

# Appendix A: Greater Stevenson CWPP agendas and minutes

## AGENDA Stevenson

### Community Wildfire Protection Plan (CWPP) Meeting 1

Skamania County Courthouse Annex Basement, 170 N.W. Vancouver Ave., Stevenson, WA  
Tuesday, August 5, 2008 from 7:00PM to 9:00PM

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#### GOALS:

- 1) Outline CWPP Process
- 2) Introduce Firewise Communities Program
- 3) Establish Goals and Objectives
- 4) Create a Risk Assessment
- 5) Create Steering Committee
- 6) Draft Mission Statement

Time	Speaker(s)	Topic
7:00-7:10	Fullerton, All	Introductions, agenda review
7:10-7:20	Fullerton	Community Wildfire Protection Plan Synopsis <ul style="list-style-type: none"><li>• Roles</li><li>• Background</li><li>• Process</li><li>• Requirements</li><li>• Completed Data Collection</li><li>• Current Status</li><li>• Main Limitations</li><li>• Underwood CWPP Outline</li></ul>
7:20-7:30	Underwood Conservation District: Jamie Gomez	<ul style="list-style-type: none"><li>• Beyond the CWPP: Firewise Communities</li></ul>
7:30-7:40	ALL	<ul style="list-style-type: none"><li>• Questions</li></ul>
7:40-8:10	Fullerton, Helgerson, All	Create an Underwood Risk Assessment <ul style="list-style-type: none"><li>• History</li><li>• Hazard</li><li>• Values Protected</li><li>• Protection Capabilities</li><li>• Define Communities At Risk</li></ul>
8:10-8:30	Fullerton, Helgerson	Review Underwood Planning Area <ul style="list-style-type: none"><li>• Underwood Base Map</li><li>• Locate items from risk assessment on map</li></ul>
8:30-8:40	Fullerton, All	Establish the Underwood CWPP Objectives and Goals <ul style="list-style-type: none"><li>• Protection of Life, Property and Resources</li></ul>
8:40-8:50	All	Create Steering Committee
8:50	All	Schedule Next Meeting
9:00	All	Adjourn Meeting

**Stevenson CWPP Meeting #1  
August 5<sup>th</sup>, 2008 @ 7PM-8PM**

**7:00-7:05:**

- ✓ **Welcome**
- ✓ **Introductions**
- ✓ **Why were here tonight**
- ✓ **Community Wildfire Protection Plan**

**7:05-7:15:**

- ✓ **Roles (mine & yours)**
- ✓ **Background on CWPP**
- ✓ **CWPP Process**
- ✓ **Requirements**
- ✓ **Completion Data Collection**
- ✓ **Current Status**
- ✓ **Main Limitations**

**7:15-7:16:**

- ✓ **Questions**
- ✓ **Sign-in reminder**

**7:16-7:26:**

- ✓ **Community Risk Assessments**
  - **Ignitions Risks**
  - **Hazards**
  - **Values to be Protected**

**7:26-7:43:**

- ✓ **Review Maps**
- ✓ **Review Boundaries**
- ✓ **Map Values to Protect**

**7:43-7:50:**

- ✓ **Objectives and Goals**
- ✓ **Scheduling Next Meeting**
- ✓ **Adjourn**

**7:50-8:00:**

- ✓ **After Meeting Discussions**
- ✓ **After Meeting Questions**

**Stevenson**  
**Community Wildfire Protection Plan (CWPP) Meeting 2**  
 Skamania County Courthouse Annex Basement, 170 N.W. Vancouver Ave., Stevenson, WA  
 Tuesday, August 26, 2008 from 7:00PM to 9:00PM

**AGENDA**

**Goals:**

- Write mission statement
- Define planning area
- Identify needs and potential solutions
- Create list of projects
- Prioritize projects
- Agree on a name for the CWPP

