

# 2024 Board Meeting Minutes



## January 18 at 10:00 AM

Meeting in Person- Zoom option if needed

| James B. White<br>President | Merrit Linke<br>Vice | Schelly Olsen<br>Treas | Brian Faith | Ryan McNertney | Nate Towne | Ken Wright | Philip Brinkmann | Vacant | Jessica Rahn<br>ED |
|-----------------------------|----------------------|------------------------|-------------|----------------|------------|------------|------------------|--------|--------------------|
| X                           | X                    | X                      | X           |                | X          | X          | X                |        | X                  |

### Other Attendees:

Call to Order at 10:15 AM. ED Rahn entered the meeting at 10:35 AM.

### Agenda

- **Review minutes from previous meeting**
  - Motion to approve the December board meeting minutes by Faith, second by Towne, motion carries unanimously.
- **Nonprofit Attorney**
- **Document Review**
  - **Conflict of Interest Policy**
    - Board would like to see wording added to policy that outlines that if a board member is part of a larger entity, then funding requests may be eligible. ED Rahn will bring this to the March board meeting.
  - **General Nonprofit Rules**
    - **501(c)(3) Members**
      - Discussion ensued regarding updating the Articles of Incorporation per the recommendation of attorney Frank Parker to not include voting members. The board was in support of refiling the Articles as such with the state.
  - **Bylaws**
    - **Voting Procedures for Board Members**
      - The aforementioned Articles of Incorporation change will change the voting procedures for Board Members from the Steering Committee venue to a board meeting. Discussion ensued regarding next week's Steering Committee meeting. ED Rahn shared the attorney Parker's

recommendation that we follow current voting procedures and wait to update until the next board meeting.

- **Current Board Terms**
  - ED Rahn confirmed with the board that three board member's terms are up next week at the Steering Committee meeting: Laurie Pope (resigned in December,) Nate Towne, who is not seeking re-election, and Ken Wright. Board elections will be noticed in the Steering Committee email invitation early next week.
- **Nominations for Officer Positions**
  - ED Rahn shared attorney Parker's recommendation that Executive Director's hold an officer position on the board to retain liability protection. Discussion ensued. Brinkmann motioned ED Rahn to the board officer position of Secretary. Faith seconded. Amendment to motion pending legal review. Motion carries unanimously.
- **January Steering Committee Speaker**
- **Funding updates**
  - COSWAP
  - CDS
  - BLM
  - 2024 AIM Grant
  - Grand Foundation
  - Towns, BOCCs
  - Town of WP
  - Town of Fraser
- **GCWC Website Domain**
  - President White moved to create a short term committee with ED for Website Design Committee, 3-5 members, reach out to people and fill it as she sees fit. Brinkmann seconded. Motion carried unanimously.
- **Mitigation Program Recommendations for 2024**
  - Board members will review the mitigation committee's recommendations from December over email and return comments.
- **Mitigation Specialist Hiring Update**
- **W-9 Guidance**
  - Accountant's recommendations were reviewed with the board. W-9s will be collected and 1099s will be issued to cost share recipients at minimum.
- **Delegation of Authority Document**
- **COCO Mitigation Education Course in Grand County 2/17-2/18**
- **Money Market Account with US Bank**
  - President White motioned to open the money market account, seconded by Vice Linke. Discussion ensued that as a non-profit, we want to get funding out the door as quickly as possible, but that we also generally carry between \$50,000 and \$100,000 in our bank account due

to different timelines of grants, unrestricted donations, etc. Authorized signers for the money market account will be President White and ED Rahn. Motion carried unanimously.

- 5th Chipping Day in Grand Lake
  - Discussion ensued regarding funding. Recommendation was made to remove this final day if funding needs were not met.
- Mitigation Priorities 2024 Meeting
  - ED Rahn explained that while additional partners were invited this year, scheduling would focus on Grand County partners with people and land in the county: US and CO State Forest Service, Towns, County Commissioners, National Park Service, BLM, etc.
- RFP for Chipping Days
  - Discussion ensued that 2023's RFP for Chipping Days included a 3 year contract. President White will send the contract to ED Rahn for review.

Adjournment at 11:52 AM

Mary Sangster

Signature

Mary Sangster

Name

Secretary of the Board

Title

6-5-2024

Date



# 2024 Board Meeting Minutes



## March 21 at 10:00 AM

Meeting in Person- Zoom option if needed

| James B. White<br>President | Merrit Linke<br>Vice | Schelly Olsen<br>Treas | Brian Faith | Ryan McNertney | Mary Sangster | Ken Wright | Philip Brinkmann | Amy Sidener | Jessica Rahn<br>Ex Director |
|-----------------------------|----------------------|------------------------|-------------|----------------|---------------|------------|------------------|-------------|-----------------------------|
| X                           | X                    | X                      |             | X              | X             | X          |                  | X           | X                           |

### Other Attendees:

Call to Order at 10:01 AM. Board member Wright joined by Zoom at 10:10 AM and dropped occasionally due to connection issues.

