



## Amador Fire Safe Council

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*“The Mission of the Amador County Fire Safe Council is to protect the people of Amador County and their property from the effects of catastrophic wildfire through education, cooperation, innovation and action. “*

### Amador Fire Safe Council Executive Board of Directors Meeting

### **MINUTES**

September 17, 2014

Amador County Agriculture Department Conference Room  
12200 – B Airport Road, Martell

Attendance: Cathy Koos Breazeal, Executive Director, Amy Rocha, Secretary, NRCS; Steve Bonner; Elena Knox; Tony M., Rebecca Brown, Connie Gonsalves, Paul Maben, Jan Bray, John Hoffman

1. Call to Order – 3:14 pm by President Steve B.
2. Approval of Agenda –Elena Moved. Paul 2<sup>nd</sup>. Motion passed.
3. Introductions -
4. Minutes – July Minutes. Connie moved to accept minutes. Tony 2<sup>nd</sup>. Motion Passed.  
August minutes 5d move under Tom Tinsley not C Post since he was not in attendance.  
Add Projects after shovel ready so the sentence should read CalFire monies to hire RPF to get shovel ready projects ready to implement and it is specific to Pine Grove Fuel Break. Connie moved to accept as amended. Jan 2<sup>nd</sup>. Motion Passed.
5. Treasurer’s report – As Attached.
  - A. 606 – BLM - \$163,885.96 8/2008 Should be closed out.
  - B. 3<sup>rd</sup> column of report should be received vs. awarded.
  - C. Cathy, Elena and Nancy will meet and get a better overview of accounting and books. They will clarify accounting codes and report back at the October meeting.
  - D. Treasurers report accepted. Connie G Moved. Elena 2<sup>nd</sup>. Motion passed.
6. Executive Director’s report – See Attached
  - A. Came Back to work last Monday.
  - B. Cathy out of work for 8 weeks.
  - C. Did work while off to promote grant funding.
  - D. Took snapshot of daily log from last 3 months – Attached. Split in 4 sections Ground work, Outreach, grant sourcing and admin duties.
  - E. Talked again about employee vs. independent contractor.
    - i. John Hoffman mentioned that if the job was previously filled by an employee must restructure position prior to changing to contractor.
    - ii. Table discussion to sub committee to brainstorm employee vs contractor and analyze pay structure. Subcommittee will report back to October meeting.
  - F. Talked about time spent on answering phone calls and setting up a procedure to share responsibility of answering and returning phone messages

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7. FSC Invoice Confirmation – Cathy’s Salary and Nancy +\$1000 for bookkeeping.
  8. Announcements –
    - A. Forest Forum – Tonight in Pioneer. Photographer who compares pictures from present to 100 yrs ago and what the forest looks like.
    - B. Hard drive and laptop still in shop
    - C. Educator lab email.
  9. Committee/Grant Review – most covered in ED report
    - A. PGE grant – Started yesterday at KC ranchettes. Meeting 8:30 with chips on corner of Oak Road and View terrace rd. ACRT also working in area. PGE Grant CEMA – Funding to protect PGE resources. PGE will apply to CEMA for reimbursement.
    - B. Need to line up firewise and work for Toyon and Woodland road.
    - C. Homeowners Guide – Connie, Jan, Paul and Rebecca offered to help.
    - D. Firewise status – When clearinghouse grant comes in, we can begin again with firewise action. Clearinghouse money hasn’t come in yet but Cathy has to do quarterly reports.
    - E. Discussion about deliverables to County re: CWPPS & firewise. Justification to board of funding and projects. Nancy, Elena & Cathy will meet next Friday to discuss these issues. They will let Steve know by Monday outcome of meeting.
    - F. Fiddletown CWPP – Jan would like to be on core group. Cathy will put CWPP on work for John.
  10. Old Business
  11. New Business –
    - A. Email etiquette – Reply to all fills computer. Reply only to AFSC.
  12. Public Comments
    - A. ACCG report – Jan B. Idea of “going local” to keep \$ locally. What does local mean ? Fore selecting a contractor, weighting.
    - B. NRCS report – EQIP activity and funds spent in Amador County.
  13. Next Meeting – October 15, 2014
    - A. Jan Bray has Connie G proxy for the next meeting.
  14. Adjourn 5:37 pm.