



# MARIPOSA COUNTY

Planning · 209-966-5151



## RESOLUTION - ACTION REQUESTED 2019-415

MEETING: July 16, 2019

TO: The Board of Supervisors

FROM: Sarah Williams, Planning Director

RE: Adopt a Resolution Clarifying the Establishment of the Mariposa County Fire Advisory Committee

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### RECOMMENDATION AND JUSTIFICATION:

Adopt a Resolution Clarifying the Term and Manner of Appointments Established in the Newly Formed Mariposa County Fire Advisory Committee (MCFAC).

The Board of Supervisors adopted Resolution No. 2019-303 forming the Mariposa County Fire Advisory Committee at their meeting on June 4, 2019.

Clarifications for the Resolution No. 2019-303, Exhibit A, 3. Term and Manner of Appointment were requested by the Board Clerk in order to ensure clarity of the committee membership appointment language pertaining to agency/group members and the public members.

### BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board of Supervisors approved Resolution No. 2019-303 establishing the Mariposa County Fire Advisory Committee at their meeting of June 4, 2019.

### ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Negative action will result in potential for unneeded staff tasks and Board responsibility for appointments of agency and community group membership on the committee.

### ATTACHMENTS:

**DRAFT BOS RESOLUTION CLARIFYING ESTABLISHMENT OF THE MCFAC (DOC)**

**RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]**

**MOVER:** Marshall Long, District III Supervisor

**SECONDER:** Merlin Jones, District II Supervisor

**AYES:** Smallcombe, Jones, Long, Cann, Menetrey

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**STATE OF CALIFORNIA  
COUNTY OF MARIPOSA  
BOARD OF SUPERVISORS**

Resolution  
No. 2019-415

**WHEREAS**, pursuant to Mariposa County Code Chapter 2.96, entitled Mariposa County Fire Department, the Board established the Fire Department and Fire Chief; and

**WHEREAS**, the Board directed the Fire Department to form an ad-hoc committee in the fall of 2018 to consider an update to the Countywide Community Wildfire Protection Plan (CCWPP) and other related overarching fire issues; and

**WHEREAS**, the County Fire Department convened the fire ad-hoc committee to consider the CCWPP plan and other relevant issues; and

**WHEREAS**, the ad-hoc fire advisory committee concluded that an ongoing arrangement for a fire advisory committee was needed to assist in the work on various tasks including the important CCWPP update, ongoing maintenance of the plan and to insure stakeholder collaboration on all relevant fire related issues; and

**WHEREAS**, in conjunction with the review of the CCWPP the ad-hoc committee also assisted the Mariposa County Fire Safe Council in preparation of the Community Wildfire Prevention Grant to CALFIRE for the update of the CCWPP; and

**WHEREAS**, on December 11, 2018 the Board of Supervisors adopted Resolution No. 2018-601 approving a letter of support to the Mariposa County Firesafe Council for the submittal of the grant to update the CCWPP; and

**WHEREAS**, by Resolution No. 2018-601, the Board recognized the importance of updating the CCWPP and potential inclusion within the Strategic Fire Plan of the MMU; and

**WHEREAS**, the Community Wildfire Prevention Grant was subsequently awarded for the update of the CCWPP; and

**WHEREAS**, the ad-hoc committee recommended that the Board of Supervisors establish the Mariposa County Fire Advisory Committee as key to insuring the involved agencies and partners benefit from the CCWPP cohesive work plan and related fire programs and to continue the important work to which partners and public will benefit; and

**WHEREAS**, at their meeting of June 4, 2019 the Board of Supervisors adopted Resolution No. 2019-303 Establishing the Mariposa County Fire Advisory Committee; and

**WHEREAS**, subsequently it was determined that clarification to Resolution No. 2019-303, Exhibit A, 3. Term and Manner of Appointment, was required as shown in this resolution Exhibit A, 3. Term and Manner of Appointment in *italics underlined text*.

**NOW THEREFORE, BE IT RESOLVED THAT** the Board of Supervisors of the County of Mariposa does hereby adopt this resolution clarifying the establishment of the Mariposa County Fire Advisory Committee (MCFAC) as an advisory body to the Board of Supervisors with purpose, functions, and procedures as described in Exhibit A attached hereto and incorporated herein.