### Agenda

- Meeting with Attorney (Parker, Rahn)
  - Bylaws
    - Discussion with Attorney Parker around recommended Bylaws including ideal number of board members and voting without a meeting by unanimous consent.
    - Motion to amend and restate Bylaws as discussed by McNertney, second by Sidener, motion carries unanimously.
  - Financial Awards to Recipients through Home Hazard Ignition Zone Program
    - Motion to approve home hazard ignition zone program as written and for executive director to manage program with financial reports provided to the board each board meeting and a review of the program once \$40,000 has been distributed to participants by McNertney, second by Schelly, motion carries unanimously.
    - Discussion ensued with Attorney Parker advising that having six months of operating expenses as cash reserves is recommended for a non-profit.
  - Pursuing Grants for Particular Projects
  - Articles of Incorporation
    - Non-Voting Members Update, Refiling

- Motion to approve updates to the Articles of Incorporation for the Grand County Wildfire Council to “uncheck the box” on item 5 to indicate the Grand County Wildfire Council does not have voting members. Attorney Parker’s office will refile Articles of Incorporation with the Secretary of State’s office on behalf of Wildfire Council. Discussion ensured that Steering Committee members will be notified of the change at the next Steering Committee meeting in April.
    - Officers Discussion
      - Directors and Officers Liability Insurance Policy includes employees and volunteers.
      - Discussion ensued with Attorney Parker regarding statutory protections for Officers in a non-profit corporation, outside of liability insurance considerations, and advised that a President and a Secretary is required, and VPs and Treasurers are optional. Attorney Parker recommended that Executive Director Rahn be elected President, so that Rahn, when acting on behalf of GCWC, is afforded these protections.
      - Discussion ensued regarding the difference between Chairperson and Vicechairperson and the Officers roles; a chair/ vicechairperson’s responsibility is to run the meeting, and the Officers have additional responsibility by statute.
    - WUI Code Discussion (Brinkmann, White)
      - Concerns around lobbying or political action as a non-profit.
      - Attorney Parker recommended that GCWC does not take a position when it comes to a candidate, legislation, or rule-making due to its 501(c)(3) status, as it can jeopardize the non-profit status of the corporation. He advised that it is permissible to put forth educational information including best practices regarding Wildfire Council related issues, including testifying about those best practices, as long as GCWC does not take a lobby for a particular candidate, legislation, or rule-making.
      - Current WUI Code progress in county, towns (White)
        - Tabled.
- Review Minutes of Previous Meeting
  - Motion to approve the January board meeting minutes by Olsen, second by Sidener, motion carries unanimously.
- Voting for Officers for 2024
  - Executive Director Rahn voted in as Secretary January meeting pending legal review.

- Discussion ensued with Attorney Parker regarding the distinction between a board member and an Officer. Attorney Parker explained that Officers serve at the discretion of the board, and that a board member can be an Officer, but an Officer does not need to be a board member; the board instead can delegate those responsibilities to another person, such as an employee or a volunteer.
- Motion to nominate Chief White as Chairperson by Linke, second by McNertney, motion carries unanimously.
- Motion to nominate McNertney as Vicechairperson by Sangster, second by Sidener, motion carries unanimously.
- Motion to nominate Olsen as Treasurer by Chief White, second by Sangster, motion carries unanimously.
- Motion to nominate Executive Director Rahn as President by McNertney, second by Sangster, motion carries unanimously.
- Motion to nominate Olsen as Vice President by Olsen, second by McNertney, motion carries unanimously.
- Motion to nominate Sangster as Secretary by Olsen, second by McNertney, motion carries unanimously.
- **General Liability Discussion**
  - At renewal in July:
    - Adding Subcontractors (two contractors for COSWAP projects, Rod's Tree Service)
    - Reviewed and approved wording from Property Owner Service Agreements for COSWAP Projects.
  - Nonowned and Hired Car Liability
    - Summary Document
    - Tabled for next board meeting.
- **Mitigation Specialist Recruiting Update**
  - Sam Bailey has accepted our offer, expected start date April 22nd.
  - Housing recommendations.
- **GCWC Policies**
  - Adding Officers Duties to this Document from Bylaws.
  - Conflict of Interest.
  - Tabled for full review for next board meeting.
- **Transactions by Date YTD 2024 (Rahn)**
  - Executive Director Rahn reported that GCWC has just over \$30,000 in the checking account and just over \$45,000 (with interest accruing) in the Money Market account.
- **2024 Mitigation Projects Review**
  - Summary of Funds to Date for 2024 (Rahn)

- Tabled.
  - Copper Creek – Guthrie Request (Rahn, McNertney)
    - Motion to approve funding for the fuels reduction project request from Eric Guthrie at Copper Creek for up to \$10,500, or the amount required to bring the combined match up to 50% of project cost including match from CO State Forest Service by Sangster, second by Sidener, motion carries unanimously. Executive Director Rahn to create/ distribute award letter.
  - Moose Run (McNertney)
    - Motion to approve funding for the request for the Moose Run Defensible Space project for fuels reduction for up to 50% of project cost, up to \$1,500 per acre, up to a maximum of \$63,750 through Congressionally Delegated Spending - Senator Bennet’s grant by Olsen, second by Sidner, motion carries unanimously.
    - McNertney to provide Executive Director Rahn with contractor bid information to confirm final cost. Executive Director Rahn to create/ distribute award letter.
- 2024 Cost Share Programs
  - Hazard Ignition Zone Program
    - First come, first serve.
  - Strategic Fuels Reduction Program
  - Communication
- 2024 Chipping Program
  - Updates from COCO Class Member (Brinkmann)
    - Tabled.
  - Communication (Rahn)
- AIM-COCO Grant (Rahn)
  - Our application is moving to the final round!
- CSFS Outreach Grant (Rahn)
  - Applicants notified by 3/29/24.
- FACO Grant (Rahn)
  - Did not apply due to time of application and BLM grant opportunity.
- BLM Exception Application (Rahn)
  - Applications due by April 19th.
- 5 Year MOU with Northern Water (Rahn)
  - Pending review with Northern Water.
- Wildfire Community Preparedness Day - May 4th (Faith, Rahn)
  - Discussion ensued that GCWC has typically waited until Memorial Day for more communication around Wildfire Community Preparedness due to the longer spring snow conditions in our area. GCWC will repost the



Proclamation from the Governor on May 4th through social media.  
Mitigation Specialist will assist with distributing information from the  
NFPA Packet regarding Wildfire Community Preparedness on our  
website and social media.

