



California Wildfire Mitigation Program Authority

Board Meeting

Meeting Minutes – Tuesday, October 21, 2025

**Location: Whitmore Community Center,
30555 Whitmore Road, Whitmore, CA 96096**



Board Members Present

Frank Bigelow, Board Chair, Deputy Director, Community Wildfire Preparedness & Mitigation and Fire Engineering & Investigations, CAL FIRE

Robert Troy, Vice-Chair, Assistant Director, Interagency Recovery Coordination, Cal OES

Abby Browning, Board Chair, Chief, Private Sector / Non-Governmental Organization Coordination, Cal OES

CWMP Staff Present

J. Lopez, Executive Director

Jordon Boyer, Staff Manager

Sarah Glenn, Program Coordinator

Kenneth Jacobs-DeLeon, Program Coordinator

Shawn Oberbruner, Program Coordinator

Cal OES Staff Present

Robyn Fennig, Assistant Director, Hazard Mitigation

Ron Miller, Branch Chief, Hazard Mitigation Assistance (Virtual)

Ryan Massello, Division Chief, Hazard Mitigation (Virtual)

Matthew Delgado, Staff Services Manager I, Hazard Mitigation Special Projects

Angelica Quezada, Associate Governmental Program Analyst, Hazard Mitigation Special Projects

Brandon Gresham, Associate Governmental Program Analyst, Hazard Mitigation Special Projects

Adriana Arevalo, Staff Services Analyst, Hazard Mitigation Special Projects

CAL FIRE Staff Present

Christine McMorrow, Deputy Director, Strategic Communications

Jim McDougald, Assistant Deputy Director

John Morgan, Staff Chief of Wildfire Risk Reduction

Heather McCulley, Deputy Chief of Wildfire Preparedness

Randy Northup, Battalion Chief

Justine Grafton, Associate Governmental Program Analyst, Home Hardening

Alisha Herring, Information Officer II

Gene Potkey, Assistant Chief, Defensible Space

Brian Barkley, Battalion Chief

Will Brewer, GIS Analyst, Home Hardening (Virtual)

Jillian Fisher, Staff Services Manager I (Virtual)

Carrie Lewis, Associate Governmental Program Analyst, OSFM Support Services (Virtual)

I. CALL TO ORDER & WELCOME – 10:03 AM

- a. The meeting was called to order at 10:03 AM and welcome remarks provided by Board Chair F. Bigelow.

II. ROLL CALL/QUORUM ESTABLISHED

- a. Roll call and quorum established with the following Board Members present.
 - F. Bigelow – Present
 - R. Troy – Present
 - D. Berlant – Absent
 - A. Browning – Present

III. CONSENT AGENDA ITEMS

- a. Review and approval of Meeting Minutes from September 16, 2025. No public comments received.

Motion: R. Troy moved to approve the Meeting Minutes from September 16, 2025.

A. Browning seconded the motion.

Action: All in favor, none opposed, motion carried.

IV. DISCUSSION AND ACTION ITEMS

- a. Receive CWMP Pilot Program update (Information item)
 - Cal OES Hazard Mitigation Assistance (HMA) Special Projects Unit (SPU) Update
 - Matthew Delgado, Staff Services Manager I, Hazard Mitigation Special Projects
 - i. Hazard Mitigation Grant Program (HMGP) Expenditures as of July 31, 2025
 - 1. Update on Total Project Costs per Sub-Applicant as of July 31, 2025
 - CAL FIRE Update – Battalion Chief Randy Northup
 - i. Staffed a Home Hardening Table at the Department of Water Resources Emergency Preparedness Event
 - ii. CWMP Home Ignition Zone/ Defensible Space Assessor Training
 - iii. In-person Assessor Application Training with El Dorado and Tuolumne County
 - iv. Continuing to support the California Wildfire Mitigation Program with technical assistance with home hardening recommended retrofits
 - California Wildfire Mitigation Program (CWMP) Pilot Program Update –
 - i. San Diego County/San Diego County Fire Protection District (SDCFPD) – Program Coordinator, Sarah Glenn
 - 1. Federal Emergency Management Agency (FEMA) Environmental Historical Preservation (EHP) Update -
 - a. Submitted eight Phase II reports for “Issue Properties”,

