

Appendix A – CWPP Meeting Agendas and Minutes

AGENDA

Underwood Community Wildfire Protection Plan Meeting 1,

Underwood Fire Station, 981 Schoolhouse Road Underwood, WA 98651
April 17, 2008 - 7:00 PM

GOALS:

- 1) Outline CWPP Process
- 2) Introduce Firewise Communities Program
- 3) Establish Goals and Objectives
- 4) Create a Risk Assessment

Time	Speaker(s)	Topic
07:00-07:10	Fullerton, All	Introductions, agenda review
07:10-07:20	Fullerton	Community Wildfire Protection Plan Synopsis <ul style="list-style-type: none"> • Roles • Background • Process • Requirements • Completed Data Collection • Current Status • Main Limitations • Underwood CWPP Outline
07:20-07:30	Underwood Conservation District	<ul style="list-style-type: none"> • Beyond the CWPP: Firewise Communities
7:30-7:45	ALL	<ul style="list-style-type: none"> • Questions
07:45-08:00	Fullerton, Helgerson	Review Underwood Planning Area <ul style="list-style-type: none"> • Underwood Base Map
08:00-08:15	Helgerson, All	Establish the Underwood CWPP Objectives and Goals <ul style="list-style-type: none"> • Protection of Life, Property and Resources
08:15-09:00	Helgerson, All	Create an Underwood Risk Assessment <ul style="list-style-type: none"> • History • Hazard • Values Protected • Protection Capabilities
9:00	All	Adjourn Meeting

Underwood CWPP

Meeting 1 Minutes – April, 17th, 2008

- Meeting started at 7:00pm:
- Introductions
- Gail and Ole presented the general information about the CWPP process and handed out copies of the agenda and a proposed outline of the CWPP and passed around a sign up sheet (see attachment 2),
- Maps were posted showing the Underwood area (DEM with overlay of fire district boundaries, transportation (small map showing utilities), map of survey data showing home fire danger ratings (low, medium, and high risk).
- The value of a CWPP as a tool for the community to identify values to be protected and fire risks and to plan for, and mitigate the effects of wildfire was discussed. Ole and Gail explained that a CWPP is required for some funding and helpful in securing other funding (even if it is not required) because it presents a description of needs and goals for the community agreed on by the community.
- Jamie Gomez from Underwood Conservation District explained the Firewise USA program and put out a sign up sheet for free one on one home fire safety assessments.
- Group outlined risk assessments/ignition risks of our tentative plan:
- **Man:**
 - Railroads
 - BBQ
 - Yard debris burning
 - Lawn mowers and heavy equipment
 - Fireworks
 - Smoking/cigarettes
 - Exhaust/ATVs, dirt motor bikes and other vehicles
 - Vehicle fires
 - Chimney fires
 - Campfires
 - Power line (trees falling on)
 - Logging (slash burning)
- **Natural:**
 - lighting
- Hazards of our area were identified – including weather, topography, fuel loads,
- types of fuels,
 - Weather – extreme wind (both from the East and the West), lightning, drought,
 - Fuels – brush, grasses, trees, scotch broom, fuel ladders, response time and inaccessible locations.
 - Topography: steep areas and bluffs, White Salmon canyon, Little White Salmon Canyon and Columbia Gorge.
- Values protected were discussed:
 - Homes (most important)
 - Infrastructure: Utilities: natural gas and water lines, 2 sets of BPA power lines, PUD power lines, power poles, Williams pumping station.
 - Transportation: Roads especially the Cook-Underwood Road (main escape route), railroads
 - Fish hatchery on the Little White Salmon River
 - Protection Capabilities were discussed, Fire district 3 will compile a list of resources on hand and resources needed for optimum protection before the next meeting.

Next meeting set for May 1, 2008 - 7:00pm at the Underwood Community Center
Meeting was adjourned by 9:00pm.

