

AGENDA
Nevada City Fire Safety Advisory Committee
Meeting #2
May 6, 2020, 3:00-4:30 pm, Via Zoom

In order to minimize the spread of the COVID-19 virus Governor Newsom has issued Executive Orders that temporarily suspend certain requirements of the Brown Act. Please be advised that the Council Chambers are closed to the public, and all of the Members of this committee will attend the meeting via Zoom (an internet platform).

- 1. If you would like to attend this meeting as an observer, please email vice mayor Minett at erin4nevadacity@gmail.com no later than 1 p.m. on May 6, 2020. You will receive an email with a Zoom link to this meeting approximately 10 minutes before the meeting starts.**

- 2. If you wish to make a comment on a specific agenda item, please submit your comment via email to Vice Mayor Minett at erin4nevadacity@gmail.com before 1 p.m. on May 6, 2020. Please limit comments to 200 words or less. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. If you are attending the meeting via Zoom, comments will be accepted continuously during the meeting.**

- 3. In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the Deputy City Clerk at (530) 265- 2496 x133. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II]. Language translation services are available for this meeting by calling (714) 754- 5225 at least 48 hours in advance.**

The City of Nevada City thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

Call to Order:

Roll Call: Chair, Vice-Mayor Minett, Sam Goodspeed, Terry Anderson, Sam Gitchel, Carrie Monohan, Annette Seabury, Richard Thomas, Teri Voorhes, Facilitator Pete Williams

Meeting #2 Purpose:

- Get to know each other a bit more, via MBTI
- Refine Current Reality
- Start work plan

1. Review agenda--- (Pete)
2. Review/Approve April 15 minutes (All)
3. Team Scribe for this Meeting? Current Reality Recorder? (Erin)
4. Fist of Five—Shall we use? (Carrie and All)
5. Myers Briggs (Keirsey Temperament Sorter) Results and Implications (Pete and All)
6. Project Scope Reminder (Erin)
"To promote public fire safety and community involvement to protect Nevada City residents, business owners, visitors and structures from wildfire. Establish objectives to support overall vegetation management and wildfire mitigation, identify funding sources, and promote public education and awareness."
7. Refine Current Reality (All)
8. Team Process Review (Pete)
 - Roles: Leader, Facilitator, Timekeeper, Note taker & Member
 - Team Stages: Forming, Storming, Norming and Performing. (Pete)
 - Ground Rules and Norms
9. Affinity Exercise—What needs to be done in our three areas:
 - a. vegetation management
 - b. procure funding,
 - c. public education.
10. Meeting Schedule going forward
11. Meeting Plus-delta (Pete)

Adjournment

Minutes (3 pages)
Nevada City Fire Safety Advisory Committee
 April 15, 2020, 2:00 - 3:30 p.m. via Zoom

Present	NAME	EMAIL/PHONE	ACTION ITEMS
X	Erin Minett, Chair City Council	erinrminett@gmail.com 530 263 7102	<ul style="list-style-type: none"> • Work with Pete to prepare the next meeting agenda and post. • Host Zoom meeting. • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.
X	Pete Williams, Facilitator	peteandsuewi@sbcglobal.net (916) 965-4561	<ul style="list-style-type: none"> • Distribute temperament sorter and and collect completed forms.
X	Sam Goodspeed, NC Fire	sam.goodspeed@nevadacityca.gov (530) 957-9892	<ul style="list-style-type: none"> • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.
X	Sam Gitchel, Greater Champion FWC	samgitchel@gmail.com 530 470 3200	<ul style="list-style-type: none"> • Take notes and work with Pete to format. • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.
X	Terry Anderson, Willow Valley FWC	itstea@gmail.com 530 264 7089	<ul style="list-style-type: none"> • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.
X	Teri Voorhes, Deer Cr Southside FWC	Teriryan13@gmail.com 650 740 9678	<ul style="list-style-type: none"> • Add to or edit "Current Reality" statement. • Take notes and work with Pete to format. • Complete temperament sorter and return to Pete.
X	Richard Thomas, Deer Cr Southside FWC	randtthomas@sbcglobal.net 530 264 6740	<ul style="list-style-type: none"> • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.
X	Annette Seabury, Greater Cement Hill FWC	netsnuthouse@yahoo.com 925 642 3799	<ul style="list-style-type: none"> • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.
X	Carrie Monohan, The Sierra Fund	carrie.monohan@sierrafund.org 530 265 8454 ext. 214	<ul style="list-style-type: none"> • Distribute "Fist of Five" description. • Add to or edit "Current Reality" statement. • Complete temperament sorter and return to Pete.

