

Meeting Summary (Action Minutes)
Humboldt County Fire Safe Council
April 7, 2008

A Humboldt County Fire Safe Council (HCFSC) meeting was held on April 7, 2008, from 1:00 P.M. to 4:00 P.M., at the Eureka City Fire Department Class Room, 533 C St. Eureka CA. 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:

Bob Harris, Fire Chief, Miranda Fire Protection District

Dan Larkin, Humboldt County Office of Emergency Services

Dave White, Retired Arcata Fire Department Chief and Humboldt County Fire Chiefs Association Representative

Debra Lake, Fruitland Volunteer Fire Department, Board Chair

Glenn Ziemer, Humboldt Fire District #1, Fire Chief

Ian Sigman, Honeydew Volunteer Fire Company Chief and Lower Mattole Fire Safe Council

Joe O'Hara, Willow Creek Fire Safe Council

Lucy Salazar, USFS, Six Rivers National Forest, Fuels Management Specialist & Air Coordinator

Manny Mello, Northwest Insurance

Tim Jones, BLM Fire Management Officer

Will Harling, Orleans/Somes Bar Fire Safe Council

Hugh Scanlon, CAL FIRE –HUU, Battalion Chief

Fire Safe Council Members Absent:

Duane Sherman, Hoopa Volunteer Fire Department, Fire Chief

Public and Agency Representatives Attending:

Cybelle Immitt, Humboldt County Planning

AGENDA ITEM 1: CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 1:05 P.M. by the Fire Safe Council Vice-Chair, Debra Lake and introductions were made around the room.

AGENDA ITEM 2. APPROVAL OF MINUTES FROM SEPTEMBER 19, 2007 FSC MEETING

Discussion – Vice-Chair Lake asked if anyone had any corrections or additions in regards to the action minutes.

Action - On a motion from Tim Jones and seconded by Hugh Scanlon the Council unanimously approved the minutes.

AGENDA ITEM 3 - PUBLIC COMMENTS/ANNOUNCEMENTS/CORRESPONDENCE

Recommendation

Receive comments, announcements and/or correspondence

Discussion

- On February 19, 2008 the Board of Supervisors appointed Hugh Scanlon as an official member of the Humboldt County Fire Safe Council. Welcome Hugh and thanks for your commitment to the implementation of the Master Fire Protection Plan!
- A letter of appreciation was sent to Kevin O'Neil from the Board of Supervisors. A certificate of appreciation was made by Debra Lake which is waiting for a signature from the Fire Safe Council Chair. Once that is done the certificate will be sent to Kevin. Thanks Debra for creating the certificate!
- **A letter of support** from the Humboldt Fire Safe Council for the State Grants Clearinghouse program was requested from the Lower Mattole Fire Safe Council. The request was received last moment and staff followed the current procedure. This procedure may need to be revisited at some point in the future before the next round of Clearinghouse grants. **It was not deemed necessary by the Council to change the current policy.**
- **Big Red Truck Program:**
The Big Red Truck project funded by a 2006 grant that CALFIRE received from the Forest Service – Fire Departments can take their trucks up some local roads and talk about access and wildfire safety and get \$25/visit up to \$5,000. The program is going forward and has set it up with a form that a Fire Departments can use. The 1st period will be between now and July 1st. Humboldt County Fire Chiefs' Association will invoice against the grant \$40,000 pool of money. If necessary there will be two other blocks of time starting Sept 1 and Nov 15.

The program could result in 1700 home visits. This is not tied to any CAL FIRE inspection program. May want to send out a PSA about it explaining the program and that it is not any part of an enforcement effort. The PSA could come from the Humboldt County Fire Chiefs' Association. This possibility will be considered. Maybe many different ways will be used to get the word out locally like interviews on K-mud...

Could the FCS help in anyway? Not clear...will be in touch.

- **Information on Fire Ecology Symposium –**
This Symposium is shaping up to be a great event. If it's not raining they will be able to get out into the field. They will be collecting papers and PowerPoints and audio tapes from the last one of these.

FYI - Hayfork watershed did get a biomass grant for more equipment and may be able to do some work in Humboldt County.

