



California Wildfire Mitigation Program Board Meeting

Meeting Minutes – Tuesday, June 17, 2025



Board Members Present

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

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

Robert Troy, Board Member, Assistant Director, Interagency Recovery Coordination, Cal OES

CWMP Staff Present

J. Lopez, Executive Director

Jordon Boyer, Staff Manager

Sarah Glenn, Program Coordinator

Cal OES Staff Present

Ryan Massello, Division Chief, Hazard Mitigation

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

Julie Leo, Associate Governmental Program Analyst, Hazard Mitigation Special Projects

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

Melissa Boudrye, Branch Chief, Recovery – Resilience Branch (Virtual)

Ryan Marth, Senior Emergency Services Coordinator, State Hazard Mitigation Planning Unit (Virtual)

Matteo Rodriguez, Senior Environmental Planner, Wildfire Resilience Unit (Virtual)

CAL FIRE Staff Present

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

Jillian Fisher, Staff Services Manager I

Carrie Lewis, Associate Governmental Program Analyst, OSFM Support Services

Danh Dao, Staff Services 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 A. Browning.

II. ROLL CALL/QUORUM ESTABLISHED

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

III. CONSENT AGENDA ITEMS

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

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

F. Bigelow seconded the motion.

Action: Three in favor, One Absent, 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 April 30, 2025
 - 1. Update on Total Project Costs per Sub-Applicant as of April 30, 2025
 - CAL FIRE Update – Battalion Chief Randy Northup
 - i. Continuing to develop the SB-190 WUI Fire Safety Building Standards Compliance Training
 - ii. Developing the Australian Delegation Home Hardening PowerPoint Presentation
 - iii. Continuing to assist and support the California Wildfire Mitigation Program Scope of Works
 - iv. Preparing the IBHS Wildfire Prepared Home at Camp Smokey California State Fair
 - California Wildfire Mitigation Program (CWMP) Pilot Program Update –
 - i. San Diego County/San Diego County Fire Protection District (SDCFPD) – Program Coordinator, Sarah Glenn
 - 1. FEMA EHP Update –
 - a. Submitted four Phase II reports for “Issue Properties”

- b. Five additional Phase II reports submitted this month
 - c. Pending Record of Environmental Consideration (REC) for the additional “No-Issue” properties in the expanded area
 - 2. Site-Work Updates –
 - a. Three Homes Complete
 - b. Four homes in active construction, one started May 27, three additional started June 9
 - c. Two quotes in review
 - d. Four Scopes of Work in development
 - e. Anticipating having 12 to 15 homes complete by August
 - 3. Staffing -
 - a. Two additional assessors have been hired and are in training
 - b. Going out for solicitation for more contractors this month
- 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. Site Work has started
 - 4. Site Work Updates – Batch Four
 - a. Preparing batch four for quotes
- iii. Shasta County/Shasta County Fire Safe Council (SCFSC) – Sarah Glenn
 - 1. Site Work
 - a. Four homes have been completed to date.
 - b. Five homes are in progress.
 - c. Five No-Issue SOW in progress
 - d. Six Issue properties SOW being updated and prepared for SME Review
 - 2. Staff
 - a. WSRCD hired an employee to focus on and assist construction manager with SOW
 - 3. Project Area
 - a. CWMP, SPU and CAL FIRE attended a Project area visit on April 29, 2025
 - b. CWMP and CAL FIRE attended the SCFSC Board meeting on May 22, 2025
- iv. Lake County/North Coast Opportunities (NCO) – Sarah Glenn
 - 1. Site Work
 - a. 24 Homes have been completed
 - b. Four homes in active construction
 - c. Six SOW in progress
 - d. Five homes to start the bid process this week

2. Staff
 - a. Hired a new Full-time Assessor
 - b. Hired a Construction Manager
 - c. Hired an Administrative Employee
3. Project Area
 - a. Attended a site visit March 20, 2025, organized by NCO.
 - i. Representatives from Sonoma and Napa counties toured several completed homes and were able to ask questions about the program
- v. Tuolumne County Office of Emergency Services – Sarah Glenn
 1. EHP Phase I Update
 - a. There are no “no-issue” properties in the project area at this time
 2. Staff
 - a. Program manager contract pending approval from board of supervisors by end of June
 3. Project Area
 - a. Two homes in the project area were burned in the Evergreen 2 Fire on June 8, 2025
- vi. El Dorado County Office of Wildfire Preparedness and Resilience– Sarah Glenn
 1. EHP Phase I
 - a. Phase I Deliverables have been submitted to FEMA
 - i. 74 No Issue Properties
 2. Program Documents
 - a. Continuing to work on drafts of the Master Agreement, Right of Entry and Tri-Party Agreement
 3. Staff
 - a. Actively working with 5 qualified construction management firms for cost estimates to make a final decision on one firm.
 - b. CWMP Staff are coordinating a home assessor training session with CAL FIRE.
 4. Community Outreach
 - a. Scheduling a stakeholder meeting on June 26, 2025, to identify long term, landscape wide wildfire resilience across the entire Weber Creek project area. CWMP and CAL FIRE will be in attendance.
 - b. Attended El Dorado County Fair with other fire agencies to share info regarding D-space, Home Hardening and the Weber Creek Project
- b. Executive Director Update – J. Lopez
 - Monthly CWMP Report
 - i. Presented the additional information on cost averages and cost per square foot as requested by the Board
 - Support to Local and State Wildfire Home Hardening Efforts
 - i. Continue assistance to wildfire home hardening projects:

1. Mendocino County Fire Safe Council
 2. Ventura Regional Fire Safe Council
- Program Update Presentation to Lake County Board of Supervisors
 - General Liability Insurance Acquisition
 - i. In progress
 - Updated State Controller's Office Annual Financial Transactions Report
 - CWMP Website [California Wildfire Mitigation Program](#)
 - LA County Incidents: Supporting Development of the Historic Structures Hardening Guidance
 - LA County Incidents: Supporting the operations of the Recovery Support Strategy or Rebuild Support Strategy Rebuild & Long-Term Recovery Task Force - County/State/Fed
 - 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.*
 - Site Work Update over the last year
 - i. First home was completed June 2024, 10 months after the FEMA Grant was awarded.
 - ii. A year later, June 2025 – 35 homes have been completed
 - AB-441 Wildfire prevention: Office of Wildfire Technology Research and Development: wildfire mitigation program
 - i. 2025-06-05 – Senate - In Senate. Read first time. To Com. on RLS. for assignment
 - ii. 2025-06-04 – Assembly - Read third time. Passed. Ordered to the Senate. (Ayes 78. Noes 0.)
 - iii. CWMP Pilot Program Next Steps
 1. CWMP Funding Budget Act 2022 (AB-179) Funding \$13 Million
 - a. ~\$6 Million Committed to Siskiyou County for HMGP Grant ~\$24 million
 - b. ~\$7 Million Committed to Riverside County for HMGP Grant ~\$26 million
 - c. 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.
 2. SB-946, Personal Income Tax Law: Corporation Tax Law: exclusions: wildfire mitigation payments (2023-2024)

3. Proposition 4
 - a. 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
4. 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.
- Discussion Regarding Updates and Revisions to CWMP Business Plan – J. Lopez
 - i. The CWMPA Board Business plan should be reviewed annually
 1. Pending comments and feedback, to date there has been one response with comments
- Discussion and Action regarding CWMP Joint Exercise of Powers Agreement – J. Lopez
 - i. The amended JPA agreement and resolution have been sent to CAL FIRE and Cal OES legal teams for review. The recommendation was for them to accept the amended dates and sign as is to extend dates, then provide additional feedback for any subsequent changes.
 1. CAL FIRE has signed and sent to Cal OES for signature
 2. Cal OES has not signed to date
- c. Selection of Board Officers, Chair and Vice Chair
 - Board Chair Browning provided direction to postpone the selection of Board Officers to the next meeting where all Board Members could be present.

V. BOARD MEMBER COMMENTS

- a. A. Browning thanks the Cal OES, CAL FIRE, and CWMP teams for all of the work being done. There is a lot of time being spent on budget requests, along with the unrest in Los Angeles, and we are in the heart of fire season, all of this work has been exceptional to help Californians move forward.
- b. F. Bigelow reiterated his thanks for the team. He appreciates how passionate everyone is to move the program forward. He is encouraged by the stats and updates presented today, and he is also encouraged by the support of the legislature.
- c. R. Troy provided updates on issues at the national level. There have been several recent disaster Declarations issued where there is no HMGP funding. There has been new internal guidance that any FEMA grant obligation over \$100,000 will have to go to Secretary Noem's desk for signature. We know that there will be an increased level of scrutiny, tolerance for timelines is expected to be reduced. Documenting progress and reporting will continue to help us navigate the challenges.

VI. PUBLIC COMMENT

- a. No public comments received.

VII. CLOSED SESSION

- a. Board Chair Browning provided direction to postpone the closed session until all Board Members could be present.

VIII. MEETING ADJOURNMENT – 10:59 AM

The Next CWMP meeting is scheduled for July 15, 2025, at 10:00 a.m., 715 P Street, 2nd Floor Conference Room 2-221, Sacramento, CA 95814