

**FIREWISE COMMITTEE
MINUTES
APRIL 4, 2018**

Introductions and Welcome: Kurt Olds welcomed all participants. Kurt, Fred deLeest, and Paul Hoffman will co-chair the committee for 2017.

Present: Kurt Olds, Fred deLeest, Paul Hoffman, Annette deLeest, Karen Pachman, Polly Foster, Lee Townsend, Peggy Olds, Heidi Larson, Gil Gonzales

Old Business:

- **Review of 2017 Firewise Results:** Kurt reviewed statistics for last year's program (see attached). Paul agreed to handle data and records management for 2018. He will work with Kurt to have a smooth transition.

New Business:

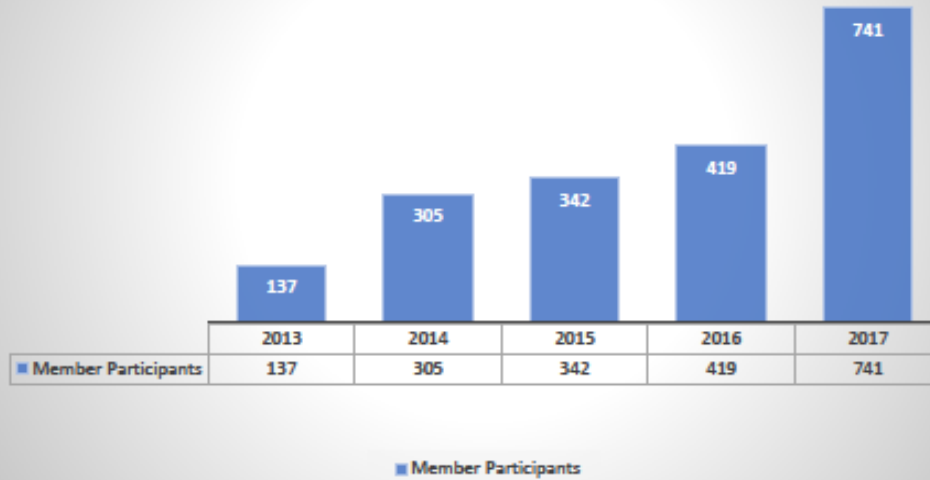
- **2017 Start and End dates for Chipper Site:** The committee agreed to continue the 10AM to 2PM, Wednesday/Saturday schedule. Volunteers will start staffing the site at 350th and G Streets from May 23 to September 5, 2018.
- **Extra Weekend Days:** Fred discussed the idea of adding extra days over the holiday weekends at the beginning and end of the season. Many members are here intermittently throughout the year and would benefit from the extra days. The committee agreed to add two additional days, Sunday May 27 and Sunday, September 2 to the schedule to cover the increased member use over these holiday weekends.
- **Firewise Log Changes:** Paul requested changes to the daily log sheets for more accurate recordkeeping. Additional suggestions were for a comment block, definition of hours worked. Kurt will add a change to the log sheet to include a column for number of member visits. The committee agreed to count the first visit as the sign-in line, then each additional visit as a hash mark in the # of visits column. He will also provide alternatives for hours worked and comment sections for review at our next meeting.
- **Roles and Assignments for 2018:**
 - **Announcements:** Heidi and Kurt will work with Kimber to advertise the 2018 program in the Surfside Weekender, on the Facebook page and website.
 - **Signs:** Paul and Fred will work to modify the existing signs and install them as soon as practical.
 - **Fencing:** Kurt will arrange fencing/fence installation. All agreed to installing separate entry/exit avenues from the lot to avoid congestion encountered in 2017.
 - **Volunteer sign-up and calendar:** Annette will handle volunteer coordination. All agreed to work to recruit new volunteers.
 - **Notifications:** Kurt agreed to handle notifications to and correspondence from the National, Regional and State Firewise offices.
 - **Firewise Grant application:** Paul and Kurt will handle data recording and application paperwork associated with Firewise grant and follow-up.

- **Chipping Proposals:** Several members have voiced concerns over the quantity of material that accumulated at the site over the summer and the potential fire hazard as more members utilized the program. Several alternatives will be explored to chip the debris more frequently this year. Lee will contact private companies, Kurt will contact last year's vendor to get price quotes on more frequent chipping. Committee chairs will also look at costs to haul vs chip material.
- **Equipment Purchases:** We need to secure a new lock, cable chain and clipboard if the old equipment is not available. Fred and Heidi will work to secure this equipment before opening day
- **Miscellaneous:** All agreed it would be useful to add a call down list to the clipboard materials as well as have updated call downs for the office staff. Kurt will work with Annette to have the updated call down/volunteer list available in the clipboard, to all committee volunteers and office personnel. Co-chairs will explore the cost of purchasing vs renting fence. They will also meet with Fire Chief Brundage to introduce themselves and explain this year's Firewise activities for Surfside.

Next Meeting: May 16, 10 AM Surfside HOA Board Room

Surfside Homeowners Association (SHOA) Firewise Chipping Program				Surfside Homeowners Association (SHOA) Firewise Chipping Program			
YEAR 2017				YEAR 2016			
April 22 thru Sept 6 , 2017				May 25 thru Sept 7 , 2016			
Members		Firewise Hours		Members		Firewise Hours	
741		3,087		419		1,815	
Note: Multiple loads by one member in one day are only counted as one member for that day.				Note: Multiple loads by one member in one day are only counted as one member for that day.			
Expenses/Costs				Expenses/Costs			
Fencing rental (6 months @ 1,134.00 plus 1 month @ 162.00)				Fencing rental			
				\$1,296.00			
Misc./Signs				Misc./			
				\$942.29			
Contract Chipper 32.86 hours				Contract Chipper 24.5 hours			
				\$6,426.00			
Less Donations Received & deposited				Less Donations Received			
				-\$3,814.95			
Sum				Sum			
				\$4,849.34			
Costs / 2853 (per lot cost)				Costs / 2853 (per lot cost)			
				\$1.70			
Costs/Members				Costs/Members			
				\$6.54			
Avg Members/Day		18.5		Avg Members/Day		14.0	
Days Open		40		Days Open		30	
Weeks Open		20		Weeks Open		16	
Unique Members by day of week				Unique Members by day of week			
Wed		321		Wed		216	
Sat		420		Sat		203	
sum		741		sum		419	
Volunteers (16)				Volunteers (10)			
Volunteer Hours Recorded				Volunteer Hours Recorded			
(may be incomplete)				(may be incomplete)			
Joni Brockman				Foster, Polly			
				2			
Tim Brockman				Franklin, Al			
				2			
Annette de Leest				Fidler, John			
				14			
Fred de Leest				Hanson, Chris			
				6			
John Fidler				Paul Hoffman			
				6			
Al Franklin				Polly Foster			
				8.5			
Chris Hanson				Kurt Olds			
				12			
Ed Harris				Peggy Olds			
				4			
Paul Hoffmann				Olsen, Dave			
				20			
Todd Larson				Smith, Susanne			
				4			
Kurt Olds				Townsend, Lee			
				34			
Peggy Olds							
				26			
Karen Pachman							
				18			
Polly Foster							
				12			
Lee Townsend							
				18			
Dennis Wigen							
				6			
Total Hours				Total Hours			
				192.5			
Last update: 4/12/2018				..			

Surfside Firewise - Member Participants



Surfside Firewise - Avg. Members per Day

