

EMERGENCY FIRE COST COMMITTEE

September 5, 2023

In accordance with the provisions of ORS 477.455, a meeting of the Emergency Fire Cost Committee (EFCC) was held in the Tillamook Room of the Oregon Department of Forestry Headquarters in Salem and via Zoom Video Conferencing on Tuesday, September 5, 2023.

Committee Members Present

Brennan Garrelts, Chair
Erik Lease
Chris Johnson (via Zoom)

Others Present (in person)

Lorna Hobbs, EFCC Finance Coordinator
Chrystal Bader, Executive Support, ODF
Michelle Reed, Executive Support, ODF

Kyle Abraham, Deputy State Forester
James Short, Chief Financial Officer, ODF
Mike Shaw, Chief of Fire Protection, ODF
Blake Ellis, Fire Operations, Fire Protection, ODF
Tim Holschbach, Deputy Chief, Policy & Planning, Fire Protection, ODF
Neal Miller, Fire Cost Recovery Specialist, ODF
Stacey Chase, Finance Manager, ODF
Kyle Williams, Director of Forest Protection, Oregon Forests & Industries Council (OF&IC)
Cindy Robert, Manulife
Kathryn VanNatta, Member of the public

Others Present (via Zoom)

Nancy Hirsch, EFCC Administrator
Tracy Wrolson, Protection Finance Unit Manager

ITEM 1: CALL TO ORDER, CHAIR COMMENTS AND INTRODUCTIONS

Chair Garrelts called the meeting to order at 10:01 a.m. on Tuesday, September 5, 2023. He and committee member Erik Lease were present in the room. Committee member Chris Johnson was present via Zoom video conference and there was a quorum.

Chair Garrelts then recognized Kathryn VanNatta, likely a new EFCC member who will be filling the vacancy left with Steve Cafferata's resignation from the committee. This will be the first appointment through the new membership policy process. Kathryn currently serves as a member of the Northwest Oregon FPA budget committee and represents small woodland owners. She has a good understanding of forest management and will be a welcome addition to the Emergency Fire Cost Committee. The Board of Forestry will vote on the EFCC appointment recommendation at their meeting tomorrow, Wednesday, September 7.

Chair Garrelts then provided a brief update on Senator Steiner's fire funding workgroup noting there has been one introductory meeting so far which State Forester Mukumoto attended. Workgroup members have been sworn to secrecy so Chair Garrelts was unable to share details but highlighted that it was a good meeting, and he is looking forward to the work coming out of it and hopes that rate payers and ODF will benefit through Senator Steiner's support.

Chair Garrelts then commended ODF staff for the successful fire season, noting there is no expectation that Oregon firefighters catch every fire, however, the amount of catches this year is impressive. The hard work on the ground in challenging conditions is much appreciated and he thanked ODF on behalf of all Oregon landowners as these catches benefit all Oregonians, not just Oregon landowners.

ITEM 2: APPROVAL OF THE MINUTES OF THE JUNE 6, 2023 EFCC MEETING *[Decision Item]*

Committee member Erik Lease motioned to approve the June 6, 2023 Emergency Fire Cost Committee meeting minutes as emailed to committee members. Chair Garrelts seconded. All approved and none opposed, and the motion passed unanimously.

ITEM 3: FINANCIAL STATUS OF THE OREGON FOREST LAND PROTECTION FUND *[Information Item]*

The financial status of the Oregon Forestland Protection Fund was reported by Lorna Hobbs, EFCC Finance Coordinator and reviewed by the committee. Lorna noted the report covers fiscal year 2023 ending balance and revenue as well as expenditure projections for fiscal year 2024.

For fiscal year 2023, the ending balance on June 30, 2023 was **\$11,928,752**.

Total revenues received in FY23 totaled **\$12,348,359**.

- In addition, the OFLPF received **\$1,555,980** in reversals that were owed for previous fiscal year payments (total of **\$13,904,339**).

Expenditures in FY23 totaled **\$12,931,170**.

- \$185,000 was transferred for operating expenses. This amount is expected to be slightly more than what was actually spent, however, payroll issues still need to be reconciled before a determination whether money is owed back to the Fund.
- The FY23 claim total is estimated at **\$18,655,688**.

For fiscal year 2024, the beginning balance on July 1, 2023 was **\$12,029,626**. This included a repayment of \$100,873.27 from Coos Forest Protective Association to pay for the balance of their advance for fire season 2018 (Lobster Creek). This amount will be reallocated for FY19 claims and reflected on the next report.

