fire districts also touches on the intent of implementation measures 8.1-4 Improving inter- and Intra-Fire Service Communication and 8.5-3 Pooling of Resources for Cost Savings. Although drafting MSRs and the for fire districts is not explicitly mentioned in these measures, doing so will help determine where spheres of influence overlap, where possible consolidation and pooling of resources is needed and/or appropriate, and help neighboring fire districts better understand one another's capacities and areas of service.

- **Fire Assessment District Formation Assistance (\$95,000).** This funding is directly linked to moving forward on MFPP implementation measure 8.5-1 Develop Reliable Revenue Sources for Fire Protection. This funding can help us implement the tasks outlined in measure 8.5-1. There are a rang of possibilities that will need to be discussed by Council members, ranging from the countywide CSA idea to the idea of developing a tool kit for establishing or expanding assessments for fire protection on a case by case basis.

- **General Plan Policy & Ordinance Integration (\$25,000).** This funding can be linked to moving forward on MFPP implementation measure 8.1-1 Level of Service Standard. It is very important to the General Plan policies related to fire safety to define what “adequate level of service” means and having a standard or standards will inform the creation of that definition. This allocation can be used to fund the coordination associated with capturing HCFSC input on specific General Plan policy language as it is transferred from the MFPP recommendations into the General Plan. It will be important to have HCFSC guidance to make ensure that these policies are realistic and are helping to achieve the associated objectives of the MFPP.

The above is a brainstorm for how the BOS allocated Title III funding can be used to support the implementation of the MFPP. The availability of these funds is only emphasized here because they will dictate, to a certain degree, where Planning staff time can be utilized until other funding sources are identified. However, the implementation measures that are supported by these allocations are not necessarily the priority for the HCFSC.

It will be important for Council members and staff to evaluate all of the implementation measures to get a sense of priority. Staff recommends that we set some short term implementation goals for a few measures to gain a sense of accomplishment and momentum. We can always reassess progress and priorities as we move forward. Council members and staff will look at the implementation measures and decide what the initial steps should be, keeping in mind the following:

- *Identify if the measure is dependant on other programs that should be considered as resources or constraints*
- Determine which measures are countywide priorities,
- Which ones are already being touched on by other groups (i.e. 8.1-3 Improve Dispatch Services is a measure related to the Homeland Security funded communications study already being carried out by another group), and
- Which ones Council members have the interest, energy and resources to champion

*Staff's recommended implementation approach:*

- Keeping available funding and resources in mind, evaluate all of the implementation measures to get a sense of priority
- Expand on the steps outlined in the implementation measure tables to create a more detailed work program designating responsibility for specific tasks, estimating a timeline, identifying funding sources and other resources, and specifically focusing on what needs to be done to achieve the goals of the measure.
- Designate subgroups of the HCFSC with lead members to begin the process of implementing chosen measures.
- Set up a regular HCFSC meeting schedule to support each other and keep the momentum going

*Note: the steps outlined above may end up being taken for one or two implementation measure or even just one task associated with an implementation measures as a start.*

**Attachment:**

Attachment 7-1: Resolution Renewing the HCFSC  
Attachment 7-2: Funding Earmarked for MFPP Implementation

**Attachment 7-1**  
**Resolution Renewing the HCFSC**

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**  
**Certified Copy of Portion of Proceedings, Meeting of Tuesday, September 1, 2006**

**RESOLUTION NO. 06-80**

**Continuation of the Humboldt County Fire Safe Council**

WHEREAS, this resolution affirms the intent of Humboldt County to continue a collaborative, Countywide Fire Safe Council that will oversee the implementation of the Humboldt County Master Fire Protection Plan (MFPP).

WHEREAS, the Humboldt County Board of Supervisors recognizes the value of planning and coordinating a Countywide Master Fire Protection Plan for the development and implementation of community fire safe programs and activities between the public agencies and private sector landowners/participants within Humboldt County.

WHEREAS, this resolution recognizes that the community-based fire safe plans are a concept born out of the Statewide Fire Safe Council, whose goal is to preserve California's natural and structural resources by mobilizing all Californians to make their homes, neighborhoods, and communities fire safe.

WHEREAS, the Board of Supervisors supports the continuation of the Humboldt County Fire Safe Council to serve as a forum for the implementation of the measures outlined in the MFPP, share fire-safety-related information, assess fire risk, promote fire-safe planning and coordination, set fire-protection priorities, and link fire-prevention programs. The Fire Safe Council shall serve for an additional term of twenty-four months from the date of adoption of this resolution, unless further extended by the Board of Supervisors.

WHEREAS, the Board of Supervisors, through the creation of the Humboldt County Fire Safe Council, shall encourage development of local volunteer Fire Safe Councils dedicated to create fire-defensible communities in accordance with management principles which protect and enhance forest, range, and watershed values of our coastal, interior valleys and mountain ecosystem.

NOW, THEREFORE, this resolution asserts that the Board of Supervisors creates the Humboldt County Fire Safe Council and the Board of Supervisors extends the term of the Fire Safe Council for an additional twenty-four months from the date of adoption of this resolution, subject to the following provisions.

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**

**Certified Copy of Portion of Proceedings, Meeting of Tuesday, September 1, 2006**

**RESOLUTION NO. 06-80**

*(Page 2 of 4)*

**ESTABLISHMENT OF FIRE SAFE COUNCIL**

There is hereby continued for the County of Humboldt a committee to be known as the Humboldt County Fire Safe Council, established pursuant to Section 26152 of the Government Code.

