



PLANNING DIVISION  
COMMUNITY DEVELOPMENT SERVICES

**COUNTY OF HUMBOLDT**

3015 H STREET

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

DATE Tuesday, September 11, 2007  
TO: Humboldt County Fire Safe Council  
FROM: Cybelle Immitt, Planner  
SUBJECT: Agenda and Staff Reports for FSC Meeting of September 19, 2007

**AGENDA**

**Humboldt County Fire Safe Council Meeting**

**Wednesday, September 19, 2007 Time: 1 to 4:00 P.M.**

**Location:**

**Humboldt County Agriculture Center on 5630 South Broadway Blvd in Eureka**

<b>ITEM #</b>	<b>SUBJECT</b>	<b>TIME</b>
1.	<b>Call to Order and Introductions</b>	<b>(1:00 - 1:05 PM)</b>
2.	<b>Approval of Minutes from June 4, 2007 FSC Meeting</b>	<b>(1:05 - 1:10 PM)</b>
	<b>Public Comments/Announcements/Correspondence</b>	
3.	a. Welcome to Bob Harris in his official capacity as a FSC member b. Open FSC spot	<b>(1:10 - 1:15 PM)</b>
4.	<b>County Payments Reauthorization</b>	<b>(1:15 - 1:20 PM)</b>
5.	<b>Hazard Mitigation Plan Progress Report</b>	<b>(1:20 - 1:25 PM)</b>
6.	<b>Presentation on Biomass Demonstration Project</b>	<b>(1:25 - 1:45 PM)</b>
	<b>Committee Progress Reports &amp; Discussion of Next Steps:</b>	
	a. Fuel Modification/Biomass Utilization b. Revenue Source for Fire Protection c. Level of Service Standard	
7.	d. Improve Emergency Dispatch Services e. Safety Element of GPU (fire)	<b>(1:45 - 2:30 PM)</b>
	<i>**Work through these reports until 2:30 or anytime after that hour when Yvonne arrives.</i>	
8.	<b>Presentation on FSCs from Dr. Yvonne Everett of HSU</b>	<b>(2:30 - 3:30: PM)</b>
9.	<b>Continue As Needed- Committee Progress Reports &amp; Discussion of Next Steps:</b>	<b>(3:30 - 3:55: PM)</b>
10.	<b>Set Next Meeting - Date and Time</b>	<b>(3:55 - 4:00 PM)</b>
	<i>(A break will be had as needed)</i>	

## AGENDA ITEM 2

SUBJECT: Approval of Minutes from June 4, 2007 FSC Meeting

**DRAFT**      **Meeting Summary (Action Minutes)**      **DRAFT**  
**Humboldt County Fire Safe Council**  
**June 4, 2007**

A Humboldt County Fire Safe Council (HCFSC) meeting was held June 4, 2007, from 1:00 P.M. to 4:00 P.M., at the Humboldt County Community Development Services Conference Room, 3015 H St, Eureka. 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:**

Manny Mello, Northwest Insurance  
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  
Debra Lake, Fruitland Volunteer Fire Department, Board Chair  
Bob Harris, Fire Chief, Miranda Fire Protection District  
Kevin O'Neil, Cal. Dept. of Forestry and Fire Protection (CDF) Division Chief-Operations, Humboldt-Del Norte Unit  
Tim Jones, BLM Fire Management Officer

**Fire Safe Council Members Absent:**

Ian Sigman, Honeydew Volunteer Fire Company Chief and Lower Mattole Fire Safe Council  
Duane Sherman, Hoopa Volunteer Fire Department, Fire Chief  
Will Harling, Orleans/Somes Bar Fire Safe Council and Orleans Fire & Rescue  
Glenn Ziemer, Humboldt Fire District #1, Fire Chief

**Public and Agency Representatives Attending:**

Cybelle Immitt, Humboldt County Planning  
Hugh Scanlon, CDF  
Kim Price, CDF

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

The meeting was called to order at 1:05 P.M. by the Fire Safe Council Chair, Kevin O'Neil.

