



California Wildfire Mitigation Program Authority

Board Meeting

Meeting Minutes – Tuesday, September 16, 2025



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

Daniel Berlant, Board Member, State Fire Marshal, CAL FIRE

CWMP Staff Present

J. Lopez, Executive Director

Jordon Boyer, Staff Manager

Sarah Glenn, Program Coordinator

Kenneth Jacobs-DeLeon, Program Coordinator

Cal OES Staff Present

Robyn Fennig, Assistant Director, Hazard Mitigation

Ron Miller, Branch Chief, Hazard Mitigation Assistance (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

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

Will Brewer, GIS Analyst, Home Hardening

Kara Garrett, Deputy State Fire Marshal III (Specialist) (Virtual)

Jillian Fisher, Staff Services Manager I

Carrie Lewis, Associate Governmental Program Analyst, OSFM Support Services

I. CALL TO ORDER & WELCOME – 10:00 AM

- a. The meeting was called to order at 10:00 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 – Present
 - A. Browning – Absent

III. CONSENT AGENDA ITEMS

- a. Review and approval of Meeting Minutes from August 19, 2025. No public comments received.

Motion: R. Troy moved to approve the Meeting Minutes from August 19, 2025.

D. Berlant 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
 - ii. CWMP Framework
 - 1. Framework is published
 - a. CWMP Website
 - 2. Contents
 - a. Main Document
 - b. Supporting appendices
 - c. D. Berlant suggests the addition of an appendix focusing on navigating working in Homeowner’s Associations (HOA)
 - 3. Provided to impacted communities
 - a. County of Los Angeles
 - b. City of Los Angeles
 - iii. DR4407-PJ0512 Closeout
 - 1. Continuing

- a. Validating project costs and compiling documentation of the scope of work for FEMA
- 2. Completed by end of month
- CAL FIRE Update – Battalion Chief Randy Northup
 - i. Tuolumne County Office of Emergency Services Town Hall Meeting for the Ponderosa Project Area
 - ii. El Dorado County Office of Wildfire Preparedness and Resilience Town Hall Meeting for the Weber Creek Project
 - iii. WUI Fire Safety Building Standards Compliance Training Video Filming Home Hardening Retrofits
 - 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. Three homes pending start date
 - c. Three homes pending Tri-party Agreements
 - d. Three bids under review
- 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
 - a. Prepping to go out for quotes
- iii. Shasta County/Shasta County Fire Safe Council (SCFSC) – Program Coordinator Kenneth Jacobs-DeLeon
 - 1. Site Work
 - a. Ten Homes have been completed
 - b. Two Homes in active construction
 - c. 20 Dspace projects have been completed
 - i. Three Sites with Dspace in progress

2. Staff
 - a. Project Manager, Construction Manager, D-space oversight, Project Assistant
 - b. Six Project Coordinators/Assessors
3. Project Area
 - a. Door-to-door outreach continues to drive local interest
 - b. Going to begin general outreach campaign for Whitmore
- iv. Lake County/North Coast Opportunities (NCO) – Kenneth Jacobs-DeLeon
 1. Site Work
 - a. 29 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. Recently hired two new assessors
 - i. Five Full time assessors
 3. Project Area
 - a. Contractors are averaging about Six to Eight weeks
 - b. New Contractor said he can complete contracts in two weeks
- v. Tuolumne County Office of Emergency Services – Program Coordinator Kenneth Jacobs-DeLeon on behalf of 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. Will remotely attend the CAL FIRE assessor training in October.
 3. Outreach/Applications
 - a. CWMP and CAL FIRE attended the town hall meeting on August 26, 2025.
 - b. Over 100 attendees
 - c. 40+ applications are in queue ready to be reviewed.
 4. Project Area
 - a. Two homes in the project area were burned in the Evergreen 2 Fire on June 8, 2025.
 - b. Tuolumne County September Lightning Complex destroyed/damaged 95 structures, 30 minutes southwest of the project area, totaling near 14,000 acres.
- vi. El Dorado County Office of Wildfire Preparedness and Resilience– Kenneth Jacobs-DeLeon on behalf of Shawn Oberbruner
 1. EHP Update

