

Meeting Minutes

Meeting Title:	Tuolumne County Community Wildfire Protection Plan (CWPP) Kick-Off		
Date/Time	10:00 am March 3, 2023	Chair/Leader	Karen Caldwell
		Facilitator	Alice Ann Wetzel
Meeting Location:	Sonora, CA	Recorder	Alice Ann Wetzel
		Quorum, If Applicable:	NA
Purpose	To kick off the Steering Group and the planning process for developing the CWPP		
Expectations	<ol style="list-style-type: none"> 1. Goals of the project 2. Steering group members 3. Timeline 4. Method for establishing planning units 		

SAFETY MESSAGE

ATTENDEES:	ATTENDEES:
Karen Caldwell, Tuolumne Fire Safe Council (T-FSC)	Jason Kuiken, United States Forest Service (USFS), Stanislaus National Forest
Diane Bennett, T-FSC	Aimee New, City of Sonora Fire Department
Sean Hembree, OES	LeeAnn Hatton, Chicken Ranch Band of Me Wuk Indians
Glenn Gotschall, T-FSC	Jason Schroeder, Bureau of Land Management
Daniel Buckley, National Park Service (NPS)	Mark DiTullio, CAL FIRE
Gary Whitson, CAL FIRE	Madeline Amlin, County GIS Coordinator
Sam Zabell, GIS Technician	Michael Olencheck, T-FSC Vice President
Darlene Rini, Jensen Hughes (JH)	Amelia Pludow, JH
Brad Gillespie, JH	Alice Ann Wetzel, JH

<i>Item #</i>	<i>Meeting Notes</i>	<i>Action Assignment</i>
1	<p>Introduction to CWPP – Getting on the same page</p> <p>The CWPP should:</p> <ul style="list-style-type: none"> • Be a useable document that the community understands • Values public input and responds to public comments • Be of value to the agencies • Be an apolitical document • Focus on risk • Be in sync with neighboring counties • Focus on importance of maintenance • Be consistent with participating agencies • Be consistent with national forest wildfire strategy <ul style="list-style-type: none"> ○ Resilient ecosystems ○ Safe and effective firefighting ○ Infrastructure – hardening ○ Restoring natural forest health and diversity • Have tiered goals and objectives <p>How do we address a large land area? The document should:</p> <ul style="list-style-type: none"> • Be a staged document <ul style="list-style-type: none"> ○ All lands should be included ○ Stage it as to where more defined planning is needed ○ Identify follow-up needs (i.e., prescribed burning, mastication, and other maintenance needs) ○ Prioritize by risk • All areas below 7,000 feet should be evaluated for wildfire/risk • Identify applicable lands • Acknowledge significant areas 	
2	<p>Project Process</p> <ul style="list-style-type: none"> • Introduced project team • Identified and outlined the project phases & tasks • Schedule <ul style="list-style-type: none"> ○ T-FSC indicated that they need the project to be completed on a 12-month timeline to satisfy the CALFIRE grant requirements. <p>Action: JH to review the schedule and re-issue for client review</p>	JH (Alice Ann)
3	<p>CWPP Goals</p> <ul style="list-style-type: none"> • Steering group to review goals <ul style="list-style-type: none"> ○ Increase fire on landscape, where beneficial • Action: T-FSC to collate desired goals and objectives from Steering Group members 	T-FSC (Karen)

4	<p>Methodology for establishing planning units</p> <ul style="list-style-type: none"> • Low country/high country districts • CAL FIRE Battalion Boundaries 5 & 6 • Watersheds • WUIs • Topography • Use US Forest Service system (https://www.fs.usda.gov/rmrs/sites/default/files/documents/PODs-at-a-glance_RMRS_Jan2022.pdf) <p>Action: Steering Group Member agencies to continue discussion to determine methodology for establishing planning units</p>	T-FSC (Karen)
5	<p>Identify agency resources and points of contact</p> <p>Action: T-FSC to provide point-of-contact(s) for Steering Group Member agencies</p>	T-FSC (Karen)
6	<p>Collaboration with Stakeholders & Community Workshops</p> <ul style="list-style-type: none"> • Concerned that survey would not get a strong response • Prepare public involvement plan • Use County Supervisors to get the word out • Prepare a PSA for the radio station <p>Action: JH to put Community Outreach planning on agenda for next Core Working Group meeting.</p>	JH (Darlene)
7	<p>Immediate Actions</p> <ul style="list-style-type: none"> • Site visit – TBD due to weather concerns and limited access for ground-truthing this time of year. JH/T-FSC to coordinate at next Core Working Group Meeting • Planning for First Workshops – JH/T-FSC need to start planning for the first public workshops (e.g., locations, dates, timeline). JH to set as an agenda item for next Core Working Group Meeting • Project Administration – JH to follow-up on contract execution with Diane. JH to coordinate/schedule recurring Core Working Group meetings. 	<p>JH/T-FSC</p> <p>JH/T-FSC</p> <p>JH (Darlene)</p> <p>JH (Darlene)</p>

OPEN ACTION ITEMS FROM PREVIOUS MEETING

<i>Description</i>	<i>Owner</i>	<i>Due Date</i>
Not Applicable		

NEW ACTION ITEMS

<i>Description</i>	<i>Owner</i>	<i>Due Date</i>
Schedule – Issue Draft 12-month project schedule for T-FSC review and comment	JH (Alice Ann)	March 13, 2023
CWPP Goals – T-FSC to collate desired goals and objectives from Steering Group members	T-FSC (Karen)	March 17, 2023
Planning Units – Steering Group Member agencies to continue discussion to determine methodology	T-FSC (Karen)	TBD
Point(s)-of-Contact – T-FSC to provided point-of-contact(s) for Steering Group Member agencies	T-FSC (Karen)	March 17, 2023
Agenda items for next meeting – JH to set the agenda items for the next Core Working Group meeting (i.e., site visit, outreach planning, planning for first workshops)	JH (Darlene)	March 13, 2023
Written Data Request – Compile list of existing wildfire regulatory and planning documents at Federal, State and Local Level. Provide list of documents to T-FSC for review and confirmation.	JH (Amelia)	March 17, 2023
Project Administration		
<ul style="list-style-type: none"> Contract execution – JH to follow-up with Diane 	JH (Darlene)	March 9, 2023
<ul style="list-style-type: none"> Coordinate recurring Core Working Group meetings. 	JH (Darlene)	March 13, 2023