Meeting Participants

- Sara Rubrecht, Josephine County Emergency Management
- Neil Benson, JJLCG
- Phil Turnbull, Rural Metro Fire
- Kathy Lynn, Resource Innovations (by phone)
- Jim Wolf, JJLCG
- Shari Friebus, Josephine County Emergency Management
- Lang Johnson, GPFR / FDBC
- Dave Mathews, American Medical Response
- Tim Gonzales, BLM
- Natalie Simrell, BLM
- Brian Pike, GRFR
- Cody Zook, GIS
- (Rick Dryer?), ODF

Meeting Notes – Meeting was called to order at approx 1305 hrs

Before committees gave their updates, two items of new business were discussed due to limited time for Kathy Lynn to attend via phone.

New Business (part I)

Annual Report / update to the JJLCG

- Jim is working on the report. The date, originally set for 4/7, will have to be changed due to conflict with a fire meeting taking place on April 7-8.
- A potential meeting date could be during the week of April 19th, with a preference on April 20th.
- This year’s JJLCG meeting will be taking place in Jackson County.
- Jim passed out a handout outlining his suggested breakdown of the annual report. The annual report “package” will be made up of 3 components:
  - One-page cover letter that will be used as an invitation to the AR/presentation.
  - 4-5 page handout that includes the executive and statistical summaries of the AR. The advantage of having the Executive Summary is that more bullets can be included listing accomplishments throughout the year rather than just a few bullets. It would also be able to be much more visually appealing by including photos. A Title III information update would need to be included in the Executive Summary. This handout would be given to the majority of people at the presentation.
  - The full Annual Report – approximately 30 pages.
- The target audience for the presentation, in addition to the JJLCG, would be Greg Walden and his staff, and other people like that.
- Updates to the Annual Report will be distributed to the group via e-mail.
In the past Title III money has been set aside for Kathy Lynn to produce the Annual Report. It was suggested that the contract for the work be switched to Jim Wolf, and the group arrived at a consensus regarding this.

In the past Kathy Lynn was sending out e-mails to remind committees to turn in their action items. This process will be continued by Jim Wolf.

Someone is needed to present the Annual Report to the JJLCG; it was suggested that Jim Wolf take on this role and he has agreed to do so.

It was suggested that the two counties merge their Annual Reports into one, with one presentation being given. Both the JJLCG and the Jackson County Executive Committee supports this proposal.

It was also suggested that completed action items be separated out from the list to clean up the list.

**Renew Fire Plan MOU**

There are two MOU’s that were signed 5 years ago; one for the Forest Service and the other for BLM. These MOU’s are about to expire, and need to be reviewed/renewed. It needs to be determined if they are working as currently written, or if changes need to be made to them.

It was suggested to have the MOU’s remain effective for the maximum amount of time; Natalie will check on this, but thinks it may be 5 years. Per Natalie, the BLM is writing their own MOU, and she will check with the forest service to see what their plan is.

**Sub-Committee Updates**

**Fuels / Risk Assessment**

- Ground grant work is going well in the IV area, specifically in the Lone Mountain Road area. The IV Can Do coordination with IV Fire was a success.
- They are continuing their outreach grant for defensible space for ingress and egress.
- A meeting was held in Cave Junction, with several groups represented. The purpose of the meeting was to avoid having residents approached multiple times regarding grants.
- There will be a lot of activity occurring on Rockydale Rd. soon, and the Lomakatsi backyard project will also be starting soon.
- The Land Fire 2-county map is done. Jim gave a presentation of two maps showing fire information within Jackson and Josephine counties.

**Stewardship Committee**

- They have a signed contract with RD&C.
- They have hired someone to coordinate the stewardship group.

**Education & Outreach**

- The first session of home assessment training ended in December, with 40 people in attendance. The training was well-received.
ARE YOU PREPARED?

- There is an interest in putting on the home assessment training in Josephine County. There needs to be a minimum of 20 students. If there are at least 20 people interested, Brian will fund it and make it happen. Those in attendance should have a basic knowledge of fire and forestry, so the class is not intended for just anyone to attend.

- The 1st session of the Master Land Steward class ended in November. This class is held in conjunction with the Oregon Extension Office in Jackson County. There are now 8-10 volunteers from that class that are working with Brian on projects. They want to be able to hold the same class in Josephine County as well.

