



Calaveras Healthy
Impact Product
Solutions (CHIPS)

January 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board Meeting Agenda
January 8, 2020
5:30pm in West Point Office

- 1.) Call to Order/Quorum Check
- 2.) Agenda Review and Adoption
- 3.) December 2019 Minutes Review and Adoption
- 4.) Public Comment
- 5.) Financial Report
- 6.) Executive Director's Report including Wilseyville Project Update and Grant Status
- 7.) Training Update and Schedule
- 8.) Safety Bonus discussion and possible action.
- 9.) Camp Fire Report and Discussion
- 10.) West Point Crew Report/Review of job applications
- 11.) Closed Session: One return to work appeal, One disciplinary action.
- 12.) Adjourn



Calaveras Healthy
Impact Product
Solutions (CHIPS)

February 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting Agenda
February 12, 2020

- 1.) Call to Order/Quorum Check
- 2.) Agenda Review and Adoption
- 3.) . January Minutes Adoption
- 4.) . Public Comment
- 5.) . Wilseyville Project Update: Meetings with West Biofuels, Phoenix Energy, and Proposal from Proton Power. Also PG&E Interconnection Extension Request
- 6.) . Executive Director's Report : WCB Grant, SNC Grant, Status of BLM Project, ACCG, SNA/Thurman Work.
- 7.) . Board Chair Report: Financial Update, Camp Fire/Tribal Outreach, Training Schedule and Accomplishments, Preliminary Budget Outline for 2020 Including review of new Projects and Cal Fire Grant.
- 8.) Field Reports: Yosemite, West Point, Woodfords: Project Accomplishments, Equipment Evaluation/Needs
- 9.) . Closed Session: Executive Director employment status/compensation Package, Policy Review regarding Board Chair Reimbursements and Compensation under Outreach Grants.



Calaveras Healthy
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March 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting Agenda
March 11, 2020
5:30pm
Call in: 605-313-4197
Access Code:769771

- 1.). Call to Order/Quorum Check
- 2.). Agenda Review and Approval
- 3.). Approval of February Minutes
- 4.). Public Comment
- 5.). Financial Report
- 6.). Executive Director's Report
- 7.). Workforce Development and Training/Certification Report and Job Fair
- 8.). Camp Fire FEMA/OES/Cal Recycle/Cal Trans Developments
- 9.). Equipment Updates: Registrations, Repairs, Purchases
- 10.). Field Reports
- 11.). Budget Review and Update
- 12.) Biomass Project Update
- 13.). Closed Session: Personnel Matters
- 14.). Adjourn

Please note that the anticipated presentation on forest contracting by Sullivan Logging has been rescheduled for April's Board Meeting.

Call in number listed above for folks unable to attend or concerned about exposure to viruses Corona or otherwise.



**Calaveras Healthy
Impact Product
Solutions (CHIPS)**

April 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
April 15, 2020
5:30pm-7:45PM

<https://us04web.zoom.us/j/539857967?pwd=T3llelI3VFhtdlxWjR3eDVvS3VEdz09>

(669) 900-6833

Meeting ID: 539 857 967

Password: 127515

1. Call to Order/Quorum Check (2 minutes).
2. Agenda Review and Adoption (5 minutes).
3. Review and Adoption of March Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (10 Minutes).
6. Budget Review and Discussion (20 minutes).
7. Executive Director Report (10 minutes).
8. BMEC Report/Wilseyville Project (15 minutes).
 - a. Land lease
 - b. Fuel procurement agreement
9. Forestry Fellow Report (5 minutes).
10. Field Operations Report:
 - a. Yosemite, West Point, Woodfords (10 minutes).
 - b. Possible Action re: Corona Virus-related season startup delays and possible furloughs or layoffs (15 minutes).
11. Chipper Purchase Plan-Discussion and assignments (10 minutes).
12. Closed session:
 - a. Corona Virus policy, protocols, and individual requests.
 - b. Termination appeal¹.

¹ Note: The termination appeal will be handled via separate phone call to commence at 7:15pm due to related security concerns and a desire to preserve the confidentiality of the first closed session discussion. Regine will email call information under separate cover.

Executive Director Report

April 6, 2020

BLUE MOUNTAIN ELECTRIC COMPANY (BMEC)

BMEC conducted a Board meeting March 30th during which it agreed to conduct an independent third party review of Phoenix Energy's proposed technology, and further discussed the plant's operating agreement. Meeting notes are attached for the CHIPS Board information. Regine is working with the BMEC Board and legal counsel to complete the operating agreement.

In order to complete bioenergy project finance, CHIPS and BMEC need to establish two legal documents:

- **Land lease agreement.** Regine has provided a draft lease agreement written by attorney Christiana Darlington for CHIPS' Board review and input. Board discussion and possible action is needed to determine:
 - If CHIPS will charge BMEC rent and/or profit share.
 - The value of the commercial lease.
 - The lease start date.
 - Lease footprint.
 - If CHIPS or BMEC is responsible for site improvements.
 - Rights reserved by landlord.
 - Insurance requirements.
 - Document existing CHIPS loan.
- **Fuel procurement contract.** Regine has provided a draft fuel procurement contract written by Phoenix Energy. Board input needed on the CHIPS biomass harvesting, processing and transportation business model. Board discussion and possible action is needed to determine the contract:
 - Length.
 - Volume.
 - Source provisions.
 - Exclude biomass originating from clear cuts.
 - Pre-harvest thinning of SPI plantations.
 - Feedstock specifications.
 - Price.
 - Inflation adjustment and/or fuel escalator.

BMEC established an internal deadline of May 31st to complete these agreements. CHIPS and BMEC have access to legal counsel through CHIPS's 2019 Wood Innovation grant.

FINANCIAL UPDATE

Work to establish a project based accounting system is on hold until Regine and consultant establish a cloud-based Quickbooks subscription and can continue remotely.

The new main operating bank account has been set up at El Dorado Savings Bank. CHIPS is waiting to receive an approximately \$57,000 payment from the Forest Service. Once received, Suzette will transfer funds from the existing Central State Credit Union (CSCU) account to the new El Dorado account, and re-set CHIP54S' federal Automated Clearing House (ACH) and BBSI routings to reflect the new account. Suzette will then close the CSCU account.

GRANTS UPDATE

Alpine Biomass Collaborative (ABC) Economic Development Administration (EDA). The consultant contracted to prepare the ABC's scoping study has completed their scope of work. Regine has invoiced the EDA for the final grant funds, after which she will complete the final performance and financial reports to the EDA and to Community Vision (formerly Northern California Community Loan Fund) who issued CHIPS a \$20,000 forgivable loan as CHIPS' matching contribution for this grant. Copies of the biomass utilization scoping study and productive use analysis report are available upon request.

Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project. The grant agreement was executed April 3. Regine is working with the Amador Ranger District to complete an agreement that documents team member roles and responsibilities, and a media release. Regine and Steve are exploring if work will be sole sourced or competitive bid. The CHIPS time trial is scheduled to take place the first two weeks of May to determine the rate of work by CHIPS crews and confirm CHIPS is capable to treating the acreage planned for treatment in 2020. Regine submitted a request to WCB for a 25% advance on March 26th.

Sierra Nevada Conservancy (SNC) 1030 South Fork Mokelumne River Restoration Project. The final 3.5 acres of mastication under the Sullivan Logging contract are underway. There remains approximately \$45,000 left in the grant budget which is planned to equip crews for burning and to pile burn on BLM land. These funds are retained by SNC until the grant obtains final approval which can take up to two months. Regine has begun working with Community Vision to apply for a line of credit which would allow for CHIPS to complete this grant and pay contractors (or its crews) in a timely fashion while waiting for SNC final payment. The line of credit is planned to be large enough to support CHIPS' other grant retentions.

SNC 1067 South Fork Mokelumne River Restoration Project Phase 3. Tanner Logging has invoiced for 68 of the 214 acres under contract and is continuing work. Tanner Logging is expected to complete their contract in May. CHIPS executed its contract with Sullivan Logging Company (SLC). The SLC-CHIPS pre-operations meeting is being scheduled with Bureau of Land Management (landowner), after which SLC will initiate work on the 63 acres under contract. CHIPS crewmembers continue to work with Cal Am Team members to learn how to conduct bird surveys.

SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA). The contracted Registered Professional Forester and Project Manager are continuing to determine silvicultural prescriptions for each of the private parcels under this project. Regine submitted the six month progress report to SNC.

SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project. Aspen stands proposed for restoration under this grant were also proposed for restoration under the WCB grant. The project team did not anticipate receiving both grants. Given the View 88 aspen stands will be restored using WCB funding, Regine worked with the Amador Ranger District to propose treatment of the alternative aspen stands to the SNC. SNC rejected this proposal because of CEQA risk exposure and instead offered to use the \$20,000 dedicated for aspen restoration toward additional fuel reduction activities, to which CHIPS agreed. SNC will serve as CEQA lead agency and is currently preparing a SB 901 exemption. Funding is expected to be awarded in June, with the agreement to follow in August.

CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project. Regine has received the grant agreement and is working with Thurman and the Calaveras Ranger District to complete the required activities worksheets for the project. Regine expects to submit the worksheets and grant agreement to CAL FIRE by May 31st.

Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow). CHIPS made its second matching contribution payment of \$6,250 to SNA April 1st. SNA has issued an order for fellows to reduce their work hours for the month of April due to cash flow constraints. Thurman will offset the reduction in hours by working on the West Point field crew throughout the month.

AMADOR CALAVERAS CONSENSUS GROPU (ACCG)

Regine continued to support administration of the ACCG general group and administrative work group. There is \$4,066.93 left under CHIPS' contract with Foothill Conservancy which expires April 30th. Following the end of this contract, CHIPS will bill the Forest Service directly for ACCG administration under two agreement modifications totaling \$122,612.

Attachments:

- 3.30.2020 BMEC Meeting Notes.
- Draft lease agreement template.
- Draft CHIPS BMEC Feedstock Supply Agreement.
- Draft BMEC Fuel Plan



Calaveras Healthy
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May 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
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CHIPS Board of Directors Meeting

May 13, 2020

5:30pm-7:30PM

<https://us02web.zoom.us/j/86280602368?pwd=bDQ3RFhzY0w0SFJaY1RnZzZFMUQRdz09>

Meeting ID: 862 8060 2368

Password: 884742

+1 408 638 0968 US (San Jose)

1. Call to Order/Quorum Check (2 minutes).
2. Agenda Review and Adoption (5 minutes).
3. Review and Adoption of April Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (15 Minutes).
 - a. PPP loan
 - b. Possible Board action to designate bank account authorized signers
 - c. Possible board action to set policy for
 - i. Allowable time for mileage and expense reimbursement
 - ii. Minimum asset value
 - iii. Equipment life expectancy
6. Budget Review and Discussion (20 minutes).
 - a. Equipment Purchase.
7. Office Lease. (10 minutes)
8. Executive Director Report (10 minutes).
 - a. Possible board action to establishment two bank accounts.
 - b. Possible board action to advertise project manager position.
9. BMEC Project (30 minutes).
 - a. Technology evaluation.
 - b. Lease terms.
 - c. IBank loan.
10. Forestry Fellow Report (5 minutes).
11. Field Operations Report:
 - a. Yosemite, West Point, Woodfords (10 minutes).
12. Closed session.
 - a. BMEC memo.

Supporting documents:

02-April Profit and Loss Statement

03-Executive Director Report

04-2020-06 Resolution to Authorize Establishment of Checking Account for SNC Grant 1226

05-2020-07 Resolution to Authorize Establishment of Checking Account for WCB WC-1957JG

06-Lease agreement template

07-Forestry Fellow report

08-Field Report

09-BMEC memo (forthcoming)

1. Catalyst Fund Grant Application to support ACCG Administration. 4/26. June 3 notice.
2. EDAP grant. Submitted paperwork 5/3. Setting up meeting with grant manager.
3. El Dorado-CHIPS ACCG admin agreement. 4/30. Complete contract for \$30K for 2.5 yrs.
4. Stanislaus NF FY 2018 Capability Proposals for Non-Federal Lands Hazard-Fuel Reduction Projects: West Arnold Thin: CCWD Shaded Fuel Break. \$248K grant, March 2022. 10% \$22.5K in indirect and \$5K personnel for CHIPS. Mastication on 102 acres of CCWD land and adjacent Stanislaus NF land.
5. 2019 Wood Innovations grant \$37K. July 2020.
6. Equipment financing
 - \$120K need for tractor, chip van with live floor, and self-loading box truck.
 - Bank of Stockton: do not qualify for loan even with CalCap loan guarantee bc cash flow record cannot support debt.
 - Exploring a smaller loan for chip van and tractor, given we may realize savings with workers comp and BBSI savings.
 - 5.75%, 5-7 yr term, 20% down.
 - NCCLF: 5.75%, 5-7 yr term, 10% down + State Small Business Loan Guarantee fee of 2.5% loan amount. Total closing costs and fees \$5,600.
7. Power plant finance plan
 - Opportunity Zone fund, NMTC fund and Investment tax credit.
 - SBC, SNC
8. Bank account presentation to field crew – El Dorado Bank.
9. Establishing CHIPS roster.
10. Pending items:
 - Website enhancement and update.
 - Development of a cost allocation plan/indirect rate.
 - Set call with Matt Dapolito, consultant referred to by NCCLF, with expertise in CAP and accounting for nonprofits.
 - The Jefferson Economic Development Inc based in Mt Shasta have reviews.
 - Office cleanup.

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CHIPS Board of Directors Meeting

May 13, 2020

5:30pm-7:30PM

<https://us02web.zoom.us/j/86280602368?pwd=bDQ3RFhzY0w0SFJaY1RnZzZFMUQRdz09>

Meeting ID: 862 8060 2368

Password: 884742

+1 408 638 0968 US (San Jose)

1. Call to Order 5:30 pm/Quorum Check . Regine Miller <regine.chips@gmail.com> Donna Vial <dvial@volcano.net>, Rick Torgerson ricktorgerson@gmail.com, Steve Wilensky <stevedwilensky@gmail.com>, Thurman Roberts thurman.chips@gmail.com, George Dondero, gdondero2@gmail.com, Mike Orrfelt, morrfelt@gmail.com, Sam Simmons
2. *Agenda Review and Adoption Motion unanimously approved by Torgerson, Vial 2nd
3. *Review and Adoption of April Board Minutes unanimously approved by Zellers, Rick 2nd
4. Public Comment. None
5. Financial Report
 - Central State Credit Union: \$6,650. Of this, \$1,694.41 is a forgivable loan from Community Vision for our EDA grant matching contribution.
 - El Dorado Savings Bank: \$197,115.45. Of this, \$143,892.00 is the PPP loan leaving \$53,223.45
 - We have a negative \$60 k this month.
 - a. PPP loan approved and received.
 - b. * Board authorized Torgerson to be an additional signer
 - c. Possible board action to set policy for
 - i. * 6 week allowable time for mileage and expense reimbursement to be turned in unanimously approved Dondero, Vial 2nd
 - ii. *Minimum asset value will be discussed by Patti and Regine to be brought back to the Board next month unanimously approved by Dondero, Vial 2nd
 - iii. Equipment life expectancy -7 yrs chipper, 5 years vehicles
6. Budget Review and Discussion
 - a. *Steve will get possible finance options to possibly purchase either a used Bandit for \$38,000 and or a one new chipper from Bandit or Vermeer. unamiously approved by Vial, Torgerson 2nd
7. Office Lease. * Steve and Donna to negotiate a new lease for ½ of the space with the new owner who s willing to upgrade the painting interior, exterior and bathroom. Unanimously approved by Torgerson and Vial 2nd
8. Executive Director Report .
 - Catalyst Fund Grant Application to support ACCG Administration. 4/26. June 3 notice.
 - EDAP grant. Submitted paperwork 5/3. Setting up meeting with grant manager.
 - El Dorado-CHIPS ACCG admin agreement. 4/30. Complete contract for \$30K for 2.5 yrs.
 - Stanislaus NF FY 2018 Capability Proposals for Non-Federal Lands Hazard-Fuel Reduction Projects: West Arnold Thin: CCWD Shaded Fuel Break. \$248K grant, March 2022. 10% \$22.5K in indirect and \$5K personnel for CHIPs. Mastication on 102 acres of CCWD land and adjacent Stanislaus NF land.
 - 2019 Wood Innovations grant \$37K. July 2020.

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- Seller Permit obtained for sales of chips and biochar. To date \$570 sold so far with \$1000 on consignment in Mt. Ranch

Equipment financing

- a. \$120K need for tractor, chip van with live floor, and self-loading box truck.
- b. Bank of Stockton: do not qualify for loan even with CalCap loan guarantee bc cash flow record cannot support debt.
 - i. Exploring a smaller loan for chip van and tractor, given we may realize savings with workers comp and BBSI savings.
 - ii. 5.75%, 5-7 yr term, 20% down.
- c. NCCLF: 5.75%, 5-7 yr term, 10% down + State Small Business Loan Guarantee fee of 2.5% loan amount. Total closing costs and fees \$5,600.

Power plant finance plan

- d. Opportunity Zone fund, NMTC fund and Investment tax credit.
- e. SBC, SNC

Bank account presentation to field crew – El Dorado Bank.

Establishing CHIPS roster.