- Board Member Updates (as applicable)
- Executive Director Salary Discussion (White)
  - Executive Director Rahn left the meeting.

Adjournment at 1:00 PM

Mary Sangster  
Signature

Mary Sangster  
Name

Secretary of the Board

Title

6-20-2024

Date



# 2024 Board Meeting Minutes



**June 20 at 10:00 AM**

Meeting in Person- Zoom option if needed

| James B. White<br>President | Merrit Linke<br>Vice | Schelly Olsen<br>Treas | Brian Faith | Ryan McNertney | Mary Sangster | Ken Wright | Philip Brinkmann | Amy Sidener | Jessica Rahn<br>Ex Director |
|-----------------------------|----------------------|------------------------|-------------|----------------|---------------|------------|------------------|-------------|-----------------------------|
| X                           | X                    | X                      | X           | X              | X             | X          | X                | X           |                             |

**Other Attendees:** Sam Bailey

Ken came in and out on the phone.

Call to Order at 10:08

## Agenda

- **Review Minutes of Previous Meeting**
  - Motion to approve the March board meeting minutes by Schelly, second *Ken* by Brad, motion carried unanimously. *Merrit*
- **Next Steering Committee Speaker (July 25th) Options:** (a) Josh from Routt County Wildfire Council; (b) Hassan Mahmoud GIS company. Some discussion. Brad and Schelly both said they would be interested in hearing from Josh at Routt County. The rest of the board was in agreement.
- **990 Filing** Schelly shared that we are good to go on that.
- **Mitigation Specialist (Bailey)- Grant for the Home Ignition Zone work.** Discussed the number of assessments he has done. New website going out tomorrow. BeWildfireReady.org will look a little different, but will mostly be the same information. Justin will continue working on it and Sam has editing access now too.
- **Education Committee-** Mary and Sam reviewed the summer schedule of events (<http://doc.google.com/spreadsheets/d/1gxpQtHAb5JXdOwhCy3zRvkjlrWEaS7MKu4JihouccnQ/edit?usp=sharing>) and results of those events that have already passed. Discussion around the following items. (There was general approval of the work the Education Committee has been doing this summer.)
  - Events - Sign Up Sheet
  - Living with Fire Training Series

- Living with Fire Article Series
- Firewise Social Networking Event
- Library Series
- Grants Update- Brad and Sam reviewed.
  - Northern Water Grant annual \$15K contribution for staff salaries and administration. This is not yet spent and will need to be spent by 9/30/2024. Also, Learning by Doing Fund folks want us to pull together bigger projects for that grant money. NOCO fire shed can't be spent on this side, but we're getting some from them through the forest shed.
  - Grand Fire ILG Grant- helping pay for Jessica and Sam. \$60K allocated for 2024; \$11K will be used for Q1 2024.
  - CSFS Outreach Grant- paying for ads for Chipping Days, ads for Living With Fire Training Series, radio ads, newspaper articles, and new website, etc. Also, social media posting went out on May 29th.
  - COCO-AIM Grant Awarded- funding going to roadside work in conjunction with GC Emergency Management, Drive-by parcel assessments (contractors \$7K), and Sam's mileage for Drive-bys.
  - Towns and BOCC Grants Update- 16K total. \$1000 from the Town of Grand Lake (Educational Materials), \$5000 from the Town of Granby (Educational materials, legal fees, computer equipment), \$5000 from the Town of Winter Park (staff funding Q1), and \$5000 from the BOCC (staff funding Q1, software, recruiting, advertising, 1099 e-filings, computer equipment).
  - Grand Foundation Grant Pending-
    - Grand County Roads Safety Project- \$28,250 remaining gap in funding.
  - Cost Share Programs and Special Projects Update
    - BLM 23-26 additional funds to be allocated/ remaining: \$165K (2024 Grant amendment written for \$160K as follows: special projects/ strategic fuels 2024 \$50K, 25-26 Chipping \$55K, HIZ cost share \$55K). (BLM has awarded us an additional \$160K date TBD, but should be by the end of July.)
    - CDS Total, Allocation 22-27 Special projects remaining allocation: \$197,500 remaining out of \$400,000. 22-27 Existing programs remaining allocation \$61,860 (already allocated 2024 chipping and HIZ cost share \$71,500). 22-27 Staffing remaining allocation: \$200,000 (allocated \$50K for staffing for 2024.)
    - Working on post-fire work grant through OEM. Grand Foundation still has some dollars for that.