Next meeting: May 6, 3:00 pm, via Zoom

Related documents:

Current Reality; Ground Rules: A Work in Progress

1. Welcome: Erin welcomed everyone, expressed her appreciation for the committee getting underway and introduced Pete Williams.
2. Facilitator introduction and agenda review: Pete described his role as facilitator and outlined a process for moving the committee toward a work plan. This meeting and the next one will focus on getting acquainted and developing working processes. Pete will facilitate these sessions but will not be an ongoing committee member.
3. Self introductions: We each took about 2 minutes to introduce ourselves to the group with a mix of personal and professional background.
4. Committee structure: Erin will chair this committee and serve as liaison to the City Council. This committee is advisory to the City Council; major policy decisions will be made by the Council.
5. Project scope: Pete reviewed this committee's charter, based on City planning documents. He highlighted three chief domains of activity: vegetation management, procuring funding, and public education.
6. Team Process: Pete reviewed raised several aspects of team process for discussion:
 - a. Typical committee roles: Erin will be this committee's leader. Pete is temporarily serving as facilitator. Erin and everyone present except Pete are members. Erin volunteered to serve as timekeeper when our agenda is time-referenced. There will be a rotating note taker; Sam volunteered for this role for this meeting.
 - b. Ground rules: Pete pointed out that having a shared understanding of ground rules will help the committee to function smoothly. He proposed we codify our ground rules as we discuss them, to develop a "work in progress" list. Annette noted ground rules as they emerged in our discussion; all members are asked to contribute to the list. (See the attached file "Ground Rules".)
7. Team stages: Pete reviewed and described typical stages of successful team development: forming, storming, norming, and performing. Working through the first steps is generally necessary for optimal performance.
8. Work plan beginnings

Pete suggested that we do two things to move toward developing a work plan:

 - a. Current Reality: A work plan should be based on a statement of our current reality. A group discussion followed that included several points to begin our current reality statement (attached). Pete asked members to continue adding to this list before the next meeting.
 - b. Temperament sorter: Pete asked us to complete a temperament sorter and return it to him, which will help us understand our working styles as committee members. Pete will distribute the instrument by email.
9. +/\u0394: Pete recommended that we routinely review what went well (+) and what we could improve (\u0394) as a step in closing our meetings. This meeting's pluses were: appreciation to Erin for her sustained effort

to keep this committee moving forward and Pete's deft facilitation. No issues were identified for improvement.

10. Adjournment: Erin thanked everyone for participating and expressed her pleasure at the diverse skills committee members bring to the table.

-- Notes taken by Sam Gitchel

Nevada City Fire Safety Advisory Committee
Current Reality (a work in progress)
 As of May 1, 2020

	Vegetation management
1	Most open-space lands in proximity to Nevada City were logged and mined in the past, resulting in overstocked, high-risk forest lands. While a great deal of fuel reduction has been done on City-owned open spaces (Airport, Sugarloaf, Environs/Tribute Trail; Hirschman), these areas remain high risk for wildfire given heavy fuel loads, illegal campfires, and proximity to Nevada City.
2	To protect the core of Nevada City, we don't know which areas are most critical for fuels management. This applies to City-owned lands as well as private and federal lands in the sphere of influence.
3	Nevada City does not currently have a full inventory of City-owned property.
4	There is not currently a plan for restoring Nevada City's open spaces to become more fire-resilient. Such a plan would provide site-specific guidance for selection of species, spacing and sequence of treatments. Without such a plan, fuel reduction activities may not contribute the goal of building resilient forests.
5	Some fuel reduction services are currently available to residents, including curbside chipping and green waste drop sites.
	Public education and awareness
1	Erin has developed an educational postcard that will go to Nevada City residents this spring.
2	A variety of community education activities take place sponsored by Nevada County/OES, City of Nevada City (town halls), the Fire Safe Council of Nevada County, Yubanet, individual Firewise groups, and others.
3	Aerial vegetation maps of Nevada City lands overlaid with property lines, ownership, and hydrants help plan for vegetation management, public education and awareness.
4	Nevada City's chipping program has been well received by residents and encourages residents to reduce fuels.
5	Nevada City Fire Department has reached out to local media outlets to run pre-fire