**Agenda Item 2. Approval of Minutes from 01/08/07 FSC Meeting**

**Discussion** – Chairman O'Neil asked if anyone had any corrections or additions in regards to the April action minutes. Lucy pointed out a few spelling corrections.

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

**Agenda Item 3. Public Comments/Announcements**

- a) County Payments reauthorization – Long term reauthorization still unclear keep an eye on legislative process.
- b) Certificate of Appreciation from CAL FIRE – The Council asked Cybelle to display it in her office.
- c) Thank you to CAL FIRE for copies of Fire Plan – thank yous were reiterated and members received their copies of the plan.
- d) Fire Safety fair in Willow Creek – Bob said that the fair was very nice and was a worthwhile experience.

**Off agenda Announcements:**

**Maps and new building regulations:**

CAL FIRE has draft fire hazard severity zone maps. Hearings will be held in July for SRA areas. Hearings for the LRA have been pushed back a year to 2009.

If you are in LRA and rated as very high the new WUI building standards will apply all SRA areas will have the new building standards apply.

Hugh asked for a local workshop on this new information and it may be held in Crescent City. He will keep us posted.

**Sudden oak death:**

Funding may be going to Pacific Lumber to create a buffer area around timberlands. Hugh will keep us posted.

**Agenda Item 4. Hazard Mitigation Plan Progress Report**

**Next Steps:** Send fire chapter to FSC members.

**Agenda Item 5. Open FSC spots and BOS Report for Bob Harris**

**Next Steps:** Cybelle will follow plan of action proposed in the agenda.

**Agenda Item 6. Committee Progress Reports & Discussion of Next Steps:**

**1. Fuel Modification/Biomass Utilization –**

This group did not meet. Dr. Han put together a research proposal and Lucy met with him and representatives from the Hoopa Tribe. Folks are currently looking into a “role off” container truck to transport biomass material. Hoopa might be a good site for a sort yard. This could be a good incentive for people who are working to get their 100 foot clearance. People can bring brush there to be disposed off. Grants are available through the Resource Conservation Development Council.

There are a lot of possible opportunities that still need to be explored.

There was an idea generated to plan a “Biowise” workshop now that we have had Firwise workshops. Now that people have learned how important defensible space is, this workshop will teach what one can do with the byproduct of clearing out defensible space.

There was discussion about updating the project ID lists in Fire Plan. First step is for Tim to have someone from BLM call Cybelle to get contact numbers and make a plan for checking in on progress with project implementation.

Need to improve communication with the State Parks as a partner for fuels reduction projects. Kevin will ask Steve Hurwitz to come to the next meeting. Also Invite Save the Redwood League after we check up on the projects identified in the fire plan.

**Next Steps:**

- a. Receive a report from BLM rep checking in on project progress/inventory
- b. Kevin will look into inviting State Parks when inventory is complete; maybe two meetings out.

**2. Revenue Sources for Fire Protection:**

This group has not met but plans to soon. Cybelle passed out a possible content list as a starting point including the following:

**A FIRE PROTECTION DISTRICT’S GUIDE TO  
INCREASING A DISTRICT ASSESSMENTS**

- I. What is an Assessment?
  - a. What an assessment is and how it works
  - b. Why a District might want to increase its assessment
  - c. Is an assessment the best option?
  - d. What are the options
  
- II. Steps to Follow
  - a. Step One...
  - b. Step two...
  - c. ...
  
- III. Pitfalls to Avoid
  
- IV. Annotated Legal References
  
- V. Possible Resources

**Next Steps:**

- a. Dave White and Glenn will meet and put something together for our next meeting.
- b. Cybelle find out if CSA’s and BSA’s are under LAFCO.