Pending items:

- f. Website enhancement and update.
 - g. Development of a cost allocation plan/indirect rate.
 - i. Set call with Matt Dapolito, consultant referred to by NCCLF, with expertise in CAP and accounting for nonprofits.
 - ii. The Jefferson Economic Development Inc based in Mt Shasta rave reviews.
 - h. Office cleanup.
 - i. *Possible board action to establishment two bank accounts. Unanimously approved by Vial, Dondero 2nd
 - j. *Possible board action next month to advertise project manager position. Unanimously Torgerson
9. BMEC Project
- a. Technology evaluation is still being reviewed and working through questions for Equitech and Wisewood technology and to be shared with the Board when we get it. We will get back to Phoenix Energy next week who is acting like they are BMEC. Either take off in another direction or disengage with Phoenix Energy at the risk of great fall out or become their landlord and lease them the property and they develop the plant. Phoenix, Steve and Regine have had many discussions whereby accusations went and forth to no avail. Still exploring options with Phoenix and Wisewood.
 - b. Lease terms tabled to BMEC meeting -email votes
 - c. IBank loan submittals to be cleaned up

Forestry Fellow Report Thurman Roberts

1. Sierra Nevada Alliance
 - a. Wednesday April 15th: turned in first Quarterly Report: **See Attachment A**
 - i. Appendix A: Outreach Tally Sheets attached
 - ii. Match Reporting and Reporting log available upon request.
 - b. May 5th: SNA Zoom check in with all participating Fellows and Supervisors.
 - i. Verbal Progress report
 - ii. New training list and resources given out.
2. Wildlife Conservation Board (WCB): Upper Mokelumne Restoration and Defense Project:

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- a. April 15th, 16th, and 17th calls to discuss Upper Mokelumne Restoration scope of work, parties rolls and responsibility.
 - b. Putting together the “Field Specs Document” Wildlife Conservation Board: **See Attachment B**
 - i. Minus Fire Plan.
 - ii. Minus Project Maps.
3. Arnold Avery CCI Project:
- a. April 30th: call with Matt covering field and unit treatments, prescriptions, and review of maps/project layout.
 - b. May 5th: call with Jan to discuss CEQA preparations on private lands
4. Esri Licensing: ArcGIS Pro, Online, and Products: powerful mapping and spatial analytic technology.
- a. Secured CHIPS’ a nonprofit licensing account which provides a discount on all software, trainings, support, and provides credits with their extensions (add ons).
 - b. MOOC cartography: Esri training- just completed third week of a six-week module.
5. BMEC:
- a. Providing assistance to Regine with insurance procurement for officers and board members- on going.
 - b. April 29th, May 1st phone calls regarding BMEC happenings.
6. CHIPS Hung A Lel Ti Crew
- a. May 8th: meeting with Steve and crew leads
 - i. Start dates
 - ii. COVID-19 Best Practices
 - iii. Equipment check in and needs
 - b. May 10th: CHIPS entire crew orientation: twenty-six signed CHIPS Worker Log/three did not sign-in. Total of twenty-nine people attended.
 - c. May 11th: twenty-nine people showed up with face masks,
 - i. CHIPS provided disinfectant wipes,
 - ii. reviewed COVID-19 protocols
 - iii. began working around Hung A Lel TI community splitting fire wood for elders and clearing a ten foot defensible space around community.

iv. **Attachment A:**

2020 Sierra Corps Fellow Quarterly Report

Fellow Name: Thurman Roberts

Host Site: CHIPS

Calaveras Healthy Impacts Product Solutions (CHIPS)
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Host Site Supervisor: Regine Miller Supervisor Signature: Regine Miller

Date Report Submitted: 04/15/2020 Reporting Period: 01/08/2020 to 04/15/2020

The report should be *first reviewed and approved* by the Site Supervisor before submission.

Progress Report Summary

Please provide a summary narrative of work completed during this reporting period in the following categories (where applicable, if you have not worked in a category write "N/A").

Fellow Training and Skills Development: Include any trainings/workshops, classes attended and what you learned from them. I participated in several trainings and workshops this quarter including a grant writing workshop lead by Elissa Brown of the Sierra Nevada Conservancy (SNC) on February 13th and 14th in Fresno. I learned that, when putting a grant proposal together, use the outline of the grant as your own outline to help ensure things are not forgotten or left out; when writing a grant, think of it as a business plan; one needs to make a persuasive argument for the proposed project, and; one needs to know their "audience" and partners (community members, organizations, tribes, etc.). On March 4th and 5th, I attended the SNC's Watershed Improvement Program (WIP) Summit and board meeting. I was truly impressed by the WIP Summit speakers and by the amount of work and coordination being done to preserve and restore the Sierra Nevada. While in Sacramento for the WIP, I attended the SNC board meeting to speak during the public comment period to express appreciation for a planning grant awarded to CHIPS. In the speech I described how SNC funding is truly "making resilient Sierra Nevada communities", including funding the Sierra Corps Forestry Fellowship program. On March 9th and 10th, I attended a NEPA and CEQA training in Auburn. "Just go for it," was perhaps the biggest take away from this training. Brad Graeves shared a list of online resources and links for the training which will be an invaluable resource when drafting a CEQA document or when working with partners of CHIPS. In addition to the above workshops and trainings, I am studying the Contractors' Law and Business portion of California's state license exam. The license is required for CHIPS crews to work on private land. Regine wanted to add, I have "shown flexibility and a ready willingness to learn new skills, build his knowledge base and do whatever is asked of him. He is quickly becoming a valuable asset to CHIPS."

- Forest Health Assessment and Monitoring and Restoration Implementation: Include acres of land monitored, assessed, or restored. I together with three other CHIPS crew members, are in the process of learning how to conduct bird nest surveys. Surveys were conducted as part of CHIPS' South Fork Mokelumne River Restoration project. The purpose of the surveys is to cross-train CHIPS staff and increase organizational capacity. The combined acreage of the bird surveys was approximately 45 acres. I have been fortunate to also complete two field visits with a certified professional archeologist from the Bureau of Land Management (BLM) Mother Lode Field Office, as part of my professional development, surveying and flagging 68 acres around archeological and cultural sites on the project mentioned above. Regine adds, "Thurman has demonstrated an eagerness to learn new skills not only to benefit his own self but to also help build CHIPS' organizational capacity. He is an excellent asset."

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- Forest Health and Fire Protection Project Planning: Include collecting existing plans and information; designing planning process; outreach and involvement of stakeholders and the public; application of scientific methodologies or best practices; project prioritization; other planning activities. Under CHIPS' recent Wildlife Conservation Board (WCB)-funded Upper Mokelumne River Forest Restoration project and its pending SNC View 88 project, I have worked alongside Regine Miller and Steve Wilensky, the Eldorado National Forest, and Amador Ranger District to plan project implementation. We have met multiple times by phone and in person with the project team. I have prepared meeting notes and assisted with preparation of key documents. Under CHIPS' work with Yosemite National Park (YNP) I worked in coordination with Steve Wilensky, park officials, Big Sandy Rancheria, and the Sierra Club in planning field operations for our 2020 season working in the park. This effort brought about agreements and contracts which CHIPS and YNP will operate. I've tried to maintain a professional, thoughtful and a well-spoken presence during these meetings, and Regine adds, "[Thurman] has already shown a marked improvement in his writing skills."
- Forest Health and Fire Protection Project Development: Include completing design of projects; obtaining funding for projects; completing environmental or other permitting; other project development activities. I have also begun to coordinate with the Stanislaus National Forest, Calaveras Ranger District staff to identify the specific units and treatment specifications for lands to be treated under CHIPS' recently awarded CAL FIRE CCI Fire Prevention Program-funded Arnold Avery Hazardous Fuel Reduction (HFR) and Fuel Break Maintenance Project. While I am learning how to develop projects, Regine adds, "he has shown a strong interest and increasing capacity to project management and administration."
- Resources leveraged for the Sierra: Include volunteer hours, in kind match, and funding secured. Regine Miller, co-site supervisor, has contributed over 25 hours and Steve Wilensky, co-site supervisor, has contributed 8 hours in-kind contributions for time spent coordinating with Thurman on his fellowship. CHIPS made a \$256.33 cash contribution for Thurman's D49 contractors licensing exam preparation and contributed 472 miles valued at \$271.40 in in-kind match for Thurman's mileage.
- Number of People Reached: Attach outreach spreadsheet. I reached a total of thirty-one persons from a diverse group of agencies and communities. See Appendix A
- Capacity Building: CHIPS held two major capacity building events during this quarter both which I played a key role: the Paradise S212 training and the Washoe Tribal Job Fair. CHIPS had partnered with the Inter-Tribal Council of California, Mechoopda, Kon Kow and Chico tribes, and the Butte Fire Safe Council to certify 50 people, Native and non-Native, in Paradise with a S212 or wildland fire chainsaw application. The training was two-fold: first, for the Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CAL OES) to comply with the Stafford Act, and second to build and show tribal capacity to work the Camp Fire FEMA hazard tree clean-up. I lead registration efforts of participants, closely coordinated with the Mechoopda tribe, the Butte County Fire Safe Council, and worked with CHIPS' trainers in the planning and execution of the training. Of the 51 people registered and communicated with,

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CHIPS certified nearly 45 for S212. With regard to the Washoe Tribe job fair, it was necessary to work closely with several agencies including the California Indian Manpower Consortium, Inter Tribal Council of Nevada, Advance (a collaborative network of local organizations based at Lake Tahoe Community College), and the Washoe Tribe of Nevada and California to outreach and hire local people for CHIPS' 2020 season. As a result of the job fair, CHIPS hired nine new people, men and women. Further recruitment efforts continue by word of mouth which has resulted in a total crew size of 30 people (new and existing) in the Alpine and Tahoe region alone. Several of the partnering agencies are providing supportive services for boots and clothing for CHIPS' hires. Regine adds, "[Thurman] demonstrated leadership, self-initiative and the ability to leverage partnerships when coordinating these events. CHIPS' success with the training and job fair are due largely to Thurman's efforts."

- Collaboration and Partnership Development: Include stakeholder and partner outreach; development of agreements (ex: MOUs); meetings with partners/collaborative members; collaborative activities; development of plans and assessments. On January 15th, I participated in my first Amador Calaveras Consensus Group (ACCG) meeting where I presented with Irvin Jim, the Hung A Lel Ti Tribal Chairman and Inter Tribal Council of California Board Chair. Irvin Jim and I described CHIPS and its model of working with native communities. From that point on, I've participated in monthly ACCG meetings and conducted the group's match reporting. I've also worked alongside Steve Wilensky and Irvin Jim to form the Intertribal Stewardship Workforce Initiative (ISWI) which set into motion a intertribal movement to hold FEMA and government agencies in compliance with the Stafford Act. Appendix A



Sierra Corps Outreach Tally Form

Please track the number of participants at each event/meeting. Please use a new tally form for each outreach event. Forms should be kept on site. Please use this information to complete your Outreach Tracker on your quarterly reporting sheets.

Name of Outreach Activity/Meeting: Meeting between Humboldt-Toiyabe NF Forester and CHIPS

Date of Activity: Jan. 14th, 2020. 3 hours/post meeting with CHIPS members 1.5 hours

Number of individuals reached: 9

Greg Bennett-CHIPS, Thurman Roberts-CHIPS/SNA, Irvin Jim-CHIPS/ITCC/HungALeTi, Steve Wilensky-CHIPS, Sam Simmons-CHIPS, Waylon Dondero-CHIPS, Steve Howe-USDA, Teresa Mc Clung-Deputy Forest Supervisor, Mathew Zumstein- District Ranger Carson Ranger District.

Topic and Purpose of Activity/Meeting:

The purpose was to establish and find the language for a SPA, using the MSA between the BIA, BLM, and CHIPS with the Washoe Tribe- Hung A LeI Ti reservation and Carson Ranger District's area. There are several discussions about how to get CHIPS's working crews on the ground working smaller projects within the Humboldt-Toiyabe NF asap and during Winter Seasons in the coming future. By working smaller projects, a working relationship can be established. All the while, CHIPS will train and certify workers to a level where more specialized work can be done in the future. This will allow larger numbers of workers from CHIPS to be working year around with crews in the Lake Tahoe Basin during Summer season June-November, higher elevations and with the Humboldt-Toiyabe during the Winter season- Lower elevations.

Once CHIPS have larger numbers and certified crew members utilizing broad language with SPAs, additional CHIPS crews can work within both NFs.

It was requested by Steve H. from the USDA that a breakdown of financial numbers be sent to him. Steve Wilensky said he is able to provide those numbers and also mentioned CHIPS will be happy to assist in any grant or contract language. PA-026 and PA-010 were made available to Steve H so the language can be formulated using these agreements between the Lake Tahoe Basin Management Unit and CHIPS.

Future meetings will be made once the SPA languages are established. In the mean time CHIPS and the Washoe tribe will be working at certifying crews with Red Cards, SR 212, Saw "A Class" Sawyers to BIA standards by May and will host a job fair to capture new recruits through a vetting process. An April meeting with Alpine Biomass Collaborative was mentioned.

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Sierra Corps Outreach Tally Form

Please track the number of participants at each event/meeting. Please use a new tally form for each outreach event. Forms should be kept on site. Please use this information to complete your Outreach Tracker on your quarterly reporting sheets.

Name of Outreach Activity/Meeting:

Fuel Treatment/Fuel break Phase 3: Humbug Unit Pre-operation check in with contractors, professional forester, private landowners, BLM, archeologist, wildlife biologist, CHIPS and all parties with interest in project.

Date of Activity:

Thursday January 23rd, 2020: 10:00 am -2:30 pm

Number of individuals reached:

10

Topic and Purpose of Activity/Meeting:

The purpose of the meeting was to have input from all parties with interest in project implementation and compliance with contract obligation. This pre-op meeting reviewed the original draft for the project and changes were made and added when any party gave additional information or working knowledge which is vital to their agency. Private landowners were a valuable asset as they provided easement onto project site and realize the importance of the work being done around their homestead. BLM oversaw compliance written into the contract with regards to arch sites, bird nesting season timeline, and total length of work to be done on the ground. Contractors provided knowledge about how work done on the ground will happen.

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Sierra Corps Outreach Tally Form

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Name of Outreach Activity/Meeting: Yosemite CHIPS Program: conference call

Date of Activity: March 26th, 2020

Number of individuals reached: 12

Topic and Purpose of Activity/Meeting:

Members from Yosemite National Park and CHIPS gathered to discuss CHIPS 2020 field season. The main purpose of the meeting was to form the cooperative agreement under which CHIPS will operate. Lessons learned from previous seasons, scope of work, project locations and acreage, prescriptions for work to be done, park leads needs and concerns, CHIPS needs and concerns, and overall objectives of the coming season were discussed.

The outcome of this meeting was a 29-page cooperative agreement outlining: responsibilities of parties, cost-share requirements, term of agreement, deliverables, and output/outcomes.

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- **Regional Communication and Collaboration:** Include communication or collaboration with other Subregions; participation in any multi-regional conferences, workshops, and webinars. My participation in the Alpine Biomass Collaboration (ABC) overlaps with Marlon’s region of his fellowship. My understanding and knowledge of the region allowed for me to be in a position to forward Marlon funding and project development opportunities utilizing the Eastern Sierra Sustainable Recreation Partnership (ESSRP) and ABC. As well, I’ve has been able to introduce local tribes to the SNA and fellows, the SNA with the Washoe Tribe and Marlon with the Benton Paiute Tribe. As well, I participated in the US Forest Service Region 5’s “Shared Stewardship” webinar to listen to other nonprofit’s efforts and issues with working across jurisdictions and collaborative land management efforts.

Challenges Encountered: Describe any challenges you have encountered in making progress to the above categories. Also describe any issues that will make reaching goals or next steps difficult and include solutions to addressing these issues. The most obvious challenge we at CHIPS have encountered thus far in my fellowship is COVID-19, which has tabled many in person trainings and meetings. Exclusively working from home has made it difficult at times to conduct ongoing work and develop strong working relationships with CHIPS’ partners. I can only get so far with planning and developing projects before it is necessary to meet in person. Regine Miller and I conduct weekly check in meetings where I need to produce weekly guidelines setting up my work schedule for that week. When necessary, Regine and I speak on a daily basis when possible and when needed.

Successes Achieved: Describe any successes or opportunities that have emerged. CHIPS has been awarded over \$4.8MM in implementation grants over the past four months. I have been part of the kick-off for these projects, most notably CHIPS’ WCB funded project which is the first of the projects to get underway. Prior to the onset of my fellowship, I helped to secure six letters of support from local regional leaders, government agencies, and agency directors for CHIPS’ SNC funded project. This process provided a glimpse into grant writing and allowed for me to begin to network with some of CHIPS’ partners.

Media: Please provide a description along with copies or links of any coverage including social media posts, print, video, press release, or webpages. The Paradise S212 training received media coverage from the Chico Enterprise-Record: "[Tribes Ask For A Greater Share of Disaster Recovery Work For Locals](#)". This effort produced a new collaborative effort known as the Indian Stewardship Workforce Initiative or ISWI. Outreach efforts for the Washoe Tribe job fair posted with the Inter-Tribal Council of Nevada’s "[Native Workforce Development](#)" program and several Tribal Council members posted on their Facebook pages (unable to secure a working link). CHIPS was also covered in its “triple bottom line” efforts: "[Nonprofit Aims to Build Self-sustaining Forest Restoration Economy](#)" an article which several CHIPS employees and I were interview about CHIPS’ impact on our lives and that of our communities.

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Next Steps: Work anticipated in the next three months, including location and timing of any scheduled events related to your project; include goals. In the next reporting period, CHIPS expect to begin field work on federal land including implementation of the Upper Mokelumne Forest Restoration project. I will work to help administer and manage this project with support from my site supervisors. In addition, we will begin to plan for implementation of the View 88 project and the Arnold Avery HFR and Fuel Break Maintenance project. I will continue to develop mapping skills, complete the contractor's state exam with specialization as a landscaper, and support late stage development of CHIPS' biomass utilization campus.

Share a "great story" from you work so far: Before the SNC WIP Summit, I asked the foreman of CHIPS' Hung A Lel Ti crew to join in attending the summit. I felt it would be of benefit for the foreman to witness the work and see the people involved in protecting and restoring the Sierra Nevada. The foreman had, up to that point, only worked on the ground leading and developing a CHIPS crew. Bridging the gap between state-level conversations with the on the groundwork the foreman has been doing brought about, for both him and for me, ideas and conversations about the bigger picture which the foreman could use to inspire CHIPS' field crews. I also attended the SNC Board meeting where I accepted a small planning grant on CHIPS' behalf, and let the board know the work the SNC is doing at the state level is making a difference in communities of the Sierra. I tied together and point out the SNC's work back to my Fellowship position with the SNA and highlighted that the Hung A Lel TI community experienced a drop in its unemployment rate from 78% to 48% as a result of CHIPS' ongoing efforts. I surprisingly received a round of applause at the end of my speech, which is a rare occurrence at SNC Board meetings. As well, Simone Cordery-Cotter of the Sierra Business Council was at the SNC Board meeting which provided an opportunity for me to let her know her presentation during fellowship orientation has helped in conversations with BioMat/bioenergy persons.

Comments: Please list any other important items/issues/feedback pertaining to your Fellowship work which have not been addressed elsewhere. Regine Miller continues to provide guidance in developing my knowledge and capacity of forest restoration, grant administration, and contract and agreement development while maintaining high ethical practices. CHIPS has over ten grants at different stages (contracting, planning, implementation, and reporting). I am receiving invaluable experience with working with forest collaboratives, nonprofits, and leveraging partnerships. As well, I participate in CHIPS' monthly board meetings to further integrate myself in the direction of CHIPS moving forward.