	season prevention and preparedness articles. Meetings are being scheduled with their staff.
6	Ready Nevada County will be producing a prevention and preparedness pamphlet that will be mailed to all County residents. This will be similar to the one that was sent last year with updated information. Will include in information specific to Grass Valley and Nevada City.
	Procure funding
1	Nevada City has limited funding to put into projects
2	Nevada City funding is inadequate to address all vegetation concerns on City-owned land, especially with revenues anticipated to drop.
3	The Sierra Fund has submitted a grant proposal that, if awarded, will fund development of a vegetation management plan and a funding plan by <u>December 2022 (?)</u> . Awards are expected to be announced any day.
4	Nevada City is expecting to experience budget shortfalls in the next fiscal year due to COVID-19 pandemic.
	Prevention Activities
1	Nevada City Residential Chipping Program. Applied for through an application process. Granted by meeting program guidelines.
2	Nevada City Hazardous Vegetation Abate Ordinance adopted in 2019 (Chapter 8.10 NC Muni Code) gives Nevada City Fire Department greater authority to enforce vegetation management on parcels within the city limits of Nevada City. 2020 "Informational Notice" will go out with the next City Newsletter. Violation Notices will follow shortly thereafter.
3	Nevada City has agreements in place to contract with CalFIRE - Washington Ridge Crews. Availability may be limited due to cutbacks in funding.

Contact

Making Agile a Reality[®]

Learning with Fist of Five Voting

September 23, 2014 | by: **Jake Calabrese** 

Fist of Five Voting is a deceptively simple process you can use to check-in, learn, gain consensus, and/or vote to understand where people stand on an issue or idea. I say deceptively, because there is so much more you can learn about what is really happening in a team if you are paying attention.

I find there are many tools I (and others) use without being entirely sure of the idea's origin. As I work on other articles, I realize some people may not be familiar with concepts such as Fist of Five Voting. So I'm working on building these ideas out to fill in those gaps. The source of Fist of Five is sometimes attributed to American Youth Foundation, however I can't find a reference on their website.

Fist of Five Voting is a quick way to allow everyone to vote on and gauge a topic, in a range, by holding up a hand with 0, 1, 2, 3, 4, or 5 fingers (read on if the 0 sounds odd to you!).



Jake Calabrese

Jake Calabrese is a coach, trainer, and coach-consultant working to help organizations meet the promise of agile by going beyond agile practices to address culture challenges and help teams and leaders reach and maintain high performance. He has unique expertise as an Organization & Relationship Systems Certified Coach (ORSCC), a Certified Scrum Trainer (CST), Certified Enterprise Coach (CEC), and Professional Certified Coach (PCC), and as

When using Fist of Five (or any voting method), it is important to know **why you are calling a vote**. This might sound trivial, but there are a few ways to use Fist of Five — without stating your goal, you can end up with confusion.

- **Check-in on where people are in their thinking:**

You can call a quick vote at any point in a process to get a sense of where the room is on an issue. Imagine a large group working on an issue in breakout groups (release planning, for example). You might have 2 hours planned for a segment, with a check-in after 45 minutes. After the first 45 minutes, you might find that you finished earlier than anticipated and can move on to the next portion of the event. You also might find that you are not making the progress you expected and need to make some changes.

- **Learn and gain consensus:** Learning and gaining consensus is a key outcome to aim for with Fist of Five and relates to the check-in. You have the option, as you see that some do not agree or that some do not agree as strongly as others, to discuss specific issues and concerns. This allows for a stronger decision to move forward and can uncover issues that strong supporters of an idea perhaps did not consider.

- **Vote and move forward without consensus:** If your goal is to simply vote and move forward without consensus, the method works for that as well. You simply vote, using the method below, and you have your answer. You might decide to have some level of learning as well, just be clear about how much and when you will take a final vote.

software organizations use agile). Jake created the AgileSafari cartoon series to introduce humor into the more challenging issues we have to tackle. Jake uses ideas from various areas of thinking such as: Lean, professional coaching, neuroscience, psychology, facilitation, brain-based training, improvisation, agile, kanban, and scrum. Jake regularly speaks at local and national conferences including Mile High Agile, Scrum Gathering, and Agile Alliance Agile20xx conferences.