Agenda
Underwood CWPP Meeting 2
Thursday 5/1/2008, 7:00 PM
Underwood Community Center

Goals: Create steering committee, Identify needs and potential solutions, Create list of projects, Prioritize Projects.

Time	Speaker	Topic
7:00-7:05	Gail	Introductions, agenda review, meeting minutes from 4/17/2008
7:05-7:15	Gail, All	Create steering committee
7:15-7:20	Jamie	Additional requirements to be a FIREWISE USA Community (Not many)
7:20-7:30	Gail, Ole, All	Review goals and objectives Create statement of goals and objectives (put it into words)
7:30-7:35	Gail, Ole	Review risks and values to be protected
7:35-7:45	Gail, Ole, All	Map Workshop: Population Density Future Development Fire History Fuel Loads
7:45-8:05	Gail, Ole, 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?
8:05-8:15	Gail	Grants and requirements
8:15-8:45	Gail, Ole All	Create a list of projects: <ul style="list-style-type: none"> • Fuel Mitigation • Planning • Education • Equipment/Staffing/ training and practice Prioritize projects
8:45-8:55	All	Agree on a name for the CWPP
8:55-9:00	Gail, Ole	Review meeting, set next meeting date
9:00		Adjourn

Underwood CWPP Meeting 2 Minutes
Thursday 5/1/2008, 7:00PM-9:00
Underwood Community Center

5 Min. = Introductions/Sign in

10 Min. = Introduction to creating a Steering committee

10 Min. = Jamie discussed what it would take to become a FIREWISE USA member, the application, and requirements.

5 Min. = Reviewed goals/objectives and created goal/objective STATEMENT!

23 Min. = Reviewed risk and values to be protected and rearranged the risks and values to fit the Underwood Need.

8 Min. = Map Workshop Discussion-Further plotted information of infrastructures on wall maps.

15 Min. = Gap Workshop Discussion-

1. What limits our ability to fight wildfire in the planning area?
Lack of education, Vegetation, Lack of Defensible Area
2. What do we need to survive a wildfire (that we don't have)?
The answer to this question was determined to be making a defensible area around homes and clear the bluff if possible.
3. How will we get it?
Get volunteers and prisoners to come help make a defensible space on properties.

46 Min. = Created a list of projects in Fuel Mitigation, Planning, Equipment, Staffing, Training, Practice in Prioritizing projects, but mostly Education.

1. Fuel Mitigation Projects-
 - a. Bluff area fuel reduction (HIGH)
 - b. Railroad tracks on the north side of 14 (HIGH)
 - c. Rest of railroad track (MEDIUM)
 - d. Reduce fuels around homes (HIGH)
 - e. Cook/Underwood Road as a Fire Break (brush clearing along sides) This is a major escape route (HIGH)
2. Planning Projects-
 - a. Firewise oriented building codes for new construction or remodeling (Any building permit) (HIGH)
 - b. Reverse 911- How to access email/phone (HIGH)
 - c. Some kind of New Siren/Early Warning (New way to better notify by severity degree and location). (HIGH)
 - d. NSA/Planners/County Commissioners/Advocacy Group? (Friends of the Gorge?) meeting for clarification to reconcile NSA regulations and fire hazard concerns (HIGH)
3. Education Projects-
 - a. Put up a reader Board at new Fire Department in Cook/Underwood (HIGH)
 - b. Create a Website- for information that is going on, or website for fire station that can give links to informational sights (MEDIUM)
 - c. Absentee owners (HIGH)
 - d. Demonstration home/property (Defensible Space) (HIGH)

- e. Letters that state Hazard Level (s) determined of property (especially to absentee owners with high rating) (HIGH)
 - f. Jamie available to come do free assessments for property owners (HIGH)
 - g. Fish Camp (Native American) (HIGH)
4. Equipment, Staffing, Training, Prioritize Projects-
- a. Prioritize the list of things needed and things have (FD has created this list (Equipment, Staffing and Training) but has not yet prioritized. (High, Medium, Low)
 - b. Also request someone from planning committee and Jamie T. (Commissioner of West End) attend meetings.