On the report underestimated revenues/transfers in:

- Item #1: Assessment revenues are estimated at \$9,211,101.
- Item #2: Harvest tax revenues are estimated at \$2,041,531.
- Item #3: Interest income is projected at \$622,047. The interest rate rose to 4.30% in July and again to 4.50% in August.

The estimated total revenue for FY24 is **\$11,874,678**.

On the report underestimated expenditures for FY24:

- Item #1: Payroll and operating expenses are estimated at \$185,000.
- Item #2: The OFLPP payment for FY24 severity costs for the 2023 fire season is estimated at \$3,000,000.

For the 2023 fire season draft claims, the current estimated net claim total for fiscal year 2024 claims is **\$13,120,824**. Estimated expenditures for FY24 total \$13,185,000. A total of \$2,149,000 has been advanced to Coos Forest Protective Association:

- \$409,000 was advanced for the O'Brien fire and \$1,740,000 was advanced for the Flat fire. This money will then be moved to ODF to be applied to the Fund's \$10 million obligation for this fire season. These transfers will be reflected on my next report.

These transfers result in the OFLPP's obligation for fire season 2022 costs to total \$7.9M, rather than the \$8.5M previously reported and **The estimated fund balance for June 30, 2024 is \$10,719,304.**

Chair Garrelts asked whether the advancements and repayments were captured in this report. Lorna replied no, the loan and advance are not shown on this report. She explained that the transaction has been made but the report is based on actuals from the ODF accounting report and will show on the next report as an expenditure that counted toward the \$10 million cap. The total anticipated reimbursements to CFPA are \$1,740,000 for the Flat fire and \$409,000 for the O'Brien fire.

ITEM 4: INSURANCE *[Information / Possible Decision Item]*

Chair Garrelts asked Acting State Forester Kyle Abraham to provide an update on the status of the catastrophic wildfire insurance policy. Kyle deferred to Mike Shaw, Chief of Fire Protection for ODF. Mike provided some background information on the history of the insurance policy before noting that State Forester Mukumoto, and ODF, ultimately decided not to pursue the insurance policy this year. Initially, the intent of the agency was to go back and look at the possibility of purchasing the policy for next year after the conclusion of this year. After talking with DAS Risk and Willis Towers Watson, it appears there would not be a possibility of an insurance policy next year. After ODF did not move forward with purchasing the insurance policy in February, it was noted that Lloyd's of London would not likely offer a policy going forward which appears to be true.

Chair Garrelts questioned if the biennial budget included the funding for the insurance policy. James Short, Chief Financial Officer for ODF, responded that \$1.8 million was removed from the budget. In addition, there is no General Fund support for purchase of the insurance policy.

Chair Garrelts then reminded the committee that the statute says that EFCC will consult with ODF on the purchase of an insurance policy then opened the meeting up to committee members for further discussion. Chair Garrelts reiterated there would likely not be an option for Oregon to purchase an insurance policy this year, nor is there money available in the budget. He added that personally, he doesn't feel it is necessary to provide a recommendation when there are no options.

Committee member Erik Lease agreed with Chair Garrelts noting this is the outcome of a likely scenario, just as suspected.

Committee member Chris Johnson agreed and added that it was a moot point to discuss any further.

Chair Garrelts closed this conversation by adding that in light of this fire season, the agency is nowhere near the policy retention limit previously offered.

ITEM 5: PREVIOUS FINANCIAL CLAIMS UPDATE

Lorna Hobbs provided this overview of open fiscal year claims:

- FY16 is ready to be reconciled with ODF and the hope is to finalize this claim within the next few months.
- FY17 net claim total was estimated at \$9,590,557 with one remaining open claim in Southwest Oregon, however, this claim is now ready to close now that all FEMA reimbursement has been received.
- FY18 net claim was \$35,152,986. There are still 7 open claims, 3 of which are ready to close and 3 of which have already been closed out.
- FY19 net claim was \$41,708,555. There are still 6 open claims, 2 of which are ready to close and 2 have already been closed out.

- FY20 net claim was \$10,487,368. There are 4 claims, all of which are currently still open.
- FY21 net claim was \$44,712,388. There are 10 claims, all of which are still open.
- FY22 net claim was \$58,898,582. There are 8 claims, all still open. Currently working with ODF finance folks on filing the insurance claim and hope to wrap up by the end of this year.
- FY23 net claims to-date is \$18,655,687. There are a total of 10 claims, all of which are still open.