Connect

jake.calabrese@agileforall.com

[Twitter](#)

[LinkedIn](#)

[Subscribe to RSS Feed](#)

[Blog posts by this author](#)

[search articles](#)

winner-takes-all vote without discussion. Even in situations with some discussion, it is important to clearly state how the process will work. Will you have one round of discussion? Two? More? As a facilitator of this process, consider how you will handle potential challenges in the process such as a person blocking consensus. As in any voting, if you ask for a vote, be prepared to abide by it, even if it is not YOUR choice (a note for anyone who asks for a vote and has skin in the game).

Fist of Five Voting Method Steps: Option 1

[A note for many who have used Fist of Five Voting Method: Option 1 may be different from what you have used. Many people do not use a fist, and I will discuss this in Option 2 below. I actually prefer Option 1; I'll discuss why in a moment].

Imagine you have a topic that you want to get a vote on. Let's use a simple one: you have family or friends visiting and you are trying to decide on where to go to dinner. You talk and talk about options and it seems like everyone is okay with Indian food. You ask for a show of hands and seem to have a majority. So you start to call a local Indian restaurant and someone suddenly says, "I don't want that." HUH? I thought we agreed... This happens often in our personal and work lives.

1. State the question: "Is everyone okay with Indian food for dinner?"
2. Count: 1, 2, 3, vote! Everyone votes at the same time and hands must be held high. This may

All

Agile Coaching

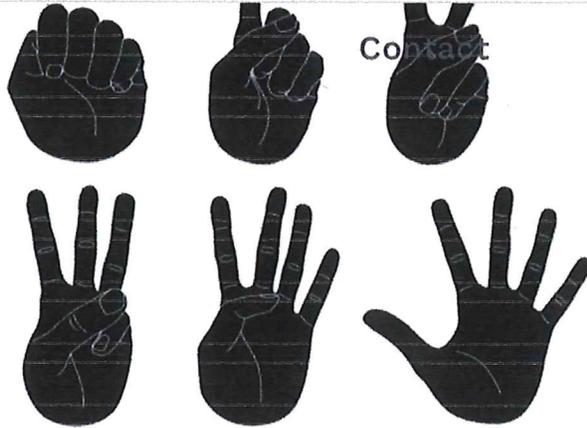
Collaboration

Facilitation

Product Owner

ScrumMaster

more contentious topics (although this could be one), it is important that people do not look to others in the room to see how to vote.



Fist of Five Voting Method – Option 1

3. Each person votes by holding up 0, 1, 2, 3, 4, or 5 fingers.
4. The facilitator (or vote caller) looks around the room and quickly tallies the votes. The votes breakdown like this:
 - 0 fingers (a fist): No way, terrible choice, I will not go along with it. A way to block consensus.
 - 1 finger: I have serious reservations with this idea, but I vote to move forward, but I'd prefer to resolve the concerns before supporting it.
 - 2 fingers: I have some concerns, but I'll go along and try it.
 - 3 fingers: I will support the idea.
 - 4 fingers: I like this idea, sounds good.
 - 5 fingers: Absolutely, best idea ever! I'll champion it.

1. Goal: **Check-in** — The facilitator uses the results to adjust the session, make changes, start a discussion, or other actions based on how the vote went and how he/she sees the process progressing. Was the vote what you expected? Different? Do you believe changes are required?
2. Goal: **Learn and gain consensus** — If you have some 0s, 1s, or 2s, ask for reasons. What reservations do they have? You ask for a brief summary or a bottom-line of the reasons. Ask for other bottom-line comment from others. Then call another vote. You may learn new information to restate the question and vote again.
3. Goal: **Vote and move forward** — If everyone has fingers up, that is a yes. If everyone has a fist up, that is a clear no. If there is a mix, it is a winner take all, number of hands with fists, vs. number of hands with fingers up (1 thru 5).