- Pending FEMA Review
 - b. Pending Record of Environmental Consideration (REC) for the additional “No-Issue” properties in the expanded area
 - 2. Site-Work Updates –
 - a. Nine Homes Complete
 - b. Four Homes in Active Construction
 - c. Two Homes Going Out for Solicitation
 - d. Seeing an increase in interest in Campo, Eight new applications for no-issues homes
- ii. Siskiyou County/Shasta Valley Resource Conservation District (SVRCD) – Sarah Glenn
 - 1. Site Work Updates – Batch One – Eight Homes
 - a. All site work is complete
 - 2. Site Work Updates – Batch Two – Seven Homes
 - a. All site work is complete
 - 3. Site Work Updates – Batch Three – Eleven Homes
 - a. Four complete, site work continues on the remaining sites in the batch
 - 4. Site Work Updates – Batch Four – Nine Homes
 - a. Prepping to start work
 - 5. Site Work Updates – Batch Five – Seven Homes
 - a. Contracts have been awarded
- iii. Shasta County/Shasta County Fire Safe Council (SCFSC) – Program Coordinator Kenneth Jacobs-DeLeon
 - 1. Site Work
 - a. 17 Homes have been completed
 - b. Six Homes in active construction
 - c. Eight homes in contracting/bid stage
 - d. Preparing first batch of 15 issue properties to submit to FEMA
 - 2. Cost Share Reduction
 - a. A homeowner who had had exit the program due to their high cost share has re-enrolled after the new cost share cap reduced her share to an affordable
 - 3. Project Area
 - a. SCFSC attended a town hall in Lakehead
 - i. Will be presenting homeowner testimonials at Firewise communities to raise interest
 - b. Collaborating on outreach materials
 - c. Media Event is today October 21, 2025.
- iv. Lake County/North Coast Opportunities (NCO) – Kenneth Jacobs-DeLeon
 - 1. Site Work
 - a. 34 Homes have been completed
 - b. Eight SOW in progress
 - c. Six homes in active construction

- d. Eight homes recently started bid process
- 2. Staff
 - a. All NCO team members attended the Assessor training in El Dorado October 15, 2025
 - i. Entire team is now fully trained and certified
- 3. Project Area
 - a. Contract bids are getting more competitive
 - i. Faster completion times, lower costs
 - b. Sharing contractor contact information with El Dorado Team
 - i. El Dorado will receive bids from contractors with CWMP experience
- v. Tuolumne County Office of Emergency Services – Program Coordinator Shawn Oberbruner
 - 1. EHP Update
 - a. There are no “no-issue” properties in the project area at this time.
 - 2. Staff
 - a. One full time Assessor and Program Manager.
 - b. Have completed project training and can now view submitted applications.
 - c. Home assessors completed training on October 17 and are ready to start assessments
 - 3. Outreach/Applications
 - a. CWMP and CAL FIRE attended the town hall meeting on August 26, 2025.
 - b. Over 100 attendees
 - c. 60+ applications are in queue ready to be reviewed.
- vi. El Dorado County Office of Wildfire Preparedness and Resilience– Shawn Oberbruner
 - 1. EHP Update
 - a. 74 No Issue Properties
 - 2. Staff
 - a. Full time construction manager and 4 assessors have been hired.
 - b. CAL FIRE assessor training for El Dorado County took place on October 13-15, at two applicant's homes, and assessments are being completed.
 - c. The CWMP, OES and other communities were in attendance
 - 3. Community Outreach
 - a. CWMP and CAL FIRE presented at their town hall meeting on September 8, 2025.
 - b. Currently have 20 applications pending.
- b. Executive Director Update – J. Lopez
 - Monthly CWMP Report
 - Support to Local and State Wildfire Home Hardening Efforts

- i. Ventura Regional Fire Safe Council
 - ii. Oregon State Fire Marshals Office
 - iii. Altadena damaged and undamaged homes retrofits
 - iv. LA County Incidents: Historic Structures Hardening Guidance
 - v. LA County Incidents: Recovery Support Strategy or Rebuild Support Strategy Rebuild & Long-Term Recovery Task Force - County/State/Fed
- Wildfire Home Hardening and CWMP Program Presentation to:
 - i. CAL FIRE – Insurance Institute for Business and Home Safety (IBHS) Wildfire Prepared Home Demonstration
 - ii. Community Wildfire Mitigation Training: RCD Santa Monica Mountains
 - iii. Wildfire Resilience in California; Palo Alto
 - iv. CWMP HIZ/DSA Training
 - v. Cal Poly Wildland-Urban Interface FIRE Institute Advisory Council Meeting
 - vi. Altadena Wild: Wildfire Home Hardening Site Visit
- Coordination with:
 - i. Team Rubicon
 - 1. Will be attending our next All-Community Meeting
- Site Work Update over the last year
 - i. September 2025 to October 2025 – Increase of 13 homes completed for a total of 77 homes completed to date
 - ii. Details will be presented to the Board in September
- CWMP Pilot Program Next Steps
 - i. CWMP Funding Budget Act 2022 (AB-179) Funding \$13 Million
 - 1. ~\$6 Million Committed to Siskiyou County for HMGP Grant ~\$24 million
 - 2. ~\$7 Million Committed to Riverside County for HMGP Grant ~\$26 million
 - 3. The \$13 Million from AB-179, will now come from Prop 4 funds
 - 4. Both Projects submitted to FEMA on 11/21/2024 utilizing funding opportunity DR-4699-CA (California Severe Winter Storms, Straight-line Winds, Flooding, Landslides, and Mudslides) FEMA Review will take ~7-12 months.
 - ii. SB-946, Personal Income Tax Law: Corporation Tax Law: exclusions: wildfire mitigation payments (2023-2024)
 - iii. Proposition 4
 - 1. Grants under the Home Hardening Program to retrofit, harden, or create defensible space for homes at high risk of wildfire in order to protect California communities
 - 2. SECTION 1. Section 91510 of the Public Resources Code is amended to read
 - a. 91510. (a) Of the funds made available by Section 91500, \$135,000,000 shall be available, upon appropriation by the Legislature, to the Office of Emergency Services for a wildfire mitigation grant program. The Office of Emergency Services shall coordinate with the

