

**Firewise Group Meeting Notes**  
**June 28, 2023**  
**Mesquite Room at The Oaks, 301 Del Webb Blvd**

**Call to Order: 1:00 pm**

**Dan Dodson**

**Attendees:** Dan Dodson, Paul Ohlenbusch, Petra Garren, Mark Marino, Judy Whitmore, Carlton Mathis (Liaison), Brian Richard (EMC), Ed Butler (N71), David Hubbell (N47), Katie Newman (CA staff), Cheryl Taylor (N05 and FWCC), Bill Keefe (N64), Bob Shaw (N10), Jodi and Tom Leirer (N29).

**Welcome & Chair Comments:**

**Dan Dodson**

Dan welcomed all and reported on his absence and recovery from his accident. Dan advised all to make sure you have grab bars in the shower and slip-resistant shower floor additions.

**Approval of Meeting Notes from last meeting**

Approval occurred online for the May meeting notes.

**Safety Moments:**

**Open**

As weather stays hot and dry, please be cognizant of getting rid of debris around your house.

**Resident & Neighborhood Firewise Partner Comments:**

(Comments are incorporated into other sections.)

**Liaisons:**

- **Landscape Supervisor:**

**Carlton Mathis**

Carlton stated that his crew has finished the ice storm cleanup and has moved on to Level 3 maintenance. The hot, dry conditions have helped to allow them to be on track with last year's progress as there has been less growth.

- **EMC:**

**Brian Richard**

The EMC is currently focused on implementing several recommendations contained in the after-action reports from the 4/28/2023 Sun City Evacuation Drill, and the 5/5/2023 Point of Dispensing (POD) round table with Georgetown and Williamson County officials.

- **Property and Grounds:**

**Duane Murray**

Duane was not present, no report.

- **NRO:**

**Don Shawhan**

Don was not present, no report.

## **Reports from Work Groups:**

### **HIZ Work Group:**

**Doug Lane**

Doug was not present, no report.

### **Firewise Website:**

**Melissa Lane**

Melissa was not present, no report.

### **Education/Training Work Group:**

#### **\*\* Sun Rays, Communicator and NRO Bulletin articles:**

**Dan Dodson**

Articles are needed for these. One participant suggested an article about dealing with high temperatures.

#### **\*\* Firewise Display Board status:**

**Petra Garren**

Petra brought the display board with the suggested pictures and documents attached. The group discussed the contents and appearance and commended Petra and the committee for their hard work on the display board. Paul will help with better copies of the pictures he has available.

#### **\*\*Firewise Town Hall, October 10, 2023**

**Paul Ohlenbusch**

Paul and the group discussed proposed contents for the Town Hall. Paul reiterated that he would like to go through a brief history of the Sun City Firewise group and its evolution to where we are today. As always, the films we have available will be used to educate the attendees about fire danger and the importance of keeping the area around their home free of burnable materials where embers may ignite. Highlighting fires that have occurred in the central Texas area would be useful. Emphasis should be on the Steiner Ranch fire where 23 houses were lost.

Ed Butler has experience with wildland fire and will talk with Paul and Dan after the meeting today to discuss further additions. He commended Firewise and the CA for getting rid of undergrowth and said the mitigation efforts here are great.

Dan has experience in the San Antonio area and would be able to address the similarities to the fire danger here.

### **Training:**

**Paul and Dan**

It is anticipated that the Neighborhood Firewise Partners training will take place in August.

### **Renewal Work Group:**

**Paul Ohlenbusch**

Paul reported work on this typically starts in September.

### **Firewise Clearing Crew:**

**Petra Garren**

Petra reported they have suspended clearing for the hot months of the summer and will resume in September. The last workday crew were 9 folks who had some hot, humid conditions to deal with but still achieved a lot and the neighbors were grateful.

### **Old Business/New Business: (See attached “Suggested Work Group Organization and Functions”)**

Paul presented a discussion and outline of his thoughts on the future of Firewise. He stated the need to revise the Firewise Operating Procedures, to review the annual narrative, and the importance of having more people involved in leadership of Firewise as he and Dan will not be able to maintain their level of involvement.