1 Min. = Next meeting decided upon as 6/5/2008 @ 7:00PM

2 Min. = Agreed upon "Underwood CWPP" as name for the Underwood Community Wildfire Protection Plan.

AGENDA

**Underwood Community Wildfire Protection Plan Meeting 3,
Underwood Community Center,
951 Schoolhouse Road, Underwood, WA, 98651.
Thursday, June 5, 2008 - 7:00 PM**

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 3/27/07
7:10 - 8:00	All	Review and make changes to project descriptions <ul style="list-style-type: none">• Fuel Mitigation• Planning• Education• Equipment/Staffing/Exercise
8:00 - 8:20	All	Add/Remove projects
8:20 - 8:30	All	Prioritize projects <ul style="list-style-type: none">• Prioritize new projects• Re-prioritize previous projects if necessary
8:30 - 8:45	Fullerton, Helgerson, Cordell, All	Create an action plan <ul style="list-style-type: none">• CWPP sustainability
8:45 - 8:50	Fullerton, Helgerson, All	CWPP and FEMA Pre-Disaster Mitigation Plan Compliance
8:50 - 9:00	Fullerton, Helgerson, Cordell, All	Review meeting, adjourn meeting THANK YOU FOR ALL OF YOUR HELP!!!

Underwood CWPP Meeting 3

6/5/2008

Meeting began 7:00 PM

All previous community input was reviewed. This included:

Mission Statement:

“To protect life, property, infrastructure, and resources in the event of wildfire.”

Additions:

Climate:

Hot and Dry conditions are present up to 4 months of the year. It is common to have 2 consecutive weeks of temperatures 90 degrees or higher and no rain for 60 days.

Other:

Limited access to water (partly due to lack of proper equipment)

IGNITION RISKS

Man:

- Railroads HIGH
- Fireworks HIGH
- Yard debris burning/ Lawn mowers HIGH
- Exhaust (ATV's, dirt motor bikes and vehicles) HIGH
- Chimney and Campfires HIGH
- Industrial MEDIUM
 - Heavy equipment/ Logging/ Slash Burning
- Power lines MEDIUM
- BBQ MEDIUM
- Smoking / Cigarettes MEDIUM

Natural

- Lightening MEDIUM

Values to be protected

- People, Pets & Livestock VERY HIGH
- Homes & Out Buildings VERY HIGH
- Transportation HIGH
 - Roads especially the Cook-Underwood Road (main escape route), railroads
- Infrastructure HIGH
 - Utilities: Natural gas / Water lines, Water tanks, Propane tanks, 2 sets of BPA lines, PUD power lines/PUD substation/Power poles, Williams pumping station, Communication Towers(2), Community Center, Post Office and Shaddox Springs (water supply, drinking)
- Fish Hatcheries (3) HIGH
 - Spring Creek National Fish Hatchery
 - Willard National Fish Hatchery
 - Little White Salmon National Fish Hatchery
- USGS Columbia River Research Laboratories (2) HIGH
- Wildlife, habitat, resource lands. HIGH

Map Workshop:

Considered:

Population, Development, Topography, Fire History and Fuel Loads

Established areas of concern:

Cook Underwood Road (Main Evacuation Route)

Bluffs above Hwy 14 and RR Tracks

Area N of RR tracks especially where the tracks are north of the highway.

Property owned by absentee homeowners

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?

Have we thought of everything?

Communications, safe place, special needs in the community, evacuation, planning and practice.