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Attachment B:

SPECIFICATIONS AND MAPS

FOR THE

UPPER MOKELUMNE FOREST RESTORATION PROJECT

PROJET CONTACT: Regine Miller

PROJECT MANAGER: Thurman Roberts

REGISTERED PROFESSIONAL FORESTER: Ed Struffenegger

PROJECT SUMMARY

CHIPS award of a \$1,932,000.00 implementation grant will see work completed on the Eldorado National Forest from March 1, 2020, through March 31, 2024. This project intends to restore wildfire damage and reduce the risk of future fires in the upper Mokelumne River watershed to protect the remaining habitat and upper watershed and forestlands. The areas will be treated in a manner all technical specifications will be met.

The Upper Mokelumne River Watershed Habitat Restoration and Defense Project aim is to restore post-fire and tree mortality forest areas across the Mokelumne River watershed. The goals of the project are to advance fire recovery, avoid permanent type conversion, and reduce the risk of stand-replacing fires and catastrophic environmental, economic, and social loss. The project will restore damage within the Power Fire boundary and adjacent areas, accelerate the development of old forest characteristics, and reduce the risk of future fires in an effort to protect 1,915 acres in the project area. At the same time, while creating critical new habitat, the project will boost the local restoration and steward economy.

For the purpose of this document we are focusing on the Precommercial Thinning, Roadside and Fuels Reduction, and Aspen Regeneration projects.

PROJECT LOCATION

The project is located on the Amador Ranger District of the Eldorado National Forest, within Amador County. The worksite is approximately 1.5 hours of travel time east on Highway 88 from the Amador Ranger District office: 26820 Silver Drive, Pioneer, CA. Work areas are generally accessible by standard vehicles via existing

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road systems. Some work areas are located off roads, and conditions may be impassible due to mud, snow, or other conditions during specified work periods.

Landowner: U.S. Forest Service

Contacts:

- CHIPS:
 - Executive Director: Regine Miller (530) 277-3843
 - Project Manager: Thurman Roberts (530) 721-0613
 - Registered Forester: Ed Struffenegger
- Forest Service:
 - Jesse Plumer
 - Mark Young

TREATMENTS UNITS AND ACERAGES:

- Precommercial Thinning:
 - 900 total acres of mixed-conifer plantations:
 - 450 acres of felling competing conifer seedlings and saplings with chainsaws and other hand tools.
 - 450 acres of mechanical equipment thinning and mastication.
- Fuels Reduction (Roadside Thinning)
 - 400 acres thinning and release of small trees
 - 303 acres fuel reduction along roads to protect existing high-value habitat, improve firefighter access, and facilitate fire management.
- Aspen Regeneration Treatment
 - Total acreage is approximately 8-12 acres
 - An estimated 1.2-1.4 miles of fencing
 - Total of 8 locations

RESPONSIBILITIES:

PROJECT MANAGER. The Project Manager will serve as the liaison between the Contractor, CCWD and CHIPS. The Manager will coordinate closely with the RPF on the Request for Proposal process, contractor selection and day-to-day business. The Manager will also support CHIPS in invoicing, mapping and report development.

PROJECT FORESTER. The RPF will take charge of field operations to assure compliance to silvicultural prescriptions, resource protection, governmental regulations and contract specifications. The RPF will coordinate activities with the LTO to ensure rules and regulations pertinent to the Emergency Notice are in compliance.

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CHIPS:

-Field crews:

- Conduct health checks before dispersing to work locations.
- Enforce all fire prevention measures and Forest Service restrictions in the field. The fire plan will be with each vehicle and will be review by all crew members before the season and once every month as the season progresses.
- Follow and enforce COVID-19 safety measures and protocols. (See COVID-19 Best Practices below)
- Document completed work with photos for inclusion in progress and final reports.
- Coordinate tailgate meetings: safety hazards, weather hazards and conditions, the days' project/unit prescription.
- All crew members will wear appropriate clothing and boots, earplugs, gloves, and safety glasses during work hours.
- Call to ensure burn restrictions are followed. Need to obtain numbers for county cutting restrictions
- Ensure that the entire crew has enough fuel and oil for a full day in the field. Fill all Dolmars and check gas and diesel levels every evening.
- Maintain daily logs: attendance, equipment used, daily work details.
- Equipment maintenance: grease chipper, blow out air filters and saws; count returned hand tools, Dolmars, axes. Sharpen chains for the next day.
- Maintain close communications with Forest Service staff.
- Maintain close communications with CHIPS Project Manager: weekly or when needed daily.

-Administration and Project Manager:

- Negotiate and execute contractor agreements
- Conduct pre- and post-operation briefings with the Contractor, USFS, and CHIPS.
- Ensure field compliance with silvicultural prescriptions, governmental regulations, and contract specifications,
- Determine when Contractors has completed work on a unit and request Forest Service final inspection.
- Issue payment for Contractor invoices upon certification of completeness by the Forest Service.
- Maintain appropriate records and files related to the contract and supply them to partners, granting agency and auditors, when requested.
- Map perimeter of work areas completed.
- Ensure CEQA compliance.
- Complete invoicing and progress reporting, including match reporting, to WCB, a minimum of quarterly, and as often as monthly.
- Track and report in-kind match contributions to CHIPS

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- Included somewhere in your contract language: unit acres are based solely on GIS mapping and are not flagged or GPS'd on the ground. Actual acres may vary and payment should be based on actual acres completed. How you want handle mapping of final acres I guess would be up to you but generally this would be based on a GPS traverse of acres completed.

FOREST SERVICE:

- Conduct pre-work meetings before implementation on the individual project(s).
- Participate in team meetings and maintain close communications with CHIPS Project Manager.
- Coordinate with CHIPS Project Manager to ensure field contract compliance.
- Conduct final inspection of each unit within ten (10) business days of its finish as deemed by CHIPS, certify its completion and authorize the Contractor to submit an invoice for payment to CHIPS. Document completed work with site maps.
- As needed, flag all PACs, cultural sites, endangered plants, waterways, etc.
- Ensure NEPA compliance.
- Conduct monitoring and reporting results annually to CHIPS.
- Track and report in-kind match contributions to CHIPS
- Play a lead role in the contractor pre-bid tour and participate in the proposal review committee and assist with the contractor selection.

PROJECT GOALS

1. The project will improve forest climate resilience by thinning to support accelerated development of large tree characteristics and reducing fuels in the immediate vicinity of California spotted owl and NOGO PACs to help offset the impacts of climate change and decrease potential wildfire impacts on wildlife.
2. The project will protect and restore the upper North Mokelumne River watershed, which supports critical habitat for SNYLF (Federally-threatened), and is tributary to the lower Mokelumne River which supports downstream anadromous fish species, including spring-run chinook salmon (Federally-threatened) and steelhead trout (Federally- threatened).
3. Project will support protecting habitat and advancing recovery of listed species by improving forest and watershed health, including water resources. Beneficiaries include the SNYLF, FYLF, CRLF, CASPO, and NOGO habitats.
4. Will increase fire resilience, accelerate the development of old forest characteristics, and protect water resources, thereby protecting existing and developing new habitat for the CASPO and NOGO, and conserving habitat for the SNYLF, FYLF, and CRLF. The project will protect and restore forest which are tributary to downstream aquatic habitat supporting anadromous fish species in the lower Mokelumne River.
5. The project will offer continued opportunities for ACCG/public engagement and learning through potential field tours, presentations, and monitoring which may help to inform future fire recovery and restoration efforts.
6. This project protects and restores upper watershed health and supports USFS multiply land use objectives, including recreation.
7. Disadvantaged communities located on Federal land and adjacent areas will benefit from continued public access and use.

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8. Leverage significant partner staffing and financial matching contributions as well as CHIPS' ability for flexible contracting, support local contracting, hiring and vending to benefit poverty communities, and the establishment of a local forest restoration and stewardship economy.

SPECIFICATIONS

Work Methods, Standards, and Overview: Precommercial and Fuels Reduction.

1. Land survey corner monuments, bearing trees, and witness markers shall be protected from damage.
2. Damage to roads, culverts, fences, land survey monuments, or other improvements caused by this operation will be reported to U.S. Forest Service immediately.
3. Work will be carried out in a manner that ensures the safety of all employees and the public.
4. Hardwood trees: no hardwoods 4" DBH or larger will be cut.
5. Standing Dead Trees: dead trees up to 16" DBH will be cut.
6. Merchantable Timber: no trees shall be cut that exceed 10" DBH and meet minimum merchantable timber specifications
7. Descending order of priority.
 - a. Sugar Pine
 - b. Douglas Fir
 - c. Giant Sequoia
 - d. Red Fir
 - e. Incense Cedar
 - f. White Fir
8. All Lodgepole Pine will be cut unless no other conifers exist to provide stocking to meet spacing requirements.

Precommercial Thinning: 450 acres of hand felling competing conifer seedlings and saplings with chainsaws and other hand tools. Cut trees may be bucked (lopped) and scattered, chipped, or piled. The following specifications for the precommercial thinning follow: Due to concerns over bark beetle activity, we would want to post pone PCT work until July

1. All stumps shall be less than 6 inches high on the uphill side. Treated vegetation shall be severed from the stump or uprooted. No live limbs shall be left on the stump.
2. Slash treatment (trees and brush):
 - a. All cut trees shall be bucked at least in half, and to a maximum of 10 feet in length, and limbed to meet the slash height requirement.
 - b. Slash shall not exceed 18 inches from ground level. All slash shall be removed from within 5 feet from the bold of the crop trees.
 - c. All slash shall be removed from creek drainages and roads, including associated cut banks and drainage ditches.

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3. Chainsaw thinning of conifers The size, number, and shape of gaps within units would take into consideration slope, aspect, species composition, and other factors consistent with the principles of PSW-GTR-220 and PSW-GTR-337.
 - a. Boundaries of treatment areas will generally be defined by the edge of the surrounding mature timber or other geographic features such as roads, ridges, and/or drainages. In cases where the boundary is unclear, the Government will, at the Contractor's request, mark the boundary in question with blue and white striped flagging.
 - b. About 110 to 150 desirable conifer saplings will be retained per acre (17 by 17 to 20 by 20 foot average spacing). The lower branches of these trees may be pruned. Existing hardwood clumps and individuals may be cut, thinned and/or pruned as needed to release desirable hardwoods. The ratio of hardwoods to conifers would not be decreased. Woody shrubs (i.e., Manzanita, Deerbrush, whitethorn, etc.) may be cut as needed in conjunction with the treatment of conifers and hardwoods.
 - c. Target residual tree densities will vary based on slope position and aspect with lowest densities (110 trees per acre (TPA)) being on ridge tops and south-facing slopes and while higher densities (150 TPA) will be maintained on lower slopes and transitioning into Riparian Conservation Areas (RCA), as well as on north facing aspects.
 - d. Spatial heterogeneity will be increased by maintaining clumps of trees (generally groups of 3-10 trees) as well as creating small gaps as described below.
 - e. Where feasible and practicable, and meeting desired tree density metrics, create spatial gaps by removing through mechanical or hand thinning small groups of trees (groups of 3-5 trees and approximately 1-2 gaps per acre). These small gaps will take advantage of existing areas of low tree vigor, poor stem form, or mortality, and will be chosen in areas less likely to result in increased shrub competition. Target residual tree densities will vary based on slope position and aspect with lowest densities (110 trees per acre (TPA)) being on ridge tops and south facing slopes and while higher densities (150 TPA) will be maintained on lower slopes and transitioning into Riparian Conservation Areas (RCA), as well as on north-facing aspects.
 - f. Spatial heterogeneity will be increased by maintaining clumps of trees (generally groups of 3-10 trees) as well as creating small gaps as described below.
 - g. Where feasible and practicable, and meeting desired tree density metrics, create spatial gaps by removing through mechanical or hand thinning small groups of trees (groups of 3-5 trees and approximately 1-2 gaps per acre). These small gaps will take advantage of existing areas of low tree vigor, poor stem form, or mortality, and will be chosen in areas less likely to result in increased shrub competition.

Fuels Reduction (Roadside Thinning): 400 acres thinning and release of small trees: 303 acres fuel reduction along roads to protect existing high-value habitat, improve firefighter access, and facilitate fire management.

1. The following activities will be conducted 25 feet horizontal distance from the edge of drivable surface of road or turnout adjacent to road. Brush cutting, pruning, and chipping will be utilized: cut brush,

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thin small trees and prune residual trees. Chip all surface fuels smaller than 20-inch diameter in this swath, and scatter chips at least 4 feet from leave trees and to a depth of less than 6 inches.

- a. Bush cutting: cut all woody brush, excepting those listed as protected below.
- b. Tree thinning- all trees, planted and natural, within the treatment area must be thinned to specifications. Thin conifers to 135 crop trees per acre (approximately 18-foot spacing), with as uniform of spacing as the existing stocking and desired species mix allows. Retain well-formed trees with single leader, straight bole, increasing internodal length, full crowns, long needles, local dominance, dark green foliage, absence of diseases or insect problems, and no physical damage.
- c. Pruning: sever all limbs, live and dead, to a height of 12 feet on the bole, but not to exceed 50% of total tree height. Limbs shall be severed as close to the branch collar as possible without damaging the branch collar or stem tissue. This should generally be less than ¼ inch from the branch collar. Limbs shall be severed in the manner that avoids bark ripping. Where multiple tops fork below a height of 6 feet are less than 4 inches in diameter, all but the strongest leader shall be removed.
- d. Chipping:
 - i. All woody material less than 20 inches in diameter but greater than 1-inch diameter shall be chipped.
 - ii. The depth of chips shall not exceed 6 inches above ground level. No chips shall be placed within 4 feet of the bole of the crop trees.
 - iii. Chips must not affect creek drainages and roads, including associated cut banks and drainage ditches.

Aspen Regeneration Treatment Specifications: total acreage is approximately 8-12 acres and an estimated 1.2-1.4 miles of fencing in a total of 8 locations

1. Installation:

- a. Mesh of ≥ 7 feet with three strands of barbed wire over the mesh.
- b. T-Post of 10 feet will be used to support the mesh and wire.
- c. Post spacing should be approximately 10 feet \pm 2 feet depending on topography and rock in the unit.
- d. Existing trees may be incorporated into the fences as appropriate, utilizing removable attachments, such as wire.
- e. Simple signage may be attached to the fence to explain reason for the fencing
 - i. Will include contact information to the Amador District Office.
 - ii. Will be provided by the USFS and may be installed by either CHIPS or USFS depending on timing and availability.
- f. First Season: the mesh and wire will be dropped before significant snow fall in the late summer to fall each season.
- g. At the end of the third year the mesh, wire, and T-posts are expected to be removed.



RESTRICTIONS ON WORK

Work may be performed at any time during the period of the agreement, except as outlined here. Restrictions are as followed:

1. All work shall be conducted per the ENF fire plan: **Fire Precautionary Period is April 1 through December 1 of any year.** (Fire Plan).
2. When the Forest Service project coordinator determines that adverse weather has made access too dangerous or that continued vehicular travel would cause unacceptable road damage.
3. Unless specified by the Forest Service, the Forest Service project coordinator will determine the sequence in which each unit will be treated.
4. Work shall not be performed before 6:00 am or after 6:00 pm.
5. Work Shall not be performed on Sundays or Federal Holidays.
6. During certain Limited Operating Periods (LOPs): nesting window periods: **California Spotted Owl (March 1 through August 15) and Northern Goshawks (February 15 through September 15).**

PUBLIC SAFETY

BMP FOR CORONAVIRUS

What is COVID_19:

- It is an illness that can affect your lungs and airways.
- Symptoms include fever, cough, and shortness of breath. People usually have symptoms 2 to 14 days after being infected.
- Most people can recover at home on their own from COVID-19. Some do get very sick and a limited number die from it. Older people, or those with medical conditions like heart or lung disease or diabetes, are more likely to have serious illness.

COVID-19 Best Practices

If crewmembers feel sick or exhibit even the slightest symptom (fever, headache, cough, sore throat, tiredness, nauseous, loss of smell, etc.), they are not allowed to report to work.

1. Crewmembers are using their individual vehicles to travel to job sites. In the case of the CHIPS crewmembers who do not have a license or vehicle, staff are travelling two people per vehicle and sitting on opposite sides of the vehicle distancing to the maximum extent possible and wearing masks the entire time.
2. Crewmembers maintain extreme social distance.
 - a. Tailgate meetings are conducted with staff a minimum of 10 feet apart from one another, wearing masks.
 - b. Swampers and sawyers are working in teams 10 feet or more apart.
3. When in proximity to one another, customers or partners, crewmembers wear masks.

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4. Staff have pledged to maintain social distancing in their private lives.
5. All breaks and lunches are held at extreme social distances of 10 feet or more and are temporally staggered.
6. Crew utilize hand wipes and antibacterial sanitizer throughout the day which are available within at the work site.
7. Crew have been assigned individual tools and are not sharing them with one another, this includes gloves and hard hats.
8. Crew wipe down their assigned tools before and after work with wipes. This includes, but is not limited to, srenches, saws, hand tools, and vehicle steering wheels.
9. Crew are asked to wash their clothes every day.
10. Crew may not share food, drinks or tobacco products, and have been asked to quit smoking.
11. If anyone in the crew has been in contact with a confirmed case or someone who is under quarantine, the crewmember is quarantined from work for 14 days or is required to be tested and document negative results before returning to work.
12. CHIPS conducts tailgates regularly to discuss COVID-19 symptoms and best practices.
13. CHIPS has provided a \$1 per hour hazard pay raise provided crewmembers implement the COVID-19 best practices. CHIPS is paying the raise retroactively in May to incentivize adherence.

ROAD MAINTENANCE:

FIRE PLAN- the provisions set forth below outline the responsibility for fire prevention and suppression activities and establish a suppression plan for fires within the contract area. The contract area is delineated by map in the contract. The provisions set forth below also specify conditions under which contract activities will be curtailed or shut down. For the complete plan see Fire Plan.

GENERAL:

1. Smoking: Smoking shall not be permitted during fire season, except in a barren area or in an area cleared to mineral soil at least three feet in diameter. A designated smoking area will be assigned. Field Leads and Foreman shall require compliance with these rules. Under no circumstances shall smoking be permitted during fire season while employees are operating light or heavy equipment or walking or working in grass and woodlands.
2. Storage and Parking Areas: Equipment service areas, parking areas, and gas and oil storage areas shall be cleared of all flammable materials for a radius of at least 10 feet unless otherwise specified by the Forest Service and Project Manager. SEE PAGE 17.
3. Reporting Fires: As soon as feasible but no later than 15 minutes after initial discovery, CHIPS shall notify the Forest Service of any fires on project area or along roads used by CHIPS. CHIPS employees shall report all fires

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as soon as possible to any of the following Forest Service facilities and/or personnel listed in the fire plan. SEE PAGE 16.