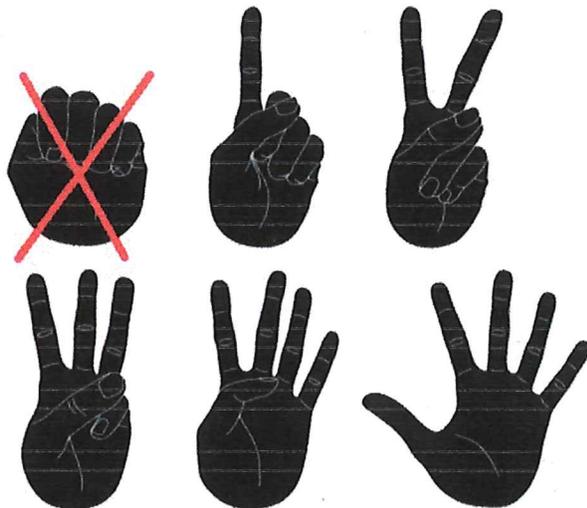
If you decide you want to learn more about people's reservations to develop a stronger decision, you can use the ideas from the goal 'Learn and gain consensus.' If you choose this, it is important to have a clear plan to move on, and for everyone to understand that you are not aiming for consensus, but instead Deep Democracy (you want all voices to be heard). The learning variation can be a challenge,

you do not have an alliance developed with the group (certainly if you are not impartial and were just the one to call the vote). Everyone does not have to think this is the best idea ever, but Fist of Five voting provides a way for people to voice a spectrum of opinions. You may have some people that are willing to support the idea, even with some reservations. The process also airs different ideas and provides a clear way to discuss differences.

Fist of Five Voting Method Steps: Option 2

This option of Fist of Five Voting is similar, but does not use the fist. This is the one I learned first. I like Option 1 better at this point for a few reasons. I like the fist blocking consensus. It is clearer and visually easier to count. I also prefer the broader variation with the fingers and that anyone holding up a finger is on board to vote "yes."

An alternate option to Fist of Five works in almost the same way, except the the votes have the following meaning:



- 1

finger: *Fist of Five Voting Method Option 2*

No

way,

terrible choice, I will not go along with

Contact

- 2 fingers: I have some concerns, but maybe we can figure out an option. I'd prefer to resolve the concerns before supporting it.
- 3 fingers: I will support the idea, but I'm right in the middle on this one.
- 4 fingers: I like this idea, sounds good.
- 5 fingers: Absolutely, best idea ever! I'll champion it.

Wrapping It Up: Try it out!

I'd add that with any voting process, it is important to utilize other tools, techniques and ideas to ensure you have a **space of respect established**. Some ideas include building an alliance with the group, The **Responsibility Process™**, **Team Toxins**, I Statements, and more!

Using Fist of Five, with respect, is great for teams (or groups) to learn more about an idea as well as each other. Done well, it can be another means to increase collaboration, understanding, and improve the team's ability to work together!

I know many people have used Fist of Five Voting before, though perhaps not Option 1 using a fist. If you have not, try it and let me know how it works. If you have been using it, let me know what variations you use!



continuously improve. If you are interested in taking a deep dive and learning how to help teams advance on their journey to high performance and gain from healthy conflict, you may want to take a look at [Agile Leadership](#). The course is targeted to help leaders, managers, and agile coaches!

***Subscribe** to receive emails with my new posts and Agile Safari cartoons and **Follow me on Twitter** or **Google +** to stay in touch!*

Related Articles

- [Agile Safari – What’s Not Being Said?](#)
- [Agile Leadership — Leading Amazing Teams for Breakthrough Results \[LAT\]](#)
- [The Responsibility Process, Context, and Safety](#)
- [Lessons-Learned vs Project Retrospectives](#)