<b>Time</b>	<b>Speaker</b>	<b>Topic</b>
7:00 -7:10	Fullerton	Introductions, agenda review, meeting minutes from 8/5//2008
7:10 -7:30	Gomez	Firewise Principals
7:30 -7:40	Fullerton, All	Review goals and objectives Create statement of goals and objectives (put it into words)
7:40-7:45	Fullerton	Review risks and values to be protected (make sure we have locations for all)
7:45 -	All	Create Stevenson Planning Area Boundary - Draw on map
- 8:00	Fullerton, All	Map Workshop: Population Density Future Development Fire History Fuel Loads
8:00-8:10	Fullerton, All	Gap identification workshop: What limits our ability to fight wildfire within the planning area? What do we need to survive a wildfire that we don't have? How will we get it?
8:10-8:20	Fullerton	Grants and requirements
8:20-8:50	Fullerton All	Create a list of projects: <ul style="list-style-type: none"> <li>• Fuel Mitigation</li> <li>• Planning</li> <li>• Education</li> <li>• Equipment/Staffing/ training and practice</li> </ul> Prioritize projects
850-855	All	Agree on a name for the CWPP
855-9:00	Fullerton	Review
9:00		Adjourn

**Greater Stevenson Community Wildfire Prevention Plan**

**Meeting #2 Minutes**

**Tuesday, August 26, 2008 from 7:00 PM to 8:30 PM**

1. **Agenda Review and Introductions**
2. **Underwood Conservation District Adrienne Zuckerman showed Firewise Principles slide which included:**
  - a. Access
  - b. Defensible Space
  - c. Free Home Risk Assessments
  - d. Non-Combustible/Combustible materials
3. **Reviewed Goals, Reviewed Objectives and created a mission statement:**
  - a. **“Protection of Life, Property (both private and public) and Natural Resources from fire through education, planning, and action.”**
4. **Review risks and values to be protected and pin down locations for all:**
  - a. The following was added as **Hazards**:
    - i. Environmental Protection
    - ii. Critical Area
    - iii. Conflict in rules and guideline of multiple agencies
  - b. While reviewing the **Values to be Protected** one was added(Economy) and all were categorized as follows:
    - i. Life, Infrastructure, and Homes= **High**
    - ii. Schools, Business, and Economy= **Medium/High**
    - iii. Scenic Beauty, Natural Resources, and Habitat= **Medium**
    - iv. Air Quality= **Low**
5. **Created Stevenson Planning Area Boundary while doing the Map Workshop**
6. **Gap Identification Workshop and creating a list of projects were linked, discussed and decided upon as follows:**
  - a. **Fuel Mitigation Projects:**
    - i. Drive way fuel reduction and maintance
    - ii. Loop Road Fire Break
    - iii. Kanaka Creek Fire Break
    - iv. Nelson creek Drive
    - v. Fuel Reduction assist for low income seniors and special needs
    - vi. Senior (High School) Projects
  - b. **Planning Projects:**
    - i. Accessible road grade

ii. Planning standards that recognize fire safety requirements

c. **Education Projects:**

i. Garden Club

ii. Signage

iii. Fire response accessibility

iv. Develop 1 page handout (inserts)

v. Fair booth

vi. Poster contest

vii. Use press

d. **Equipment, Staffing, and Training:**

i. List requested by Gail A. Fullerton from the fire departments for Stevenson

7. **Grants and requirements were explained as there and if anyone wanted more information to please reach Gail Fullerton at the Office.**

8. **The new name agreed upon for the Stevenson Community Wildfire Protection Plan was:**  
**“Greater Stevenson CWPP”**

9. **Meeting Adjourned at approximately 8:30 PM after beginning at approximately 7:00 PM**

**AGENDA**  
**Greater Stevenson**  
**Community Wildfire Protection Plan (CWPP) Meeting 3**  
 Skamania County Courthouse Annex Basement, 170 N.W. Vancouver Avenue, Stevenson, WA  
 Tuesday, September 23, 2008 from 7:00PM to 9:00PM

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**GOALS:**

- 1) Review Projects
- 2) Add/Remove Projects
- 3) Prioritize Projects
- 4) Create an Action Plan

