



HUMBOLDT COUNTY FIRE SAFE COUNCIL
 Appointed by the Humboldt County Board of Supervisors
 Supported by the Planning Division of
 Community Development Services
COUNTY OF HUMBOLDT
 3015 H Street
 Eureka, CA 95501-4484 PHONE (707) 268-3736



AGENDA
Humboldt County Fire Safe Council Meeting

Monday July 13, 2009 Time: 1 to 4:00 P.M.
Location: Fortuna Fire Station - 320 S Fortuna Blvd Fortuna, CA 95540

SUBJECT	TIME
1. Call to Order and Introductions	(1:00 - 1:05 PM)
2. Approval of Minutes from April 20, 2009 FSC Meeting (See Attachment 2-1)	(1:05 - 1:10 PM)
3. Public Comments/Announcements/Correspondence	
a. 700 Forms	(1:10 - 1:45 PM)
b. Welcome Richard Bergstresser on board as an official member of the Humboldt County FSC	
4. Fire Season Incident Reports	(1:45 – 2:00 PM)
5. Reports from local FSC Representatives	(2:00 – 2:30 PM)
6. Special Guest and Discussion Items:	
• Sgt. Marco Luna on SWAP	(2:30 – 3:00 PM)
• Hugh Scanlon on CAL FIRE Chipper Program	
7. Grant Reports:	
▪ State Grants Clearinghouse Application status	(3:00 – 3:30 PM)
▪ USFS grant project – Humboldt County CWPP Update status – NWCalfSC Conference	
8. Committee Progress Reports & Discussion of Next Steps (See agenda item 8 in the April 20 minutes for task tracking - Fire Safe Council Members: Please look over these action items and come prepared to report on any that you are involved in carrying out.)	
1. Fuel Modification/Biomass Utilization	(3:30 – 3:55 PM)
2. Revenue Source for Fire Protection	
3. Level of Service Standard	
4. Improve Emergency Dispatch Services	
5. Safety Element of General Plan Update (fire)	
9. Confirm next meeting date and location and adjourn	(3:55-4:00 PM)

(A break will be had as needed)

Attachment 2-1



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Meeting Summary (Action Minutes)
Humboldt County Fire Safe Council
April 20, 2009

A Humboldt County Fire Safe Council (HCFSC) meeting was held on April 20, 2009 from 1:00 P.M. to 4:00 P.M., at the Six Rivers National Forest Headquarters, 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, Miranda Fire Protection District, Fire Chief,
Dan Larkin, Humboldt County Office of Emergency Services, Emergency Services Coordinator
Debra Lake, Fruitland Volunteer Fire Department, Board Chair
Joe O'Hara, Willow Creek Fire Safe Council, President
Ian Sigman, Honeydew Volunteer Fire Company, Chief and Lower Mattole Fire Safe Council
John McFarland, Arcata Fire Protection District, Chief
Lucy Salazar, USFS, Six Rivers National Forest, Fuels Management Specialist & Air Coordinator
Manny Mello, Northwest Insurance, CIC

Fire Safe Council Members Absent:

Dave White, Humboldt County Fire Chiefs Association, Treasurer
Hugh Scanlon, CAL FIRE –HUU, Battalion Chief
Richard Bergstresser, Humboldt Redwoods State Park, Ranger
Tim Jones, Bureau of Land Management, Fire Management Officer
Will Harling, Orleans/Somes Bar Fire Safe Council, Director

Public and Agency Representatives Attending:

Al Steer, North Coast Unified Air Quality Management District
Andrew Nash, Mattole Restoration Council
Cybelle Immitt, Humboldt County Planning
Jean-Louis Carmona, Van Duzen Watershed Fire Safe Council
Mark Rogers, CAL FIRE –HUU
Pat O'Hara, Willow Creek Fire Safe Council
Paul Abbott, Willow Creek Fire Safe Council
Susan Abbott, Willow Creek Fire Safe Council

AGENDA ITEM 1: CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 1:02 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 APRIL 7, 2008 FSC MEETING

Discussion – Debra Lake asked if anyone had any corrections or additions in regards to the action minutes. None were made.

Action – On a motion from **Joe** O’Hara and seconded by **Ian** Sigman, the Council unanimously approved the minutes.

