



CHRISTMAS TREE HILL NRG
www.cthnrg.org / cthnrg@gmail.com
MONTHLY MEETING AGENDA
Sunday, March 14, 2021

Join Zoom Meeting:

<https://us02web.zoom.us/j/84834025465?pwd=aHpMeVZXT09lWnM0b1RXdmdUWFRNUT09>

Meeting ID: 848 3402 5465 | Passcode: 650871

10:00 AM Call to order and welcome.

1. Welcome and introduce new Block Captains:
 Steve Silver (Z2-B3), Jason Price (Z5-B6 & 7), and Larry Garvin (Z3-B2)

2. 2021 Steering Committee | Slate for approval:

Anita Bock, Chair*	Z2 Brandon Hemley	Z5 Leslie Cunningham
Mark Levie, Co-Chair*	Z3 Linda Meier	Z6 Connor Turnbull
Z1 Debra Sartell	Z4 Beth O'Neill	Z7 Mark Brooks

*If anyone else is interested in taking over as chair and/or co-chair please let us know.

3. Financial:

- The current (March 14) account balance is \$\$2,810.13 and we have just received another donation of \$200. This donation will put the current balance at \$3,010.13.
- 2021 Budget & spending plan (see attached) - discussion

4. Resident Data Base completion status – discuss next outreach effort

5. Block Captain vacancies (9) – discuss recruitment strategy

- | | |
|-------------------------|------------------|
| ▪ Zone 1-Block 3, 4, 5 | ▪ Zone 4-Block 4 |
| ▪ Zone 2-Block 6 | ▪ Zone 7-Block 3 |
| ▪ Zone 3-Blocks 1, 3, 8 | |

10:30 AM

6. CTH Firewise Initiative:

- Update on how we plan to roll-out the Firewise initiative - Anita
- Process overview and next steps – Connor
- CTH wildfire risk assessment 'how to' – Arann Harris, FireSafe Marin

7. New/other business.

11:00 AM Adjourn

Attachments:

- 4th Quarter 2020 financial statement & 2021 draft budget & spending plan
- Firewise information

NEXT RADIO TEST:

April 12, 2021	Monday	8:00 PM	Nick Kenig
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NEXT MEETING DATE:

April 25, 2021 - Outside in Menke Park? Time?

ATTACHMENT: 4th Quarter Financial Statement. The next statement - 1st quarter 2021 - will be presented at the April meeting. During 2020, the Corte Madera Community Foundation received a total of \$1,715.20 on behalf of CTH NRG. The 1% annual administrative fee to CMCF in the amount of \$17.15 will be reflected on your Q1 2021 financial statements.

**CMCF as Fiscal Agent for Christmas Tree Hill NRG
Profit & Loss Detail**

October through December 2020

	Type	Date	Name	Memo	Class	Amount
Balance at 9/30/2020						\$ 2,172.64
Income						
Donation						
	Deposit	10/12/2020	Mixed Deposit	Michael C Flynn	Fiscal Agency:Christmas Tree Hill NRG	\$ 10.00
	Deposit	10/12/2020	Mixed Deposit	Elizabeth Hotchkin	Fiscal Agency:Christmas Tree Hill NRG	20.00
	Deposit	10/12/2020	Mixed Deposit	Carin & Eric Sinrod	Fiscal Agency:Christmas Tree Hill NRG	50.00
	Deposit	10/12/2020	Mixed Deposit	Heidi & Gregory Thomson	Fiscal Agency:Christmas Tree Hill NRG	20.00
Total Donation						<u>100.00</u>
Total Income						\$ 100.00
Expense						
Subscriptions						
	Check	12/03/2020	Anita Bock		Fiscal Agency:Christmas Tree Hill NRG	\$ 104.93
Total Subscriptions						<u>\$ 104.93</u>
Total Expense						\$ 104.93
Net Income						<u>\$ (4.93)</u>
Balance at 12/31/2020						<u>\$ 2,167.71</u>

**CHRISTMAS TREE HILL NRG
2021 BUDGET & SPENDING PLAN – DRAFT FOR DISCUSSION PURPOSES**

Donation Revenue (to date) \$3,010

Fixed Expenses:

- Website licensing & maintenance \$ 400
- Zoom registration \$ 150
- Refreshments for community events/meetings \$ 500

Optional Expenditures:

- Additional red medical bags \$ 250
- Canopy for Incident Command \$ 150
- Medical supplies for Zones 2, 3, 4, 6 & 7 \$1,250
- Storage bins for medical supplies in 5 zones \$ 300 **\$3,000**

Other options:

- Wildfire prevention signs for each Zone (7) \$ TBD
- CTH NRG sign for entrance to CTH \$ TBD
- Additional suggestions?