- They have hired 3 new people recently. 1 is currently on board; the other 2 should be starting within the next couple of weeks. These positions will be working on things that are funded by Title III. The Title III application will include funding for wages.

- School kits are starting to get used. They were funded by State Farm Insurance. The group started with 6, but now they can only locate 3 of them. One is in Shady Cove, Mike Hanna has one of them, and Michelle Baumgartner has the other. Michelle received $307,600 for fuels treatment, and this money must be spent by June 30.

Special Needs Committee

- Neil spoke about the “Ready” books for the vulnerable population group. They are getting ready to do another printing. The cost is approx $10-13 per book. There is Title III money in both counties, $10,000 in each, to help pay for the cost of printing the books.

- If anyone is interesting in having a supply of the books in their agency, they need to contact Sara who will contact Carol Knapp, who is taking care of distributing the books. It was mentioned that the first priority locations for the books should be social service organizations, who work more directly with the vulnerable population group. ODF and City Fire also want some in their offices.

Emergency Management Board Update

- Nothing to report.

Old Business

Natural Hazard Mitigation Plan

- The Natural Hazard Mitigation Plan (NHMP) is a comprehensive plan encompassing all hazards likely to occur in Josephine County. The Fire Plan is the largest section of the NHMP. The NHMP needs to be reviewed every 5 years in order for the County to apply for certain grants. Our NHMP is overdue for review.

- One requirement of the NHMP is to form a steering committee to review the plan and coordinate its implementation. The JCEMB has agreed to act as the steering committee.

Mid-Rogue Fire District Update

- A steering committee needs to be selected to head up the Mid-Rogue Fire District and get it on the ballot in November. The Fire Defense Board has a collection of names, but they have only received a handful of replies so far.
Jess and Charlie are the original organizers, but they don’t want to have anyone from Rural Metro on the steering committee.

They are looking for someone to be a “champion.” This person should non-fire related, and it needs to be a grass roots non-fire movement.

They intend to go back to the ballots, this time with actual numbers to provide the voters. They want to provide them with a firm $ amount and a plan to deliver protection, and to what level that protection would be. They are hoping to get the Mid-Rogue Fire District on the November 2010 ballot.

New Business (part II)

Title III Update

Last year most of the Title III requests were made through the Fire Plan, and those requests were all approved. There was one request that was not submitted through the Fire Plan that did not get approved.

The mid-year reports needed to be turned in on time, and this was the first time they were requested to be filled out and turned in. All reports were ultimately turned in to Rosemary on time. There is another report that will be due on June 30, 2010.

Sara is open for suggestions on this year’s requests, and the official request should be coming around any time. Sara will make sure the new request info gets sent out to everyone as soon as she receives it.

It was suggested that all requests be submitted together through the Fire Plan again this year, and the group agreed with the idea.

Sara and Cody made a presentation to the BCC, but they didn’t talk about county forestry at all. It was discovered the BCC had over allocated funds on the old request, while under allocating funds on the new request.

There are new parameters for the use of Title III money:

- Reimbursement for Search & Rescue
- Carry out programs
- Develop/maintain/expand community wildfire protection plan

Brian Pike suggested that the Urban Growth Boundary (UGB) be included in the Fire Wise area. The Fire Wise Communities USA group is made up of small communities, and most of the communities in the area are too large (shady cove, for example, is considered too large). However, individual neighborhoods can be small enough to be included in Fire Wise.

This year is the first year to test the new guidelines for Title III money. As soon as the guidelines come out, it was suggested that a subcommittee be formed to determine what to request under Title III.

Good of the Order
Wolf Creek received a grant to work on 27 acres in Wolf Creek Park. They have hired a contractor to put this together. Pete Martin will be doing the work. This was an extension of the community service grant.

IV Can Do applied for and received a grant.

Dave Matthews and Sara mentioned that the county has “undeclared” the state of emergency for H1N1. Sara is trying to figure out how to have a hot wash or AAR for the incident. It was suggested to have an AAR but to just include the major players, since the incident was so wide spread and involved so many people. The AAR may take place sometime in the 2nd-3rd week of March.

Natalie mentioned that three people will soon be retiring:
  - Tim Reuwsaat (June 3)
  - Tom Murphy (July 30)
  - Teresa Galleger (June 15)

Next EMB Meeting

The next EMB meeting was scheduled for April 7, but this date will be changing. Everyone will be notified of the new date when it is decided upon.
Good of the Order