Lorna also noted that there were several late spring fires for FY23, and districts had additional claims since the last report.

Chair Garrelts asked what the time period looked like on closing those claims. Lorna replied that typically the delay is the waiting on FEMA administrative claims to be finalized, however, those are now being processed quickly.

He then asked about total recoveries and whether part of those are responsible party recoveries. Lorna explained that there is a column for this in the report. Chair Garrelts asked the following questions:

- Is the claim still considered open if no settlement is reached? Lorna replied that those claims are set aside until all recoveries have been received.
- Would the payment plan still be open? Lorna responded yes; the claim won't be closed until all payments are received.

ITEM 6: WEATHER UPDATE *[Information Item]*

Teresa Alcock, Fire Planning Analyst, provided a brief weather update noting this is just an excerpt of today's 11:00 am statewide fire briefing, which the committee will break for.

The September 1st national wildland fire potential outlook has been substantially reduced since the August 1st outlook. The eastern part of the state is showing out of the above-normal potential for significant fire; however, central Oregon remains at above normal potential, mostly due to dry fuels despite recent rain. The October outlook shows western Oregon and western Washington still at above normal potential for significant wildfire. November and December outlook shows normal significant wildland fire potential.

For the 6 to 10 day outlook, the forecast is calling for near normal temperatures, drying out through the week. Last week was showing above normal precipitation but the first half of September is shaping up to be dry but cooler.

Teresa reminded the committee of the potential for dry east winds this time of year. She highlighted that she will be keeping a close watch at every briefing. A cold, dry front is coming in but will be mild afterward, creating a small percentage of a chance of an actual east wind event like we saw during 2020. The more likely forecast is a normal east wind event for this time of year.

Teresa then summarized the weather update noting the above normal significant wildland fire potential due to potential for east winds and dry fuels. She added it will be dry this week, and temps will be cool but still mild. In the afternoons, there could be some breezy wind with some higher gusts. The potential for the east wind comes near the end of the week with temps rising into the weekend to the upper 70s and low 80s.

ITEM 6: UPDATE ON STATUS OF LARGE FIRE COST COLLECTION EFFORTS *[Information Item]*

Tim Holschbach, Deputy Chief of Policy and Planning with ODF provided the update on the status of cost collections for the agency as Neil Miller is currently on a fire assignment. Since June, three claims have been closed; Dry Gulch in Northeast Oregon settled at insurance limits with the help of DOJ. Griffin Creek (Southwest Oregon District) is now closed as the responsible party is deceased. The South Jetty fire on Bonneville BPA lands was closed due to the expiration of the opportunity to seek restitution (90 days).

There were no new claims over \$5,000 since the last meeting.

For claims nearing close, the Hugo Road fire settled with the responsible party and was a global settlement with ODF/OSFM. The total costs for that fire was just over \$1.2M and the settlement amount was \$900k. DOJ and ODF are currently working through the settlement on the 2020 Labor Day fires with complex investigations wrapping up.

Fires currently under DOJ review this year, since the last meeting, include Reuben Lake, Priceboro, and Loon Mountain; all were human caused.

The Protection Division has made some improvements to the process for cost collection by adding a few items to expedite recovery. Those items include a revamped payment plan template which added more structure and allowed for utilization of the Department of Revenue for payments made by the responsible party. The division is also reviewing older fires and caseloads and providing status updates where funds are uncollectible.

Chair Garrelts asked specifically about the South Jetty fire and the expiration of the statute of limitations and whether the state fronted the bill for suppression. He then asked what the investigation into the cause timeline looked like; if it is a 90-day window, there needs to be an understanding of how quickly ODF processes the claim.

Tim responded that any claim against the federal government has to be granted permission by the federal agency in order for the state to make a claim. For this fire specifically, claims go through FEMA and not the land administrator. FEMA then reviews the claim on validity. As far as the investigation portion, there's no need for a responsible party, similar to a threat claim. The window is 90 days to identify the cause and submit the claim. There is no agreement for protection with the South Jetty fire.

Chair Garrelts thanked Tim for his report and noted that it is good to see closed claims. There were no comments from committee members.