ATTACHMENT: Firewise Application Next Steps & Information

CTH NRG Firewise Sub-Committee (a/k/a CTH Firewise Board)

Sub-Committee Members:

- Connor Turnbull (ZC 6) Chair
- Leslie Cunningham (ZC 5) Co-Chair
- Anita Bock
- Mark Levie
- Debra Sartell (ZC 1)
- Brandon Hemley (ZC 2)
- Linda Meier (ZC 3)
- Beth O'Neill (ZC 4)
- Mark Brooks (ZC 7)

FireSafe Marin Firewise Assistance Team:

- Kathleen Cutter kcutter@firesafemarin.org
- Arann Harris aharris@firesafemarin.org
- Dominic Randolph drandolph@firesafemarin.org

Arann Harris is the new Firewise Liaison and he'll be helping us through this process, as will Dom Randolph, FSM's educator. They both worked as a Wildfire Mitigation Specialists (WMS or defensible space inspectors) this past summer in the Ross Valley and West Marin areas.

NEXT STEPS

1. **Set the CTH Firewise boundary:** done - we are using the CTH NRG boundary.
2. **Prepare a written wildfire risk assessment:** The assessment must be a community-wide view that identifies areas of successful wildfire risk reduction and areas where improvements could be made. Emphasis should be on the general conditions of homes and related home ignition zones.

The assessments used to be done by the Fire Department, however, Firewise USA has recognized that the fire agencies don't necessarily have the time to do the risk assessments for firewise sites. Therefore, they are now requiring the Firewise leaders to do the risk assessment and the fire departments of Marin have asked FIRESafe MARIN to help Firewise sites with the application. This may seem strange but frankly, it has been noted that when firewise leaders do the risk assessment with input/guidance from the fire departments (mostly from FIRESafe Marin in Marin) they are far more active and effective than those wholly completed by the fire department.

The FIRESafe Marin Firewise team will show us how to do the assessment and we must use the Firewise template. Here is the link to the document:

<https://www.nfpa.org/-/media/Files/Firewise/Get-started/FirewiseCommAssess.ashx?la=en>

If you can't get it that way, go to this link and you'll see it there:

<https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Firewise-USA/Become-a-Firewise-USA-site> and scroll down to [Firewise USA template](#) or try to just click this last link.

3. **Start outlining an action plan:** Make a prioritized list of risk reduction projects and investments for the participating site, along with suggested homeowner actions and education activities that participants will strive to complete annually, or over a period of multiple years. Action plans should be updated at a minimum of at least every three years.
4. **Host outreach events** and work with neighbors to address items in the action plan. These efforts will go towards our site's annual wildfire risk reduction investment. [Find examples](#) (PDF) of

activities that count towards our investment. Use the [volunteer hourly worksheet](#) (PDF) to collect information from residents in our community.

5. Start the application: [Firewise USA® program management portal | Login to the portal to start your application](#). **Note: an account has been created: ID: CTH FIREWISE | Passcode: 'CTHfirewise123!!'** Tell Firewise about the actions and efforts in our community to engage residents and complete mitigation work at the home level. Once all the criteria have been completed, the electronic application can be submitted.

State liaisons will approve applications with final processing completed by the NFPA

BACKGROUND INFORMATION: How to become a Firewise USA® site

Organize it: Form a board/committee that's comprised of residents and other applicable wildfire stakeholders. Consider inviting the local fire department, state forestry agency, elected officials, emergency manager, and if applicable the property management company to participate. This group will collaborate on identifying the site's boundary and size. Firewise sites need to have a minimum of 8 individual single-family dwelling units and are limited to a maximum of 2,500. Multiple sites can be located within a single large master-planned community/HOA.

Plan it: Obtain a **written wildfire risk assessment** from your state forestry agency or fire department. The assessment should be a community-wide view that identifies areas of successful wildfire risk reduction and areas where improvements could be made. Emphasis should be on the general conditions of homes and related home ignition zones. The assessment is a living document and needs to be **updated every five years**.

- [Contact your state liaison](#) to learn more about the requirements and how to get started
- Some states use the [Firewise USA template](#). (PDF)

Your board/committee will develop an **action plan**- a prioritized list of risk reduction projects/investments for the participating site, along with suggested homeowner actions and education activities that participants will strive to complete annually, or over a period of multiple years. Action plans should be **updated at a minimum of at least every three years**.

Do it: Host an outreach event and work with neighbors on addressing items in the action plan. These efforts will go towards your site's annual wildfire risk reduction investment.

- [Find examples](#) (PDF) of activities that count towards your investment.
- Use our [volunteer hourly worksheet](#) (PDF) to collect information from residents in your community

At a minimum, each site is required to annually invest the equivalent of one volunteer hour per dwelling unit in wildfire risk reduction actions. If your site has identified 100 homes within its boundary, than 100 hours of work or the monetary equivalent, based on the [independent sector value of volunteer time](#), need to be completed for that year.

Tell us about it: New applications can be completed online at portal.firewise.org. Tell us about the actions and efforts in your community to engage residents and complete mitigation work at the home level. Once all the criteria have been completed, the electronic application can be submitted.

Please note: Individual states can request additional application requirements. State liaisons will approve applications, with final processing completed by the NFPA.

Questions? [Contact the Firewise® team](#).