

P.O. Box 944246  
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[BOF Website \(www.bof.fire.ca.gov\)](http://www.bof.fire.ca.gov)



## **Meeting Announcement and Agenda** **Effectiveness Monitoring Committee**

### **Announcement Date:**

May 15<sup>th</sup>, 2020

### **Webinar Registration**

(<https://attendee.gotowebinar.com/register/5425410791574387725>)

### **Meeting Location:**

The May EMC Meeting will be hosted via teleconference. Please see this agenda or the Board of Forestry and Fire Protection Webpage for Webinar Registration details.

### **Meeting Date:**

Wednesday, May 27<sup>th</sup>, 2020  
9:30 AM – 12:30 PM

## **AGENDA ITEMS:**

1. Call to Order
2. Report by Co-Chairs Susan Husari and Loretta Moreno
  - a) Monitoring news
  - b) EMC membership renewals
  - c) EMC projects and staffing changes due to COVID-19
  - d) Other pertinent updates
3. Consideration of Amendments to Project Solicitation Process
  - a) How to determine priority themes
  - b) Implementation timeline
  - c) 2020 RFP Development
4. Discussion of Technical Sub-Group Formation
5. Charter Revisions Discussion **Possible Action Item**
6. Public Forum: Members of the public may address the EMC on any topic within its jurisdiction not otherwise on the agenda. Submittal of written comments is encouraged to ensure that all comments will be included in the record. Please be prepared to summarize comments to three (3) minutes in length, or otherwise at the discretion of the Co-Chairs.
7. Discussion of Future Meeting Locations, Dates, and Agenda Items
8. Announcements: Scientific Conferences, Symposiums, and Workshops
9. Adjournment

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## **IMPORTANT EMC MEETING INFORMATION**

**PLEASE NOTE: IN LIGHT OF THE UNPRECEDENTED COVID-19 VIRUS AND THE GOVERNOR'S EXECUTIVE ORDERS N-25-20, N-29-20, AND N-33-20, FOR THE DURATION OF THIS EMERGENCY THE BOARD WILL BE MODIFYING ITS NORMAL BOARD, COMMITTEE AND WORKSHOP PROCEDURES. PLEASE SEE BELOW FOR DETAILS.**

### **CONTACT INFORMATION**

Those requiring further information regarding this meeting notice may contact Brandi Goss, Environmental Scientist, State Board of Forestry and Fire Protection, P.O. Box 944246, Sacramento, CA, 94244-2460, (916) 215-4947. This meeting notice and webinar registration information is also available in electronic format at: [EMC Web Page](https://bof.fire.ca.gov/board-committees/effectiveness-monitoring-committee/) (<https://bof.fire.ca.gov/board-committees/effectiveness-monitoring-committee/>).

### **GoToWebinar**

For the April 2020 EMC meeting, GoToWebinar.com will be used to conduct the meetings over the Internet. Pursuant to Executive Order N-29-20, Committee Members will be participating remotely. The public may provide public comment during the public comment periods, and otherwise observe remotely in accordance with Bagley-Keene Open Meetings Act as described below. If the GoToWebinar teleconference is interrupted or terminated for any reason and cannot be restored quickly and without the loss of attendees and participating members, the meeting will be terminated and rescheduled. As stated on the Meeting Agenda, Board staff will address teleconference participants prior to normal Committee business to provide guidance on meeting format and stakeholder participation via teleconference.

**Submitting A Comment:** During the meeting, all participants will be muted by the meeting organizer. Participants will have an option to submit a comment, either by writing your comment or by directly addressing the members verbally. To submit a written comment, type the text of the comment in the "Questions" pane of the GoToWebinar interface. To submit a comment by verbally addressing the members, select the "Raise Hand" icon on the left-hand side of the GoToWebinar interface. The meeting organizer will call you by name and unmute you so you can address the Committee members. If you are commenting verbally, please be sure to unmute your phone or device. An example image of the GoToWebinar interface, with the "Raise Hand" icon and "Questions" pane in bold, is in Figure 1 at the end of this agenda. If your comment relates to a particular agenda item, please indicate your request to comment at the beginning of or during the consideration of that agenda item in order to ensure comments relate to the particular agenda item being discussed. If your comment relates to a topic within the Committee's jurisdiction and is not otherwise on the agenda, please indicate your request to comment during the Public Forum period, which will occur at the end of the meeting. The meeting organizer will manage the queue of comments. In addition, please see the section on Submission of Written Materials for information on submitting other written materials.

### **PERSONS WITH DISABILITIES**

Pursuant to the Americans with Disabilities Act, individuals who, because of a disability, need special assistance to observe and participate in a State Board of Forestry and Fire Protection or a committee

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meeting may request assistance by sending an email to Matt Dias, Executive Officer, at [matt.dias@bof.ca.gov](mailto:matt.dias@bof.ca.gov) or by calling (916) 653-8007. Requests should be made one week in advance whenever possible. Upon receipt of a request for reasonable modification or accommodation from individuals with disabilities, the Board will swiftly resolve the request consistent with the Americans with Disabilities Act.

