

# ALTFSIC BOARD MEETING

2:00 PM Wednesday Aug. 16 2016

## Minutes

- 1) Approve Agenda (Passed) Attendance ED Grout, Jeff Tolson, Rui Cunha.
- 2) Determine what documents are needed to upload!
  - a. Use any document mentioned on any of the three documents but rely on the list provided on page 61 of the application handbook
  - b. MAPS: Unless further notified by Liron we will provide two maps identified as the whole of ALT for tree removal and a detailed map of the proposed PSFB area.
  - c. Will call for clarification of “Additional Maps required.
- 3) Approve ALTFSIC Policies & Documents
  - a. Current Roster 1 C (Current proposed sample approved motion by Jeff second by Rui.)
  - b. By Laws (Motion made by Rui and Seconded by Jeff to revise ALT FSIC By-Laws signature page to reflect current Board members, document then to be signed by Board. (Title of Document ‘By-Laws - As Amended 20160608.doc’ and last edited of June 8, 2016 to be updated to be ‘By-Laws - As Amended 20160816’.) Motion Passed.)
  - c. Procurement - Manual? ? (Current proposed sample approved if \$25,000 limit changed to \$10,000 motion by Jeff second by Rui.)
  - d. Travel Policy (Current proposed sample approved motion by Jeff second by Rui.)
  - e. Conflict of Interest (Current proposed sample approved motion by Jeff second by Rui.)
  - f. Self-Certification 3 A (Current proposed sample approved motion by Jeff second by Rui. Needs filling out signed by ECG & KM)
  - g. Drug Free (Current proposed sample approved motion by Jeff second by Rui. Needs filling out signed by KM)
  - h. Drug Free Certification?? (Determined not needed)
  - i. AD-1048 (Needs Filling out and signed by ECG & KM)

- 4) Environmental Compliance Update (Jeff to complete)
- 5) Plan for WUI Grant (Not yet released Jeff will follow up. We must decide if ALTFsIC or the RCD to handle)
- 6) Fidelity Ins. (Determined we need so ECG to buy ~ \$200. approved motion by Jeff second by Rui.)
- 7) BOD Presentation Wednesday night (ECG to make short opening statement in on the report section of the BOD meeting and make pitch for BOD approval of the finance committee to evaluate a ALTFsIC proposal for up to \$10,000 for development of a Forest Plan and an updated CWPP before being presented to the BOD at a later date.
- 8) Adjourn (motion by Jeff second by Rui 4:00 PM)