CHIPS:

1. Shall take all steps necessary to prevent his/her employees, subcontractors, and their employees from setting fires not required in completion of the contract.
2. Shall be responsible for preventing the escape of fires set directly or indirectly as a result of contract operations and shall extinguish all such fires which may escape.
3. Shall permit and assist in periodic testing and inspection of required fire equipment. The Contractor shall certify compliance with specific fire precautionary measures in the fire plan before beginning operations during **Fire Precautionary Period which is April 1 through December 1** of any year. and shall update such certification when operations change.

Forest Service

1. The Forest Service may conduct one or more inspections for compliance with the Fire Plan. The number, timing, and scope of such inspections will be at the discretion of agency employees responsible for contract administration. Such inspections do not relieve the Contractor of responsibility for correcting violations of the Fire Plan or for the fire safety in general, as outlined above.
2. Shall designate in the Fire Plan and furnish on Contract Area, during operating hours, a qualifier fire supervisor authorized to act on behalf of Contractor in fire prevention and suppression matter.

NONDISCRIMINATION

The activities conducted under this agreement will follow the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the

Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the American's with Disabilities Act of 1990. They will also be in accordance with regulations of the Secretary of Agriculture (7CFR-15, Subparts A & B), which provide that no person in the United States shall on the grounds of race, color, national origin, gender, religion, marital or family status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Agriculture or any agency thereof.

The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of CHIPS or the U.S. Government. Mention of trade names or commercial products does not constitute their endorsement by CHIPS or the U.S. Government.

DRUG AND ALCOHOL POLICY

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



All CHIPS field crew members will follow CHIPS and the Forest Service drug and alcohol policies. CHIPS has guidelines and understanding as follows, and all CHIPS employees have signed and understand the following:

“It is the intent of [CHIPS] to maintain a workplace that is free of drugs and alcohol and to discourage drug and alcohol abuse by its employees. Employees who are under the influence of a drug or alcohol on the job compromise [CHIPS’] interest and endanger their [sic] health and safety and the health and safety of others. Substance abuse in the workplace can also cause [several] other work-related problems, including absenteeism and tardiness, substandard job performance, increased workloads for co-workers, behavior that disrupts other employees, and inferior quality in product or service.” See “Terms and Consent to Drug and Alcohol Testing” attachment.

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SNYLF	Sierra Nevada Yellow-Legged Frog
FYLF	Foothill Yellow-Legged Frog
CRLF	California Red-Legged Frog
CASPO	California Spotted Owl
NOGO	Northern Goshawk

**Project
Goals
Abbreviations:**

ns:

Bole:	The trunk or stem of a tree.
Brush:	A woody plant with no main stem (e.g. deerbrush, manzanita).
Conifer:	A cone bearing tree with needles or leaf scale (e.g. pine, fir, cedar).
Created Damage:	Any damage created by work under this contract. Includes debarking of the stem or bole of a crop tree in excess of 25% of the circumference or longer than 10", root springing, or stripping and/or removing of branches. If branch damage occurs, the Contractor will be required to prune the branch flush with the bole, but without damage to the branch bark collar. The Contractor may be charged for the created damage.
Crop Tree:	A tree that is dominant, which has a straight bole and is healthy and vigorous in appearance, and on acceptable spacing from other crop trees.
DBH	Diameter of a tree measured at 4.5 feet above ground level on the uphill side of the tree.
Hardwood:	A tree with broad leaves rather than needles (e.g. oak, madrone).
Existing Damage:	Includes any defect or deformity of a tree resulting from such agents as wind, snow, animals, insects, disease, and equipment, and evidence by such things as dead or broken tops or trunks, large crooks, and debarking extending more than ¼ of the circumference of the tree. The Contractor is not responsible for existing damage.
Grass and Forbs:	Vegetative material which grows and dies in one or two years (e.g. thistle, mullen).
Root Crown:	The enlarged portion of the plant where the roots and stem join: usually located just below the surface of the ground.
Slash:	Debris created from work under this contract. Include all cut trees and shrubs (boles, tops, limbs, and brush)
Snag:	A dead tree
Spacing:	The horizontal distance from the trunk of one crop tree to the trunk of the next nearest crop tree.
Stand:	A specified treatment area which is shown on the contract map and/or data table and identified by a unique name and/or number.
Merchantable Timber:	Timber what would produce at least 10' straight log with a 6" diameter inside bark at the small end.

**Definitions:
Selection of
Crop Tree
table:**

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Characteristics of Acceptable Crop Trees	Characteristics of Cut Trees
1. Dominance- Trees are taller than others of the same age class	1. Suppressed trees, shorter than others
2. Foliage- dark green color, thick over entire tree.	2. Yellow or reddish color, sparse foliage, tree crown has gaps
3. Straight bole.	3. Bent, crook, or fork.
4. Single branch terminal	4. Two or more leaders of approximately equal length.
5. Free from physical damage	5. Shows damage caused by rolling rocks, falling trees, frost cracks, animals.
6. Free from insect, disease, or animal damage.	6. Shows insect or disease damage by the color of foliage, pitch or stem, deformities of tree.

Protected Species:

- Black Oak (*Quercus kelloggii*)
- California Hazelnut (*Corylus cornuta*)
- California Nutmeg (*Torreya californica*)
- Elderberry (*Sambucus spp.*)
- Pacific Yew (*Taxus brevifolia*)
- Quaking Aspen (*Populus tremuloides*)
- Western Dogwood (*Cornus nuttallii*)
- Willow (*Salix spp.*)

Field Operations Report: This has been an intense month for us all. May started with great ambiguity as to when, or even whether, our season would start in 4 US Forests and Yosemite National Park. In two short weeks some clarity has emerged. Our receipt of the Payroll Protection Plan dollars is allowing us to begin work today in Woodfords, and next Monday in Yosemite. The West Point crew of 10 will continue to work on private contracts and BLM units but will have an opportunity to combine chipper maintenance and operation training while upgrading conditions at the Wilseyville property this week. The Paiute crew will begin creating a fuel break around the Mid Pines Allotment beginning 5/18. The Washoe crew began completion of a fuel break around the Hung a Lel Ti community in Woodfords this morning. Three of the Washoe crew will spend the week in chipper training and cutting firewood for tribal elders at the Wilseyville site. We now have 26 crew members in Woodfords in anticipation of the beginning of the El Dorado Forest beginning work this month. Congrats to Thurman and the foremen for meeting recruitment goals and providing an orientation for all of them yesterday. We have one more hurdle to jump before work can begin in the Amador Ranger District: The USFS is conducting a risk assessment of CHIPS in relation to Covid 19 protocols. We submitted them in writing two weeks ago and are awaiting their go-ahead. We would be the first community organization to resume activities if results of the review are positive.

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In the El Dorado, our first two weeks of work will be a time trial to determine how many acres per day a combined West Point and Woodfords crew of 35 can complete per day. This metric will be used to calculate wages for the 3 year WCB project and could provide an argument for increasing the hourly compensation for the CHIPS SPA covering the View 88 project this year. (Our original agreement was negotiated six or seven years ago and has not seen an increase since then.) It now pays \$8/hr. less than any of our other USFS Agreements. The incidents involving the West Point Crew there last year left us little basis for upgrading the document then. Hopefully the time trial will prove our value and the upgrades in staff, leadership, and equipment we have been working on this past few months.

Donna and I have been working to locate a new chipper. Several possibilities will be presented at our Wednesday Zoom meeting. We have been rehabbing our fleet and equipment on an accelerated basis. The Dodge (of registration fiasco fame) is repaired, smogged, and ready for registration as soon as the DMV opens. The Utility truck should be fully repaired by weeks' end. The Chevy Dually has finally found a utility bed which should be installed by next Monday. Both Chippers are being gone over thoroughly by a competent mechanic and will be available for the Chipper training scheduled for Tuesday or Wednesday depending on weather.

We have begun sales of chips and biochar thanks to Donna's great flyer and community postings. We are also selling bio char in Mountain Ranch on consignment. We have retrieved approximately one third of the 80,000 pounds of biochar from the USFS. The cost is only the loading and transportation as the product is free.

The West Point crew completed 2 time trials and came through with flying colors finishing both ahead of target times. This bodes well for our WP regeneration efforts.

Corey continues to up his game and is ordering parts and supplies on a two weeks ahead basis. We have held 5 tailgate meetings on Covid 19 rules. Despite the pay incentive adopted by the Board, we continue to experience some lapses in observation of our protocols. This will have to be eliminated prior to our start-up in the USFS or we will lose our work there.

Yosemite is finding work for us after the Mid Pines project is completed in two weeks. Park official, Athena Demetry, continues to be a great advocate for us there. New projects including 4 additional weeks of sawing, and planting Oaks in the Valley are under construction and should be added to our agreements in the near future.

We have trainings to complete in Woodfords, Yosemite, Big Sandy, and West Point. We are waiting for a lifting of the ban on such gatherings to resume that effort. Unfortunately, this includes the Red Card and Basic 32 fire training required for us to participate in prescribed fire activity. BLM wants us to burn 3000 piles if we can get certified.

Finally, we have been meeting with local contractors in an effort to put together a partnership to complete projects in the USFS. There is a high interest in the private sector and we are being solicited continuously given recent press on our grant successes.

Submitted 5/11/2020

Steve Wilensky, CHIPS Board Chair

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- a. Yosemite- (PPP money) Midpines evacuated last year, fuel break to start Monday that will surround the community to protect them. Oak firewood is being delivered to the elders.
 - b. West Point being invited by BIA to do tree removal in their community. 6 tailgates on covid 19 protocols and still not being followed. Hazzard pay has been forfeited and hwy 88 contract work maybe forfeited. Work on CHIPS site to learn chipper maintenance and operations. Melissa made masks for all and is showing leadership skills with the unwilling crew.
 - c. Woodfords – doing great work with no personnel issues. The Morbark chipper is working very well and is allowing them to get a lot of work done.
11. Closed session.
- a. BMEC memo was discussed
12. Adjourned 7:37

Executive Director Report

June 10, 2020

BLUE MOUNTAIN ELECTRIC COMPANY (BMEC)

Regine and Steve met with the Calaveras County Water District (CCWD) General Manager on May 21 to discuss the bioenergy project and possible opportunities for collaboration. CCWD is open to potentially supplying fuel from its lands to the plant. The GM also suggested CCWD could pursue a boundary line adjustment to make more CCWD land available for sale to CHIPS which could then procure fuel from. There was also discussion about CCWD as a possible equity partner. CHIPS legal counsel will provide advice on potential partnership arrangements, under our Wood Innovations grant.

BMEC conducted a meeting June 5th during which it approved the Operating Agreement, and discussed technology options and conducted a point factor rating system for evaluating biomass facility options.

Regine is pursuing the I Bank loan for grid interconnection deposit which remains tentative at this time.

Land lease agreement. CHIPS Board tabled lease negotiations until the project technology decision is finalized. CHIPS-BMEC will need to determine:

- If CHIPS will charge BMEC rent and/or profit share.
- The value of the commercial lease.
- The lease start date.
- Lease footprint.
- If CHIPS or BMEC is responsible for site improvements.
- Rights reserved by landlord.
- Insurance requirements.
- Document existing CHIPS loan.

ACCOUNTING/FINANCIAL UPDATE

Regine and consultant have begun to allocate the past five years of revenue and expenses to classes under the new fund based accounting system. This work will continue through June along with the establishment of classes for new grants and existing agreements with National Forests and Yosemite National Park.

Financial statements have been submitted to the I Bank as part of the loan application for interconnection deposit.

The Central State Credit Union (CSCU) checking account and savings accounts have been drawn down and are ready to be closed. Regine will ask Suzette and Rick to complete this work as they are able.

The PPP loan of \$143,872 is 48% expended with the balance expected to be use for June payroll.

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Sierra Nevada Conservancy (SNC) Timber Regulation Forest Restoration (TRFRF) 925 Forest Restoration and Prescribed Fire Crew Development. No activity this past month aside from the grant reimbursing CHIPS for sale of the chipper to the Big Sandy Rancheria.

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includes hand and mechanical fuel reduction on a minimum of 400 acres along Highway 88 within the Eldorado National Forest's View 88 project area.

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Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow). SNA has permitted Thurman to work 40 hours per week through June using their Paycheck Protection Program loan. Regine and Steve will meet with SNA leadership on Jun 18 to discuss a possible application for a 2021 fellow. The cost is \$25,000 in cash match. A potential CHIPS fellowship would build the capacity and expand the skills of an existing field employee who would assume an administrative role such as project manager, field operations manager, fleet manager, or bookkeeper. Request Board authorization to apply.

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HIRING

Regine is investigating three possible leads to determine their skills, capacity and interest in working for CHIPS to manage projects, administer the ACCG, and write grants among other things. Rate of pay is expected to be at \$20 to 30/hour depending on qualifications.



Calaveras Healthy
Impact Product
Solutions (CHIPS)

June 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting

June 10, 2020

5:30pm-7:30PM

<https://us02web.zoom.us/j/86801534655?pwd=cVlxL0hEUkFWTTJ5RURBMjF1NzhiQT09>

Meeting ID: 868 0153 4655

Password: CHIPS

669 900 6833 US (San Jose)

Meeting ID: 868 0153 4655

Password: 071340

1. Call to Order/Quorum Check (2 minutes).
2. Agenda Review and Adoption (5 minutes).
3. Review and Adoption of May Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (15 Minutes).
 - a. Possible board action to set policy
6. Office Lease (5 minutes).
7. Executive Director Report (10 minutes).
 - a. Possible board action to establishment two bank accounts.
 - b. Possible board action to apply for Forestry Fellowship.
8. BMEC Project (30 minutes).
 - a. Discussion and possible board action on point factor rating system.
9. Forestry Fellow Report (5 minutes).
10. Field Operations Report:
 - a. Yosemite, West Point, Woodfords (10 minutes).
11. Closed session.

Supporting documents:

02-May 15, 2020 Board meeting minutes

03-May P&L

04-May P&L by Class

05-Executive Director Report May 13, 2020

06- Executive Director Report June 10, 2020

07-2020-09 Resolution to Authorize Establishment of Checking Account for CAL FIRE 5GG19148

08-2020-10 Resolution to Authorize Establishment of Checking Account for SNC Grant 1214

09-Forestry Fellow Report

10-Irvin Jim Summary of CHIPS Washoe work complete

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Meeting ID: 862 8060 2368

Password: 884742

+1 408 638 0968 US (San Jose)

1. Call to Order 5:30 pm/Quorum Check . Regine Miller <regine.chips@gmail.com> Donna Vial <dvial@volcano.net>, Rick Torgerson ricktorgerson@gmail.com, Steve Wilensky <stevedwilensky@gmail.com>, George Dondero, gdondero2@gmail.com, Mike Orrfelt, morrfelt@gmail.com,
2. *Agenda Modified and Adoption Motion unanimously approved by Vial , Torgerson 2nd (6-0)
3. *Review and Adoption of April Board Minutes unanimously approved by Dondero, Orrfelt 2nd (6-0)
4. Public Comment. None
 - Financial Report
 - a. El Dorado Savings Bank: \$21k . Of this, \$75k is the PPP loan for the next pay period PPP loan approved and received.
 - b. Central State checking \$6k, saving \$274
 - c. \$10k is going to ACCG and is reimbursable
 - d. Outstanding receivables from \$15k in funds from private work
 - e. SNC 1030 will be giving us \$50k as soon as the So. Fork of the Moke is complete
 - f. Possible board action to set policy for mileage and life expectancy to be tabled until next month
5. Budget Review and Discussion
 - a. *Steve will get possible finance options to possibly purchase either a used Bandit for \$38,000 and or a one new chipper from Bandit or Vermeer. unanimously approved by Vial, Torgerson 2nd
6. Office Lease. We have a 2-year lease of \$500 /mo. Within kind of \$1,500 /yr, annually. A new bathroom and wall will be installed.
7. Executive Director Report.
 - Board action – Resolution #2020-09 to approve a checking account solely for the California climate investment CalFire grant program FY 2019-2020 Agreement #5GG19148 Avery Hazardous fuels reduction and maintenance project. Unanimously approved by Torregerson, Dondero (6-0)
 - Board actions- Resolution #2020-10 to establish a checking account solely for the proposition 1 sierra Nevada Conservancy Forest Health Grant Program FY 2020 Grant Agreement #1214 Passed unanimously by Dondero, Orrfelt 2nd (6-0)

BLUE MOUNTAIN ELECTRIC COMPANY (BMEC)

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8. BMEC The 4 choices with Phoenix were outlined by Steve. Unanimously to have Regine and Steve to execute a sale with phoenix Rick, George 2nd (6-0)

9. Forestry Fellow Report
 - Monday May 18th: Field outing with Regine to inspect WCB project areas to develop questions for the FS as to the prescription and treatments.
 - Wednesday May 20th:
 - Chipper training at Wilseyville. Two-and-a-half-hour training on daily maintenance, startup protocols, and important things to know.
 - Three hours touring a possible site for CHIPS West Point crew to complete in the Anita Spur 5 area- a .52 mile and 18-foot area, with Pat McGreevy.
 - Delivery employee paperwork and receipts.
 - Friday May 22nd: Sam, Regine, Steve, and I went out to the WCB project to further develop questions for the FS about the project. These outings proved invaluable for our meeting with the FS and our Registered Professional Forester.
 - Through the following week I worked with Sam and Irvin Jim to ensure all Washoe employees were working well on the projects around the Hung A Lel Ti reservation, Washoe Elders Center, Tribal cemeteries, and our local non-Native communities. See Irvin Jim letter of work completed.
 - Wednesday May 27th: I was in direct communication with Regine on preparation of the WCB Specifications document before presenting it to the FS. Completed. I also began to calculate acreages and possible locations for our time trial and plotting out the best route for our outing with the FS.
 - Thursday May 28th: field outing with those who are a part of the WCB project: Jesse Plummer, Marc Young, Paul L., two FS seasonal hires, Ed Struffenegger, Steve Wilensky, Sam Simmons, Regine Miller. A productive meeting of getting clarification from the FS and showing the FS CHIPS has the field leadership to get the work done.
 - Produced a WCB Field Binder for CHIPS lead foreman. In the binder I placed: a quick reference prescription, all Forest Service COVID 19 protocols, CHIPS' COVID 19 Best Practice, the Forest Service's Risk Assessment (RA), Eldorado Medical Plan, project maps, protected species document with images and how to identify other regional trees, Forest Service Fire Plan, and safety data sheets. I've also purchased 5 Incident Response Pocket Guides (IRPGs) for all field leads as it is referenced in the RA multiple times.
 - Friday June 5th: on a call between CHIPS and the FS relating to SPA revision to increase hourly wages for CHIPS crew members working the View 88 project.
 - Friday June 5th: BMEC Board meeting.
 - Tuesday June 9th: Phoenix Meeting.
 - Completed the six-week MOOC ESRI Cartography module.
 - Communication with the Washoe clinic, tribal council members, tribal Chairman's office, and CHIPS regarding the Washoe COVID 19 fiasco. AAAHHH!