## **SUBMISSION OF WRITTEN MATERIALS**

The public is encouraged to comment on any item on the agenda. The Committee may accept written materials as public comment on agenda items if feasible and if received prior to the deadline below. However, to ensure a public comment is considered by the Committee during the discussion of the agenda item, please attend the meeting and provide the comment directly to the Committee, or if the meeting is only being held telephonically or otherwise electronically, please register for the meeting and provide your comment in accordance with the instructions included herein. You may submit your comments by one of the following methods (only one is necessary):

**E-mail:** [publiccomments@bof.ca.gov](mailto:publiccomments@bof.ca.gov)

**Fax:** (916) 653-0989

**U.S. mail:** Board of Forestry and Fire Protection

PO Box 944246

Sacramento, CA 94244-2460

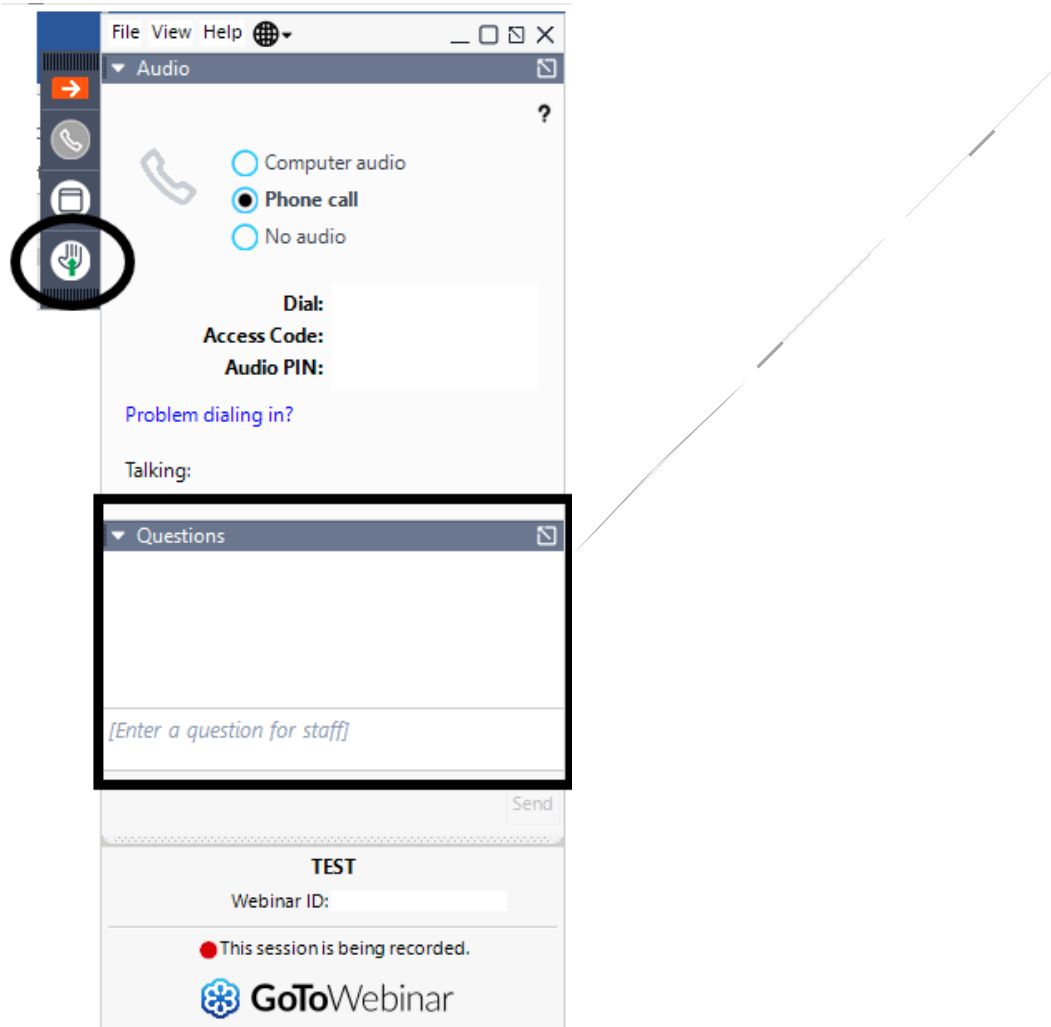
**All written materials shall be due no later than 3 business days prior to the scheduled meeting unless there is a date specified on a specific hearing notice pursuant to the Administrative Procedures Act (Chapter 3.5 (commencing with § 11340), Part 1, Division 3, Title 2, of the Government Code). Timely submittal of written materials provides Board staff and Committee members the opportunity to familiarize themselves with content of written documents. Note that depending on the volume of written materials received, Board staff and Committee members may not be able to review all materials received prior to the public meeting. Written materials received after the deadline above will not be considered. Written materials submitted may be posted online by Board staff to allow for public inspection. All written materials submitted will be considered part of the public record. To ensure comments and other materials submitted comply with the Board's website posting requirements, please provide all comments and materials in a format that satisfies the Americans with Disabilities Act (ADA) and applicable Web Content Accessibility Guidelines (WCAG). Comments and materials that do not satisfy these requirements will be accepted, but will not be posted to the Board's website.**

## **WHEN WILL MY AGENDA ITEM BE HEARD?**

The Committee begins each session at the time listed on the Meeting Notice and generally considers each agenda item in the sequence listed; however, the Committee may take any non-hearing agenda item out of order as time permits.

## VISUAL PRESENTATIONS

PowerPoint presentations must be provided via electronic mail to [publiccomments@bof.ca.gov](mailto:publiccomments@bof.ca.gov) no later than 3 business days prior to the scheduled meeting. **All presentations are considered part of the public record.** All electronic formats must be Windows PC compatible. Please provide all materials in a format that satisfies the Americans with Disabilities Act (ADA) and applicable Web Content Accessibility Guidelines (WCAG) in accordance with the Board's policies to allow posting to the Board's website. Materials that do not satisfy these requirements will be accepted, but will not be posted to the Board's website.



**Figure 1. Participant View of GoToWebinar interface.** To submit a verbal comment, select the “Raise Hand” icon - it is circled below. To submit a written comment, type your comment in the “Questions” pane – it is in a bold box in the graphic below.