**ON MOTION BY** Supervisor Long, seconded by Supervisor Jones, this resolution is duly passed and adopted on, July 16, 2019 by the following vote:

AYES: SMALLCOMBE, JONES, LONG, CANN, MENETREY


NOES: NONE

EXCUSED: NONE


ABSTAIN: NONE

  
\_\_\_\_\_  
Miles Menetrey, Chair  
Mariposa County Board of Supervisors

Attest:

  
\_\_\_\_\_  
René LaRoche  
Clerk of the Board of Supervisors

Approved as to Form:

  
\_\_\_\_\_  
Steven W. Dahlem  
County Counsel

***EXHIBIT A***

BOARD OF SUPERVISORS Resolution No. 2019-  
Mariposa County Fire Advisory Committee

BOARD OF SUPERVISORS Resolution No. 2019-  
Mariposa County Fire Advisory Committee

1. Purpose and Functions

The purpose and functions of the Fire Advisory Committee (MCFAC) shall be as follows:

a. Formulate, design, implement and participate in stakeholder engagement to ensure full participation by the committee in the establishment of recommendations for fire related issues to the Board of Supervisors, which will facilitate the implementation and ongoing maintenance of the Countywide Community Wildfire Protection Plan (CCWPP) and other needed fire plans, strategies, goals and documents;

b. Identify, evaluate and recommend the implementation of feasible fire related projects, programs, and policies pertinent to the County and stakeholders;

c. Incorporate a holistic approach in considering and making recommendations on important topics such as pre-fire coordination, fire prevention education, fire risk reduction and resource resiliency to both the County Fire Chief and Board of Supervisors;

d. Support the work of staff and others in the conduct of fact finding and data gathering necessary to (1) identify existing fire related resources and opportunities, (2) recommend projects, programs, and policies needed to efficiently implement the County's fire-related activities, plans and program goals, and (3) ultimately realize the recommendations contained in the Board of Supervisors approved fire codes, polices and relevant plans; and

e. Provide periodic assessment, evaluation of, and feedback to the Board of Supervisors regarding the success of Mariposa County Fire and Fire Advisory Committee efforts.

2. Membership

The Mariposa County Fire Advisory Committee (MCFAC) shall be established with thirteen (13) voting members as follows:

a. Representatives should be selected from or represent the following agencies and groups in Mariposa County:

- CALFIRE
- Mariposa County Fire Safe Council
- Mariposa County Resource Conservation District
- United States Forest Service

- Bureau of Land Management
- Mariposa County Planning Department
- Mariposa County Public Works Department
- American Indian Council of Mariposa County
- Yosemite National Park
- Mariposa County Sheriff (OES)
- SouthWest InterFace Team (SWIFT)
- Two (2) Public Members

b. The committee may call upon representatives of other organizations and the general public as resources on certain topics related to fire such as resiliency, land management, economic development, and resource conservation; and

c. Two (2) Ex-Officio (non-voting) members from the Board of Supervisors.

### 3. Term and Manner of Appointment

a. Advisory agency and group membership seats are standing committee seats for continuous terms requiring no Board appointment.

b. Appointments of the two (2) public members to the MCFAC shall be made by the Board of Supervisors based on the joint recommendation of the Fire Chief or designee and MCFAC.

c. *The two (2) public member* terms shall expire two (2) years from the date of appointment.

d. The Board of Supervisors may remove at any time and without cause any member of the MCFAC.

### 4. Participation By Member Required, Vacancy

a. If any member of the Advisory Committee is absent (unexcused) for two (2) consecutively scheduled meetings, then that member may be removed from the MCFAC by the Board of Supervisors, and the Board of Supervisors shall fill the vacancy for the unexpired term.

b. The Board of Supervisors shall fill any Public Member vacancy in the MCFAC membership for the unexpired term.

### 5. Selection of Officers

At its first meeting, the MCFAC shall elect a chair, vice chair, and secretary to serve a term of one (1) year or until the successor of each is appointed.

### 6. Duties of Officers

The chair shall preside at all meetings of the MCFAC and shall perform all of the duties necessary or incidental to the office, including approval of the agenda topics for the meeting. The vice chair is chair in the absence or inability of the chair to act. The secretary shall maintain notes and prepare minutes for the approval of the MCFAC.

7. Meetings and Quorum

a. The MCFAC shall hold its first meeting at the call of the County Fire Chief or designee. The MCFAC shall establish a meeting schedule deemed necessary by the MCFAC to accomplish its purpose.

b. A quorum shall be a majority of those appointed as voting members. A quorum is required to transact any MCFAC business at a regular meeting or special meeting.

c. Notice of MCFAC meetings shall be posted and published not less than 72 hours prior to the date of the meeting at the following locations:

(1) The Mariposa County Website at the following locations: Planning, Economic Development; and

(2) The meeting location.

d. The Fire Chief or designee may supplement required notification in any manner deemed appropriate for the content of the proposed agenda.

e. Meetings of the MCFAC shall be subject to the provisions of the California Open Meeting Law (Brown Act).

8. Administration and Support

a. County staff shall provide support to the MCFAC. The County Fire Chief or designee shall be the lead member of County staff responsible for supporting the MCFAC. The County Fire Chief or designee shall be empowered to call upon appropriate departments to provide information required to assist the MCFAC in carrying out its designated responsibilities.

b. The County Fire Chief or designee shall be responsible for meeting notices, preparation and distribution of meeting support materials, and coordinating the meeting arrangements.

c. In the event that the MCFAC does not appoint a secretary, the County Fire Chief or designee shall be responsible for recording the meetings, archival storage of electronic recordings, and preparation and publication of minutes for MCFAC approval.