**3. Level of Service Standard:**

- ❖ Dave looked at the Risk Meter and did not think it is that valuable for what we are doing.
- ❖ Hugh did put together some samples - City of Eureka, Miranda fire, Redcrest fire
- ❖ Percentages for risk factors are a bit subjective.
- ❖ Transferring the data from survey database has been hard and there are data gaps and other challenges.
- ❖ There will be tech problems with porting current GIS to web based GIS.
- ❖ Want to make sure that we don't have conflicts with tools like the risk meter.
- ❖ Our tool will have to be reviewed by a lot of agencies to make sure we identify possible problems as well as possible resources and sources of information.

**Next Steps:**

By next meeting Hugh will be able to present a sample of the GIS based model.

**4. Improve Emergency Dispatch Services**

- ❖ After reviewing the report Kevin O'Neil felt that agencies were misrepresented, that there was some misinformation, and that the study was based on the best case scenario; not necessarily based on realistic circumstances.
- ❖ Not enough engineering was done for the study and it did not do what we [CAL FIRE] had hoped. It did not turn out to be a roadmap for how to move forward. It told us what we know already without a lot of recommendations for how to get it fixed.
- ❖ County Fire Net was not well addressed in the report.
- ❖ Kevin met with Kim Kerr - she was very receptive to comments and CAL FIRE will send in a letter. She said there is time to send in comments.
- ❖ Dan liked that it recommended a formal oversight committee for countywide communication.
- ❖ Bob thought it was a good educational overview of the situation in the county.
- ❖ Not sure how we want to address it as a Fire Safe Council

**General Communication Improvement:**

There is an ongoing effort for renumbering of fire response apparatus. It will be countywide so each agency has its own number. They should bring in the Federal agencies.

**Next Steps:** CALL FIRE will send in a comment letter on the communications study and copy the members of the HCFSC.

**5. Safety Element of GPU**

The chapter was posted to the web and addressed at two Planning Commission meetings. The chapter was sent to the FSC for review. Hugh had some comments and will send to Tom Hofweber. If others also have comments, send them to Tom or Cybelle. All draft General Plan chapters can be found at the [www.planupdate.org](http://www.planupdate.org) website.

**Adjournment** - The Chairperson adjourned the meeting at 3:10 P.M.

**Next Meeting:** Monday, September 17, 2007 from 1-4:00 at the Community Development Services Department Conference Room.

## AGENDA ITEM 3

**SUBJECT:** Public Comments/Announcements/Correspondence

**Recommendation**

Receive public comments, announcements and/or correspondence.

**Discussion**

- a. **Welcome to Bob Harris in his official capacity as a FSC member** – On July 3, 2007 Bob Harris was officially made a member of the Humboldt County Fire Safe Council by appointment by the Humboldt County board of Supervisors. Welcome Bob!
  
- b. **Open FSC Spot** – We still have an opening on the FSC. It is up to us to find a suitable person. The attached Vacancy Announcement has been posted by the Clerk of the Board and sent out to our local FSC listserve. The spot will remain open until filled

**Attachments**

Attachment 3-1

Vacancy Announcement for one remaining spot on FSC

**Attachment 3-1  
Vacancy Announcement for one remaining spot on FSC**



HUMBOLDT COUNTY BOARD OF SUPERVISORS  
NOTICE OF VACANCY  
PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54974

Date Posted: August 24, 2007

THE BOARD OF SUPERVISORS OF THE COUNTY OF HUMBOLDT, BEING THE APPOINTING BODY OF COUNTY COMMISSIONS/COMMITTEES/BOARDS AND COUNCILS, DOES HEREBY DECLARE THAT VACANCIES EXIST ON THE **HUMBOLDT COUNTY FIRE SAFE COUNCIL**.

**STATEMENTS OF QUALIFICATIONS/INTEREST MUST BE FILED WITH THE CLERK OF THE BOARD OF SUPERVISORS. THIS VACANCY WILL REMAIN OPEN UNTILE FILLED.**

PERSONS INTERESTED IN APPLYING MUST SUBMIT THE FOLLOWING:

Name  
Residence and Mailing Address  
Telephone Number (work/home)  
Statement of Qualifications/Interests

THE ABOVE-MENTIONED STATEMENTS ARE TO BE FILED WITH THE CLERK OF THE BOARD IN ROOM 111 OF THE COUNTY COURTHOUSE, 825 FIFTH STREET IN EUREKA.

