



## MEETING MINUTES

**October 17, 2018**

### **1. CALL TO ORDER**

Meeting was called to order at 1:05 PM. A quorum was declared by Chairperson Phillips. Self-introductions were completed. Mr. Gary LaGree, FPO Bryce DeWitt from FFD and Pat Van Horne from SMUD were introduced as guests attending the meeting.

**Members Present:** Ron Phillips, Linda Conroy, Karen Ciraulo, Tom Stuart, Leighton Johe, FPO Lauren Ono (FFD), Tim O'Shea (City), Jamison Larson (City), Kurt Keller (SMUD), Aimee Nunez (City), Michael Marshall (Parkway) and Richard Nevarez (Parkway).

**Members Absent:** Chief Rodriguez (FFD), Elizabeth Dyer (USBOR), Denali Beard (CDPR), Eric Brown (SMUD), Deborah Grassl (Lake Natoma Shores HOA), Lorraine Poggione (Folsom L&L), Jeff Mussell (PGE), Kevin Ventura (PGE) and Rich Rodriguez (PGE).

### **2. APPROVAL OF MINUTES FROM August 15, 2018 MEETING**

The Council reviewed the draft meeting minutes for August 15, 2018, as prepared by Secretary Grassl. Two changes to the draft minutes were identified:

- P.2 – Section 4C. Change Kent to Ken Cusano.
- P.2 – Section 4D. Revise the dollar amount from \$200 to \$500 for matching monies from the FFSC for the Humbug Creek Fire Safe Project.

**MOTION to approve the August 15, 2018, meeting minutes as prepared with the two recommended edits identified during the meeting.**

**Result:** Approved (Unanimous)

**Motion By:** Conroy

**Seconded By:** Ciraulo

**Ayes:** Phillips, Conroy, Ciraulo, Stuart, Johe, O'Shea, Larson, Keller, Nunez, Marshall, Nevarez

**Nays:**

**Absent:** F. Rodriguez, Dyer, Beard, Brown, Grassl, Poggione, Mussell, Ventura, R. Rodriguez.



### **3. TREASURE'S REPORT**

Treasurer Karen Ciraulo reported the following changes to the existing checking and savings accounts for the Council.

- Check # 3066 in the amount of \$500 was issued to the Parkway HOA to serve as matching monies from the FFSC for the Humbug Creek Fire Safe Project.
- Check # 3067 in the amount of \$2,000 was issued to the Parkway HOA for expenses incurred during the Humbug Creek Fire Safe Project during the Folsom Community Service Day event.
- Check # 3068 in the amount of \$1,308.45 was issued to Alliant Insurance Services Inc., for the FFSC annual insurance premium.

Total funds available are \$5,059.13, with \$2,957.69 available in the checking account and \$2,101.44 available in the savings account.

### **4. OLD BUSINESS**

#### **A. American River Canyon East VMP**

Chairperson Phillips provided an update to the Council on the status of the project. State Parks is prepared to issue a permit to the City beginning November 1<sup>st</sup> to allow them to enter onto State property for the purpose of completing Phase 3 of the project. Denali Beard from State Parks also inquired via e-mail to Chairperson Phillips the following questions related to the project: [1] when the City anticipated work along the Powerhouse Canal Trail (Phase 3) and [2] when SMUD would finish the *Tree of Heaven* herbicide treatment along the canal. In response to [1] DFM Lauren Ono stated that the City has not established a date for when this phase of the project would begin. In response to [2] Kurt Keller stated that SMUD anticipated completing the herbicide treatment in the next few weeks. Both Lauren and Kurt indicated that they would follow-up with Denali on the questions she inquired about in the e-mail.

#### **B. Community Wildfire Protection Plan Update / Sub-Committee Formation**

Leighton Johe provided an update to the Council on the progress to date on the CWPP update. Kurt Keller stated that SMUD had recently completed a Light Detection and Ranging (LIDAR) map for the area that showed current vegetation types and locations,



and that they would be willing to share this information with the City to support the development of its CWPP update.

### **C. Community Service Day Project / Parkway Humbug Creek Fire Safe Project**

Richard Nevarez and Leighton Johe updated the FFSC Board on the recently completed Parkway Humbug Creek Fire Safe project that was finished during the Community Service Day. The project was a huge success and helped to reduce the fire threat to nearby homes in the Parkway. The 50 plus volunteers, including State Senator Ted Gaines, Chief Rodriguez, and members of FFD, worked to remove ladder fuels and dead vegetation such as leaves, down limbs and other materials along the Humbug Creek trail.