AGENDA ITEM 3 - PUBLIC COMMENTS/ANNOUNCEMENTS/CORRESPONDENCE

- **700 Forms** – These were due April 1st. **Cybelle** re-send email with updated form and remind Norma about those members needing help. We will just do the best we can to get them done.
- **Report from Will** - Formalizing the establishment of a community liaison with the Forest Service on large fires. **Cybelle** shared some information about a proposal that **Will** is involved with to formalize a community liaison position for big fires on Six Rivers NF. Folks who want more information should contact **Will** willharling@gmail.com.
- **Board of Supervisors Agenda item for appointment of two new members** – **Will** and **Cybelle** are still in talks with Hoopa about whom they would like to nominate for that position. They are starting their own local FSC. It might be wise to wait until they get that set up and can put someone forward how is on their new council. **Cybelle** is going to ask Supervisor Jimmy Smith if he will move forward with appointing **Richard Bergstresser** to the State Parks spot and wait until later for the Hoopa nomination.
- **Willow Creek Fire Safe Day and Youth Ecology Fair** – Free space for Booth – educational information, Smoke trailer, bike rodeo... **Bob and Joe** will be there and maybe Will Harling. **Cybelle**- Get information to them that they can share with the public
- **PG&E Vegetation Management Multi-Agency Meeting** - May 19, 2009 – **Lucy** and **Cybelle** will be going and will report back to the group. The FSC has three main points of interest for discussions with PG&E:
 1. The possibility for sharing maps of planned treatment areas
 2. What their plans are for biomass utilization and the development of co-generation plants
 3. Sharing of ideas for dealing with slash generated from fuels treatments – chip/burn...
- More -
 - **Cybelle** handed out an updated contact list for Fire Safe Council members.
 - **Lucy** announced that the 10 year anniversary of the Megrim Fire event is coming up in October – field trips, include students from Humboldt State, BBQ... Rob McClellan will be the organizer.
 - **Cybelle** spoke to Morgan Varner, Assistant Professor, Wildland Fire Management and Ecology at HSU – good to have a connection between HSU and the FSC – He is working on a proposal for a Fire Institute. He may make it a required lab for some of his students to come to FSC meetings. Stay in touch with him.
 - Dan mentioned that we should stay in touch with the development of a fire academy at the Collage of the Redwoods – **Cybelle** - put this on next meeting’s agenda for discussion. John McFarland will make a report and Forest Service staff is also involved and could report as a back-up for John.
 - KMUD has a talk radio show now that highlights fire service issues - First Sunday of every month – on May 3rd will be talking about revenue issues 1:30 to 1:00.

AGENDA ITEM 4 –REPORTS FROM LOCAL FSC

Discussion

- **Bob** – Need to start a dialog with State Parks about fuels reduction in Miranda area. Reactivate the Miranda/Cathey Road FSC. Ranger Richard Bergstresser could be a good resource/liasion for this.
- **Willow Creek – Joe O’Hera** - SWAP team coming out to help elderly people with driveways – also will start on the 299 corridor behind structures. – SWAP can’t go on private property. Or can they? Dan will get more info. **Dan did get more info and it is pasted below and the request form is attached to these notes.**

The Sheriff’s Work Alternative Program (SWAP) Supervisor, Sgt. Marco Luna, advised me that SWAP personnel are limited to assisting governmental and non-profit entities -- they cannot provide a direct benefit to private entities or persons. However, there are some instances where they can slightly bend the rules for the greater benefit of the public. Sgt. Luna gave me the example of roadway access for a disabled person. In that case, SWAP crews could clear the disabled person’s driveway of vegetation for better emergency access. But, they could not just go around the disabled person’s property clearing brush. He also advised that he has been working with the Willow Creek FSC on their vegetation clearing projects. Sgt. Luna is willing to talk with any FSC member agency about the use of SWAP personnel for their projects. His direct phone number is 707-441-5115. There is a "Request for Work Crew Prisoners" form required. He also needs at least a 30 day advance notice for the request date.

- **Van Duzen J.L. Carmona** – Shared documentation on projects that they completed – kept accurate data on cost per home and chips and firewood produced. (Has a 10 person crew moving towards a 20 person crew). Very good training ground for local folks. Working with Six Rivers National Forest to get certified to fight fires near where they are working and do some prescribed burning training. Working on 3 miles of Bear Creek Road. Building trust in the community (local folks doing the work a plus). Focusing on roads that tie in with Forest Service needs.
- **Andrew and Ian – Lower Mattole FSC:**
 - USDA water tank grant for 10 tanks up and down the Mattole – want to put one on State Parks land and having a hard time – need engineering study – ended up paying \$500 for study – but still want them to cable the tank down. **Ian** is working on a MOU between Fire Department and State Parks.
 - **Public meeting about Honeydew Fire Department forming a district** – looking at a benefit assessment or to be annexed by Petrolia and get some property tax revenue. Next step – **Ian** wrote up plans A and B and is taking it through the Honeydew Board.
 - Plan A – Partner with Petrolia through annexation (property tax).
 - Plan B - Benefit Assessment. John’s advice on units of benefit – “keep it simple”.

