



Advisory Board Meeting Minutes
Nevada Network of Fire Adapted Communities Board Meeting

June 19th, 2018

Nevada Division of Forestry State Office

2478 Fairview Dr.

Carson City, NV. 89701

10:00 AM until 12:00 PM

Meeting was called to order at 10:12 am by Network Program Coordinator Michael Beaudoin.

Board Members in Attendance:

Mike Brown, Nevada State Fire Chief's Association

Jamie Roice-Gomes, University of Nevada Cooperative Extension

Ryan Shane, Nevada Division of Forestry

Tracy Visher, Community Representative from Western Region

Ann Grant- Tahoe Fire and Fuels Team

Zach Ellinger, Bureau of Land Management

Melynda Sharkozy-Phillips, Community Representative from Northeastern Region

Board Members Absent:

Sara Anderson, Nevada Landscape Association

Mike Heidemann, Nevada State Firefighter's Association

Wes Henderson, Nevada League of Cities and Municipalities

Dagny Stapleton, Nevada Association of Counties

Jeanette Belz, Nevada Insurance Council

Bart Chambers, Nevada Fire Marshal

Jennifer Diamon- U.S. Forest Service

Board Positions Vacant:

Vacant, Community Representative from Southern Region

Network Staff in Attendance:

Michael S. Beaudoin- Network Coordinator

Supporting Guests in Attendance:

Joshua Woodbury, Deputy Attorney General

1. Introductions – Roll call and determination of quorum: Chairperson Visher called for a roll call and determined that a quorum is present with advisement from Mr. Woodbury.

2. Public comment Public comment will be taken at the beginning and end of the meeting, and may be taken at the discretion of the Chair on agenda items listed for possible action. Public comments may be

limited to 3 minutes per person at the discretion of the Chair. The public may request that items be added to a future agenda. Comment will not be restricted based on viewpoint. No action will be taken on any matters raised during the public comment period that are not already on the agenda. Persons making comment will be asked to begin by stating and spelling their name for the record.

Chairperson Visher asked for public comment...No Public Comment was made

3. Review of agenda and opportunity for altering the order of topics - *FOR POSSIBLE ACTION*

Agenda order was approved as written. Motion: Ann Grant, Second: Chief Brown, Vote: I-unanimous

4. Community Chapter Charter and Application Approval-*FOR POSSIBLE ACTION*

Chairperson Visher updated the board on the June 12th, 2018. Since we did not have quorum during the afternoon session, the board was unable to approve action items. The board reviewed the proposed materials and proposed revisions of the document. Coordinator Beaudoin provided an overview of the proposed revisions to the document. Ann Grant asked about founding members and if they had to be paying members in the Network. Coordinator Beaudoin said the operating manual requires that the chapter have two founding members that are individual members of the network.

Chief Brown Moved to accept the Community Chapter Charter and Application with the June 12th changes incorporated. Second: Ann Grant, Vote: I-unanimous

5. Individual Member Application Approval-*FOR POSSIBLE ACTION*

Chairperson Visher updated the board on the June 12th, 2018 meeting. Since we did not have quorum during the afternoon session, the board was unable to approve action items. The board reviewed the proposed materials and proposed revisions of the document. Coordinator Beaudoin provided an overview of the proposed revisions to the document. He also discussed the hold-up with state regulations and the taking of membership fees. NDF is not ready to take membership fees in because the division must follow state fiscal procedures. The Network proposed fiscal procedures can be found within the Network Annual Membership Fee Guidelines. Once approved, these will go before the Nevada IHS in August for approval.

Chairperson Visher opened discussion on the item. Ryan Shane suggested adding language into the document that states that NDF will postpone the Network membership fee until the collection mechanisms are in place. Coordinator Beaudoin placed the new language into the document within membership qualifications subsection 5, as "Individual membership fee will be postponed until the Network Annual Membership fee collection mechanisms are in place." Board approved the new language.

Chief Brown Moved to accept the Individual Member Application with the June 12th and June 19th changes incorporated. Second: Ann Grant, Vote: I-unanimous

6. Network Annual Membership Fees- *FOR POSSIBLE ACTION*

Chairperson Visher updated the board on the June 12th, 2018 meeting. Since we did not have quorum during the afternoon session, the board was unable to approve action items. The board reviewed the proposed materials and proposed revisions of the document. Coordinator Beaudoin provided an overview of the proposed revisions to the document. He stated at the June 12th meeting the board requested that the proposed document be split into two documents. Language about the membership fee would be incorporated directly into the operating manual and language about the community grant program would reside in the community grant guidelines.

Coordinator Beaudoin asked the board to first consider the proposed revisions to the membership guidelines. The revisions include guidelines on the purpose of the fee, fee collection methods, and fee documentation/ collection methods.

Chairperson Visher opened discussion on the proposed changes to the membership guidelines. Ann Grant asked if members should be provided with a proof of membership like a window cling or membership card. Jaime Roice-Gomes supported the idea of a proof and membership and added that implementing that might incentivize membership. Ryan Shane also supported the idea but added that the board will need to add language to the operating manual that provides coordinator Beaudoin some flexibility with that the proof of membership will be. Grant funding may not permit the Coordinator to purchase items for new members. Coordinator Beaudoin proposed changing the subsection III: Fee Collection of the proposed fee guidelines to include "Membership applicants will be provided with a written confirmation of payment and a proof of membership." Chairperson Visher asked if the board agreed to the new language and asked for further discussion. The board agreed with the changes and Chairperson Visher asked for a motion.

Jaime Roice-Gomes Moved to accept the membership fee guidelines with the June 12th and June 19th changes incorporated. Second: Ann Grant, Vote: I-unanimous

Coordinator Beaudoin asked the board to review the proposed guidelines for the community grant program. He explained how the grant guidelines would allow the Network to redistribute the membership fee back to the community chapters to fund hazardous fuels reduction, fire adapted community education, or wildfire prevention planning. He also mentioned that the proposed language is written to easily incorporate future possible grant opportunities that could fund large-scale fuel reduction projects.

Chairman Visher asked for discussion. Seeing none, she asked for a formal motion. Ryan Shane Moved to accept the Community Grant Fee Guidelines as outlined in the June 12th advisory board meeting revisions. Second: Chief Brown, Vote: I-unanimous

7. Public comment Public comment will be taken at the beginning and end of the meeting, and may be taken at the discretion of the Chair on agenda items listed for possible action. Public comments may be limited to 3 minutes per person at the discretion of the Chair. The public may request that items be added to a future agenda. Comment will not be restricted based on viewpoint. No action will be taken on any matters raised during the public comment period that are not already on the agenda. Persons making comment will be asked to begin by stating and spelling their name for the record.

Chairperson Visher asked for public comment...No Public Comment was made

8. Adjourn - *FOR POSSIBLE ACTION*

Seeing no further agenda items Chairperson Visher asked for a motion to adjourn. Ann grant so moved,
Second: Chief Brown, Vote: I-unanimous. Meeting adjourned at 10:45 am.