The lessons learned from this project include:

- + Adding a porta-potty near the project site for volunteers to use.
- + Adding additional dumpsters for volunteers to place materials inside. There were two dumpsters on-site but that was not enough.
- + Ensuring that there is sufficient water on-site for use by the volunteers at all times. The project ran short until an event logistics person stopped by later in the morning with more drinking water.
- + FFD paramedics on site treated six volunteers who received wasp stings while they were removing debris from the project area. One other volunteer received a hand injury but was not treated on site. Going forward due to the type of work being performed associated with this type of project it's important to have a first aid plan in place to deal with these types of injuries.
- + Projects such as this probably require more supervision to ensure that all of the volunteers receive the guidance and support they need. There were several occasions when both Richard and Leighton were assisting in loading dumpsters. As a result, they were not able to spend much time working directly with the project volunteers.

Mike Marshall updated the FFSC Board on the total costs to complete the project. He reported that due to the generous donation of both staff time / equipment much of the original estimated costs for the project were avoided. The total cost outlay required for the project is \$181. The FFSC will seek reimbursement for those costs with the Community Service Day organizers. The remaining \$2,319 originally set aside for the project will be returned back to the FFSC coffers.

Special thanks to Richard, Leighton, Mike Marshall and several contractors/vendors who donated their time and services to make this project as success.



**5. NEW BUSINESS**

**A. 2019 Election of Directors / Vacancies**

Karen Ciraulo and Tom Stuart announced that they would be leaving the FFSC board at the end of their terms in 2018.

Linda Conroy announced that she would be leaving the FFSC board when a replacement from the Folsom Bluffs HOA would be named.

Leighton John announced that he would be leaving the FFSC Board upon the conclusion of the CWPP update currently underway.

Mike Marshall informed the FFSC Board that he had recently received a promotion to another position. His replacement will continue to serve on the FFSC Board as a representative for the Parkway HOA.

All other members indicated that they would remain as representatives to the FFSC Board in 2019.

**B. 2019 Officer Nominations / Elections**

2019 Officer nominations / elections to fill the following Council positions:

- Chairperson
- Vice-Chairperson
- Secretary
- Treasurer

Nominations from the floor were accepted for each position. Nominations were made to elect the following persons for the Chairperson, Vice-Chairperson, Secretary and Treasurer positions.

**MOTION made to elect the following persons to serve in officer positions in 2019:**

Chairperson – Ron Phillips  
Vice-Chairperson – Kurt Keller

Secretary – Deborah Grassl  
Treasurer - Richard Nevarez

**Result:** Approved (Unanimous)

**Motion By:** Johe



**Seconded By:** Ciraulo

**Ayes:** Phillips, Conroy, Ciraulo, Stuart, Johe, O'Shea, Larson, Keller, Nunez, Marshall, Nevarez

**Nays:**

**Absent:** F. Rodriguez, Dyer, Beard, Brown, Grassl, Poggione, Mussell, Ventura, R. Rodriguez.

### **C. Volunteer Insurance Program**

Chairperson Phillips recommended that the FFSC Board look at purchasing Volunteer Insurance coverage. Allied Insurance has provided us with information on insurance coverage options should a volunteer be injured during a work project such as the Humbug Creek Fire Safe event recently. The premium cost for this insurance coverage runs from \$250-\$350 annually. Additional information on the insurance policy will be sent out to all Board members for their review. This item will be added to the agenda for our next meeting for a final decision on adding this coverage.

### **6. ROUNDTABLE**

**A. City of Folsom** – No report.

**B. California State Parks** – No report.

**C. U.S. Bureau of Reclamation** - No report.

**D. SMUD** - No report.

**E. PG&E** – No report.

**F. Folsom Bluffs HOA** – Vice-Chair Linda Conroy reported that the HOA recently received their Right of Entry permit from California State Parks and would begin immediately on completing their fuel modification work near their community.

**G. Lake Natoma Shores HOA** – No report

**H. Parkway HOA** – Mr. Marshall thanked the council for inviting the Parkway HOA to participate in the Council. He stated that he would work with the new manager and HOA President to ensure that the Parkway HOA remained active in the FFSC.

**7. NEXT MEETING** – Chairperson Phillips reported that the November and December scheduled meeting dates will not occur during the two upcoming holiday periods. He inquired as to whether the group was interested in holding a special meeting early in December in place of the two scheduled meeting dates. It was the view of the meeting participants that a special meeting in early December, 2018, was the preferred alternative. Upon review of everyone's calendar the special meeting for November/December will take place on:



Meeting Date: **Tuesday, December 4, 2018**

Meeting Time: **9:00 am to approximately 11:00 am**

Meeting Location: **The Original Mel's Diner, 13399 Folsom Bl.**

Breakfast will be provided by the FFSC during the meeting. Please RSVP to Ron if you will be attending the meeting so that we have adequate seating available.

## **8. ADJOURNMENT**

The meeting was adjourned by Chairperson Phillips at 2:20 PM.

Prepared By:

*Signed Original on File with Secretary*

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Ronald A. Phillips  
Chairperson