- FRWRM possible grant for Grand River Ranch discussion. Brad said it might be good for other projects as well. Possible capacity for a vehicle for Sam because he's driving all over the county.
  - OLRT seems to have been moved over to the Grand Foundation, but we will be able to start applying in September.
  - CWDG is another option.
  - We did not get the Hickenlooper funding.
  - 2022 BOCC Executive Director Grant- \$50K already received; \$39K remaining in bank account, requested to be spent in 2024 staffing.
- COSWAP Project Update (McNertney)- We have everything in place (except in Granby Ranch due to issues with the insurance certificate- 10 acres.) Hand crew will get going next week. Mastication is happening in Fraser, then moving to the Guthrie land. Planning to spend all the money this summer and get reimbursed this fall.
- 2024 Mitigation Projects Review- went through strategic fuels cost share applications.
  - Winter Park Highlands, 2.9 acres, \$4,350 reimbursement. Committee recommendation: YES
  - 149 County Road 8804, Ten Mile Creek, 3 acres, \$3,750 reimbursement. Committee recommendation: YES
  - 2400 CR 54, Tabernash, Homestead Hills Open Space, 0.95 acres, \$1,500 reimbursement. Committee recommendation: YES
  - 1160CR 5194, Tabernash, Valley at Winter Park, 2.4 acres. No house right now. Once they have a house, they can resubmit. Committee felt that they didn't want to do homesite clearing, so the mitigation committee recommendation was NO.
  - 195 CR 48, Town of Grand Lake, 5 acres, \$7,500 reimbursement. Committee recommendation: YES
  - Adjacent to 176 CR 4643, Wild Acres, 23.6 acres, \$7,500 reimbursement. Committee recommendation: YES
  - Discussion about property in Radium. About 3,000 acres. Recommendation is to wait until after Ryan and Sam can get to the property to do an assessment. Project isn't quite ready for approval yet.
  - Ryan placed the motion to approve \$24,600 for 5 projects: Lenherr, Town of Grand Lake, Wild Acres HOA, Homestead Hills HOA, Holme. Brian seconded. Unanimously approved.
  - Did not discuss clarifications to the cost share program today. We are changing it by rounding up to ½ acres for funding, up to the amount of

acreage that homeowner owns (up to 1 decimal). Will be updated on website and application.

- Sam gave an update of the Cost Share HIZ Program. \$1,500 dispersed so far. \$16,200 committed.
- **Bylaws**
  - Approved at the March Board Meeting- present members signed. Others will either scan their signatures over or stop by to sign.
- **Policies**
  - Discussion around the privacy policy. We need to find where it is. Sam said he would look for it.
  - Discussion around minutes for the committees, etc.
  - Travel policy. Good.
  - Philip moved that we approve the Policy Manual as it was presented today. Ryan seconded it. Approved unanimously. Secretary signed.
- **CDS Funding Reimbursement Allowables (McNertney)- Discussion: CSFS has lots of rules around equipment use reimbursement. There is an administrative burden of okaying small amounts. We have a standard rental rate that we can use for our purposes. Ryan said that it will still fall under CSFS caps. Discussion around telling folks that they have to have a rental receipt. Consumables are not allowable expenses (oil, gas). They still have to accomplish what they said they would. If they say they're going to do 3 acres, and only do 1, they will only be reimbursed for the one. We will need to get good before and after photos.**
  - Brian made a motion that reimbursable rental equipment for hazard fuels is allowable for CDS and BLM fuel projects. Ryan seconded. Unanimously approved.
- **BLM Funding Reimbursement Allowables**
  - Again, we need to get good before and after pictures. (Perhaps we can use volunteers to help with this.)
- **Request for Earmarked Donations for Specific Communities- Discussion around WP Ranch. We want to support them, there needs to be some thinking to work out some issues, such as "I put money into the pot, and no work has been done on my lot." Sam and Ryan need to do some more planning and assessments. Eventually we will support them.**
- **WUI Code Discussion- Philip is fine with the edits, but he is concerned with how we get the information out and with the urgency around this. Need more resources out there.**
  - Philip moved that we adopt the edited and redacted statement, and have it on our website. Ryan seconded. Unanimously approved.

- Conversation around financial support for things other than trees, etc. Can we pay for anything else, like moving out mulch and putting in rock? Can't do that because of where we get our grant money (Dept of Ag). We will look into other grant money that might be able to support this.
- Conversation around how to educate realtors to help educate their clients.
- Insurance Renewal - General Liability
  - Non Owned and Hired Car Policy (We didn't discuss the fact that personal auto policies would need to be kept on file.)
    - Ryan made a motion to get the non-owned car liability policy. Philip seconded. Unanimously approved.
- Statement of Activity YTD 2024 See attached financials.
- 2024 Chipping Program Updates- Sam and Jessica went through the list of suggestions that Philip submitted last year. Jessica ordered some safety things for chipping days, like signage and bright yellow vests. We are going to try using the electronic sign-in if there is internet connectivity.
- Board Member Updates
  - Letter to County Commissioners on Wildfire Fuel Reduction Logging Projects (Linke) More discussion on this, but nothing new.

Adjournment at 12:37 PM

Mary T. Sangster

Signature

Mary T. Sangster

Name

Secretary of the Board

Title

9-19-2024

Date





# 2024 Board Meeting Minutes



## September 19 at 10:00 AM

Meeting in Person- Zoom option if needed

| James B. White<br>Chair | Merrit Linke | Schelly Olsen<br>Treas | Brian Faith | Ryan McNertney<br>Vice Chair | Mary Sangster<br>Secretary | Ken Wright | Philip Brinkmann | Amy Sidener | Jessica Rahn<br>Exec Director |
|-------------------------|--------------|------------------------|-------------|------------------------------|----------------------------|------------|------------------|-------------|-------------------------------|
| X                       | X            | X                      | X           |                              | X                          | X          |                  | X           | X                             |