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10. Field Operations Report:

Yosemite-Perfect attendance with high spirits under PPP. 2 wks with Piutes and the rest of the summer in Yosemite w/ bug kill. twice the size as last year.

Woodfords-Washoe crew did 28 parcels in Hung -A -Lel'-ti community. Getting better and better. Not wasting time sharpening and etc.

West Point-Private land jobs. Bear River Reservoir is he site. Melissa and Grant took chipper training and leading the chipper crew and new chipper cannot be broken. 100% improved. 1 chippers and 20 people did 6 acres. Sustained and safe. Sawyers and chippers in sink with each other. Sam's provides strong leadership.

Closed Session – Board reviewed the appeal by a 3-time former employee and unanimous action taken Dondero, Vial 2nd (6-0)

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Executive Director Report

June 10, 2020

BLUE MOUNTAIN ELECTRIC COMPANY (BMEC)

Regine and Steve met with the Calaveras County Water District (CCWD) General Manager on May 21 to discuss the bioenergy project and possible opportunities for collaboration. CCWD is open to potentially supplying fuel from its lands to the plant. The GM also suggested CCWD could pursue a boundary line adjustment to make more CCWD land available for sale to CHIPS which could then procure fuel from. There was also discussion about CCWD as a possible equity partner. CHIPS legal counsel will provide advice on potential partnership arrangements, under our Wood Innovations grant.

BMEC conducted a meeting June 5th during which it approved the Operating Agreement, and discussed technology options and conducted a point factor rating system for evaluating biomass facility options.

Regine is pursuing the I Bank loan for grid interconnection deposit which remains tentative at this time.

Land lease agreement. CHIPS Board tabled lease negotiations until the project technology decision is finalized. CHIPS-BMEC will need to determine:

- If CHIPS will charge BMEC rent and/or profit share.
- The value of the commercial lease.
- The lease start date.
- Lease footprint.
- If CHIPS or BMEC is responsible for site improvements.
- Rights reserved by landlord.
- Insurance requirements.
- Document existing CHIPS loan.

ACCOUNTING/FINANCIAL UPDATE

Regine and consultant have begun to allocate the past five years of revenue and expenses to classes under the new fund based accounting system. This work will continue through June along with the establishment of classes for new grants and existing agreements with National Forests and Yosemite National Park.

Financial statements have been submitted to the I Bank as part of the loan application for interconnection deposit.

The Central State Credit Union (CSCU) checking account and savings accounts have been drawn down and are ready to be closed. Regine will ask Suzette and Rick to complete this work as they are able.

The PPP loan of \$143,872 is 48% expended with the balance expected to be use for June payroll.

GRANTS AND AGREEMENTS UPDATE

Alpine Biomass Collaborative (ABC) Economic Development Administration (EDA). The ABC is preparing the required documentation to request CHIPS' \$20,000 loan forgiveness from Community Vision.

Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project. The initial 25% advance has been deposited. CHIPS conducted a kick off meeting with the Forest Service and consulting forester on May 28. CHIPS' two week time trial was scheduled to begin May 21 to determine the rate of work and confirm the project budget. However, there have been multiple delays related to two Washoe tribal members who tested false-positive for COVID-19. The individuals are not believed to be from the Hung A Lel Ti or Dresslerville communities. The tribe did not conduct contact tracing so CHIPS crewmembers were tested to ensure the crew was not exposed. Work is expected to get underway as soon as the clinic releases the results of the tests which were originally expected June 4. CHIPS crews are expected to hand thin 468 acres this season under this grant.

Sierra Nevada Conservancy (SNC) Timber Regulation Forest Restoration (TRFRF) 925 Forest Restoration and Prescribed Fire Crew Development. No activity this past month aside from the grant reimbursing CHIPS for sale of the chipper to the Big Sandy Rancheria.

SNC 1030 South Fork Mokelumne River Restoration Project. Regine worked with Pat McGreevy of the CAL AM Team to identify additional lands to be treated with the remaining funds under this grant. Regine will issue a letter to SNC requesting a budget amendment so we can treat these lands and finish the grant out. Final closeout will take approximately two months.

SNC 1067 South Fork Mokelumne River Restoration Project Phase 3. Tanner Logging completed mastication and logging of 179 acres of the 214 acres under contract. Sullivan Logging Company (SLC) invoiced and has been paid for treating 63 acres on the Sandy Gulch East. CHIPS was paid \$3,339 for direct costs (hand crews) and \$23,025 for indirect costs under this grant in late May/early June.

SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA). No new activity this past month. This project includes completion of the CEQA/NEPA analysis of 640 acres of public and private land.

SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project. Funding was awarded June 4 with the grant agreement underway. Once the agreement is executed, Thurman will apply for an advance. Possible Board action to authorize the establishment of a bank account. SNC is continuing work to prepare a SB 901 CEQA exemption. This project

includes hand and mechanical fuel reduction on a minimum of 400 acres along Highway 88 within the Eldorado National Forest's View 88 project area.

SNC 1226 Fuels Reduction in Bummerville, Calaveras County. Bank account has been opened and the first advance received. This project includes completing NEPA/CEQA compliance on 456 acres of BLM land in the vicinity of Bummerville, West Point and Wilseyville.

CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project. The grant agreement is fully executed. Regine will submit advance request shortly. Possible Board action to authorize the establishment of a bank account. Advance request will include \$120,000 for a low hours used or new chipper and loader as well as funds for private landowner outreach and CEQA. Regine and Thurman will conduct a site visit with the Calaveras Ranger District on June 11th.

US Forest Service Wood Innovations Grant Sierra Nevada Small Scale Community Biomass Projects Collaborative. Regine and Steve facilitated formation of a committee within the Amador Calaveras Consensus Group (ACCG) to consider the development of a Bureau of Land management (BLM) Community Forest Agreement governance document. CHIPS' legal counsel is drafting a Memorandum of Agreement outlining the governance, which may eventually be followed by an implementation plan and specific project agreements.

US Forest Service West Arnold Thin Project. A contract was awarded to a license timber operator (LTO) for fuel reduction on 96 acres of Calaveras County Water District land in Arnold, expanding the Stanislaus National Forest fuel break system on the western side of Arnold by extending it across the Wildland Urban Interface (WUI) into non-federal lands. CHIPS is fiscal agent for this project, and will contract with the LTO in the next month. This project totals \$286,491 and will be completed by November 2020. There were complaints from one of the other LTO's who proposed on the project. Steve considered the individual's complaint and reviewed the bid proposals to ensure there were no legitimate issues. The complainant's attorney subsequently sent a letter to CHIPS and the Cal Am Team which CHIPS' attorney is advising on how to respond to. Regine can provide the letter upon request.

PG&E Vegetation Management Funding Proposal. No response from PG&E yet on the proposal to conduct 5 miles (26 acres) of roadside thinning work within the Highway 26 corridor. The total costs is \$100,000. A minimum of 75% of the work must be completed by September 30, 2020 with the remainder completed by November 30, 2020.

Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow). SNA has permitted Thurman to work 40 hours per week through June using their Paycheck Protection Program loan. Regine and Steve will meet with SNA leadership on Jun 18 to discuss a possible application for a 2021 fellow. The cost is \$25,000 in cash match. A potential CHIPS fellowship would build the capacity and expand the skills of an existing field employee who would assume an administrative role such as project manager, field operations manager, fleet manager, or bookkeeper. Request Board authorization to apply.

Eldorado National Forest, Specific Project Agreement (SPA). Regine has negotiated an increased rate of pay for the crew at \$30/pp/hour and is working the Forest Service staff to execute the revised SPA and budget. While this rate is still the lowest of all of CHIPS' federal agreements, it represents a significant increase from the previous rate of \$24.12/pp/hour. It is expected to take up to two months to revise the agreement meanwhile which our crews will work under the SPA.

Amador Calaveras Consensus Group (ACCG). Regine continued to support administration of the ACCG general group and administrative work group. CHIPS has fully expended the Consensus Building Institute's first contract budget.

HIRING

Regine is investigating three possible leads to determine their skills, capacity and interest in working for CHIPS to manage projects, administer the ACCG, and write grants among other things. Rate of pay is expected to be at \$20 to 30/hour depending on qualifications.



Calaveras Healthy
Impact Product
Solutions (CHIPS)

July 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting

July 8, 2020

5:30pm-7:30PM

<https://us02web.zoom.us/j/88922189761?pwd=QktYa3JwcUkvUENSQkZHWXFRcHNaUT09>

Meeting ID: 889 2218 9761

Password: CHIPS

One tap mobile

+16699006833,,88922189761#,,,,0#,,620413# US (San Jose)

1. Call to Order/Quorum Check (2 minutes).
2. Agenda Review and Adoption (5 minutes).
3. Review and Adoption of May Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (15 Minutes).
 - a. Possible action to make loan payment.
6. Executive Director Report (15 minutes).
 - a. BMEC update.
 - b. CHIPS-BMEC fuel procurement agreement.
 - c. Possible action to approve NFWF grant application.
7. Forestry Fellow Report (5 minutes).
8. Field Operations Report (25 minutes).
 - a. Yosemite
 - b. West Point
 - c. Woodfords
9. COVID Bonus (20 minutes).
 - a. Eligibility criteria.
 - b. Period covered and when to pay.
10. Website (10 minutes).
11. Closed session.

Supporting documents:

02-June 10, 2020 Board meeting minutes.

03-June P&L.

04-June Balance Sheet.

05-Executive Director Report July 8, 2020.

06-Forestry Fellow Report.

Executive Director Report

July 8, 2020

BLUE MOUNTAIN ELECTRIC COMPANY (BMEC)

Regine and Steve negotiated a sales agreement with Phoenix Energy which was executed July 2. The \$25,000 down payment from Phoenix Energy has been received. Phoenix Energy is now the sole owner of BMEC. CHIPS holds a promissory note for phased payments totaling \$700,000 to CHIPS over the development of the bioenergy plant.

CHIPS and Phoenix Energy will negotiate a fuel procurement agreement in the next month. CHIPS legal counsel will help to draft and negotiate the agreement under our Wood Innovations grant.

ACCOUNTING/FINANCIAL UPDATE

The PPP loan of \$143,872 is 91% expended with the balance expected to be used for the July 1-15 payroll.

The \$6,000 in financial technical assistance grant funds from the Sierra Institute has been fully expended. However, there is additional work to still be done including developing a method to allocate direct expenses, incorporating vendor information for 1099 reports, listing CHIPS' assets and depreciation in Quickbooks, drafting a cost allocation plan, and training a bookkeeper. The majority of the work is expected to be completed by the end of July to mid-August, followed by the hiring of a 0.75-1.0 FTE bookkeeper likely through James Business and Tax Services.

GRANTS AND AGREEMENTS UPDATE

Alpine Biomass Collaborative (ABC) Economic Development Administration (EDA). CHIPS' \$20,000 forgivable loan is being transferred from CHIPS to ABC.

Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project. Field work began June 10, with crews working full time since. CHIPS crews have hand thinned over 20 acres of roadside thinning. The Forest Service has arranged space for our crews to camp at Bear Reservoir so long as CHIPS provides porta potties. Regine is working with WCB to amend the grant budget to reflect workers compensation insurance as an indirect (not direct) cost. CHIPS has received very positive feedback from the Forest Service on the project so far.

Sierra Nevada Conservancy (SNC) Timber Regulation Forest Restoration (TRFRF) 925 Forest Restoration and Prescribed Fire Crew Development. No activity this past month.

SNC 1030 South Fork Mokelumne River Restoration Project. Tanner Logging completed mastication of 14 large burn piles on the Cemetery Unit, completing the grant's scope of work. Regine submitted a letter to SNC requesting a budget amendment to accurately reflect the work that has been done, which was approved. Regine will submit the final performance report by the end of the month and thereafter close out the grant. All but approximately \$13,500 of the grant funds have been expended.

SNC 1067 South Fork Mokelumne River Restoration Project Phase 3. Mastication and logging has been completed on 244 acres. Regine requested a third advance from SNC to pay the final contractor invoice and CHIPS its indirect. Regine will submit a six month progress report to SNC by the end of the month. The grant will be closed following receipt of the third advance, payment of outstanding invoices, and completion of the final report. This grant was over budgeted resulting in \$398,000 of unexpended funds. Cal Am Team, who developed the proposal, does not anticipate any additional work under this grant.

SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA). The first set of wildfire surveys will be completed this week, with the second to occur in November. The archeology and cultural resource surveys are underway and expected to be completed in the next month. The silvicultural surveys are nearly complete. Later this morning, Pat McGreevy will begin to draft the CEQA Mitigated Negative Declaration. This project includes completion of the CEQA/NEPA analysis of 640 acres of public and private land.

SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project. Regine has signed the grant agreement and is working with the Eldorado National Forest to establish a land tenure agreement. Once this agreement is submitted to SNC, SNC will counter sign the grant agreement and finalize the SB 901 CEQA exemption. This project includes hand and mechanical fuel reduction on a minimum of 400 acres along Highway 88 within the Eldorado National Forest's View 88 project area.

SNC 1226 Fuels Reduction in Bummerville, Calaveras County. The consulting biologist has been contracted for the CEQA/NEPA documentation and has begun wildlife surveys in the vicinity of the Barney Way evacuation route. CHIPS is reviewing the consulting archaeologist's contract. This project includes completing NEPA/CEQA compliance on 456 acres of BLM land in the vicinity of Bummerville, West Point and Wilseyville.

CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project. The request for advance has been submitted to Cal Fire which includes \$120,000 for a chipper and loader as well as funds to complete CEQA. Thurman has drafted the private landowner Right of Entries (ROEs); he and Steve will conduct landowner outreach to secure ROEs so that CEQA can begin. Regine and Thurman conducted a site visit with the Calaveras Ranger District staff and expect to hold a team kick off meeting late July or early August. The Forest Service is in the process of identifying the treatments for each unit following which CHIPS will determine which units it will treat and which will go out to bid.

US Forest Service Wood Innovations Grant Sierra Nevada Small Scale Community Biomass Projects Collaborative. CHIPS' legal counsel is poised to draft a Memorandum of Agreement for the Bureau of Land management (BLM) Community Forest Agreement governance document, which may eventually be followed by an implementation plan and specific project agreements pending the go ahead from the Amador Calaveras Consensus Group (ACCG) Community Forest Agreement committee.

Under this grant, CHIPS' legal counsel will also draft and assist with negotiations of a fuel procurement agreement with Phoenix Energy.

US Forest Service West Arnold Thin Project. CHIPS has not yet contracted with the Licensed Timber Operator (LTO) for fuel reduction on 96 acres of Calaveras County Water District land in Arnold. There have been no subsequent communications from one of the other LTO's who proposed on the project and issued complaints about the contracted selection process through their attorney. CAL FIRE is currently reviewing the CEQA exemption, particularly as it relates to the cultural and historic resources documentation. CAL FIRE is expected to approve the CEQA document this week, which will then be sent to the Forest Service for approval after which the LTO can contract with CHIPS and begin work.

PG&E Vegetation Management Funding Proposal. PG&E awarded CHIPS \$50,000 grant for fuel reduction. Pat McGreevy is working to identify the specific areas for treatment and their treatments, likely along Barney Way in West Point. A minimum of 75% of the work must be completed by September 30, 2020 with the remainder completed by November 30, 2020. CHIPS hand crews may perform some of the work, as appropriate.

Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow). SNA has permitted Thurman to work 40 hours per week through the end of his fellowship. Regine is preparing to submit an application for a second fellow for the 2021 term. This will require a \$25,000 cash match.

Eldorado National Forest, Specific Project Agreement (SPA). Regine is working with the Forest Service to execute the revised SPA and budget reflecting an increased rate of \$30 per person-hour. Crews are expected to begin work under this SPA in the next two weeks. There is \$660,554 left in this agreement which expires in March 2022.

National Fish and Wildlife Foundation (NFWF) Pacific Southwest Fuels Management Strategic Investment Partnership Program. Possible Board action to approve joint grant application with Mariposa County Resource Conservation District (RCD) and Yosemite National Park. Work includes hand thinning, chipping and piling within and around the Merced Grove of giant sequoias, with the goal to eventually reintroduce fire as a management tool. The specific scope of work includes fuel reduction from around 60 acres of giant sequoia, 180 acres of culturally sensitive sites, and 250 acres within and among live sugar pines. This work will diversify the Yosemite crew's work and extend their season of work. Maximum grant budget of \$500,000.

Amador Calaveras Consensus Group (ACCG). Regine continued to support administration of the ACCG general group and administrative work group. CHIPS is billing against the Consensus Building Institute's second contract budget.

HIRING

Three of the possible leads Regine contacted regarding employment as a Project Manager were otherwise committed. Regine will follow up with two additional leads. If she is unsuccessful in hiring using this process, she will draft and advertise a job description.



Calaveras Healthy
Impact Product
Solutions (CHIPS)

August 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
August 10, 2020
5:30pm-7:45pm

<https://us02web.zoom.us/j/86801534655?pwd=cVlxL0hEUkFWTTJ5RURBMjF1NzhIQT09>

Meeting ID: 868 0153 4655

Passcode: CHIPS

+1 669 900 6833 US (San Jose)

Meeting ID: 868 0153 4655

Passcode: 071340

1. Call to Order/Quorum Check (2 minutes).
2. Agenda Review and Adoption (5 minutes).
3. Review and Adoption of May Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (10 Minutes).
 - a. Possible action to make loan payment.
6. Executive Director Report (15 minutes).
7. Forestry Fellow Report (5 minutes).
8. Field Operations Report (25 minutes).
 - a. Yosemite
 - b. West Point
 - c. Woodfords
9. Personnel Issues (15 minutes).
 - a. COVID safety complaint.
 - b. Non-discrimination policy violations.
10. Review cash flow projections, discuss needs and take possible action (40 minutes).
 - a. COVID Hazard Pay.
 - i. Eligibility criteria.
 - ii. Period covered and when to pay.
 - b. Debt repayment.
 - c. Equipment needs.
 - d. Staffing needs.
11. Website update (5 minutes).
12. Closed session.