AGENDA ITEM 5 – REVIEW MODIFY AS NECESSAARY AND APPROVE FSC MISSION STATEMENT AND MEETING PROCEDURES

Discussion

The proposed language was discussed and ultimately no new changes were requested.

ACTION

On a Motion from **Joe O'Hara** and seconded by **Ian Sigman**, the language was approved unanimously.

Approved Language:

HUMBOLDT COUNTY FIRE SAFE COUNCIL MISSION STATEMENT

The Mission of the Humboldt County Fire Safe Council is to:

Serve as a forum for the implementation of the measures outlined in the Master Fire Protection Plan (MFPP), share fire-safety information, assess fire risk, promote community fire-safe planning and coordination, link fire-prevention programs, and support the fire service and local fire safe councils.

HUMBOLDT COUNTY FSC MEETING PROCEDURES

1. The Chair and support staff prepare a meeting agenda per FSC direction. FSC members can request that the Chair add items to the agenda up to 10 days prior to the next FSC meeting.
2. Chair calls the meeting to order and secures agreement from all present to follow the agenda, work towards consensus, encourage comments, speak one at a time, and respect agenda items and timeframes. Chair serves as facilitator.
3. Chair calls for a motion, second and vote by a quorum of the FSC (7 or more members) for any Council action.
4. Public input on agenda items allowed as determined by the Chair and FSC members present. The agenda shall include a time for public comment.
5. Planning staff prepares action minutes for review and approval of the FSC at a subsequent meeting.

AGENDA ITEM 6 – DISCUSSION ABOUT THE NEXUS BETWEEN FSC WORK AND THAT OF THE NORTH COAST UNIFIED AQMD

Special Guest – Al Steer:

Air District Staff – have been meeting with local FSCs and are supportive of FSC goals. Feedback about possible improvements is always welcome.

The District will be putting out **full page ads** about air quality issues, including open burn requirements, and solicited the members at the FSC meeting for ideas to incorporate in the ads. The District will consider any ideas to improve public outreach submitted in written form (email, fax or letter). Contact Al about this.

Suggestion - Promote chipping and other biomass utilization in these ads.

Suggestion – Make it clear to the public the difference between Air Quality and CAL FIRE requirements.

They are trying to explain to people why it is a no burn day even though it looks like a good day to burn – part of public education effort.

Air Quality **No Burn Day** notification comes out of Sacramento.

One can get a special permit for a **No Burn Day** if there are special circumstances (only 6 or so a year).

Suggestion – Air quality let Cal FIRE know when one of these is granted.

If there is a small crew burning 5 days a week for a month can they get a no burn day permit daily? Need to call after 3PM to get the info about burn day/no burn day. Need to work closely with the staff on this.

Burn barrels are allowed for very remote, low populated areas (can burn paper).

Have a grant to update diesel engine and are trying to get a grant for bio diesel promotion.

County disaster declaration – Have to have data – What is Air Quality doing during big fires to get monitors in place that will help get this data? They borrow monitors from other areas and send information to a big list-serve every single day.

How can we shorten timeframe and start getting the data sooner? They have a few permanent monitors and have a new one and have established a system for how to bring in borrowed equipment faster. The Forest Service is trying to buy a monitor also.

Discounts for FSCs for permits – If the FSC has a Burn Plan, get it to them and they will do what they can to get price reduction - when, what is the treatment, acres, and how much will be burned.

Can contractors buy permits for landowners? Yes

Contact Al Steer with questions – aster@ncuagmd.org and 707/443-3099

AGENDA ITEM 7 - GRANT REPORTS

Discussion

- **State FSC Grants Clearinghouse Application status – Cybelle** worked with support from FSC committee members and Mattole Restoration Council staff to get the grant proposal in. She was able to secure matching funds from the Board of Supervisors for the FSC grant proposal as well as for local FSC proposals (\$80,000).
- **At the time of this meeting we did not yet know if the proposal was selected for submittal of a full application. Now we know that it WAS INDEED selected! Cybelle is working with partners to complete the full application and get it in by May 22. We are one of the 144 projects selected out of 397 submitted!**
- **USFS grant project – Humboldt County CWPP Update status:**
 - The checks have started coming in and work on the project is underway.
 - A meeting with the grant program implementation committee is set for May 14 at **Cybelle's** office.

