
CALIFORNIA WILDFIRE MITIGATION PROGRAM BOARD MEETING

Meeting Minutes – Tuesday, March 21, 2023

Board Members Present

Robert Troy, Board Chair, Assistant Director, Recovery, Cal OES

Daniel Berlant, Board Vice-Chair, Deputy Director of Community Wildfire Preparedness & Mitigation, CAL FIRE

Edward Westfall, Board Member, Deputy Director, Response, Cal OES

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

Cal OES Staff Present

J. Lopez, CWMP, Executive Director

Jordon Boyer, CWMP, SSM I

Jordan Woods, CWMP, AGPA

Matthew Delgado, CWMP, AGPA

Ron Miller, Division Chief, Hazard Mitigation

Anne Nguyen, Senior Counsel

David Neill, Assistant Chief Counsel (*Virtual*)

Brian Doss, AGPA, Hazard Mitigation Special Projects (*Virtual*)

Cole Finup, AGPA, Hazard Mitigation Special Projects (*Virtual*)

Makeda Johnson, AGPA, Recovery

Liston Conrad, Consultant (*Virtual*)

Lisa Rice, Consultant (*Virtual*)

CAL FIRE Staff Present

Steve Hawks, Assistant Deputy Director (*Virtual*)

Dennis O'Neil, Assistant Chief

John Morgan, Deputy Chief

Kara Garrett, AGPA

Justine Grafton, AGPA

Will Brewer, GIS Analyst (*Virtual*)

I. CALL TO ORDER & WELCOME – 10:02 AM

- a. The meeting was called to order at 10:02 AM; welcome remarks provided by J. Lopez, Chairperson Troy, and Vice-Chairperson Chief Berlant.
 - Chairperson Troy announced J. Lopez formally accepted the permanent position as Executive Director of the California Wildfire Mitigation Program (CWMP).
 - Vice-Chairperson Chief Berlant welcomed the newest CWMP Board Member Chief Bigelow. Chief Bigelow provided a brief personal introduction and formally accepted his appointment as a CWMP Board Member.

II. ROLL CALL/QUORUM ESTABLISHED

- a. Roll call and quorum established with all Board Members present.
 - R. Troy – Present
 - D. Berlant – Present
 - E. Westfall – Present
 - F. Bigelow – Present

III. APPROVAL OF PREVIOUS MEETING MINUTES

- a. Review and approval of Meeting Minutes from February 21, 2023. No comments received.

Motion: E. Westfall moved to approve Meeting Minutes from February 21, 2023.

F. Bigelow seconded the motion.

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

IV. PUBLIC COMMENT

- a. No public comments received.

V. OLD BUSINESS

- a. Home Hardening Pilot Program – Monthly Status Report (*Informational Only*)
 - Ron Miller and Chief O’Neil provided an update on the Home Hardening Pilot Program and the status of projects within the CWMP Demonstration Communities. Ron Miller also provided an update on the CWMP Budget.
 - i. CWMP Budget –
 - 1. SB 85 Allocation – \$21,924,000
 - a. San Diego County (25% Match) – \$5,897,251
 - b. Shasta County (25% Match) – \$5,900,635
 - c. Lake County (10% Match) – \$2,218,253
 - d. Tuolumne County (10% Match) – \$1,965,520

- e. El Dorado County (5.14% Match) – \$1,278,166
 - f. Admin Costs (5%) – \$1,096,200
 - g. Balance – \$3,598,176
 - i. Must encumber balance by 6/30/2023.
 - 2. AB 179 – Ch. 249 (SFY 22/23) Allocation - \$13,000,000
 - a. Must encumber by 6/30/2027.
 - i. Program Costs – \$12,350,000
 - ii. Admin Costs – \$650,000
 - 3. Projected Funding (FY 23/24) - \$12,000,000
- ii. El Dorado County –
 - 1. Submitted subapplication to FEMA under DR-4482.
 - 2. Encumbering state funds.
 - 3. FEMA Phase I award anticipated by Summer 2023 for project soft costs including SME EHP review of project area(s).
- iii. Lake County –
 - 1. WUI Fire Safety Building Compliance Training provided by CAL FIRE.
 - 2. Request for Statement of Qualifications (RFSQ) for Defensible Space Contractors and Home Hardening Contractors in progress.
 - 3. Phase II EHP Subject Matter Expert contracts secured.
 - 4. FEMA awarded Lake County project on 3/17/2023.
 - a. First CWMP Demonstration Community approved by FEMA.
- iv. San Diego County –
 - 1. WUI Fire Safety Building Compliance Training provided by CAL FIRE.
 - 2. Request for Statement of Qualifications (RFSQ) for Defensible Space Contractors and Home Hardening Contractors in progress.
 - 3. Phase II EHP Subject Matter Expert contracts secured.
 - 4. Submitted revised EHP Deliverable to FEMA 3/20/2023
 - a. Pending FEMA review and approval.
- v. Shasta County –
 - 1. WUI Fire Safety Building Compliance Training provided by CAL FIRE.
 - 2. Request for Statement of Qualifications (RFSQ) for Defensible Space Contractors and Home Hardening Contractors in progress.
 - 3. Phase II EHP Subject Matter Expert contracts secured.
 - 4. Shasta County revised EHP deliverables in progress
 - a. Expected by end of March 2023.