ITEM 8: ARB PLANNING FOR DEDUCTIBLES *[Possible decision item]*

Nancy Hirsch, EFCC Administrator, reminded the committee members that this topic was a request from the committee at the last meeting to aid in education of the Agency Request Budget (ARB) process and provide some background. Handouts were provided to committee members prior to this meeting and Nancy walked through the documents and provided a brief explanation. She highlighted the first paragraph which was a statute relating to the authority that the committee has that they may require the prior to payment of monies from the fund that a district expend a certain amount per acre first. The district expends an amount not to exceed a per acre fee, determined to be 10% of the total statewide budgeted amount. She highlighted the policy context in relation to the EFCC deductibles, noting the daily deductible is applied but with three caveats. The daily deductible is set by \$0.15 per acre on timber land and \$0.05 per acre on grazing land. She then referenced the summary (second document on this agenda item) of the FY24 district deductibles and briefly walked through the tables noting in the last column, which is the total amount a district may have to pay across both deductibles. She explained that there are often a few districts that may not have more than one or two fires that have a daily deductible so they would never reach their ceiling amount. In recent years the total deductibles averaged about \$1.4-1.6M with numbers as high as over \$2M.

James Short, Chief Financial Officer for ODF, provided a broad overview of ARB timeline noting the process starts next month at the September 11 full Executive Team meeting via the strategic initiatives planning, Policy Option Packages (POP), and performance goals. The Deputy State Forester will send additional information about what the agency is looking for in the next biennial budget process. The ODF Executive Team will then work to identify key POPs and budget changes. Another piece of the process is that DAS CFO is looking at revamping the current ARB process as it has been a while since the DAS budget instructions have changed. Governor Kotek is also reviewing the current process.

In late fall / early winter, more information will be available. Historically, the agency has come before the Board of Forestry to establish guiding principles for budgeting. Following that BOF meeting, the agency would bring their POPs to the BOF for approval. Then, at the June BOF meeting, the final agency POPs are brought before the Board for approval prior to submission to the Governor's Office in August.

James continued by noting that the agency is looking at ways to maximize the General Fund for the fire program and other operating programs, for inflationary factors that were unrealized in the past to potentially make technical adjustments to COLAs for returning seasonal firefighters. The agency is also looking at concepts to minimize the impact on the landowner rates.

Chair Garrelts noted the nexus of EFCC to the ARB process, which is why he asked for this topic to be added to the meeting agenda. He wants to take this process seriously and part of that is gaining an understanding of the background and timeline.

ITEM 8: ADMINISTRATIVE BRANCH REPORT

Kyle Abraham, Deputy State Forester, provided some key agency updates, highlighting the following:

- The Associated Oregon Counties (AOC) hazard map meetings start this week (Friday, September 8)
- The Board of Forestry meets tomorrow, which is the last business meeting for the year. This is a significant meeting due to the two hours of public comment over the next two days.
- ODF has a new Human Resources Director, Wendy Heckman.
- The Oregon (now Department) of Emergency Management has a new permanent director – Erin McMahon
- ODF Financial Report

James Short provided a brief report on the current financial status of the agency noting the current cash balance of \$36.6 million and \$10.6 million in the OFLPF which includes the loan to CFPA. There remains \$16.9 million in pending payments to BLM / USFS for prior year fires, of which \$6 million must be paid within 30 days of receipt.

- FEMA update

The ODF Accounts Payable unit is now fully staffed. Since the last EFCC meeting, the agency received \$6.4 million in FMAG claim reimbursements and \$1.6 million in public assistance grants. There is still \$26.9 million outstanding and \$2.8 million still needing to be invoiced, a majority of which are from the 2018-21 administrative claims, plus administrative claims for the 2020 fire season. Of that outstanding amount, \$21.3 million has been obligated to ODEM for the 2020 Labor Day fires. ODF was told that a majority of that payment will be made by the end of September. For the FMAG claims, there remains \$1.1 million to invoice out and the Protection Finance Unit is turning things around quickly now.

- Severity financial status

Tracy Wrolson, Protection Finance Unit Manager at ODF, provided a brief update on the severity program highlighting the report from mid-week last week, noting numbers have obviously changed since then. He referred to two FEMA prepositioning claims for aircraft on incidents that the agency will be submitting claims for shortly, which total around \$600k to be reimbursed to ODF from FEMA. Prepositioning claims are reimbursed quicker. Overall, the \$10 million OFLPF / GF allocation has \$4 million remaining to be allocated through the end of this fire season. Additionally, the agency is still waiting for final billings to come through and the projected balance will likely be closer to \$0 for this fire season.

For the OFLPF, out of the \$5M, 60% (or \$3M) is covered by OFLPF and the rest (\$2M) is covered by General Fund, therefore, the remainder from here on out is covered by GF at 100%.