Department of Forestry and Fire Protection in administering these moneys. The grant program shall assist local and state agencies to leverage additional funds, including matching grants from federal agencies. Funds may be used to provide loans, rebates, direct assistance, and matching funds for projects that prevent wildfires, increase resilience, maintain existing wildfire risk reduction projects, reduce the risk of wildfires to communities, or increase home or community hardening. Projects shall benefit disadvantaged communities, severely disadvantaged communities, or vulnerable populations.

- AB 38, July 1, 2025, disclosure requirements.
 - i. This bill, on or after January 1, 2021, would require the seller of any real property located in a high or very high fire hazard severity zone to provide a prescribed disclosure notice to the buyer, if the home was constructed before January 1, 2020, of information relating to fire hardening improvements on the property and a list of specified features that may make the home vulnerable to wildfire and flying embers and which features, if any, that exist on the home of which the seller is aware. *The bill, on or after July 1, 2025, would require the disclosure notice to also include the State Fire Marshal's list of low-cost retrofits.* The bill would also require a seller who has obtained a specified final inspection report to provide to the buyer a copy of that report or information on where a copy may be obtained.
- c. Shasta County Fire Safe Council Update, Pam Bates, Project Manager
 - Roles and Responsibilities – SCFSC and Partners
 - i. SCFSC: Project Management, Construction Management (Scope of Work (SOW), bids, contractor oversight, inspection), contracting, grant and finance management.
 - ii. Three SCFSC staff dedicated to the project; Project Manager (PM) Construction Manager (CM), Project Assistant).
 - iii. Western Shasta Resource Conservation District (WSRCD) responsibilities: Outreach, education, application processing, assessments, SOWs and Site-specific checklist.
 - iv. Three to four RCD staff
 - v. Our model - a small core team, with tightknit relationships with local agencies and contractors. Very efficient, scalable, and can adapt when needed
 - Successes:
 - i. Homeowners extremely happy with results, appreciative of personal attention and education.

- Have helped them with Wildfire Prepared Home certification, sale of homes.
- ii. Strong team of contractors have become very specialized, experts in implementing Minimum Quality Standards (MQS).
- iii. 17 homes completed to date, 14 more will be completed or in contract by November 15 (for a total of 31)
- iv. Time from Assessment to Home Hardening completed: Eight weeks
- v. Can work on multiple homes simultaneously
- vi. Average total cost per home: \$45,300
 - 1. Average cost for Defensible Space: \$4,700
 - 2. Average cost for Home Hardening Construction: \$40,600
- vii. Cost share cap has been effective in retaining program participants, homeowners know what to expect (e.g., reduced from \$6337 to \$3000).
- Challenges
 - i. Homeowners in our area are hesitant to participate in "government" programs.
 - ii. Homeowner confusion between our program and other CAL FIRE and FEMA projects in the area, bad experiences with PG&E.
 - iii. Remoteness of homes and limited access (slows implementation, increase costs)
 - iv. Number of parcels limited to No-Issue Parcels currently. This causes distrust of the process (not first in, first served; upset that there are "flags" on their property, no timeline as to when we can work on their home)
 - v. Dispersed No-Issue Parcels reduces the development and effectiveness of Fire Resilient Communities.
 - vi. Implementation blocked due to FEMA review delays

V. BOARD MEMBER COMMENTS

- a. F. Bigelow, Currently we have seasonable weather with moisture, helping to temper the risk of fire. Looking to tour areas near Sonora for the CA Wildfire and Resilience Task Force Regional Meeting in March 2026, may want to consider touring our project area in Tuolumne County if any work going on.
- b. R. Troy, Thank you to our hosts, the SCFSC, and the town of Whitmore. We have teams in Tuolumne County doing damage assessments, not enough for a major disaster recovery declaration from FEMA, but Small Business Administration (SBA) is available, offering low interest loans. Loans available up to \$500,000 plus 20% for

mitigation.

- c. A. Browning, Thank you to the community for hosting us this month. She is cautiously optimistic about the fire season, some of the most devastating fires have occurred this time of year, cautions everybody to stay vigilant.

VI. PUBLIC COMMENT

- a. T. Asef asked when and how will AB 3074 and SB 504 be enforced? She was referred to the Board of Forestry.
- b. L. James expressed the need for the CWMP in Sacramento County, specifically the City of Herald.
- c. F. Belden expressed her thanks to the program and the work being done in the community.

VII. MEETING ADJOURNMENT – 11:16 AM

The Next CWMP meeting is scheduled for November 18, 2025, at 10:00 a.m., 715 P Street, 2nd Floor Conference Room 2-221, Sacramento, CA 95814.