Fuel Mitigation Projects

- | | |
|--|--------|
| 1. Refine Fuel Estimates | HIGH |
| 2. Reduce fuels around homes | HIGH |
| 3. Fire Break on Cook / Underwood Road | HIGH |
| 4. Area north of Railroad where tracks are on the N side of 14 | HIGH |
| 5. Area north of Railroad where tracks are on the S side of 14 | MEDIUM |

Planning Projects

- | | |
|--|------|
| 1. Water for Northern Portion of the Planning Area | HIGH |
| 2. Shelter in Place:
Underwood Community Center, Mill A school, New Fire Hall County Sheds | HIGH |
| 3. Water for Northern Portion of the Planning Area | HIGH |
| 4. Building codes for new construction or remodeling (Any building permit) | HIGH |
| 5. Reverse 911- How to access - email/phone | HIGH |
| 6. Some kind of New Siren/Early Warning
A new way to better notify by severity degree and location. | HIGH |
| 7. NSA Planners/County Commissioners/Firewise meeting
for clarification, to reconcile scenic, and fire concerns | HIGH |

This occurred 7/2/2008

Education Projects:

- | | |
|---|------|
| 1. Defensible Space (around homes) | HIGH |
| 2. Smokey Bear Outreach to youth | HIGH |
| 3. Debris burning safe practices and rules | HIGH |
| 4. Residential ignition sources | HIGH |
| 5. Educate Youth in firewise principals | HIGH |
| 1. Educate absentee owners | HIGH |
| 2. Letters that state Hazard Level(s) of property (299) | HIGH |
| 3. Have property owners utilize free assessments | HIGH |
| 4. available from Underwood Conservation District | HIGH |
| 8. Fish Camp | HIGH |
| 9. Meaning of sirens mentioned under Planning | |

10. Demonstration Project: (Defensible Space) and other firewise concepts MEDIUM

Equipment/Training/Exercise Projects (FD #3)

- | | |
|--|--------|
| 1. Communications: RADIO INTEROPERABILITY
HIGH | VERY |
| Address the fact that different types of radios are used
in different parts of the county. | |
| 2. Put up a reader Board at new Fire Department in Cook/Underwood
Links to informational sights | HIGH |
| 3. Water for Northern Portion of the Planning Area | HIGH |
| 4. Create a Website For FD # 3
Information on what is going on, or for fire station | MEDIUM |

Review Planning Area Boundary

Include all of Cook Underwood Road in Underwood planning area boundary

Recommendations:

- Make sure to have an annual review of projects listed in plan. Have an annual meeting of the fire commissioners and Underwood community council.
- RADIO INTEROPERABILITY
 - Despite topography of the area
- Coordinate the Utilization of Use CERT Personnel in future events.
- Outreach and education for potential volunteer firefighters in order to increase the number of volunteer firefighters
- Increase retention of Firefighters

Action Plan (How are we going to make the Underwood CWPP sustainable?)

Resources

Title III – Firewise 2008 – through 12/2008
WA DNR
Underwood Conservation District
Learn form Trout Lake

Community involvement: Steering Committee

- meet to discuss any grant proposals, plan amendments, current status report and meet annually, at a minimum
- Make sure to have an annual review of projects listed in plan. Have an annual meeting of the fire commissioners and Underwood community council. Include Forest Service, DNR and other interested agencies.
- Engage a grant writer to assist in funding acquisition.
- Community Outreach through flyers or e-mailings and food By Sept 20 2008
- E-mail information about Underwood Conservation District's home "1144" assessment. By Sept 20 2008
- Complete work on demonstration site By Sept 20 2008.
- Get siren mentioned in planning and complete related education By Sept 20 2009

CWPP Draft

Outline of draft was reviewed

Gail will revise the outline to include changes to projects and fine-tuning done at meeting 3

CWPP will integrate FEMA requirements if possible

Gail will send draft of the completed CWPP to Steering Committee for review

A press release for public review and comment will run in the Skamania Pioneer and the Enterprise

Public comments received via surveys will be integrated into CWPP

Following a final review by the Underwood CWPP Steering Committee the CWPP will be sent to DNR for approval by DNR.

I will keep Committee posted on any CWPP updates and progress throughout this year.

**My Thanks to all of you who are participating in this process!
Lets continue to work together to make Underwood a safer place to live**