- Strategic Investments financial report

Tracy also provided this report noting the \$14,000 that was carried over from the 2017 investments to 2020. The only outstanding project is the aerial IR technology for Partenavia which the outstanding balance on that is above the \$14,000, but that amount has already been allocated, so technically, the project is balanced / distributed funds is \$0. He is hoping to get that wrapped up soon so 2017 can be closed out. As for 2020, the actual dollar spent to date is \$418,653. He also noted pending expenditures in the amount of -\$3,653. That amount was an over expenditure on the CFPA microwave tower which has been billed back to them making the balance to \$0.

Additionally, there are a few projects that are completed now including the SW Detection Center, the COD grappler dozer, and as previously mentioned, the microwave tower for CFPA. All others are in progress or not started at this time. However, the EOA detection cameras are coming to a close after using the SB 762 funds. NEO has had their Bridge Unit camera live as of August 24, with funds being used from strategic investments. The current remaining project balance is \$1,047,000 to be expended at the district level to begin other projects.

Chair Garrelts asked for details and specifics recognizing the good things being done at the January 2024 EFCC meeting.

Tracy then referred to the shared document on screen (2017 strategic investments) which shows a running list of the current status of SI projects in the field, which may provide some additional detail.

Chair Garrelts added that the positives and challenges of how the strategic investments are deployed will be helpful for this committee to see.

ITEM 10: FIRE PROTECTION DIVISION REPORT *[Information Item]*

Mike Shaw, Chief of Fire Protection for ODF, provided the Fire Protection Division Report by first highlighting some statistics. This year, on ODF protected lands, there were 97% of the number of fires compared to the 10-year average. Acres burned were significantly lower than the 10-year average (less than 16%). The success of initial attack through early detection, aggressive use of aircraft, and cooperator support all played a major part in that success. On August 24 and 25, the state experienced a significant, predominantly dry, especially on the west side of the Cascades, lightning event, which is abnormal. The east side of the Cascades saw more moisture with the thunderstorms, which is also not typical. There were nearly 500 cloud to ground lightning strikes recorded on ODF protection which resulted in 80 new fire starts. ODF could not have achieved the level of success they did without the partnerships and aggressive initial attack engagement from the beginning of fire season. Mike then called out the Tye Ridge complex, specifically, which included a total of 19 fires.

He added that Ron Graham, Deputy Chief of Operations in the Fire Protection Division at ODF, is out of the office currently and Blake Ellis, ODF's Fire Operations Manager, is covering for him. Blake has been instrumental in pulling together support for the districts and will provide the committee with updates on the remaining topics for the Fire Protection Division report.

- BLM Western Oregon Agreement

Blake Ellis, ODF Fire Operations Manager, noted the final FY23 BLM invoice, which was \$160K over the original estimated amount, has been sent. State Forester Mukumoto will be meeting with the three active associations (Coos, Douglas, and Walker Range Fire Patrol Associations) to discuss the new operating plan. The current BLM agreement expires June 30, 2024. The hope is that the agreement will remain status quo into the future.

- Geoboard

Blake provided an update on the ODF Geoboard mentioning the decision to skip the last meeting due to fire activity as Geoboard members are typically District Foresters and District Managers. Additionally, Incident Commanders (ICs) were inundated with fire at the time of the Geoboard meeting. The Geoboard continues to focus on succession management of Command and General staff of ODF Incident Management Teams with the mission of oversight and recommendations to the division. With good support of Geoboard, the hope is to gain broad awareness and understanding across the agency.

- Strategic Investments

Teresa Williams, ODF Klamath-Lake District Forester, provided a report on a change to their initial proposal of a guard station in Bly, OR. She then presented a PowerPoint presentation for additional information and background. The proposal is being revised due to the price of real estate in Bly. Additionally, there is no foundation on the one available property within \$300k. The district has been searching for properties for the last 3 years and the original ask was for a property valued at \$300k but because the process took so long, the property has since sold.

The district is now looking at a long-term lease agreement with a local landowner, Jacobs Ranch, which will provide ODF with the ability to utilize the property during fire season and the landowner to utilize in the off season, so a 50/50 partnership. This would be a fully transferrable lease agreement and would help increase recruitment and fire response in the Bly area by potentially housing two additional engines (3 total) versus one in Bly.