PREVIOUS
ARTICLE

NEXT ARTICLE

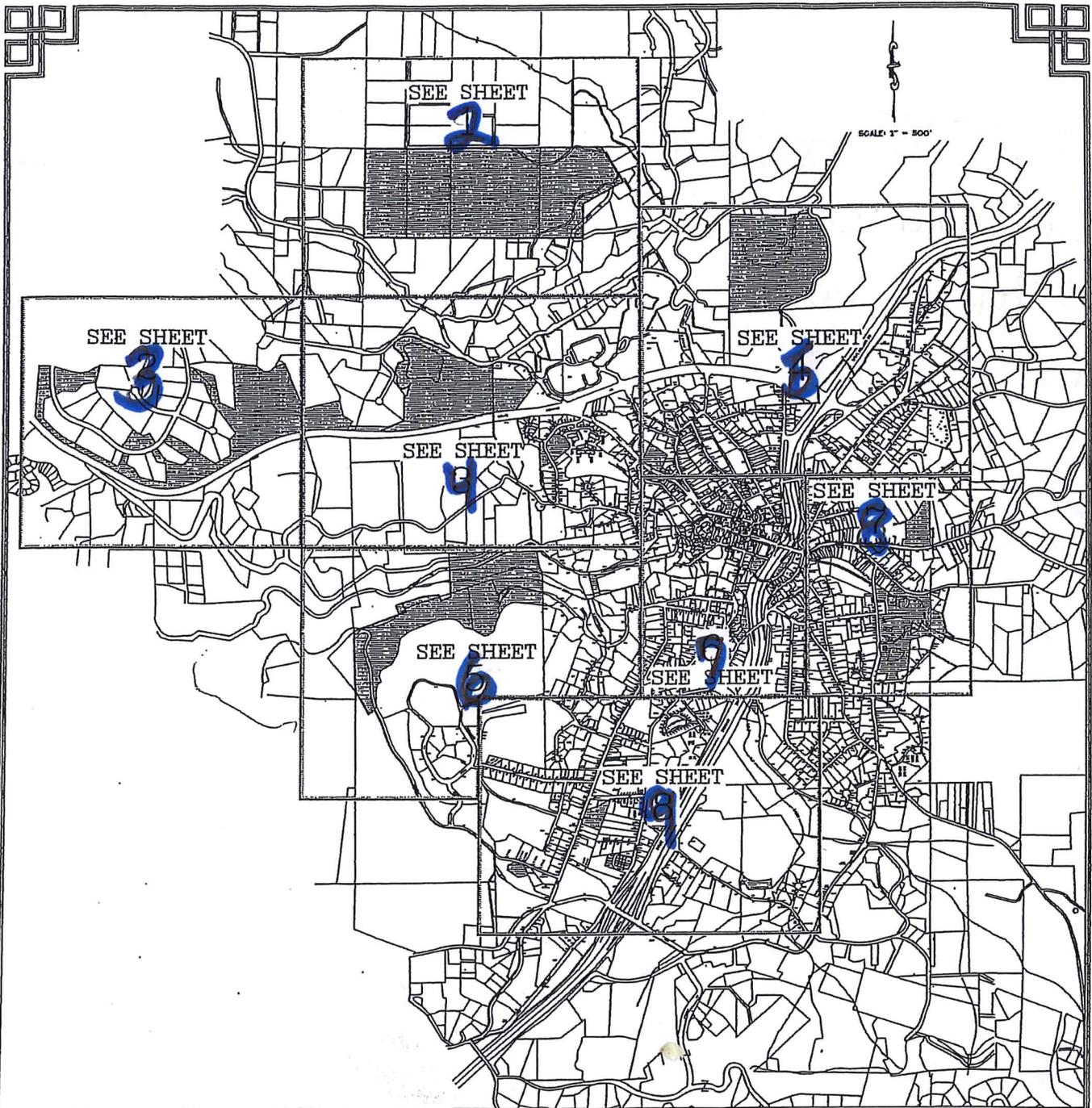
SHARE THIS



COMMENTS

EXHIBIT "A"

- City of Nevada City -



Key

CITY DIVIDED PROPERTY	Alley
City boundary	Arroyo
Street	Elevation
Canal	Highway
1/2" = 500'	Park
1" = 1000'	Road
1/4" = 1000'	School
1/8" = 1000'	Station
1/16" = 1000'	Stream
1/32" = 1000'	Green Valley
1/64" = 1000'	Well



REVISED: MARCH 2011



FROM A SURVEY MADE BY AUTHORITY OF THE

City Council
- 2008 -

REVISED: MARCH 2011
SEE REVISIONS ON PAGE 8-9

I hereby certify the above to be a correct map of the current boundaries of the City of Nevada. This map now becomes the new official city map, along with the original city map by H.S. Bradley dated 1864 and the updated version of the city map in 1932 by E.C. Urea. This map includes portions of Sections 1, 12, and 13 of Township 16 North, Range 8 East, and Sections 7 and 8 of Township 16 North, Range 9 East. M.D.M. information provided on this map is intended for general information purposes only and has been compiled from readily available data. The City of Nevada City does not guarantee the accuracy of such information.