- a. 74 No Issue Properties
- 2. Staff
 - a. RFP for construction manager closed on August 29, 2025, and has gone out for bid.
 - b. CAL FIRE assessor training for El Dorado County will take place on October 13-15, at an applicant's home.
 - i. CWMP will be attending
- 3. Community Outreach
 - a. CWMP and CAL FIRE presented at their town hall meeting on September 8, 2025.
 - b. Currently have 6 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. IBHS Board of Directors: Wildfire Home Hardening Site Visit
 - ii. After-The-Fire USA: 2025 Wildfire Leadership Summit
 - iii. Regrow Altadena: Resilient Sustainable Communities
 - Sloan Sakai Yeung & Wong Monthly Invoicing
 - i. Cal OES accounting staff supporting payments and invoicing
 - Coordination with:
 - i. California Conservation Corp.
 - ii. Team Rubicon
 - Site Work Update over the last year
 - i. July 2025 to September 2025 – Increase of 21 homes completed for a total of 64 homes completed to date
 - Shasta County Fire Safe Council Media Event
 - i. October 21, 2025, CWMP Board Meeting will be held in Whitmore, Shasta County
 - ii. The meeting room at CNRA will also be open for those that cannot attend in Whitmore
 - General Liability Insurance Acquisition
 - i. Received pre-liminary approval
 - 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. Discussion and Action Regarding Homeowner Cost Share - Program Manager Jordon Boyer
 - Board Member Packets include three documents
 - i. Revised 2025-3 Resolution

1. Revised effective date to October 1, 2025
 2. Clarifies the specific projects the resolution pertains to
 3. Addresses refunds
 4. Updates current Board Chair
- ii. Copy of the PowerPoint information presented last month
 - iii. A report of current Homeowner Cost Share figures and projections
 - iv. All projections are estimates and based off the small sample size of data reported as of September 11, 2025
- Report findings as of September 11, 2025:
 - i. We are above goal for applications with No Cost Share Homeowners (71%)
 - ii. To date, the current cost share model has generated \$142,137.97 from 32 completed homes, with an average contribution of \$4,441.81 per home
 - iii. If the proposed cost share limits were adopted previously, 17 homes \$37,474.89 in combined cost share payments.
 - iv. Based on current trends, it is project that CWMP ~639 applications through 2027
 - Projections From the Remainder of 2025 Through 2027:
 - i. CWMP projects to take in approximately \$903,806.98 in homeowner cost share dollars if there is no change to cost share practice. This is based on projected applications to be received at the percentages described in the cost share report.
 - ii. Remainder of 2025: \$92,544.83
 - iii. 2026: \$371,361.88 (includes 5% cost increase for economic factors from 2025)
 - iv. 2027: \$439,900.27 ((includes 10% cost increase for economic factors from 2025)
 - Projections From the Remainder of 2025 Through 2027:
 - i. If the proposed cost share limits in resolution 2025-3 are adopted, homeowners would collectively pay approximately \$665,270.37 (~26.4% decrease from \$903,806.98)
 1. Remainder of 2025: \$68,120.71
 2. 2026: \$273,386.00
 3. 2027: \$323,763.66
 4. If adopted the cost share limits would save

homeowners approximately \$238,536.61

- Vice-Chair Troy requests and addition to the monthly status report regarding the homeowner cost share.
 - i. Add a section tying the cost share to the overall fiscal health of the program
 - ii. Add a breakdown of the federal and state funding beneath that and add the grant year as well
 - iii. Add any information regarding upcoming deadlines, spending timelines, extensions, and impacts to funding
 - iv. Track the cost shares and how many people are affected by the caps

Motion: R. Troy moved to adopt Resolution 2025-3: Homeowner Cost Share Determinations

D. Berlant seconded the motion.

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

- d. Discussion and Action Approving Agreement for Admission to Golden State Risk Management Authority (GSRMA)
 - Policy coverages include:
 - i. General Liability
 - ii. Automobile
 - iii. Professional Errors and Omissions
 - iv. Cybersecurity
 - Annual premium for entire package is \$5,100
 - i. This premium is cost effective for the coverage included
 - Cal OES and CAL FIRE will be named as additional insureds on the policy

Motion: R. Troy moved to approve the Agreement for Admission to Golden State Risk Management Authority (GSRMA)

D. Berlant seconded the motion.

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

V. BOARD MEMBER COMMENTS

- a. F. Bigelow, since the last meeting there has been a lot of activity. Approx. 120,000 lightning strikes, which resulted in quite a few fires, especially in the center part of the state. Statistics to date, over 7,000 fires, 525,000 acres burned.
- b. R. Troy we have teams in Tuolumne County doing damage assessments, not enough for a major disaster recovery declaration from FEMA. Keeping those in the

- affected communities in mind.
- c. D. Berlant looking forward to today's discussions.

VI. PUBLIC COMMENT

- a. A. Browning is thankful for the teams, it is clear the amount of work being done, especially during the busy fire season. Looks forward to next month's meeting.

VII. OPEN SESSION REPORT FROM CLOSED SESSION

- a. Discussion of matters pursuant to Government Code section 11126, including public employee evaluation of the Executive Director (subd. (a)(1)).
 - No reportable actions from the closed session

VIII. MEETING ADJOURNMENT – 12:52 PM

The Next CWMP meeting is scheduled for October 21, 2025, at 10:00 a.m., Whitmore Community Center, 30555 Whitmore Road, Whitmore, CA 96096 or 715 P Street, 2nd Floor Conference Room 2-221, Sacramento, CA 95814.