Supporting documents:

02-July 8, 2020 Board meeting minutes.

03-July 31, 2020 P&L. (PENDING)

04-July 31, 2020 Balance Sheet. (PENDING)

05-Executive Director Report August 12, 2020.

06-Forestry Fellow Report August 2020.

07-2020_2021 Cash flow projections.

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
August 10, 2020
5:30pm-7:45pm

<https://us02web.zoom.us/j/86801534655?pwd=cVlxL0hEUkFWTTJ5RURBMjF1NzhIQ09>

Meeting ID: 868 0153 4655

Passcode: CHIPS

+1 669 900 6833 US (San Jose)

Meeting ID: 868 0153 4655

Passcode: 071340

1. Call to Order/Quorum Check (2 minutes).

Steve Wilensky <stevedwilensky@gmail.com>; Donna Vial <dvial@volcano.net>; Mike Orrfelt/jane hundredmark <morrfelt@gmail.com>; Robert Zellers <robert.zellers@gmail.com>; George Dondero <gdondero2@gmail.com>; Rick Torgerson <ricktorgerson@gmail.com>

Thurman Roberts <thurman.chips@gmail.com>; Keith Enderlein and Samatha Iacobillo , Sam Simmons, Craig C..

2. Agenda Review and Adoption (5 minutes). Agenda approval motion unanimously made and approved by Vial, Dondero
3. Review and Adoption of July Board Minutes (5 minutes). Minutes approval motion unanimously made and approved by Zellers, Dondero
4. Public Comment. Keith Enderlein and Samatha Iacobillo-forest restoration company, Tiny homes, Eco Village,
5. Financial Report
 - P&LNet income 18K, coming in are 23K. Biochar, chips sales, \$ 107 k payroll, \$35k in bank= \$55K with \$5 designated. 60% of normal for this coming pay period due to the virus= \$50k
6. Executive Director Report -. Executive Director Report

• **ACCOUNTING/FINANCIAL UPDATE**

The PPP loan of \$143,872 is fully expended, with the remaining funds spent in July on the Yosemite crew and a small amount of crew work on the WCB project. Regine will now apply for loan forgiveness.

The Sierra Institute contributed another \$3,000 in financial technical assistance grant funds for a total of \$9,000. The majority of the work is complete and will be followed by ongoing bookkeeping and financial program management. Remaining technical assistance includes: finalizing the indirect cost allocation plan, reporting biochar/woodchips sales tax, entering vendor information into Quickbooks, and determining the how to allocate expenses for work billed at loaded rates.

• **GRANTS AND AGREEMENTS UPDATE**

- **Alpine Biomass Collaborative (ABC) Economic Development Administration (EDA).** Regine invoiced the EDA for final payment in July, and is now closing out the grant. The \$20,000 forgivable loan is still being transferred from CHIPS to ABC.

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- **Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project.** Field work continued through July, with work disrupted by a possible COVID exposure and subsequent testing of all crews. CHIPS crews have hand thinned over 37 acres of roadside thinning. Efficiencies are improving however we are still expensing more than the grant budget can support. Regine and Steve are to conduct a budget true-up in August to evaluate whether or not we can meet the budget metrics. CHIPS conducted a team meeting with the Forest Service to check in on the scope of work and begin to address pre-commercial thinning under-budgeting. CHIPS administrative staff and field leaders met with the Forest Service to plan for aspen stand fencing. We are currently procuring materials and expect for work to begin in late August. Pre-treatment monitoring by subcontractor, The Institute for Bird Populations, is underway. Regine, together with Patti Cunningham, is continuing to work with WCB to amend the grant budget to reflect workers compensation insurance as an indirect (not direct) cost.
- **Sierra Nevada Conservancy (SNC) Timber Regulation Forest Restoration (TRFRF) 925 Forest Restoration and Prescribed Fire Crew Development.** Regine amended the grant budget to reflect actual expenditures and requested the third and final advance. The S212 Wildland Chainsaw training that was scheduled has been postponed due to Big Sandy Rancheria Mono tribe COVID exposure.
- **SNC 1030 South Fork Mokelumne River Restoration Project.** The grant's scope of work is complete. Regine submitted the final invoice and progress report to SNC. Regine expects to submit the final report to SNC in the next week, after which SNC will review and approve closeout and provide the 10% grant retainer of \$13,000-\$15000 to CHIPS. All grant funds were fully expended.
- **SNC 1067 South Fork Mokelumne River Restoration Project Phase 3.** Work is complete under this grant with \$325,694 in remaining funds. The grant is on hold while the SNC 1068 planning grant is completed by Pat McGreevy. Once SNC 1068 is complete, Regine will propose to SNC to apply the remaining SNC 1067 funds to implement fuel reduction treatments in areas covered by the SNC 1068 CEQA/NEPA document. \$325,694 could be used in the S. Fork watershed.
- **SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA).** Wildlife, archeology, and cultural resources surveys are complete. The silviculture surveys will be completed by the end of the August. Pat McGreevy will thereafter draft the CEQA Mitigated Negative Declaration. This project includes completion of the CEQA/NEPA analysis of 640 acres of public and private land.
- **SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project.** Regine has signed the grant agreement and has drafted the land tenure agreement with the Eldorado National Forest. The land tenure agreement should be finalized in the next couple of weeks after which the document will be submitted to SNC for grant agreement execution.

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- **SNC 1226 Fuels Reduction in Bummerville, Calaveras County.** The biology and archeology surveys for CEQA are underway. This project includes completing NEPA/CEQA compliance on 456 acres of BLM land in the vicinity of Bummerville, West Point and Wilseyville.
- **CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project.** The request for advance was received and deposited, of which \$120,000 is set aside to procure a chipper and front-end loader. Regine is working with CAL FIRE to determine if we can use the grant funds to pay off the chipper we purchased in May 2020. We have secured one private landowner Right of Entry (ROE) with potentially five more pending. Regine expects to draft a Non-Funded Participating Agreement with the Forest Service later this month.
- **US Forest Service Wood Innovations Grant Sierra Nevada Small Scale Community Biomass Projects Collaborative.** There was no activity under this grant this month.
- **US Forest Service West Arnold Thin Project.** CAL FIRE approved the CEQA exemption after which the Licensed Timber Operator (LTO) completed logging on the entire 96 acre project site. Regine has invoiced the Forest Service for this work, project management and indirect expenses. Next, the LTO will masticate the project area. Field work is expected to be completed in August followed by grant closeout in fall.
- **PG&E Vegetation Management Funding Proposal.** Pat McGreevy continues to identify the specific areas for treatment and their treatments, likely along Barney Way in West Point. Regine submitted the signed agreement and required documents to PG&E. CHIPS hand crews may perform some of the work, as appropriate. To be completed by November.
- **Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow).** Regine applied for a second fellow for the 2021 term. The position is for a Field Operations Coordinator; the scope of work includes day-to-day field operations, private and public fuel reduction contracting, development and expansion of the work force training program, administration of field personnel including documenting progressive discipline and employee evaluations, supporting equipment procurement and maintenance, assisting with grant writing, and participation in Amador Calaveras Consensus Group. If awarded, this will require a \$25,000 cash match.
- **Eldorado National Forest, Specific Project Agreement (SPA).** Regine executed the revised SPA reflecting an increased rate of \$30 per person-hour. Crews began work within the View 88 project area on August 11.
- **National Fish and Wildlife Foundation (NFWF) Pacific Southwest Fuels Management Strategic Investment Partnership Program.** Mariposa County Resource Conservation District (RCD) submitted the NFWF grant application on behalf of Yosemite National Park and CHIPS. Work includes hand thinning, chipping and piling within and around the Merced Grove of giant sequoias, with the goal to eventually reintroduce fire as a management tool. The specific scope of work includes fuel reduction from around 60 acres of giant sequoia, 180 acres of culturally

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sensitive sites, and 250 acres within and among live sugar pines. This work will diversify the Yosemite crew's work and extend their season of work. The grant was budgeted at \$432,628.

- **Wildlife Conservation Board Forest Conservation Program Protecting Sequoias and Communities.** Mariposa County Resource Conservation District (RCD) submitted the WCB grant application on behalf of Yosemite National Park and CHIPS. Work is complementary to the aforementioned NFWF application, and includes roadside thinning across 38 miles in the vicinity of the Mariposa Grove.
- **Amador Calaveras Consensus Group (ACCG).** Regine continued to support administration of the ACCG general group and administrative work group. Regine is set to meet with the Consensus Building Institute (subcontractor) this week to review their contract and evaluate their continued facilitation and conflict resolution.
- **STAFF HIRING**
Regine meet by phone with three possible leads for a Project Manager/Administrator. Two are of potential interest but Board direction is needed as it relates to cash flow and the will of the Board.

7. Forestry Fellow Report Thurman's August update.

1. WCB:
 - a. Weekend and weekly field outings have become necessary to take measurements and map the progress of work. The crew has taken an active role in flagging the 25-foot workable space from the road, as well as flagging culverts and any other no-work zones.
 - b. The California spotted limited operating periods (LOPs) lifts starting August 15th, and the crew will begin working these areas as soon as possible.
 - c. July 23rd, WCB FS team check-in: LOPs and precommercial thinning (PCT) sites were both mentioned as the crew may need to work both shortly. Scheduling these project areas will require careful consideration as time and budgeting concerns amount as we near the last half of the first year.
 - d. Aspen Stand Fencing project:
 - i. July 28th "Aspen Stand Fencing", walk through Sam, Craig, Steve, Regine, Ed and myself joined Chuck to view the project to ask questions, better understand the project and to discuss any issue or concerns.
 - ii. I have contacted Tractor Supply for t-posts and Forestry Supply for deer netting. Regine and I are working together get all materials delivered asap.
 - e. The FS has been extremely pleased with the quality of work and the manner in which the crew has been working.
 - f. Ed, Steve, and I have conducted several contractor site visits to the PCT sites. The purpose of these visits is to gather information on cost per acre. We are trying to understand better options of contracting out work and balancing that with the crew work. Dates: July 14th and July 28th.
2. CAL Fire Arnold-Avery
 - a. July 22nd, Steve and I drove to the Arnold Avery area to hand-deliver Right of Entry (ROEs) and letters of support to private landowners. Unfortunately, we were only able to locate one address before car troubles put an end to that effort.
 - b. I mailed out the rest of the ROEs, and letters of support, along with parcel maps to each private landowners. A week later, I then followed up by mailing reminder letters to those landowners.

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3. Sierra Nevada Alliance
 - a. July 20th Regine and I submitted my Midyear Fellowship report to the Alliance.
 - b. July 22nd was a follow up Zoom meeting with Nicole the Fellowship program director.
 4. Other items:
 - a. July 13th I attended a "Non Profit Budgeting 101" put on by the SNA. The meeting was an overview on how to read non-profit financial reports, budget implementation and development, and to help develop project managers.
 - b. Completed my application for a new contractor's license and will be submitting all documents for a testing date. FINALLY!
 7. Field Operations Report -30% of hours lost due to COVID
 - a. Yosemite-2 crews 5 and 5. 4 -10 hr. days. Exchange with Big Sandy has been stopped and shut down perhaps for the year. Up to 8-day lag in getting tests back in all clinics
 - b. Tahoe-10 started, 4-10's under new Christensen leader
 - c. View 88 view- 10 now there with improved contracts. WCB can take crews from Tahoe and View 88 when weather becomes a factor to make up hours if we go in through November.
 - d. West Point-drug tested
 - e. Woodfords-quality is high, everyone is cleared to work. Need a couple more saws. Sam thinks the virus issues have peaked. He suggests we hire 10 to chip what's on the ground
 8. Personnel Issues
 - a. Two COVID safety complaints want to participate by phone (Chris and Kevin on phone for their concerns: tires, why drug testing w/o incident, stealing, rumors, bonus. Steve responds to drug testing agreement signed by employees. Our policy said we would pay retroactively when we get the money. In driving their own vehicles a truck tire blew out \$4,000 in damage, (1999 with less than 200k miles valued between \$889-\$3493) 88 wrote in Sharpie by Chris (?) K was written for my name by Corey and someone else must have written the other 2 K's.
 - b. Non-discrimination policy violations.
 9. Review cash flow projections discuss needs and take possible action (40 minutes).
 - a. We have 5-6 mos. before we hit the wall with \$4,500 extra /mo. from Nov-March. Mix biochar for growing season to increase revenue, 2nd chipper could be paid by a grant: take bridge loan, have folks take weeks off, line of credit, sell equipment
 - b. COVID Hazard Pay.
 - i. Eligibility criteria-\$1 when working on a hwy beginning yesterday
 - ii. Period covered and when to pay.
 - c. Debt repayment-assumptions
 - d. Equipment needs- 2nd chipper, (\$10K off another Bandit if we act now) loader with second grant
 - e. Staffing needs-Field Boss
 10. Website update -George and Ric. Ric wants to do it ourselves. George will set up times for them to talk to 2 web designers (local fellow from Murphys who will give a discount and Teejay who offered a free site). Photos are needed and will be sent to George
 11. Closed session. Motion Unanimously passed by Vial, 2nd Dondero, Board voted against his claims on all 3 accounts.
- Adjourned 8:35mpm



Calaveras Healthy
Impact Product
Solutions (CHIPS)

September 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
September 9, 2020
5:30pm-7:30pm

<https://us02web.zoom.us/j/83120440783?pwd=Y1F4ZnFtSEd0Z0c3MG0wUStQRlpQUt09>

Meeting ID: 831 2044 0783

Passcode: CHIPS

Dial by your location

+1 408 638 0968 US (San Jose)

Meeting ID: 831 2044 0783

Passcode: 466564

1. Call to Order/Quorum Check (2 minutes).
2. Agenda Review and Adoption (5 minutes).
3. Review and Adoption of August Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (10 Minutes).
6. Executive Director Report (15 minutes).
 - a. Possible action on ACCG Memorandum of Agreement.
 - b. Possible action to establish bank account for new grant.
7. Forestry Fellow Report (10 minutes).
8. Field Operations Report (25 minutes).
 - a. Yosemite - Wilensky
 - b. West Point - Orrfelt
 - c. Woodfords - Orrfelt
9. Review cash flow projections, discuss needs and take possible action (40 minutes).
 - a. COVID Hazard Pay.
 - i. Eligibility criteria.
 - ii. Period covered and when to pay.
 - b. Debt repayment.
 - c. Equipment.
 - d. Staffing.
10. Website update (5 minutes).
11. Closed session.

Supporting documents:

02-DRAFT Board meeting minutes August 12, 2020 (PENDING).

03-Executive Director Report Sept. 7, 2020.

04-ACCG MOA Final.

05-ACCG MOA signature letter.

06-Resolution to authorize establishment of bank account for SNC ISWI grant.

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- 07-Sierra Corps Conference Poster Final.
- 08-Revised cash flow projections.
- 09-Cash flow projection assumptions.

Calaveras Healthy Impacts Product Solutions (CHIPS)
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CHIPS Board of Directors Meeting
September 9, 2020
5:30pm-7:30pm

<https://us02web.zoom.us/j/83120440783?pwd=Y1F4ZnFtSEd0Z0c3MG0wUStQRlpQUt09>

Meeting ID: 831 2044 0783

Passcode: CHIPS

Dial by your location

+1 408 638 0968 US (San Jose)

Meeting ID: 831 2044 0783

Passcode: 466564

1. Call to Order/Quorum Check (2 minutes).

Steve Wilensky <stevedwilensky@gmail.com>; Donna Vial <dvial@volcano.net>; Mike Orrfelt/jane hundredmark <morrfelt@gmail.com>; Robert Zellers <robert.zellers@gmail.com>; George Dondero <gdondero2@gmail.com>; Rick Torgerson <ricktorgerson@gmail.com>
Thurman Roberts <thurman.chips@gmail.com>;

2. Agenda Review and Adoption (5 minutes).

MOTIONED BY Torgersen, Vial 2nd (6-0,0)

3. Review and Adoption of August Board Minutes (5 minutes).

MOTIONED BY Dondero, Vial 2nd (6-0,0)

4. Public Comment. -none

5. Financial Report (10 Minutes).

Cash balance is \$35k in bank. \$76 payroll for 2 wks plus one month for Regine. \$50k expected for next payroll, \$76 in invoices. Outstanding fuel bills to Wahsoe = \$11k for gas bills, many which are older than 6 mos.
MOTION-Vial motioned George second to pay \$4k a month to pay off this gas bill.

6. Executive Director Report (15 minutes). Executive Director Report

ACCOUNTING/FINANCIAL UPDATE

The monthly financial statements are not yet available for the Board's review because Patti Cunningham is on vacation. Regine will provide the reports to the Board once expenses and income are recorded.

Regine is waiting to apply for PPP loan forgiveness until the Paycheck Protection Small Business Forgiveness Act is reviewed and potentially passed. If approved, the bill will provide for automatic forgiveness on a loan that is not more than \$150,000, such as CHIPS' \$143,872 loan.

GRANTS AND AGREEMENTS UPDATE

Alpine Biomass Collaborative (ABC) Economic Development Administration (EDA). Regine expects to return the unused balance (\$1,694.41) of the forgivable loan to Community Vision (lender) this week. The balance of the loan is still being transferred from CHIPS to ABC.

Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project. Field work continued through August with a reduced crew. Some crew members were diverted from the project to begin work under CHIPS' agreements with the Eldorado National Forest and Lake Tahoe Basin Management Unit. The crew continued to hand

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thin and chip along Dufrene Road, and also began to erect fencing around remnant aspen stands slated for restoration. Pre-treatment monitoring of the pre-commercial hand thinning units by subcontractor, The Institute for Bird Populations, is still underway. On September 3 Regine, together with Patti Cunningham, requested the WCB reconsider their position based on federal guidelines that workers compensation insurance is an indirect, not direct. Regine expects to propose a budget amendment to the WCB to account for CHIPS crews working under the grant as personnel, not contractors. The crews are expected to conduct a time trail on the pre-commercial hand thinning units in late September.

Sierra Nevada Conservancy (SNC) Timber Regulation Forest Restoration (TRFRF) 925 Forest Restoration and Prescribed Fire Crew Development. Regine submitted the six month progress report to SNC.