AGENDA ITEM 4 - HAZARD MITIGATION PLAN PROGRESS REPORT

Recommendation

Receive a report on progress with the development and implementation of the Humboldt Operational Area Hazard Mitigation Plan.

Discussion

The possibility of the Humboldt Operational Area Hazard Mitigation Steering Committee producing a talking points handout about the plan and the process was discussed.

AGENDA ITEM 5 - FIRE SAFE COUNCIL LETTERHEAD

Recommendation

Review and Approve proposed Fire Safe Council Letterhead

Discussion

The need for a letterhead for the Fire Safe Council came up and staff drafted something to propose.

Action

The letterhead was approved with the amendment to have Cybelle Immitt's contact information added. Motion made by Will Harling and seconded by Joe O'Hara and passed unanimously.

AGENDA ITEM 6 - FSC COMMITTEE PROGRESS REPORTS

Recommendation

Receive Committee progress reports, discuss next steps for these groups & take action where requested:

Discussion

Humboldt County Fire Safe Council Committee Projects Update

1. FUEL MODIFICATION/BIOMASS UTILIZATION

(Lucy Salazar, Tim Jones, Will Harling and Joe O'Hara. Coordinator - Lucy Salazar)

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.

Progress:

Fuels modification:

State Grants Clearinghouse Concept paper – Our concept paper was picked up by the Forest Service and a full application has been requested. The deadline for the full application is April 11.

Biomass

Lucy handed out copies of the economic evaluation of roll-off trucking system.

Ultra power is starting up again

PL co-generation for Southern Humboldt County

Blue Lake for Willow Creek

The Samoa plant for all

Orleans is going to figure out something locally

Will Harling requested some information from Lucy to pass on to folks in Orleans.

How can we get PG&E to allow an inter-tie? If they did it could it be used during a storm emergency as a back up power alternative.

Contact local PR guy for PG&E - Ian Caliendo –

A land owner adjacent to FS land who needs to do better clearance for insurance purposes could get a “Participating Agreement” but would have to do the environmental reports.

Action Items:

- Complete Clearinghouse grant application and submit before deadline. **Done –we have grant. program will start in late summer early fall.**
- Discuss what PG&E’s interest is on the countywide level with being involved with biomass utilization efforts and report back to the group. Also, look into the possibility of including their vegetation maintenance maps in the countywide system. **(Will H)**
- Prepare a staff report and submit a funding request for T3 funding to support fuels reduction efforts in some way to the Board through the Community Development Services Department. **(Will H, Glenn Z and Cybelle I** need to meet on this before July FSC meeting).
- Will look into inviting State Parks to the table as we continue to gather fuels reduction progress information and set goals. Contact Allen Wigmen (sp?)(**Cybelle I, Bob H**)
- Keep tabs on progress with biomass utilization and report back at next meeting. Need to focus on goals for this county. **(Ongoing Lucy S, Cybelle I)**
- Use information Jared collected as a starting point for generating a countywide fuels reduction plan as part of clearinghouse grant program. **(Cybelle I, Lucy S, Joe O, Will H, Tim J...)**

2. DEVELOP A RELIABLE REVENUE SOURCE FOR FIRE PROTECTION
(Dave White, Glenn Ziemer, Will Harling and Cybelle Immitt. *Coordinator – Dave White*)

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.

Progress:

Fire protection benefit assessment guide

- Have final draft document. Need one attachment (Pacifica example). Is now 7 pages with 34 pages of attachments (examples). Reference documents.
- Could take to a governing board and bring them up t speed enough for them to agree to move forward on the idea. Dave and Glenn are willing to take it out into the community to present it and see if it is
- Is biased to the benefit assessment (for special tax and another mechanisms would probably need a consultant). The assessment method is the most likely way a local fire department could be able to do this on their own.

Sustainable revenue to support fire protection through fire district reorganization and formation –

- Have many fire departments of all types in Humboldt so will not have a one size fits all.
- Senate bill about building outside of fire protection districts may impact this effort – find out more.
- Bill about a State Assessment on SRA properties to support CalFire might impact this program. Find out more.