Time	Speaker(s)	Topic
7:00-7:10	Fullerton, All	Introductions, agenda review, meeting minutes from 8/26/07
7:10-8:00	All	Review and make changes to project descriptions <ul style="list-style-type: none"> <li>• Fuel Mitigation</li> <li>• Planning</li> <li>• Education</li> <li>• Equipment/Staffing/Exercise</li> </ul>
8:00-8:20	All	Add/Remove projects
8:20-8:30	All	Prioritize projects <ul style="list-style-type: none"> <li>• Prioritize new projects</li> <li>• Re-prioritize previous projects if necessary</li> </ul>
8:30-8:45	Fullerton, All	Create an action plan <ul style="list-style-type: none"> <li>• CWPP sustainability</li> <li>• What can we do in the next year</li> </ul>
8:45-8:50	Fullerton, All	CWPP and FEMA Pre-Disaster Mitigation Plan Compliance
8:50-9:00	Fullerton, All	Review meeting, adjourn meeting  <b>THANK YOU FOR ALL OF YOUR HELP!!!</b>

# Greater Stevenson Community Wildfire Prevention Plan

## Meeting #3 Minutes

Tuesday, September 23, 2008 from 7:00 PM to 8:30 PM

### Reviewed Goals, Reviewed plan name and mission statement:

“Greater Stevenson CWPP”

“Protection of Life, Property (both private and public) and Natural Resources from fire through education, planning, and action.”

### Reviewed Stevenson Planning Area Boundary

Reviewed all previous meetings and projects

### Education Projects:

Educate All Community members about firewise principles

Priority areas include north Stevenson, Interlaken and Wauna Lakes. High Priority

Signage	High
Fire response accessibility	High
Develop 1 page handout (inserts)	High
Involve the press	High
County Fair booth	Medium
Poster contest	Medium
Use press, Newspaper Articles	High
Garden Club (firewise plants)	Medium

### Planning Projects:

Require roads to any new home to be wide enough and and to have a gentle enough slope to accommodate a fire truck. Very High

This should already be covered in County road standards and should be adopted into the city private road standards if not all ready incorporated. Skamania County Fire Chiefs and EM/ES Council worked on this extensively about 3 to 4 years ago.

Improve radio communications (see Equipment Staffing and Training) Very High

Planning standards at all levels of government: Federal, State, County and city that recognize fire safety requirements High

Resolve interagency conflicts to defensible space. High

Conduct interagency drills (improve preparedness of FDs and Community,

Involve CERT High

## Fuel Mitigation Projects:

Drive way fuel reduction and maintance	High
Fuel reduction along escape Routes	High
Loop Road Fire Break	
Kanaka Creek Fire Break	
Nelson creek Drive	
Fuel Reduction assist for low income seniors and people with special needs	Very High
Interlaken and Wauna Lakes fuel reduction	High
Senior (High School) Projects	Medium

## Equipment, Staffing, and Training:

Wildfire response capabilities of Stevenson FD and FD #3 have been received from Rob Farris.

Communications interoperability (P-25 compliance of all partners) Very High

DNR and USFS need to bring their radio systems up to Washington State Homeland Security Region IV communication standards. Local Fire Districts communications equipment is years beyond most of the local DNR and USFS equipment as far as technology and interoperability

## Plan Sustainability

Because the Greater Stevenson CWPP is a “living document” the steering committee will meet as needed to discuss grant proposals, plan amendments, and current status of the plan. The plan will be reviewed annually by the FD #2 and Stevenson FD chiefs, and Stevenson City Council and FD #2 commissioners. The USFS, WA DNR, and other interested agencies will be included in the process.

## Action Plan: What can we do now to get started

1. “Firewise” educational materials included in packets handed out with building permit applications.
2. Signage. (Heather Stiles shared an Excellent poster produced by IDOL. In general signs in front of fire stations, along roads and other places where they will be seen that remind people of their responsibility for keeping their property firewise.
3. Identify “sparkplugs” contacts in as many communities as possible and support them in education, planning and project work.
4. Submit AFG grant for needed equipment and training