- o **Cybelle** met with BLM partners and brainstormed ideas for the design of the Web-GIS tool for tracking fuels reduction projects countywide. BLM and the Forest Service can help print large scale maps necessary for this project.
- o **Cybelle** has been playing phone tag with Steven Steinberg, Associate Professor of Geographic Information Systems and Remote Sensing at HSU about the possibility of providing some input as the Web-GIS project tracking tool is designed. He sounds interested but needs more information. **Cybelle** – follow up on this.
- o Part of the project entails holding a countywide workshop for project data gathering and capacity building. There was some talk about the possibility of combining this workshop with hosting the North West California FSC Conference. We could get more bang for the buck but would need to find more funds and make sure the timing works out. Possible funding and/or support for this from:
 - **BLM** – printing, staff time
 - **Six Rivers FS**- printing, venue, staff time...
 - **Van Duzen FSC** has some funds for a workshop that might be able to be combined with this.
 - **Debra** volunteered her fire department to BBQ burgers for food.
 - **Everyone** - Think about where else we could get donations of food
 - **Manny** is looking into insurance providers that might donate money – **Cybelle** and Will get him more information.
 - **Cybelle** - find out more about what it would take to put this on and get back to the Council via email.
 - **Everyone** – send any ideas you have to **Cybelle** for funding and conference topic ideas.
 - **Cybelle and Will** – contact neighboring FSCs and see if any of them have funding to support this and information from past experience about how much it might cost.
 - **Anything else??**

AGENDA ITEM 8 - FSC COMMITTEE PROGRESS REPORTS

**FIRE SAFE COUNCIL COMMITTEE
Task Tracing from Humboldt County Fire Safe Council Meeting of
April 2, 2009**

Fire Safe Council Members: Please look over these action items and come prepared to report on any that you are involved in carrying out.

1. FUEL MODIFICATION/BIOMASS UTILIZATION

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

Action Items:

- **Humboldt County CWPP Update and Countywide Fuels Reduction Coordination Program** - Send a copy of the Clearinghouse grant proposal with the work program to the subcommittee. Start planning to get the committee together to start the detailed planning for implementing this program. **(Cybelle I.) Sent info to committee – meeting set for May 14 at 2:00 PM in Cybelle's office.**
- 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 Maybe with help from Joe O'Hara) Lucy S. will follow up on this. Cybelle and Lucy will attend a May 19 PG&E Vegetation Management Multi-Agency meeting to learn more.**

- Prepare a staff report and submit a funding request for T3 funding to support fuels reduction efforts in some way to the BOS through the Community Development Services Department. **At the Board of Supervisor's meeting of February 10, 2009 T3 funds were approved as matching funds for multiple fuels reduction grant proposal to the Fire Safe California Grants Clearinghouse (\$10,000 for HCFS, \$65,000 for local FSCs and \$5,000 for admin). If the grant applications are successful, these funds will be used for the planning aspects of the projects. More information will be available on April 20, 2009. A new T3 request will be made to the BOS once we know how much of the requested match is going to be used. (Will H., Cybelle I.)**
- Keep tabs on progress with biomass utilization and report back at next meeting. Need to focus on goals for Humboldt County. **(Ongoing Lucy S, Cybelle I) – Biomass is starting to be sent to Ultra Power in Blue Lake – Say they will go as far as Orleans – The FSC will wait a while to plan a fieldtrip to Ultra Power.**
- Use information Jared from BLM collected as a starting point for generating a countywide fuels reduction plan as part of State Clearinghouse grant program. **(Cybelle I, Lucy S, Joe O, Will H, and Tim J) – CI – find the information Jared generated a fold it into the Humboldt County CWPP Update and Countywide Fuels Reduction Coordination project - Ask Lucy for help.**
- Biomass utilization conference in the Fall (October?) – **Lucy - keep tabs on this and share progress and needs with FSC.**
- Western Forestry Leadership Coalition – woody biomass utilization – opportunities growing. **Lucy - keep tabs on this and share progress and needs with FSC.**

2. DEVELOP A RELIABLE REVENUE SOURCE FOR FIRE PROTECTION

(Dave White, John McFarland, Will Harling and Cybelle Immitt. Coordinator – Dave White)

Action Items:

- When the how-to-guide is done it will be showcased to local departments on an as needed basis. **(Ongoing) – Added Trinidad CSA benefit assessment – CI – got updated version from Dave W. post on FSC web site. Send a copy to Ian and to Joe.**
- **Fire service reorganization project** - Begin the LAFCo application process and associated public outreach program. Have Title III in our budget for this now. Will work more into next year's budget to keep program going. **Cybelle** and John Miller met with fire departments in the lower Mattole and Southern Humboldt to discuss options for making sure there is adequate fire service and well supported departments in the area. **(Cybelle I., Dave W., John McFarland, John Miller) In progress – Working on next steps with Palo Verde, Briceland and Garberville. Need to touch base with Whitethorn and Telegraph Ridge and check in with Petrolia and Honeydew on progress with internal talks.**
- **172 – 3 year agreement with County** – up for re-negotiation. **Dave White and Glenn Ziemer** - Chiefs met with members of the Board of Supervisors as well as the CAO and other admin and reached another 3 year agreement. The 172 amount to districts will remain the same as long as the 172 portion of the sales tax drops or remains the same. Once it increases past the 2008 level then the amount that the fire districts receive will start increasing using the previously established formula. The meeting was friendly and agreement was reached quickly.

3. LEVEL OF SERVICE STANDARD

(Dave White, John McFarland, Bob Harris, Hugh Scanlon & Cybelle Immitt. Coordinator – Cybelle Immitt)

Action Items:

- Meet with the committee to populate the data tables with the information we have (**Hugh S and Cybelle I**). Then meet with the whole subcommittee to go over the data and decide if they are comfortable with sharing what we have with the Fire Chiefs' Association. **Cybelle I** – set up meeting. **Cybelle and Hugh will meet on April 29 at 10:30 in Cybelle's Office. A meeting with the whole Committee will be planned after that.**
- 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**) **Hugh S. sent out survey but did not get much of a response (10). Add what CAL FIRE is doing for their info book to what we already have and move forward. In progress. Bob would like to still give it a shot to gather information from the Fire Departments. Cybelle send him the information and make sure he is in the loop on this as we move forward.**
- 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 of this so it is not too technical for the fire service to rate themselves using a matrix. (**Hugh S**)
- Could add this as an item to the Realtor's disclosure document. Wait on this task until we have a more complete draft product to share. **Check on the disclosure product being prepared by the realtors and make sure they are including fire service.**
- Refine and standardize the report function of the GIS tool. (**Hugh S**)
- Look into getting Title III funding to support a GIS person to help get this off the ground on the website. (**Cybelle I**) **This will be done in coordination with the Community Development Services Department's annual budget process and funds for specific projects can be requested as needed.**
- **Long-term Plan** - Complete sample area demonstrating how the tool can be used to illustrate the current level of service, present to HCFCA and proceed according to feedback received.
- **Longer-term Plan** – Work with the HCFCA to Identify and agree on a level of service standard that can be used as a goal by fire departments.

4. IMPROVE EMERGENCY DISPATCH SERVICES

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

Report:

- Sharing of equipment is happening.
- Repeater is being installed in the Shelter Cove area.
- Sheriffs installing a repeater in the Orleans area.
- Dave – is still looking for repeater for Humboldt Fire Net and the County is looking for something too so we might look into doing a joint project. This will help Kneeland.

Action Items:

- Keep the FSC abreast of goings on in the effort to coordinate with other agencies. (**Dan L and Dave White**) - **Ongoing**
- **Dan L** will send updates to **CI** to be forwarded to the FSC.

5. MFPP POLICY RECOMMENDATION INTEGRATION INTO THE GPU

(*John McFarland, Tim Jones and Cybelle Immitt. Coordinator – Cybelle Immitt*)

The Planning Commission will start to discuss the **Community Infrastructure and Services Element** in May and the **Safety Element** in July (this is a tentative date and **Cybelle** will keep the Council posted about possible changes).

Action Items:

- FSC members send policy level comments addressed to the Planning Commission. A good way to do that is to submit a comment using the website tool (www.planupdate.org).
- Editorial corrections or errors can be sent to **Cybelle**. cimmitt@co.humboldt.ca.us
- **Cybelle** - Add to the Safety Element that Alderpoint has a fire department now.

AGENDA ITEM 9 –TIMES STANDARD LIVING WITH FIRE INSERT

Discussion

The Times Standard is asking about getting material for the Living-With-Fire insert. They are also highlighting Willow Creek every couple of weeks. This could be a good opportunity for the Willow Creek FSC to get some press.

Action

Lucy - Give the Times Standard contact information to Willow Creek FSC folks.

Mark - Check with Hugh about what basic information could be provided for the insert.

AGENDA ITEM 10 CONFIRM NEXT MEETING DATE AND ADJOURN

The next meeting date will be **July 13, 2009 from 1:00 to 4:00 PM at the Fortuna Fire Department.**

The meeting was adjourned by Vice-Chair Debra Lake at 4:00 PM

Bob contacted the Fortuna Fire Department and secured the venue for next meeting. Thanks Bob!