SNC 1030 South Fork Mokelumne River Restoration Project. The SNC conducted their final site inspection on August 27. The SNC program manager advised that he accidentally overlooked CHIPS' final invoice which Regine submitted on July 23. He will now process the invoice and close out the grant, after which SNC will provide the 10% grant retainer of \$50,000.

SNC 1067 South Fork Mokelumne River Restoration Project Phase 3. No activity this past month.

SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA). Silviculture surveys are complete. Pat McGreevy is working to draft the CEQA Mitigated Negative Declaration. This project includes completion of the CEQA/NEPA analysis of 640 acres of public and private land.

SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project. Regine is working with the Eldorado National Forest to complete the land tenure agreement after which the document will be submitted to SNC for grant agreement execution.

SNC 1226 Fuels Reduction in Bummerville, Calaveras County. The biology and archeology surveys for CEQA are underway. This project includes completing NEPA/CEQA compliance on 456 acres of BLM land in the vicinity of Bummerville, West Point and Wilseyville.

SNC 952-CCI Intertribal Stewardship Workforce Initiative (ISWI). Regine executed the grant agreement on September 1 and requested an advance thereafter. Possible board action to authorize the establishment of an interest bearing checking account for this grant, as required by SNC. The scope of work includes developing a minimum of eight new tribal stewardship workforce crews throughout the Sierra Nevada, providing the training and equipment needed to complete basic forest stewardship contracts, establishing initial contracts and agreements with public land management agencies to provide the newly-formed crews with at least one year of project work. Total grant award is \$475,635, and term is two years.

CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project. Grant funds were used to pay for the Bandit chipper procured this past May, including \$10,000 to reimburse CHIPS for the chipper deposit. Thurman and Steve have secured three private landowner Right of Entries (ROE) with potentially three additional pending. Regine is working with the Stanislaus National Forest to draft a Non Funded Participating Agreement, and expects to conduct a project kick off meeting later this month. The consulting forester will thereafter visit the private parcels, draft silviculture prescriptions and complete CEQA documentation.

US Forest Service Wood Innovations Grant Sierra Nevada Small Scale Community Biomass Projects Collaborative. No activity this past month.

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US Forest Service West Arnold Thin Project. The entire 92.5-acre project area has been logged, as specified by the project's consulting forester. Approximately 15 to 20 acres remain to be masticated along with final cleanup work which equates to roughly 7 to 10 more days of work. Due to the current high fire danger, the logging contractor will suspend operations until conditions are more favorable, hopefully in September or October. The CHIPS-Poston Logging contract expires on October 31, 2020 and may need to be extended into November.

PG&E Vegetation Management Funding Proposal. Pat McGreevy has identified the specific areas for treatment along Barney Way in West Point and is drafting a contractor Request for Proposals. The Cal Am Team will review and award proposal(s), after which CHIPS will execute contract(s) and work will begin. Donna Vial is assisting Regine to administer this project.

Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow). CHIPS' application for a second fellow (Field Operations Coordinator) for the 2021 term has been approved. Regine expects to meet with SNA in late September to discuss the fellow's wages and benefits, and match requirements.

Amador Calaveras Consensus Group (ACCG). Regine continued to support administration of the ACCG general group and administrative work group. Regine extended the CHIPS- Consensus Building Institute (subcontractor) contract to September 30, 2021 to allow for CBI to complete their scope of work and fully expend their contract. Regine met with the Amador Ranger District ACCG Coordinator on August 31 to begin to discuss future facilitation and conflict resolution needs, and funding availability.

Over the course of several months, the ACCG revised their Memorandum of Agreement (MOA). While everyone is welcome to participate in the ACCG meetings and discussions, only members who have signed onto the revised MOA are vested in ACCG decision making. Board to consider possible action to sign onto the MOA.

- a. Possible action on ACCG Memorandum of Agreement.

MOTIONED by Torgersen, Orrfelt 2nd for Steve and Regine to sign the agreement (6-0,0)

- b. Possible action to establish bank account for new grant for SNC

MOTIONED by Vial, Torgersen to open this interest-bearing account (6-0,0)

6. Forestry Fellow Report (10 minutes).

(Taken from presentation)

- The Tribal Outreach and Workforce Development section. I lead efforts in coordinating, communication, and implementation efforts. The Paradise S212 or Wildland chainsaw training was our largest training and certify effort to date. The aim for the training in Paradise was to certify Native and Non-Native people for their S212 for a cut out of the FEMA hazard tree removal in the Camp Fire burn scar. In total 48 local people in the area were certified. The Washoe Tribe Job fair held in March was the first of its kind for CHIPS and from that job fair we hired 15 additional Washoe Tribal people for our field crews. A large portion of my outreach to support workforce development on the East side of the Sierra included outreach to Inter Tribal Council of Nevada, Advance located within Lake Tahoe Community College and the Washoe Tribal Workforce development. My workforce development effort for our crews on the West side of the Sierra included outreach to Mother Lode Job trainings office at their Sonora, Amador and Calaveras offices, as well as Amador Probation.

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The reason for an extensive approach to Workforce development was to bolster our already extensive field operations is for the Major Project which you can see to the left.

- The Top two projects are is our Wildlife Conservation Board or WCB and our CAL FIRE project both are three year long funded projects. And a short-term goal with my time at CHIPS is to see both through completion. The WCB Upper Mokleumne Forest Restoration Project is a revegetation and burn recovery project comprised of 1,903 acres of mixed conifer thinning and 12 acres of Aspen Stand restoration. It is a 1.9-million-dollar grant and has occupied about 70/80% of my time. Our Arnold Avery Butte Dozer Fuel break Maintenance and Construction project is a 196 Hazardous Fuel Reduction and 744-acre fuel break maintenance project and at 1.98 million project planned for completion early 2024. And I just wanted to mention my efforts with our Biomass Utilization Campus and grant writing with CHIPS.
 - Our WCB project. Being the Project Manager of this large project, I spend a lot of my time coordinating “Team” efforts between the US Forest Service, the Amador Calaveras Consensus Group, our Registered Professional Forester, and our Field Crews. This coordinate effort began at the beginning of my Fellowship, with prescription development: I pulled technical prescriptions used by the forest service, their fire plan, developed rolls and responsibilities, and a field manual for use by the field crew and during any walk throughs of our Pre-commercial Units, which you can see to the right. And that field binder was used by our field crews to ensure prescription compliance. Myself and our RPF and I would assess the worksite ahead of the crew for protected species, waterways, and any hazards the crew will run into the crew would conduct the work; our RPF and I would do an initial walk through checking for prescription compliance; the crew would then go through an address the issues and once things looked good we would have the Forest Service do a final sign off. Once the work was signed off by the Forest Service I along with my Supervisor Regine Miller would then invoice on the project and I would product reports to the Wildlife Conservation Board. To quickly mention our Pre-commercial Thin units, on the right is a 900-acre area with 450 acres of mechanical and 450 acres of hand thinning. Some of my work and current efforts are working the Helen Loffland of the ACCG Monitoring group for monitoring of how the prescription we are putting on the land would regenerate and the overall effect of the prescription. The prescription for this area is going to utilize the GTR 220 technical report utilizing individual clumps and gaps. Another portion of my work was to coordinate work sequences for the project. Being a Wildlife Conservation Board Project I needed to know Limited operations periods with the Ca spotted Owl, Northern Goshawks, and the Sierra Nevada Yellow Legged Frog.
 - There is dramatic difference in removal of surface and ladder fuels. What we are seeing in this project is the regrowth of ceanothus, manzanita, and white thorn. This is my first-time using ArcGIS Pro and I am fortunate enough to be able to utilize partners with CHIPS and ACCG to develop ArcGIS Pro mapping skills.
 - Being a Native of the Sierra Nevada, I grew up on the Hung A lel Ti reservation in Alpine county, seeing all of the work being done within the SNAP and Sierra Corps Forestry Fellowship, my heart is full. And as sciences catch up with the Traditional Ecological Knowledge once used by the original Stewards, we all need to listen to the people who live on these lands with open hearts and minds.
7. Field Operations Report (25 minutes). Wildfire is interfering with work days up to a wk.

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- a. Yosemite – Wilensky- buffer zone between Mariposa Groves. Working in tough conditions, crews combined to create Heli pool near Wawona golf course. Duff of 2 feet are being cleared to prevent killing of the old growth grove. Covid is being tested and positives monitored. And isolated. 96% attendance in the last 2 wks. in the Tahoe crew. Sacramento Bee and Enterprise will be invited to interview crew and take pictures for PR and website.
 - b. West Point – Orrfelt-Dave is keeping the crew ahead by repairing the saws (7)
 - c. Woodfords – Orrfelt-View 88 is pleased with the performance averaging 10
8. Review cash flow projections discuss needs and take possible action (40 minutes).
- a. COVID Hazard Pay.
 - i. Eligibility criteria.
 - ii. Period covered and when to pay.
 - b. Debt repayment.

MOTIONED by Dondero, Orrfelt 2nd to table this until next meeting

9. Website update (5 minutes).

Will work with Teejay in Sacramento who offered to make it free of charge. A preview website will be available to edit before next Board meeting. Please send photos.

10. Equipment. Another Bandit=\$73k. and loader but it is recommended a skid steer, bucket and grapple instead. Steve and Donna will compare notes and make recommendations. We need to come up with maintenance costs and a designated operator.

11. Closed session.

Options were discussed for re-employment on probation and one case of disciplinary action

Adjourned @ 7:50 pm by Donna Vial

Supporting documents:

02-DRAFT Board meeting minutes August 12, 2020 (PENDING).

03-Executive Director Report Sept. 7, 2020.

04-ACCG MOA Final.

05-ACCG MOA signature letter.

06-Resolution to authorize establishment of bank account for SNC ISWI grant.

07-Sierra Corps Conference Poster Final.

08-Revised cash flow projections.

09-Cash flow projection assumptions.



Calaveras Healthy
Impact Product
Solutions (CHIPS)

October 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
October 14, 2020
5:30pm-7:30pm

<https://us02web.zoom.us/j/81704045796?pwd=eURmVFhpQUttWi9zeXdBV2RtaHBkdz09>

Meeting ID: 817 0404 5796

Passcode: 421500

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 817 0404 5796

Passcode: 421500

1. Call to Order/Quorum Check (2 minutes).
2. Review and Adoption of Agenda (5 minutes).
3. Review and Adoption of September Board Minutes (5 minutes).
4. Public Comment.
5. Introduction of Megan Layhee (10 minutes).
6. Financial Report (10 Minutes).
 - a. Possible Board action (25 minutes).
 - i. COVID Hazard Pay.
 1. Eligibility criteria.
 2. Period covered and when to pay.
 - ii. Debt repayment.
 - iii. Staffing.
 - iv. Equipment.
7. Executive Director Report (15 minutes).
 - a. Bioenergy plant fuel procurement contract.
8. Forestry Fellow Report (5 minutes).
9. Field Operations Report (15 minutes).
 - a. Yosemite – Wilensky.
 - b. West Point – Orrfelt.
 - c. Woodfords – Orrfelt.
10. Possible Board action on policies – Vial (10 minutes).
11. Website update – Torgerson/Dondero (5 minutes).
12. Closed session (15 minutes).

Supporting documents:

02-DRAFT Board meeting minutes Sept 9, 2020.

03-Fiscal year profit and loss.

04-Balance Sheet.

05-Executive Director Report Oct 10, 2020.

06-Forestry Fellow Report Oct 9, 2020.

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West Point, Ca. 95255



CHIPS Board of Directors Meeting
October 14, 2020
5:30pm-7:30pm

1. Call to Order/Quorum Check (2 minutes). Call to Order/ Steve Wilensky <stevedwilensky@gmail.com>; Donna Vial <dvial@volcano.net>; Mike Orrfelt/jane hundertmark <morrfelt@gmail.com>; Robert Zellers <robert.zellers@gmail.com>; George Dondero <gdondero2@gmail.com>; Rick Torgerson ricktorgerson@gmail.com sam simmons Thurman Roberts <thurman.chips@gmail.com>;

2. Agenda Review and Adoption (5 minutes). Vial, 2nd by Dondero (4 ayes-0, noes, 2 absent)

3. Review and Adoption of September Board Minutes (5 minutes).

MOTIONED BY Torgerson, Dondero | 2nd (4 ayes, 0 nays, 2 absent)

4. Public Comment. -Megan Layhee's potential employment was discussed. Motion by Vial, Torgerson for Steve and Regin to have a 2nd interview with her that would result in hiring her up to 50% time.

5. Financial Report (10 Minutes).

Cash balance is \$54 in bank. Outstanding invoices=\$48k Income lags expenses. =\$102k-\$160k possible this month. Payroll is projected to be \$50+k We owe \$5,800 in gas receipts to Washoe. From 2019. We need to get a truck out of hawk for \$7400. Carol's patience is continuing so no pressure. We could pay in work amounting to \$3800 in lieu of interest to her loan. One day's work of full crew would pay off this interest.

MOTION-Vial motioned to pay the gas receipt of \$5800, \$7400 truck repair bill. Torgerson 2nd Passed (4-0)

Vial motioned, Orfelt 2nd COVID March-May (\$8000-\$9000 +interest of 2%) hazard pay contingent after Steve and Regine go over illegibility upon getting all invoices out to insure the next payroll. This is to be a separate check. Passed 5-0.

6. Equipment.

\$125 k towards procurement of skid steer and attachments. Demo of John Deere will be re-scheduled. Donna will work with Mike to sell the piece of unused equipment in the yard.

7. Executive Director Report (15 minutes)

ACCOUNTING/FINANCIAL UPDATE

- Working with Teresa James to prepare the 2019 taxes.
- Working with Patti Cunningham to complete the budget recaps for federal contracts and to develop the Cost Allocation Plan.
- No activity on PPP loan; waiting on the outcome of the proposed Paycheck Protection Small Business Forgiveness Act.

GRANTS AND AGREEMENTS UPDATE

Alpine Biomass Collaborative (ABC) Economic Development Administration (EDA). Returned the unused balance (\$1,694.41) of the forgivable loan to lender. No action on transfer of the loan from CHIPS to ABC.

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Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project. Field work was intermittent in September due to the National Forest shutdown and daily Project Activity Levels (PAL). The crew continued roadside thinning, and installed t-posts around two of the four aspen stands to be restored. Thurman conducted a pre-operations meeting for the pre-commercial hand thin units, to be followed by crew time trial. Regine proposed a budget shift to WCB to account for workers compensation insurance and administrative overhead on the work CHIPS is conducting itself as opposed to contracting. The budget amendment was approved; Regine revised prior invoices to reflect the shift and submitted a third invoice for work through September 30.

Crews have treated a total of 42 acres of roadside thinning, with 661 acres remaining. We have spent \$192,817 on field personnel, small tools and equipment, and gas from project inception through September 30 equating to \$4,569/acre which far exceeds budget estimates of \$1,770/acre. Expect to need to contract out some of the work to meet scope and budget obligations.

SNC 1030 South Fork Mokelumne River Restoration Project. Received and deposited SNC's 10% retention. Paid final invoices and closed grant.

SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA). Prepared six month progress report to SNC. Working with Pat McGreevy to consider reducing the scope of work to exclude areas where fuel reduction treatments are not necessary (meadows and wetlands). Regine will take any proposed changes to SNC later this month for their consideration. Pat will draft the joint CEQA/NEPA document for up to 640 acres of public and private land.

SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project. Land tenure agreement is being circulated for signature. Final document will be submitted to SNC for grant agreement execution after which CEQA will be completed. Expect to issue contractor Request for Proposals this winter. This project includes fuels reduction within 400 to 600 acres along Highway 88.

SNC 952-CCI Intertribal Stewardship Workforce Initiative (ISWI). Skid steer demonstration was conducted October 2. Second demonstration expected before decision can be made on equipment purchase. This project includes developing, training, equipping and deploying at least eight new tribal stewardship workforce crews throughout the Sierra.

CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project. CAL FIRE approved the purchase of a skid steer in lieu of a front end loader. There is one remaining private landowner Right of Entry (ROE) after which the CEQA analysis will begin. Conducted a project kick off meeting with Forest Service and contracted forester on September 29th. Expect to draft contractor RFP's late fall or early winter.

US Forest Service Wood Innovations Grant Sierra Nevada Small Scale Community Biomass Projects Collaborative. Provided Phoenix Energy with documents required to activate the project's Administrative Use Permit. Met with legal counsel to discuss drafting of the fuel procurement contract. Board input needed to help determine the volume of biomass CHIPS is willing to supply, pricing, measurement determination, and delivery schedule.

PG&E Vegetation Management Funding Proposal. Mastication contract awarded to Bob Fine with contract to soon follow. Pat McGreevy is working with the Bureau of Land Management (BLM) to secure right of entry in the vicinity of Barney Way. Received initial payment from PGE. Field operations are not expected to begin until conditions are favorable and BLM has issued a fire restriction variance.

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Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow). Met with SNA to discuss financial terms for 2021 fellowship, resulting in the option for the fellow to waive health care insurance and to apply those funds toward their gross wages. Regine and the SNA are still discussing the match requirement with the goal to utilize CHIPS' grant funds toward a portion of the \$25,000 cash match requirement.

Yosemite National Park. Executed an agreement with the Yosemite Conservancy for pollinator habitat restoration. Expect to execute a second contract for the restoration of two historic orchards. Work will occur late fall to early winter.

Amador Calaveras Consensus Group (ACCG). Regine continued to support administration of the ACCG general group and administrative work group.

Patti Cunningham continues to gain more knowledge and contributes to cost allocation issues and lifts some workload from Regine. An audit would be helpful and more info coming in November.

Cloud based electronic file system is being explored by Thurman with options being brought to Board next meeting.

Bioenergy plant fuel procurement proposal being crafted by Steve and Regine coming at November meeting.

7. Forestry Fellow Report (5 minutes). Thurman Roberts' Forestry Fellowship

- Sierra Nevada Alliance

September 10th – 11th: Sierra Nevada Alliance held its biannual conference online.

- Gave 5-minute presentation, the same one I ran through with the CHIPS' board the day before
- Upcoming training: UC Davis Intro to Geographic Information System (November 2nd-7th)
- Seek other training opportunities.
- Working on quarterly report for Fellowship due Oct 15th.

WCB

- Oct 1st: held our pre-op meeting with for work to begin in the PCT units.
 - Purpose: to get field crew, CHIPS, ACCG Monitoring Work Group, and the Forest Service on the same page with implementation, timeline, prescriptions, and communications.
 - Sam Simmons, Ed Struffenegge-RPF, and I did a final walkthrough on Dufrene Road in preparation for having the Forest Service sign off on work completed and prescription compliance.
- Mapped work completed: Cole Creek, Old Hwy 88, Peddler Maintenance Rd., Dufrene Rd, Aspen Stand, and roadside thinning on PCT Unit 7.
- Updated photo documentation.
- Drafted up WCB invoice narrative and tracking match from partners on the project.