**Other Attendees:** Sam Bailey

Call to Order at 10:10

### Agenda

- Review Minutes of Previous Meeting
  - Motion to approve the June board meeting minutes by Ken Wright second by Merrit Linke, motion carried unanimously.
  - Link: <https://docs.google.com/document/d/1hmBQlwh8Coi0uJnN0bBMG2WFTJxhWzqU/edit?usp=sharing&oid=100512428387820915951&rtpof=true&sd=true>
- Next Steering Committee Speaker October 24th (Rahn, White)
  - Josh from Routt County Wildfire Council
    - Discussing his Council generally and Mobile Chipping specifically. Will be meeting prior to go over it.
- 2024 Chipping Program Update (Rahn, White)
  - Metrics
    - 2023 v. 2024
      - 4 days vs. 5 days
      - Cubic Yards: 236 v. 484 (double)
      - Participants (includes duplicates if people attended multiple days): 139 v. 281 (double)
      - Volunteer Time: 120 hours v. 215 hours
      - Homeowner Hours: 1,503 v. 2,208
      - Acres: 385 v. 545

- **Cost and Funding Sources**
  - **2023 Cost: \$41,430**
  - **2024 Cost: \$84,752.50**
    - **If you recall the cubic yards, 236 vs. 484 for 2024, they were more than double, and so was the cost.**
    - **I discussed concerns about cost with Rod, he let me know that people were including rocks and dirt in some of the drop offs during the East Grand Chip Day. Volunteers started checking with participants regarding that prior to them dumping. Only really had a large issue with East Grand.**
    - **BLM - \$40,862.50**
      - **Match not required.**
    - **CDS - \$43,890.00**
      - **Match of homeowner and GCWC Volunteers for 3 of the 5 Chipping Days.**
- **Education Committee Update (Sangster)**
  - **2024 Events Summary**
  - **<http://doc.google.com/spreadsheets/d/1gxpQtHAb5JXdOwhCy3zRvkjlrWEaS7MKu4JihouccnQ/edit?usp=sharing>**
    - **Not doing WWA luncheon again**
    - **Kremmling Chipping Day earlier in May, with Spring Clean Up day Booth?**
    - **Maybe Library Series**
    - **Focus next summer - Senior Lunch and Learns at the other libraries.**
    - **Maybe look at Ace Roundup in October - Fire Prevention Week; sales of smokers, pile burning and burn permits, etc. are up**
    - **We ended up getting some free advertising when Sam was on KFFR during the Troublesome Fest.**
  - **2025 Outlook**
  - **Can we put out pamphlets at voting centers?**
  - **Keep raising awareness through ads, radios, social medias**
    - **App - WatchDuty - puts in Grand as their county to watch for, can they have messaging around notifications. Utilizing radio traffic, wildcat pops up that haven't been vetted and verified. WatchDuty is not an official source of information.**
  - **Board of Realtors Meeting - Sally Arnold - educate them on what we do and how people can mitigate and reduce risk.**
    - **Gave us funding one year in the past \$7,000**

- **Community Ambassador Program (Rahn, Bailey)**
  - Please see my paper from the COCO Community Wildfire Mitigation Best Practices course. Community Ambassador Program
  - Our plan is to have the Education Committee be the pilot program this fall, and invite a few additional people that have been involved in GCWC in the past (Bob Colosimo, Ed Steinauer, Kim Benson, etc.)
  - Sam is going to be running the course. We will be taking feedback during the pilot. We tried to keep the number of hours and meetings needed to as minimal as possible while still conveying the needed info.
  - FACO has a Neighborhood Ambassador Program that is more involved (i.e. many more hours) that we will also be looking at.
  - If we have time we will begin discussing the Ambassador Program at the next Education Committee meeting on October 10th. If not, we will schedule something within the following 2 months.
- **Cash Flow Update (Rahn, White)**
  - \$76,849.05 in Checking, \$46,214.45 in Money Market Account. (9/11)
    - They lowered our interest in August to 2.57% from 4.59% in July for the Money Market Account, so we are making about \$100 a month on the money rather than just under \$200.
    - We have made \$1,214.45 in interest this year on the account. (Opened 1/31/24.)
    - Are there banks or credit unions that have better rates?
    - Non-profit conventions
    - Wells Fargo ended up being the best rate option for a money market account - didn't let it just rollover.
- **Grants / Projects/ Partners Update (Rahn, White)**
  - Northern Water Grant
    - Requested \$15,000 reimbursement for staffing costs and operational expenses for Q2 and Q3
  - Learning by Doing Fund
    - Discussed this with Katherine Morris from the county, water specialist. They would have to apply for this fund, and even though I offered our support, she said they did not have the time now.
    - Was there anything additional on this note? It was added from the minutes from June but without additional information.
  - NOCO Fireshed
    - Corrina from NOCO spoke at our July Steering Committee meeting. We sit on their Steering Committee, and have been

invited to their Operations Committee as well. They are working on a GIS system that we are looking at utilizing to the best of our ability so we don't duplicate efforts with our mapping efforts.

- Grand Fire ILG Grant (\$240,000 thru 2027)
  - Paid for \$29,471.68 of GCWC Q1 and Q2 staffing salaries/benefits
  - Allocated \$15,000 for Q3 for staffing salaries/benefits
- CSFS Outreach Grant (thru 2026)
  - Reimbursement Request this week for \$7,115 out of \$8,660 awarded. Included one time of \$2,500 for website update.
  - Requesting to use the remainder for 2025 advertising for chipping, trainings, articles, perhaps another library series in 2025.
    - Sky Hi news will be giving us some free digital advertising during the summer of 2025.
- Roads Safety Project - Phases 1 and 2 - 2024
  - On track to complete phases 1 and 2 this fall as designed for about 160 acres of right of way clearing along county roads.
    - COCO-AIM Grant
    - Grand Foundation Annual Grant
    - NFF thru NW (thru NoCO Fireshed)
    - Joint Wildland Team
    - GCWC
    - GC OEM
- Beyond Roads Safety Project, COCO-AIM Grant (6/13/25 Deadline to Spend)
  - \$7,000 to Fire Districts performing Drive By Assessments - Used
  - \$2,000 for Sam to perform Drive By Assessments (mileage reimbursement) - Not Yet Used; discussed with Chief Campbell (who replaced Chief Wolf) that we may have the fire districts use some of this money as well.
  - \$6,525 Indirect Costs go to into our General Fund
- Towns and BOCC Grants Update (Rahn, White)
  - Town of WP - \$5,000 - Q1 Staff salaries/ benefits
  - Town of Granby - \$5,000 - Legal Fees, Computer Equipment for us (Staff), Portion of Tax Mailer
  - Town of Grand Lake - \$1,000 - Portion of Tax Mailer
  - 2024 BOCC - \$5,000 - Q1 Staff Benefits, Advertising in Sky Hi, Computer Equipment, Software, Steering Committee Lunches, Chipping Day Supplies (Safety Vests, Arrows, First Aid Kit, etc.)
  - 2022 BOCC - originally \$50,000, already paid;