The purpose of the Fire Safe Council is to oversee the implementation of the Master Fire Protection Plan, of concern to Humboldt County and, when appropriate, to inform and make recommendations to the Board of Supervisors

**APPOINTMENT AND TERM OF MEMBERS**

(a) The committee shall consist of fourteen (14) members, of who thirteen (13) shall be voting members. The Planning Director or designee shall be an ex-officio non-voting member who shall act as liaison for communication between the committee and the Board of Supervisors.

Seven (7) of the voting members shall be appointed as follows: each member of the Board of Supervisors shall appoint one (1) member to the committee. Such members need not reside in the supervisorial district of the Supervisor who appointed them. An additional two (2) voting members shall be appointed at large by a majority of the Board of Supervisors. If possible, the Board shall appoint three (3) representatives from local fire protection agencies, three (3) representatives from local fire safe councils, and one (1) representative from the insurance industry.

Six (6) of the voting members appointed shall include one representative from each of the following state and federal agencies and local organizations: Humboldt County Fire Chiefs Association, California Department of Forestry and Fire Protection (CDF), United States Forest Service (USFS), Hoopa Valley Tribe, Office of Emergency Services, and the Bureau of Land Management (BLM).

(b) All voting members shall serve terms that shall commence on the date of their appointment and shall expire twenty-four months from the date this resolution is adopted by the Board of Supervisors. The committee voting members shall serve at the pleasure of the Board of Supervisors. The voting members shall designate a Chair and Vice Chair from the voting members.

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**

**Certified Copy of Portion of Proceedings, Meeting of Tuesday, September 1, 2006**

**RESOLUTION NO. 06-80**

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**FUNCTIONS**

The Humboldt County Fire Safe Council shall serve in an advisory capacity to the Board of Supervisors of the County of Humboldt in accordance with the following guidelines:

- (1) The committee shall oversee the implementation of the Master Fire Protection Plan and consider related Fire Safe Council matters within the authority of the Board of Supervisors.
- (2) The committee shall encourage development of local volunteer Fire Safe Councils and broad voluntary participation on the part of the local fire safe councils, private landowners and public agency partnerships.
- (3) The committee shall maintain and update criteria for the evaluation of projects that are eligible for funding under Title III of HR 2389 as such funding becomes available.

**MEETINGS**

- (a) The committee shall hold quarterly meetings at the call of the Chair at such place as is designated by the Chair. More frequent meetings may be held, or subcommittees may be formed and hold meetings, as necessary to ensure a consistent effort to implement the measures outlined in the MFPP.
- (b) A special committee meeting may be called at any time by the Chair. Such special meeting shall be effective for the transaction of business only if a quorum is present. Only subject(s) mentioned in the call of such special meeting shall be considered at the meeting.
- (c) Seven (7) voting members of the committee shall constitute a quorum. No official action may be taken by said committee without a quorum.
- (d) All meetings of said committee shall be open to the public. Subject to reasonable restrictions by the Chair as to order of presentation, length of time and subject matter, any person may be allowed to express himself at a committee meeting regarding business of the committee.

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**

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**REMOVAL OF MEMBERS FOR FAILURE TO ATTEND MEETINGS**

A committee member absent from three (3) consecutive scheduled committee meetings without appropriate and reasonable excuse may be removed from the committee for such absence and a new member may be appointed pursuant to the appointment provisions of this resolution.



**JOHN WOOLLEY**, Chairman of the Board

***Adopted on motion by Supervisor Rodoni, seconded by Supervisor Smith, and the following vote:***

AYES: Supervisors Smith, Rodoni, Woolley, Neely, and Geist  
NOES: None  
ABSENT: None  
ABSTAIN: None

STATE OF CALIFORNIA )  
County of Humboldt ) s.s.

I, **LORA CANZONERI**, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true and correct copy of the original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my office.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.



**LORA CANZONERI**, Clerk of the Board of Supervisors  
of the County of Humboldt, State of California  
September 1, 2006

**Attachment 7-2**  
Funding Earmarked for MFPP Implementation

**HR2389 Title III Allocations**

**Fire Plan Implementation Programs \$370,000:**

**Fire District & Department Funding Assistance** *(This has been fully allocated to Fire Departments by the BOS)* \$95,000

A funding pool for Fire Districts and Fire Departments to carry out projects identified in the draft Fire Plan and which are consistent with Title III allowed uses.

**California Conservation Corps Fire Prevention Training Program** \$20,000

The proposed pilot program will provide occupational training to 8 to 12 youth between the ages of 16 and 21 to conduct fuel reduction and fire prevention activities. The program will be jointly administered by the CCC, CDF, and HROP.

**Fire District Master Service Element Assistance** \$25,000

This project will help fund Planning Division work on updating the master service elements and sphere of influence reports.

**Local Fire Safe Councils Fire Planning & Education** *(This has been fully allocated to FSCs by the BOS)* \$75,000

A funding pool for Fire Safe Councils in the County to carry out projects identified in the draft Fire Plan which are consistent with Title III allowed uses. See Attachment 2 for possible projects.

**Fire Assessment District Formation Assistance** \$95,000

This will fund consulting services and Planning Division costs to perform assessment engineering and other work required for assessment district formations and fee calculations.

**Emergency Services Addressing System Improvements** \$35,000

This will fund Planning Division work with emergency responders including the Sheriff, CDF, fire agencies to upgrade emergency response road addressing system information.

**General Plan Policy & Ordinance Integration** \$25,000

This will fund Planning Division work to integrate the relevant findings and recommendations of the Fire Plan into the General Plan and land use development code.