People commented that most of Sun City clubs and groups have difficulty finding enough people to step up to leadership positions. People come here to retire and often are not interested in having a new job, albeit volunteer. One participant suggested looking at the folks in the Hiking Club as a possible group of like-minded folks.

**\*\*Please see attached\*\*** After the meeting, Paul and Dan worked together to outline their “Suggested Work Group Organization and Functions”, which is attached to the Meeting Notes.

### **Upcoming Events:**

New Resident Orientation: August 17, 2023 8:30 SC Ballroom

Neighborhood Firewise Partners Training: to be determined

Firewise Town Hall: October 10, 2023 9:30 SC Ballroom

Home Ignition Zone Evaluator Training/Review: October 27, 2023, 9:00 a.m.  
Cowan Creek, Andice Room

New Resident Orientation: November 17, 2023 8:30 SC Ballroom

### **Next Meetings:**

Education and Training: July 20, 2023- 1:00 PM - Mesquite Room at The Oaks

Firewise Group: July 26, 2023, 1:00 PM - Mesquite Room at The Oaks

Education and Training: August 17, 2023- 1:00 PM - Mesquite Room at The Oaks

Firewise Group: August 23, 2023, 1:00 PM - Mesquite Room at The Oaks

**Adjourned: 2:15 pm**

**Dan Dodson**

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## **Suggested Work Group Organization and Functions**

Proposed new Firewise Group Objective:

*The objective of the Firewise Group is to apply local solutions by encouraging homeowners to take responsibility for preparing their homes from the risk of wildfire.*

The following are suggested short descriptions of each group, functions, and average monthly time needed.

*Education-Training Work Group* prepares materials for distribution to homeowners and develops materials for use with neighborhoods, clubs, and other Sun City groups. It prepares materials for internal use. It provides training for Home Ignition Zone Evaluators, Neighborhood Firewise Partners volunteers, and Landscape Vendor Training.

- Develop written guideline document

- Publicity - Co-Coordinationators & writers - 2-4 hr/mo

  - Sun Rays

  - Communication

  - NRO Bulletin

  - Publications

- Events - Co-Coordinationators

  - Develop written guideline document

  - Town Hall-Training – 6-8 hr/mo (Aug - Oct, December - February)

  - develop new trainers

*Firewise Clearing Team* is a volunteer group that participates in weekly workdays cutting vines and junipers (cedars) in the Level 3 fuel break common areas in coordination with the Common Area & Irrigation Superintendent. Training will be conducted for new volunteers. This is outside work. There will be limited activities in the summer.

- Co-Coordinationators - up to 10 hr/mo

  - Develop written guideline document

  - Develop duplicate leadership

  - Maintain roster and coordinate with Volunteer co-managers

*Home Ignition Zone Work Group* is a group of trained volunteers conducting evaluations of the outside of homeowners house and property to determine the condition of landscaping and the house where embers from a wildfire could ignite a fire. Training is required.

- HIZ Co-Coordinationators – 1-2 hr/mo

  - Develop written guideline document

  - Coordinator and Backup Coordinator

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- Receive HIZ requests
- Assign Evaluators
- Document completed evaluations
- Report status at Firewise Group meetings

*Renewal Work Group* collects the data and information required to apply for the annual renewal. It creates the annual narrative document to provide a record of the progress the Firewise Group makes.

- Renewal Co-Cordinatoors - 1-2 hr/mo except Sep - mid Nov - 3-5 hr/mo
  - Develop structure
  - Develop procedures
  - Develop written guideline document

- Volunteer co-managers – 2-3 hr/mo **NEW**
  - Develop written guideline document
  - document new volunteers
  - update rosters
    - Firewise Group
    - HIZ Evaluators
    - Education-Training
    - Partners
    - Renewal
    - Clearing Crew – coordinate
    - Send updated Rosters as needed

*Neighborhood Firewise Partners* are neighborhood representatives ask to promote Firewise information and where to find more, promote the Home Ignition Zone (HIZ) Evaluations and Firewise Clearing Crew, promote Firewise events, if possible, attend Firewise meetings to provide input, gain information, and ask questions, etc., and review the Firewise Trumpet newsletter to keep up to date.

- Neighborhood Partners - 1-3 hr/mo
  - Part of Ed-T?
  - Structure?
  - Maintain a roster?
  - Training – probably August
  - Develop written guideline document