Teresa then showed the plans for the property which had already been paid for by the landowner, who asked for general input from ODF on what the agency is looking for. The house has 7 bedrooms with common areas and has an enclosed rear entry to act as a mudroom. There's 2,800 square feet of living space with room for a cache, helipad, and shop on the property. There is also room for a Type 3 team and helibase.

Chair Garrelts asked what the terms of the lease are. Teresa replied there are many options which include a 10–20-year lease, which she stated she would prefer the 20-year option. The EFC funds would go towards a 12-month lease to build capital for the landowner. In addition, ODF Facilities Management recommended the 20-year lease.

Erik Lease asked if the extra funding would go towards capital for construction. Teresa replied that the 12-month lease to start construction would be funded with the Strategic Investment funds.

Chair Garrelts then commented that spending \$350k for the lease of the property, which would kick off construction of the building as an asset for the state only for terms of lease; is the landowner willing to go beyond 20 years if needed. He added that the lease terms, looking into the future, recognize short term certainty and finding a balance with the long-term investment of capital outlay and short-term certainty for ODF and the landowner. He noted that the lease must be transferable and encouraged the district to look into what kind of terms are available. He stated that as Chair of the EFCC, he is comfortable moving forward with approval of the request but needs a better understanding and more solid terms of the lease.

Teresa responded that communication had just started. The next step would be to move forward with gathering details on the lease agreement.

Erik asked if this would be an ongoing obligation to the state of a continuous lease payment. Teresa replied that the landowner is willing to accept \$300k and \$55k in-kind from the district. The only obligation to the state would be 50/50 on maintenance of the property. The agreement would stay in place, but the payments would stop.

Chair Garrelts preferred the lease term to be within the 20-year range, with caveats, as he is uncomfortable with the 10-year lease.

Chris Johnson supported the concept and agreed with Chair Garrelts that the lease needs to be for a minimum of 20 years.

Chair Garrelts encouraged Teresa, if the 20-year lease agreement can't be reached, to come back to the committee with the best available terms.

Erik asked if there was enough communication / discussion to carry the motion forward, to which Teresa replied, yes. She added there is even a 100-year lease option.

Chair Garrelts recognized that leases can be constructed in many ways. A 20-year lease with options to continue and include mutual party obligations would be something to consider.

Chris Johnson made a motion to support the Bly guard station project in principle, with the caveat that any terms of the negotiated lease have a minimum 20-year term. Erik Lease seconded the motion. All approved, none opposed, and the motion passed unanimously.

Chair Garrelts closed out this topic with his appreciation of the recognition of success this fire season. It is really about ODF and partnerships and the complete and coordinated system. He added that he also understands the challenges in the lack of middle management (single resource bosses) and appreciates the prioritization of succession management within the Geoboard. He encouraged ODF to keep the idea of training future firefighters in the agency's sights.

Mike Shaw responded that the main focal point for the agency is the concern with staffing ODF IMTs, which could be accomplished with an aggressive approach to training.

ITEM 11: EFCC ADMINISTRATOR REPORT *[Information Item]*

Nancy Hirsch provided this report by noting that the FY22 audit report was to be presented at this meeting, however, the focus shifted to the insurance claim. She will bring the 2022 audit report to the January 2024 meeting, along with the FY23 audit report.

She added that the estimated large fire costs update will be coming out this Friday. Of note is that the agency has surpassed the \$20M for net costs, which would absorb the EFCC OFLPF obligation for this fiscal year.

Nancy then reported that the reorganization at ODF where EFCC was moved from the Fire Protection Division to the Administrative Branch has resulted in moving her office to Building E on the Salem ODF compound. Nancy stated she has been utilizing an ODF temporary employee to scan the EFCC legacy files so they will be preserved.

Nancy then mentioned that she visited with the Forest History Center (Bldg. A on ODF compound), who would also like to maintain some hard copies.

Nancy also reminded the committee members of Kathryn VanNatta's appointment to EFCC as a consent agenda item at the Board of Forestry meeting tomorrow. Assuming the recommendation will be approved, she will be meeting with Kathryn to share some background information.

ITEM 12: PUBLIC COMMENT / GOOD OF THE ORDER

There being no further business before the committee, Chair Garrelts adjourned the meeting at 12:24 pm am. The next regular meeting of the Emergency Fire Cost Committee will be held at **10:00 a.m. on Tuesday, January 2, 2024** at the Oregon Department of Forestry Headquarters in Salem and via Zoom Video Conferencing.

Minutes drafted by: Chrystal Bader

Minutes reviewed by: Nancy Hirsch and Erik Lease