- \$6,315 - Q1 Staff Salary/ Benefits;
  - \$23,521.72 planned for Q3,
  - With \$9,795.62 remaining to be used up in 2025.
- Post Fire Funding Projects (Rahn, White)
  - Still working on building the project
  - Field Survey forthcoming
  - Questionnaire - left Megan Ledin a message on 9/11
- OLRT Application for 2025 - Fall 2024 Applications (Rahn, White)
  - OLRT Roads Safety Project Phase 3
    - \$60,000
    - Other Partners: GCOEM (\$15k), GCWC (\$5k), Grand Foundation Annual Grant (\$7,500)
    - BLM: \$17,000
  - OLRT NEPA Contractor
    - SWCA \$25,000 out of estimated \$80,000 cost
    - Additional match will be requested from CSFS Matt McCombs
  - OLRT Operational Costs
    - 2025-2027 Staffing Costs
      - Requested \$15,500 for Administrative Annual Costs
        - Planning to request \$2,000 from Towns and BOCC
      - \$180,000 split out over 2025-2027
    - 3 PM today we have an OLRT Committee Meeting in case there are questions on our grant applications
    - OLRT Applications for Spring 2025 for 2025
      - Pat Person's Neighborhood Mobile Chipping Day
        - We created a survey and it has been sent to the neighborhood, requesting responses by mid-October
        - Sam attended their annual meeting on 9/14 to discuss this project and GCWC generally.
      - USFS and Big Meadows
      - PODS Boundaries, Fuels Breaks, and Hiking Trails with Trailwaters
      - Applying 25% match for CDS/BLM 25% match for Strategic Fuels project to stretch our CDS/BLM dollars further.
- FRWRM Grant and Sun Communities Grants for Company Vehicle
  - FRWRM Due October 10th
  - Sun Communities - Rolling (check deadlines)

- FRWRM Grant for Grand River Ranch
  - Sam will send Garth's email to Jessica. Jessica will then send Garth details about the grant so that they can apply for it if so motivated.
  - Sam, what can you tell us about this project?
- Cost Share Programs and Special Fuels Projects Funding Update
  - BLM Grant Remaining Funding: \$144,024
    - HIZ: \$16,200 Reimbursed to 9 participants for 12 acres
    - Cost Share Strategic Fuels
      - 2023 \$17,500 (18 acres) - 2024 Reimbursed \$20,500 (67 acres) - 2024 Allocated \$15,976 (69 acres)
    - Special Projects:
      - Roads Safety Project Phase 1: \$4,687.5
      - Roads Safety Project Phase 2: \$18,562
      - Roads Safety Project Phase 3: \$17,000
    - Chipping: \$40,862.50
  - CDS Grant
    - Staffing Remaining Funding: \$185,354.64
      - \$200,000 - Q2 Actual \$ 6,123.64 - Q3 Estimate \$8,521.72
    - Existing Programs (Chipping & HIZ) Remaining: \$67,210 (Including Allocated-Estimated)
      - \$200,000 - 2023 CS HIZ \$25,210 (16.42 acres) - 2023 Chipping \$41,430 (385 acres) - 2024 Chipping \$43,890 (282 acres partial) - 2024 HIZ Allocated/ Estimated \$20,550 (14.8 acres)
      - (2023) HIZ Acres Completed: 16.42 acres
      - (2024) HIZ Acres Allocated/ Estimated: 14.8 acres
    - Large Projects (SF & Special Projects) Remaining: \$181,900
      - \$400,000 - 2023 SF \$22,500 (15 acres) - 2024 SF Reimbursed \$50,363 (60 acres) - 2024 SF Allocated \$145,237.50 (160 acres)
      - SF Acres Completed: 75 acres for \$72,863
      - SF Acres Allocated: 160 acres for \$145,237.50
  - Cost Share HIZ 2024 (including Estimated): \$16,200, 9 participants, 12 acres
  - Cost Share SF: \$72,863 for 75 acres
  - Total Staffing Costs Estimate:
    - 2024: \$126,179.12
    - 2025: \$197,582.41