**PERSONS APPOINTED TO THIS COUNCIL WILL BE REQUIRED TO FILE STATEMENTS OF ECONOMIC INTEREST AS REQUIRED BY THE FAIR POLITICAL PRACTICES COMMISSION OF THE STATE OF CALIFORNIA.**

Kathy Hayes  
Clerk of the Board

pc: Main Library

## AGENDA ITEM 4

**SUBJECT:** County Payments Reauthorization

**Recommendation**

Receive a Report on the one year reauthorization of County Payments and make recommendations about what could be done with any funds made available by the Board of Supervisors.

**Discussion**

Planning Staff has received word that County Payments has been reauthorized for one year. It is not known how much money will be made available but a staff report will be prepared for a Board of Supervisors agenda item requesting some of the funds for Fire Plan implementation. FSC members are being asked to provide guidance as this staff report is written.

## AGENDA ITEM 5

**SUBJECT:** Hazard Mitigation Plan Progress Report

**Recommendation**

Receive a Report on Hazard Mitigation Plan Progress.

**Discussion**

Volume 1 of the plan, containing all of the introductory chapters, the risk Assessment and the operational area-wide mitigation initiatives, is on schedule and will be posted for public review during the week of September 10, 2007.

Volume 2, the Planning Partner Annexes, is behind schedule. Almost all of the jurisdictional specific annexes have been submitted for review and approval by their respective jurisdiction. There are a couple of jurisdictions still needing to submit their initial draft annex templates. The consultant is working closely with these Planning Partners. Volume 2 also includes a tribal annex, which describes each tribe and their respective hazard planning efforts. We are waiting on confirmation from many of the tribes that their sections are complete and accurate.

Once both volumes are completed, the Plan will be sent to Cal OES/FEMA for pre-adoption approval. When we receive the pre-adoption approval, there will be a one month window for the Planning Partners to have Volume 1 and their section of Volume 2 adopted by their governing bodies. Because we don't know exactly when pre-approval will happen, we can only estimate that the adoption will need to take place during the monthly of November.

A public review draft of Volume 1 of the plan will be posted during the week of September 10, 2007. The Volume contains all of the introductory chapters, the risk Assessment and the operational area-wide mitigation initiatives.

For more detailed information, please go to: [www.co.humboldt.ca.us/planning](http://www.co.humboldt.ca.us/planning) and look on the right hand side under "**Popular Links**" for "**Local Hazard Mitigation Plan**" click on it and you will find yourself on the main page for the Hazard Plan.

## AGENDA ITEM 6

**SUBJECT:** Presentation on Biomass Demonstration Project

**Recommendation**

Receive a Presentation on a Biomass Demonstration Project

**Discussion**

Humboldt County Fire Safe Council member, Lucy Salazar of the Six Rivers National Forest will share information about a biomass demonstration project she was involved with.

## AGENDA ITEM 7

**SUBJECT:** FSC Committee Progress Reports

**Recommendation**

- Receive Committee progress reports & discuss next steps for these groups:
  1. Fuel Modification/Biomass Utilization
  2. Revenue Source for Fire Protection
  3. Level of Service Standard
  4. Improve Emergency Dispatch Services
  5. Safety Element of GPU (fire)
- Establish dates for next Committee meetings as necessary.

**Discussion**

**Humboldt County Fire Safe Council Committee Projects Update**

**1. FUEL MODIFICATION/BIOMASS UTILIZATION**

*(Lucy Salazar, Tim Jones, Will Harling)*

**Excerpt from associated Master Fire Protection Plan Implementation Measure:**

Successful implementation of a self-sustaining biomass utilization program will require the following steps: establishment of an industry/agency working group (including resource and air quality management agencies as well as environmental interests); compilation of all local and regional biomass utilization studies; identification of additional local biomass utilization resources and assets as well as of potential local, state and federal funding sources and programs; development of recommendations by the industry/agency working group to stimulate biomass utilization and fire hazard and risk reduction.