- vi. Tuolumne County –
 - 1. Submitted subapplication to FEMA under DR-4482.
 - 2. Encumbering state funds.
 - 3. FEMA Phase I award anticipated by Summer 2023 for project soft costs including SME EHP review of project area(s).

VI. NEW BUSINESS

- a. Update on Property Owner Income Verification Options and Potential Tax Implications (*Informational Only*)
 - J. Lopez provided an update on the Income Verification process that will be implemented for property owners participating in the CWMP. The CWMP will utilize an attestation process for Homeowner Income Verification.
 - i. Additional documentation may be required to support proof of income.
 - 1. CWMP staff to coordinate with Cal OES Legal to ensure consistent criteria.
- b. Assessing Income when Multiple Owners are Involved (*Informational Only*)
 - J. Lopez provided an overview of the cost-share recommendations for parcels with multiple owners.
 - i. Owner Occupied –
 - 1. Assess owner(s) income
 - 2. When there are multiple owners, that don't all live in the residence, assess the income based only on the owner(s) who occupy the property.
 - 3. Includes individual trusts when owner occupied.
 - ii. Owner Non-Occupied property (Rental Home)
 - 1. Assess owner(s) income
 - 2. Includes individual trusts
 - iii. Homes Owned by a Multi-Party Trust, LLC, or Corporation(s)
 - 1. Cost Share – 25%
- c. FEMA 'No-Issue' Property Update (*Informational Only*)
 - Ron Miller provided an overview of the Parcel Identification Process and further details on the project area(s) and 'No-Issue' properties identified within Lake, San Diego, and Shasta.
 - i. Lake County –
 - 1. Parcels in Project Area(s): ~1,564
 - 2. Cal OES/Cal FIRE Initial Desk Review: ~1,260
 - 3. 'No-Issue' Parcels: 1,251
 - ii. San Diego County –
 - 1. Parcels in Project Area(s): ~792
 - 2. Cal OES/Cal FIRE Initial Desk: ~326
 - 3. 'No-Issue' Parcels: 228
 - iii. Shasta County –
 - 1. Parcels in Project Area(s): ~1,275

- 2. Cal OES/Cal FIRE Initial Desk: ~222
- 3. 'No-Issue' Parcels: ~176 (TBD)*
 - a. Final EHP review pending.
- d. Ember Resistant Zone Implementation proposal for the CWMP (*Informational Only*)
 - Chief O'Neil presented an overview of the CWMP Zone 0 Proposal. CWMP staff are also coordinating with other stakeholders to ensure alignment with wildfire mitigation efforts.
 - i. Chief Bigelow requested CWMP staff ensure Zone 0 Proposal language matches recommendations provided via the Home Assessment App.
 - J. Lopez presented an overview of different Hardscape options that will be offered.
 - i. Chairperson Troy requested the creation of promotional materials.
- e. Update on outreach to potential new demonstration communities (*Informational Only*)
 - CWMP staff are continuing outreach efforts with Siskiyou and Riverside as potential new demonstration communities.
 - i. Siskiyou County –
 - 1. Meeting scheduled for 3/24/2023.
 - a. County is interested in participating but currently in response mode due to recent flooding event(s).
 - ii. Riverside County –
 - 1. Meeting with Riverside County on 3/23/2023.
- f. Staff recommendations and next steps for the Home Hardening Demonstration Community Pilot Program (*Informational Only*)
 - CWMP staff will continue outreach efforts with Siskiyou and Riverside to determine whether either county is ready to move forward.

VII. FUTURE MEETING SCHEDULE

- a. Third Tuesday of each month starting at 10:00 AM and ending at 12:00 PM.
- b. Next CWMP Board Meeting will take place on April 18, 2023.
 - Board Meeting will be held at the California Natural Resources Agency (CNRA) Building, 2nd Floor Conference Room 2-221 located at 715 P Street, Sacramento, CA 95814.

VIII. BOARD MEMBER COMMENTS

- a. Chief Berlant unable to attend April's Board Meeting in-person.

IX. MEETING ADJOURNMENT – 11:02 AM

Motion: D. Berlant moved to adjourn the meeting at 11:02 AM.

E. Westfall seconded the motion.

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