- 2026: \$207,461.53
- **Cost Share Programs 2024 (Bailey)**
  - Update on 2024 HIZ Program, Looking to 2025
    - HIZ Program: We are rounding up to ½ acres for funding, up to the amount of acreage that homeowner owns (up to 1 decimal). Will be updated on website and application.
    - Updated application and online information to include reimbursable rental equipment for fuels (no consumables including oil and gas). Assessments still required prior, including before and after pictures.
    - Successes and Challenges, Recommendations
  - Update on 2024 Strategic Fuels Program, Looking to 2025
    - Successes and Challenges, Recommendations
- **Address Signs Update (Bailey)**
  - 2023 vs. 2024 numbers
  - Net Profit Year To Date: \$4,800
- **Home Assessments Update (Bailey)**
  - 2023 vs. 2024 numbers
- **COSWAP Project Update (McNertney, Bailey, Rahn)**
  - Update on Contractors and Project Acres
  - Granby Ranch mitigation work match for COSWAP. (Rahn)
- **2024-2025 Strategic Fuels Projects Review (Bailey, Rahn)**
  - BLM - Winter Park Ranch Mobile Chipping Start Up, \$5,000
  - BLM - Roads Safety Project - requesting additional \$18,562 to complete phase 2 for 2024 from the 2024 BLM Amendment for Strategic Fuels
  - CDS - Doug Townsend - \$7,500 for 5 acres, CR 8, Diamond Bar T Ranch Estates
  - CDS - Joel Moritz - \$10,200 for 6.8 acres, Pole Creek Preserve
  - CDS - Louise Kirn - \$10,500 for 7 acres, Sunset Ridge
    - Received \$3,000 for 2 acres in 2023 for HIZ area.
  - CDS Chad Larsen - \$5,000 for 6 acres, Sunset Ridge
    - Estimate may change? WAIT?
  - CDS - Patrick Kadel - \$15,000 for 10 acres, 99 CR 811, Fraser
  - CDS - Matt Esson - \$9,000 for 6 acres, 20607 CR 50
    - INCLUDES FIRST 100 FT; Separate out?
  - CDS - Ben Steller - \$26,730 for 17.82 acres, CR 8, High Lonesome Estates
  - Any 2025 projects - apply for 25% OLRT, apply 25% CDS, 50% HO
  - Parkinson
  - Mueller
    - Apply for Windy Gap funding and add cross boundary money?

- BLM - Morrow - Radium Project
- Merrit placed the motion to approve \$109, 782 for 10 projects: Unanimously approved.
- **Bylaws Signatures**
  - Still need a signature from Schelly.
- **Donor Privacy Policies - Fundraising Policy**
  - I spoke with Frank and he does recommend a short policy on our website that is approved by the board. I haven't created it yet, but I will bring that back in December.
  - This was tabled until December.
- **CO PII Law**
  - This is a 2017 law that requires companies to have a policy on what they will do if they have a data breach of their data, how they notify people, etc. I will be creating a short policy for our website and will bring this back to the board in December.
  - This was tabled until December.
- **ADA for Our Website**
  - We do not have significant obligations under the ADA for our website as other kinds of entities do. One of the main issues with websites is scanned PDFs, where readers cannot read them. Frank recommended removing some items on our website (like minutes from 2021 and prior) and just saving them on our drive, and then trying to convert some of these to a readable PDF, and adding a disclaimer, something like "If anyone is struggling with making any of our information audible/ readable on our website, please contact us at bewildfireready.org or call us at 970-627-7121." I plan to make these updates soon.
  - This was tabled until December.
- **WUI Code (Rahn, White)**
  - Posted on our website under Resources as a new sub-tab "WUI Best Practices"
  - Plan to discuss this at the October Steering Committee meeting if Philip you could plan on discussing it?
  - Philip was not in attendance. Tabled until December.
- **Home Hardening Grants**
  - Not yet found, but continue to look
  - **FACO Potential Grant Opportunity**
    - **FACO is applying for the IRA Landowner Cost Share opportunity on behalf of the FACO group, and the intent is to award subgrants.**



- Good news is that it would support our current cost share and there were questions on there about whether we were interested in funding for hardening on the home and within the first 5 feet of the home.
    - We may need a Letter of Commitment from the Board for the match? Emailed Becca with questions on which of our funding pots is eligible for match (i.e. BLM?)
    - Tabled until December.
- Letter of Support for Congressman Neguse's Wildfire Legislative Package
  - See attachments/ print-outs.
  - It was decided that in the future, these kinds of things should be communicated to the board prior to sending out.
- Statement of Activity YTD 2024
  - See print-out, online is easier to read.
- Board Member Updates
- Schelly made sure that we were all aware of the 10th Anniversary Celebration of the Wildfire Council on May 28th.

Adjournment at 12:49 PM

Mary T. Sangster

Signature

Mary T. Sangster

Name

Secretary of the Board

Title

12-12-2024

Date

# 2024 Board Meeting Minutes



**December 12 at 10:00 AM**

Meeting in Person- Zoom option if needed

| James B. White<br>Chair | Merrit Linke | Schelly Olson<br>Treas | Brian Faith | Ryan McNertney<br>Vice Chair | Mary Sangster<br>Secretary | Ken Wright | Philip Brinkmann | Amy Sidener | Jessica Rahn<br>Exec Director |
|-------------------------|--------------|------------------------|-------------|------------------------------|----------------------------|------------|------------------|-------------|-------------------------------|
| X                       | X            |                        | X           |                              | X                          | X          | X                |             | X                             |

**Other Attendees:** Sam Bailey

Call to Order at 10:05 am

## Agenda

- **Review Minutes of Previous Meeting (Rahn)**
  - September 19, 2024 Board Meeting Minutes
  - Motion to approve the September board meeting minutes by Brian Faith second by Merrit Linke. Approved unanimously.
- **2025 Steering Committee Dates (Rahn)**
  - 4th Thursday of the 1st Quarter of the Month
    - January 23rd, 2025
    - April 24th, 2025
    - July 24th, 2025
    - October 23rd, 2025
  - Steering Committee meeting dates will be noticed through our January Newsletter email and on the website.
- **Next Steering Committee Speaker, January 23rd (Rahn, White)**
  - 11:30 Presentation, 12 Lunch, 12:30-1:30 Partner Updates-Roundtable
  - Overview of GCWC Programs, Grants, 2025 Plans (10-15 minutes)
  - Other speaker ideas: Alexis, Genasys (short), Andy Miller, CO Watershed, Joel Cochran, Curtis from Tri-State, NPS, OLRT Committee, July - Frank Freeholt (insurance), DORA (insurance)
- **Current Board Terms (Rahn, White)**
  - Terms up for 2025