Action Items:

- Send draft guide out to FSC and they should send edits back. (Cybelle I) **Done**
- Dave White and Glenn Ziemer will meet and work on adding costs associated with the steps that need to be taken. Fine-tune the costs to a district of take something like this on. **Done**
- Also add something to the guide about expanding district boundaries and creating a district where one does not currently exist. **(John Miller and Cybelle I)**
- By July FSC meeting have finished product (how-to-guide) will also take to the Chiefs.
- When the how-to-guide is done Dave and Glen will showcase it to local departments on an as needed basis. **(Ongoing)**
- Prepare a staff report and submit a funding request for T3 funding to support fire district reorganization and formation planning to the Board through the Community

Development Services Department. (**Will H. Glenn Z and Cybelle I** need to meet on this before July FSC meeting).

3. LEVEL OF SERVICE STANDARD

(Dave White, Glenn Ziemer, Bob Harris, Hugh Scanlon & Cybelle Immitt. Coordinator – 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.

Progress:

Hugh is working with County GIS – could make this work without a whole bunch of effort. A report button will need to be added later.

Action Items:

- Could meet in June 25 with the FC and the FSC about both the LOS and the fire district organization program. **CI** – talk to Brian about this. **FYI – due to fires Cybelle and Hugh were not able to meet so now presentation won't be ready for this.**
- Present sample and underlying list of criteria to the chiefs. Will be looking for help from the chiefs to self classify LOS. Each fire department will have to approve base information with some quality control oversight. Each fire department will do a self analysis that is then cleared by the chiefs. (**Hugh S and Cybelle I**)
- Get information to the other committee members and start thinking about what “adequate level of service” might mean (via email). Ask the Fire Department folks about this – this group needs to put that together. We need a description this so it is not too technical for the fire service to rate themselves per a matrix. (**Hugh S**)
- Could add this as an item to the Realtor's disclosure document (**Glenn Z** talk to a Realtor about this and report back to the group)
- Refine and standardize the report function of the GIS tool. (**Hugh S**)
- When done will update annually but make changes as needed (such as the possible So-hum changes that are in the works.
- Look into getting Title III funding to support a GIS person to help get this off the ground on the website. (**Cybelle I**)

4. IMPROVE EMERGENCY DISPATCH SERVICES

(Dan Larkin, Hugh Scanlon and Dave White. Coordinator – 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.

Progress:

Have had some consolidation of some dispatch with Arcata going to the dispatch Co-Op. The County is working to build a relationship with other agencies in the area and is

talking to other places that have similar issues. Will be forming a county-wide multi-agency committee to start looking at the issues and putting resources toward the most critical areas.

Folks from the county wide dispatch co-op have been discussing the possibility of the County contributing more to the pot and it sounds like staff has committed to making that recommendation to the BOS.

The County needs to partner with other agencies so that they can tap into larger funding sources.

Action Items:

- Revisit this at next meeting (July 14).
- Find out if the BOS approved of the County paying more into the co-op. (**Cybel I**)
- Keep the FSC abreast of goings on in the effort to coordinate with other agencies. (**Dan L**)
- Look into the FSC having a representative in addition to Dan on the committee - Maybe Dave! (**Dave W, Dan L**)

5. MFPP POLICY RECOMMENDATION INTEGRATION INTO THE GPU

(Glenn Ziemer, Tim Jones and Cybelle Immitt. Coordinator – Cybelle Immitt)

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.

Progress:

This chapter has been posted to the web for months and a revised version will be posted when complete. Any feedback from the FSC is still welcome. Another chapter of possible FSC interest is the Infrastructure and Community Services Element and Technical Study. These elements can be reviewed at the County website which is in the process of being updated. Go to www.co.humboldt.ca.us/planning and look for links to the general plan update.

Action Items:

Provide feedback on Safety Element and Infrastructure and Community Services Element and Technical Study as needed. (**All Council members**)

AGENDA ITEM 7 - CONFIRM NEXT MEETING DATE AND ADJOURN

The next meeting date will be **July 14, 2008 from 1:00 to 4:00 PM at the Six Rivers National Forest Headquarters in Eureka**. The meeting was adjourned at **3:30 PM** (**Action** – Cybelle - Post schedule of business meetings on web.)