**Next Steps identified at last meeting:**

- a. Receive a report from BLM rep checking in on project progress/inventory
- b. Kevin will look into inviting State Parks when inventory is complete; maybe two meetings out (November?).

**Progress:**

Planning staff shared contact information with BLM staff for communities identified in the MFPP as having proposed fuels reduction projects. An inventory of progress in these communities is being created. This information will not be complete for the meeting on the September 19<sup>th</sup> but a discussion on the topic will be useful.

## **2. DEVELOP A RELIABLE REVENUE SOURCE FOR FIRE PROTECTION**

*(Dave White, Glenn Ziemer, and possibly a consultant)*

### **Excerpt from associated Master Fire Protection Plan Implementation Measure:**

Implementation of this measure would result in the identification and institution of reliable revenue generating structures, such as an appropriate assessment and funding implementation strategy to fund fire protection and emergency services, fire prevention, and training.

### **Next Steps identified at last meeting:**

- c. Dave White and Glenn will meet and put something together for our next meeting.
- d. Cybelle find out if County Service Areas (CSA) and ??? (BSA) are under LAFCO.

**Progress:** This progress report will be made verbally by committee members.

## **3. LEVEL OF SERVICE STANDARD**

*(Dave White, Kevin O'Neil, Glenn Ziemer, Bob Harris, CDF support staff & Cybelle Immitt)*

### **Excerpt from associated Master Fire Protection Plan Implementation Measure:**

Develop level-of-service standards for the provision of all fire protection services (fire, EMS, HazMat, rescue) in the County, and make such standards public so that landowners and residents understand what is and is not available to them.

### **Next Steps identified at last meeting:**

By next meeting Hugh will be able to present a sample of the GIS based model.

*Long-term Plan* - Complete sample are, present to HCFCFA and proceed according to feedback received.

**Progress:** This progress report will be made verbally by committee members.

## **4. IMPROVE EMERGENCY DISPATCH SERVICES**

*(Dan Larkin, Kevin O'Neil, and Dave White)*

### **Excerpt from associated Master Fire Protection Plan Implementation Measure:**

Improve communication and coordination between local fire departments, state agencies, federal agencies, and other allied agencies during fires and other emergencies.

### **Next Steps identified at last meeting:**

CALL FIRE will send in a comment letter on the communications study and copy the members of the HCFSC.

**Progress:** This progress report will be made verbally by committee members.

## **5. MFPP POLICY RECOMMENDATION INTEGRATION INTO THE GPU**

*(Kevin O'Neil, Glenn Ziemer, and Cybelle)*

Cybelle facilitated the process of integrating HCFSC policy recommendations related to fire into the applicable sections of the GPU with specific guidance from Kevin and Glenn. Tom Hofweber was the primary author of the chapter.

**Next Steps identified at last meeting:**

None

**Progress:**

The chapter was posted to the web and addressed at two Planning Commission meetings. The chapter was sent to the FSC for review. Hugh had some comments and sent them to Tom Hofweber. No revised draft has been posted to GPU website. There is still time to provide comments if FSC members have them.

*Staff suggestion* - If others also still have comments, send them to Tom or Cybelle. All draft General Plan chapters can be found at the [www.planupdate.org](http://www.planupdate.org) website.

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## AGENDA ITEM 8

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**SUBJECT:** Presentation on FSCs from Dr. Yvonne Everett of HSU

**Recommendation**

Receive a presentation by Yvonne Everett, engage in a question and answer period, and discuss any possible Council action based on what is learned.

**Discussion**

Yvonne Everett is a professor at Humboldt State University who has been conducting research on Fire Safe Council activity throughout the region. She will be sharing her findings with the members of the Humboldt County FSC.