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CAL FIRE

- Sept 20: Jan Bray and I met with Bottomley on-site for a walk through his parcel and answered his question about the prescription, the project, and took note of his requests.

- We secured his ROE.
- Flagged an artesian well on his property

- Sept 29: "Kick-Off" meeting for the project: update to Forest Service, our RPF, and CHIPS.

- Produce four maps showing the prescription breakdown by units and type.
- Drafted agenda

- Working with Regine on producing a cost-benefit analysis and procured several quotes from local and regional companies.

Other

- Weekly check-ins with Regine

- Worked with Steve to get 5 Washoe crew members down to the town of Wawona do roadside clearing for safe ingress and egress of locals and emergency vehicles.

- Completed invoicing for LTBMU, Yosemite, View 88, and reported hours worked on WCB

- ACCG General Meeting (Sept 16th)

- ACCG Funding Coordinating WG (Sept 22nd)

- SCALE meeting (Sept 24th)

- Phone interview with Nanette Kelly of "Native News Online" (Sept 30th): 50 minutes.

- Completed ESRI six week MOOC "Going Places with Spatial Analysis" (Sept 30th)

- "Hazard tree awareness and erosion in post-fire landscapes" webinar (Oct 8th)

8. Field Operations Report (15 minutes).

- a. Yosemite – Wilensky. 3 wks extension on apple project and 3 wks on another another project. 43 trained in Chico to finish up the year. Crew of 10 is in Yosemite and another group to fill out on view 88. They are camping out and grateful for the work. Highly discipline crew.
- b. West Point – Orrfelt. Popular in the area, but red flag warning keeps them out of work. View 88-Happy and productive. Tool sets are missing which decreases enthusiasms, trust and morale. Happens when crews are overlapping. Could be cultural views concerning sharing. They can

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obtain hours in the yard if there was income or they can work Saturday in the forest and Saturday and Sundays in private land. Leadership can come from other crews.

- c. Woodfords – Orrfelt. They broke down due to the Red Flag day. Everyone was happy with their work. Less personnel problems. More sawyers could keep more swampers busy, hence more workdays during Red Flag days
9. Possible Board action on policies – Vial (10 minutes). Equipment for crews must be approved by both Dave and Mike before going to Regine. Dave and Robert will oversee purchases, maintenance, and registration. Melissa will help feed them potential vehicles/machines. Vial motioned Orrfelt 2nd (passed 5-0)
10. Website update – Torgerson/Dondero . Board approved his donation as tax deductible.
11. Closed session (15 minutes).

HR will review requested raise and including job description to be brought back to Board. Yosemite complaint has been acted on and closed.

Supporting documents:

- 02-DRAFT Board meeting minutes Sept 9, 2020.
- 03-Fiscal year profit and loss.
- 04-Balance Sheet.
- 05-Executive Director Report Oct 10, 2020.
- 06-Forestry Fellow Report Oct 9, 2020.



Calaveras Healthy
Impact Product
Solutions (CHIPS)

November 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
November 18, 2020
5:30pm-7:30pm

<https://us02web.zoom.us/j/81704045796?pwd=eURmVFhpQUttWi9zeXdBV2RtaHBkdz09>

Meeting ID: 817 0404 5796

Passcode: 421500

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 817 0404 5796

Passcode: 421500

1. Call to Order/Quorum Check (2 minutes).
2. Review and Adoption of Agenda (5 minutes).
3. Review and Adoption of October Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (10 Minutes).
 - a. Reports.
 - b. Financial program manager and bookkeeper staffing.
6. Executive Director Report (30 minutes).
 - a. Possible Board action on CHIPS-Wilensky contract.
 - b. Possible Board action to procure skid steer.
 - c. Board to consider the CHIPS-BMEC fuel procurement contract.
7. Forestry Fellow Report (5 minutes).
8. Field Operations Report.
 - a. Yosemite – Wilensky (10 minutes).
 - b. West Point – Orrfelt (10 minutes).
 - c. Woodfords – Orrfelt/Wilensky (10 minutes)
9. Possible Board action on policies – Vial (10 minutes).
10. Website update – Torgerson/Dondero (5 minutes).
11. Closed session.

Supporting documents:

- 02-DRAFT Board meeting minutes Oct 14, 2020.
- 03-Fiscal year profit and loss (pending).
- 04-Balance Sheet (pending).
- 05-Executive Director Report Nov 16 2020.
- 06-DRAFT SNC 952-CCI CHIPS-Wilensky Contract.
- 07-Forestry Fellow Report Nov. 2020.

Calaveras Healthy Impacts Product Solutions
291-A Main Street.,P.O. Box 616
West Point, Ca. 95255

CHIPS Board of Directors Meeting
November 18, 2020
5:30pm-7:30pm

1. Call to Order/Quorum Check (2 minutes). Call to Order/ Steve Wilensky <stevedwilensky@gmail.com>; Donna Vial <dvial@volcano.net>; Mike Orrfelt/jane hundredmark <morrfelt@gmail.com>; Robert Zellers <robert.zellers@gmail.com>; George Dondero <gdondero2@gmail.com>; Rick Torgerson ricktorgerson@gmail.com sam simmons Thurman Roberts <thurman.chips@gmail.com>;
2. Agenda Review and Adoption.Vial, 2nd by Dondero (5 ayes-0, noes)
3. Review and Adoption of October Board Minutes. Dondero, Torgerson 2nd (5 ayes,0 noes)
4. Public Comment. Sam reported the COVID is heavily impacting their Washoe community and more each day. (4-5 CHIPS employees) Will re-schedule with meetings with leadership when their health permits
5. Financial Report
 - a. Reports. Net income for the month of \$104 k, \$85k in bank, but \$25k going out netting \$25k in bank. Large fuel bill has been paid off. Large vehicle repair bill that denotes planning and preparing for this in the future. This is expected to be reduced significantly next month. Dave and Steve will triage the vehicle fleet and possibly use government surplus process that Sierra Nevada Conservatory is using. Pre-bids can be made by tribes once eligible. Driving skills of the crew are dictating safety training is necessary.
 - b. Finalized and submitted the 2019 990.

- c. Working with Patti Cunningham to determine whether or not an audit is required for 2019.
- d. If an audit is required, \$750k will necessitate an audit. Regine and Patti will see if we must have one. CHIPS will need to issue a Request for Proposals (RFP).
- e. A portion of the audit cost could be allocated to CHIPS' federal contracts.
- f. No activity on PPP loan; waiting on the outcome of the proposed Paycheck Protection Small Business Forgiveness Act.
- g. No activity on the Cost Allocation Plan.
- h. Board to consider maintaining contracted part-time financial program manager (Patti) and establishing full-time bookkeeping position. A Job description will be crafted in the coming months to make a position that is being vacated by Patti. This could be funded by indirect costs from our grants.

6. Executive Director's Report

a. GRANTS AND AGREEMENTS UPDATE

- **Wildlife Conservation Board (WCB) Upper Mokelumne Forest Restoration Project.** Field work was intermittent in October and early November due to daily Project Activity Levels (PAL) and the COVID outbreak in the Washoe community. The crew performed limited roadside thinning. WCB is requiring CHIPS to remove vehicle maintenance and repair charges from Invoice #2 and #3. Regine and Patti to determine establishment of mileage charge or daily vehicle rental.
- Regine and Thurman are working to identify potential roadside thinning units for mastication and will prepare contractor RFPs for pre-commercial thinning and revegetation units. Expect to contract work by mid-winter.
- **SNC 1067 South Fork Mokelumne River Phase 3 Treatment.** Holding discussions with SNC and BLM to determine how to apply the surplus \$337,739 in grant funds. Expect to propose mastication of residual burn piles across 85-acres of BLM land this winter. If approved, CHIPS will prepare RFP as soon as possible, and contract work for completion this winter.
- **SNC 1068 South Fork Mokelumne River Phase 4 (NEPA/CEQA).** Prepared six-month progress report to SNC. Working to reduce the scope of work and budget to exclude areas where fuel reduction treatments are not necessary. Pat McGreevy has begun to draft a NEPA document for the BLM lands and a CEQA document for private lands. The documents will cover up to 640 acres of public and private land.

- **SNC 952-CCI Intertribal Stewardship Workforce Initiative (ISWI).** Possible Board action on draft CHIPS-Wilensky contract for services, and on skid steer purchase. Partnered with Chico Traditional Ecological Knowledge Stewardship Program to prime bid proposal for the Cohasset Fuels Reduction Project, which consists of 205 acres of roadside hand thinning and chipping in Butte County. This contract would provide work for the newly hired Chico-based Mechoopda/Konkow Maidu crew through July 2021. The ISWI grant includes developing, training, equipping, contracting for, and deploying at least eight new tribal stewardship workforce crews throughout the Sierra.

- **SNC 1214 View 88 Fuels Reduction and Prescribed Fire Readiness Project.** Land tenure agreement with Forest Service, grant agreement with SNC and CEQA are finalized. Next steps are to separate treatment units into contracts for mechanical piling/mastication and hand piling, and draft and issue contractor RFPs. This project includes fuels reduction within 400 to 600 acres along Highway 88.

- **SNC 1226 Fuels Reduction in Bummerville, Calaveras County.** The biological/wildlife surveys are partially complete, and the archaeological surveys are underway for the CEQA/NEPA documentation in the vicinity of the Barney Way evacuation route. The biological surveys will be completed in March through June 2021 to capture potential rare plants. The contract with the silviculturist has been executed; she will create dossiers for each treatment unit. This project includes completing NEPA/CEQA compliance on 456 acres of BLM land in the vicinity of Bummerville, West Point and Wilseyville.

- **CAL FIRE Arnold Avery Hazardous Fuels Reduction and Fuel Break Maintenance Project.** Submitted the quarterly progress report, invoice and advance accountability report. Completed the final private landowner Right of Entries which allowed for the contracted consultant to begin the CEQA investigations. Megan drafted the media release with the Forest Service. Expect to conduct site visit with Megan late November, and work with Forest Service to prepare technical specifications and contractor Requests for Proposals (RFPs). Plan to advertise RFPs and execute contracts in mid-winter. This project includes maintaining and expanding 744 acres of the Butte Fire dozer line fuel break and constructing the 196-acre Village fuel break.

- **US Forest Service Wood Innovations Grant Sierra Nevada Small Scale Community Biomass Projects Collaborative.** Contracted John Romena to assist with the development of fuel contract terms for volume and pricing. I will receive John's recommendations this week, then meet with legal counsel to incorporate the terms into the fuel contact template to be negotiated with Blue Mountain Electric Company (Phoenix Energy). The basic terms include:

- Processing the fuel with CHIPS' equipment and labor to a <3" standard.
- Supplying 10,000-15,000 BDT/year,
- \$50-55/ton.
- 5-year term.
- Inclusion of diesel escalator, force majeure clause, non-performance clause, and a clause that allows potential for renegotiation.

- Proposed terms may require Phoenix Energy to finish chip processing to meet gasifier specifications and to provide measurement determination (truck scale and moisture meter). Fuel contract is due to Phoenix Energy later this week. Board to consider reviewing and taking action on the fuel contract upon its completion.

- **Blue Mountain Electric Company.** Calaveras County will not activate CHIPS' Administrative Use Permit (AUP) and is now requiring Phoenix Energy to prepare Conditional (not Administrative) Use Permit due to the threat of potential litigation by the California Unions for Reliable Energy (CURE). The CUP is a public process which could threaten timing of the close of project finance. Phoenix Energy has secured finance to be able to utilize the Investment Tax Credit (ITC) program thus completing the project's financial plan. If the CUP is not completed in February, Phoenix Energy expects to lose the ITC which means they will need to find an alternative source of investment to complete the finance plan.

- **US Forest Service West Arnold Thin Project.** The contracted Licensed Timber Operator (LTO) is expected to complete his contract for fuel reduction on 96 acres of Calaveras County Water District land in Arnold within the next 7 to 10 days. Regine to execute contract extension. Pat McGreevy has begun to draft the final report.

- **PG&E Vegetation Management Funding Proposal.** Received initial payment from PGE. Executed Bureau of Land Management (BLM) fire variance and mastication contract with Bob Fine for work on 13 acres in the vicinity of Barney Way, which ties into the SNC 1226 work area. Contractor has begun work along Schmitt Lane and Barney Way and will continue to mid-December. The Middle River Community Service District is paying for replacement of the culvert along Barney Way.

- **Sierra Nevada Alliance (SNA) Sierra Corp Program (Forestry Fellow).** The 2020 fellowship will end in early December after which Thurman will transition to a full-time CHIPS employee. Executed MOA with SNA for the 2021 fellowship position (Field Coordinator). SNA is set to interview Craig Christiansen of the Washoe crew for the position this week. CHIPS' initial cash match payment of \$6,250 is due January 1.

- **Yosemite National Park.** Executed orchard restoration contract with the Yosemite Conservancy. Crews, including the Chico crew and Big Sandy Rancheria crew, have worked under this agreement as well as that for the pollinator habitat restoration.
- **Lake Tahoe Basin Management Unit and Eldorado and Stanislaus National Forests Specific Project Agreements (SPAs).** Field work under the SPAs concluded for the season to be followed by submission of final invoices and performance reports. Work this season was severely disrupted by repeated COVID-19 exposures, smoky conditions, and project activity levels (PAL) as well as by the Region 5 forest closure order.
- **Amador Calaveras Consensus Group (ACCG).** Regine supported administration of the ACCG general group and administrative work group with notetaking, emails and agenda development. She is also facilitating and administrating the newly-formed Funding Coordination Work Group. Regine is working to pass off all but the latter to Megan.
- **Community Revitalization & Ecosystem Workforce (CREW) High Road Training Partnership (HRTP).** Partnered with the Sierra Institute of Community and Environment in support of large grant application focused on forest stewardship work force training, crew development, equipment, contracting, and deployment. If awarded funding, the grant will provide for up to three tiers of training for CHIPS crew members, crew cab trucks, a Field Operations Manager position, and administrative/management staff time.

6. Possible Board action on CHIPS-Wilensky contract.

***Motioned** to move forward with Steve's contract, Torgerson, Vial 2nd (5 ayes, 0 naves)

7. Possible Board action to procure skid steer

*** Motioned** to table the signing of the contract with John Deere to purchase the skid steer package with trainings and attachments until more information can be had. (Wilensky, Torgerson 2nd 5 ayes, 0 noes)

8. Board to consider the CHIPS-BMEC fuel procurement contract.

9. Forestry Fellow Report Thurman Roberts' Forestry Fellowship Sierra Nevada Alliance:

- Trainings
 - ESRI- "Creating Maps and Visualizations" 24-hour online course Oct 28th-30th. Working on course report.
 - UC Forestry Workshop Series. Possible field day November 21st- ongoing

- 2) Completed 3rd quarter SNA Forestry Fellowship report
- 3) November 17th Regine and I have my final Supervisor and Fellow meeting.

- FY2020 Cornerstone Reporting
- ACCG Match reporting -training from Megan begins tomorrow @ 10 am
- CHIPS FY19 and FY2020 breakdowns- Stanislaus and Eldorado NF
- CHIPS Fy2020 “Story”
- CHIPS Fy2020 sources leveraged

CAL FIRE:

- Finalized ROEs and passing the project onto Megan
- ISWI:
- Paperwork for Chico crew- four new hires.
- Gearing up for this effort: reviewed agreement
- Other:
- Invoicing for LTBMU and View 88. Coordinating efforts with Steve to complete Yosemite invoice
- Coordinated effort in housing Chico crew.
- Oct 21st Native News Online published the ["Non-Profit Spearheads Land Repatriation Through Community Revitalization and Forest Stewardship"](#)
- D 49: 2 hours webinar “Get Licensed to Build Workshop” November 6, 2020.

10. Field Operations Report.

- a. Yosemite – Wilensky 170 yr. old apple orchard restoration, and removal of invasive species. About 4 days left. Lots of press Black ice Tundra vehicle accident resulted in totaling it. WCB 4,000 ft with rain, will finish in 2 weeks.
- b. West Point – Orrfelt . Missed a lot of work but new folks have come in totaling 5 on private contracts
- c. Woodfords – Wilensky- the COVID issue has been devastating even to the point of food shortages. Vial to make a cold call to the Rancheria for help. Torgerson to put out a call to KQBM via Wallen Dondero and Fred.

9. Possible Board action on policies – Vial to look into policies in our history when we go through the boxes with Steve



Calaveras Healthy
Impact Product
Solutions (CHIPS)

December 2020

**Board of Directors Meeting
Open Session
Agenda and Minutes**

Calaveras Healthy Impacts Product Solutions (CHIPS)
291-A Main Street
P.O. Box 616
West Point, Ca. 95255



CHIPS Board of Directors Meeting
December 9, 2020
5:30pm-7:30pm

<https://us02web.zoom.us/j/86801534655?pwd=cVlxL0hEUkFWTTJ5RURBMjF1NzhIQOT09>

Meeting ID: 868 0153 4655

Passcode: CHIPS

+14086380968,,86801534655#,,,,,0#,,071340# US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 868 0153 4655

Passcode: 071340

1. Call to Order/Quorum Check (2 minutes).
2. Review and Adoption of Agenda (5 minutes).
3. Review and Adoption of October Board Minutes (5 minutes).
4. Public Comment.
5. Financial Report (20 Minutes).
 - a. Possible Board action to apply for stimulus funding - Wilensky.
 - b. Possible Board action for COVID – Wilensky.
6. Executive Director Report (25 minutes).
 - a. Possible Board action on the CHIPS-BMEC fuel procurement contract.
7. Forestry Fellow Report (5 minutes).
8. Field Operations Report.
 - a. Yosemite – Wilensky (10 minutes).
 - b. West Point – Orrfelt (10 minutes).
 - c. Woodfords – Orrfelt/Wilensky (10 minutes)
9. Website update – Torgerson/Dondero (5 minutes).
10. Closed session (15 minutes).

Supporting documents:

02-DRAFT Board meeting minutes Nov 18, 2020.

03-Fiscal year profit and loss (pending).

04-Balance Sheet (pending).

05-DRAFT CHIPS-BMEC Fuel Agreement.

06-Forestry Fellow Final Presentation to the Sierra Nevada Conservancy.