- Brad White
- Schelly Olson
- Ryan McNertney
- Merrit Linke
- Phillip Brinkmann
- Brian Faith
- Notice of Board Elections and Process.
  - Discussion. Board elections will be held at the January board meeting with Officer elections afterwards.
  - Motion by Merrit Linke to notice elections in our newsletter and on social media. 2nd by Ken Wright. Information regarding how to nominate, etc. will be included with the notice.
- 2025 Board Meetings Schedule
  - 2025 Board Meetings will be the month prior to the Steering Committee, on the third Thursday, except for December's which is on the 2nd Thursday.
- Website Upgrade Review (Rahn)
- 2025 Tax Mailer (Rahn, White)
  - 2025 Chipping Day Dates and Locations
    - Kremmling Fire Station: Saturday, May 17th
    - Grand Fire Station #1: Saturday, June 28th
    - East Grand Fire Station: Saturday, July 12th
    - Bud Wilson Fire Station: Saturday, August 2nd
    - Grand Lake Location TBD: Saturday, August 23rd
  - 2025 Training Series Topics and Dates - Grand Fire
    - Friday, June 6th: Preparing Your Home for Wildfire Season (Katlin Miller, Manny Janich, Pat Person)
    - Friday, June 20th: GCWC Programs and Becoming Firewise (Rahn, Dan Rinn, Sue Hagerty)
    - Friday, July 11th: Property Insurance in a Wildland Urban Interface (Rahn, Sangster)
    - Friday, August 15th: Wildland Urban Interface: Upcoming Building Codes (Bailey, Eric Mowrey)
    - We may do additional trainings in combination with the Senior Lunch and Learn series as well as the Children's library series again.
- 2024 GCWC Successes (Rahn, White)
  - Will go out in the December newsletter, to be discussed at the January board meeting.

- **Spring 2025 Town and BOCC Meetings - ED (Rahn)**
  - ED Rahn will be presenting at each town and at the BOCC meetings.
- **Cash Flow Update (Rahn, White)**
  - As of 12/10/24, \$161,755.77
  - GCWC Statement of Financial Position 2024.12.10
- **CO Gives Day - Grand County Gives Day Fundraising**
  - \$6,500 raised from 28 unique donors including \$300 match from CO Gives/ Grand Foundation
- **2025 Proposed Budget Review**
  - Discussion around switching from cash to accruals for tax purposes.
  - Discussion around the need for an external audit. Board directed ED Rahn to pursue contract accounting services instead of a full audit at this time to assist with GCWC financial management.
- **2024+ Grants / Projects/ Partners Update (Rahn, White)**
  - Tabled until January
- **Cost Share Programs 2025 Update (Bailey)**
  - Changing times for Chipping Days to 9:00-2:00.
  - HIZ Program Recommendations for 2025
    - Removing Award Letter for HIZ, sending email outline instead.
    - Discussion around Home Hardening monies and Routt County's program.
  - Strategic Fuels Program Recommendations for 2025
    - Tabled until January
- **Community Ambassador Program (Rahn, Bailey)**
  - Next Planned Meeting is in January
- **Address Signs Update (Rahn, Bailey)**
  - 326 for 2024 vs. 179 for 2023
  - Net Revenue \$4,550
- **Home Assessments Update (Bailey)**
  - 105 between Grand Fire and GCWC
  - Throughout county (each fire district) about 150 assessments
- **2024, 2025 Strategic Fuels Projects Review (Bailey, Rahn)**
  - Tabled until January
- **2024 COSWAP Project Update (White, Rahn)**
  - Tabled until January
- **Donor Privacy Policies - Fundraising Policy (Rahn, White)**
  - Donor Privacy Policy for Website
  - Tabled until January
- **CO PII Law (Rahn, White)**
  - Tabled until January

- ADA for Our Website (Rahn, White)
  - Adding wording: "If anyone is struggling with making any of our information audible/ readable on our website, please contact us at bewildfireready.org or 970-627-7121."
- Home Hardening Grants (Rahn, White)
  - FACO was unable to secure this grant that could have been used for home hardening grants.
- Letter of Support (Rahn, White)
  - Grand County - B2E Grant App - GC WRAP Projects Funding
  - Northern Water's B2E Grant App
  - The board grants ED Rahn broad discretion to respond to letters of support requests that align with our mission. ED Rahn will send an email to the board with attached letters of support indicating that this will be submitted as written unless she hears otherwise.
- Board Member Updates
- Sam Bailey left the meeting.
- Executive Session
  - Disability Hours Update (Rahn)
  - Conflict of Interest (Rahn)
  - Motion to approve \$300 Cost Share Applicant made by Mary Sangster; 2nd by Brian Faith. Unanimously approved.
    - Recommended Update to Policy
      - Additional discussion to take place in January.
    - GCWC Policies v3 2024
  - Executive Director Performance and Compensation Review (White)
    - Executive Director Rahn left the meeting.

Adjournment at 1:17 PM

Mary Sangster

Signature

Mary Sangster

Name

Secretary of the Board

Title

1-16-2025

Date