William J. Felton C.E. 25842
 City Engineer L.S. 4911

- City Lands -

Key:

-  - City Owned Property
-  - City Boundary
-  - Creek
-  - Ravine



SCALE: 1" = 500'

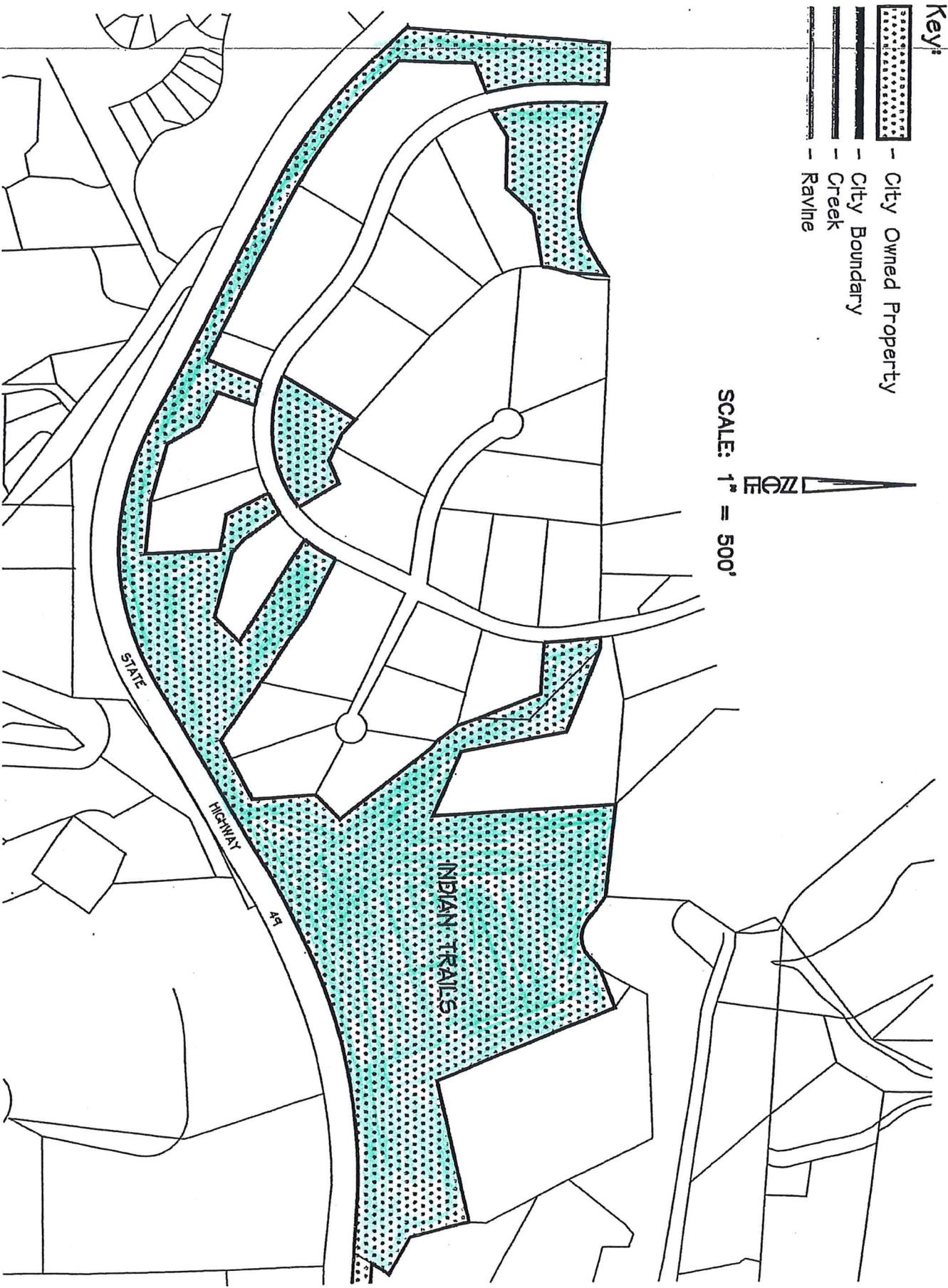


EXHIBIT "A" - NEVADA CITY OWNED PROPERTIES

REVISED: MARCH 2011 SHEET 3 OF 9

Key:

-  City Owned Property
-  City Boundary
-  Creek
-  Ravine

Cell tower

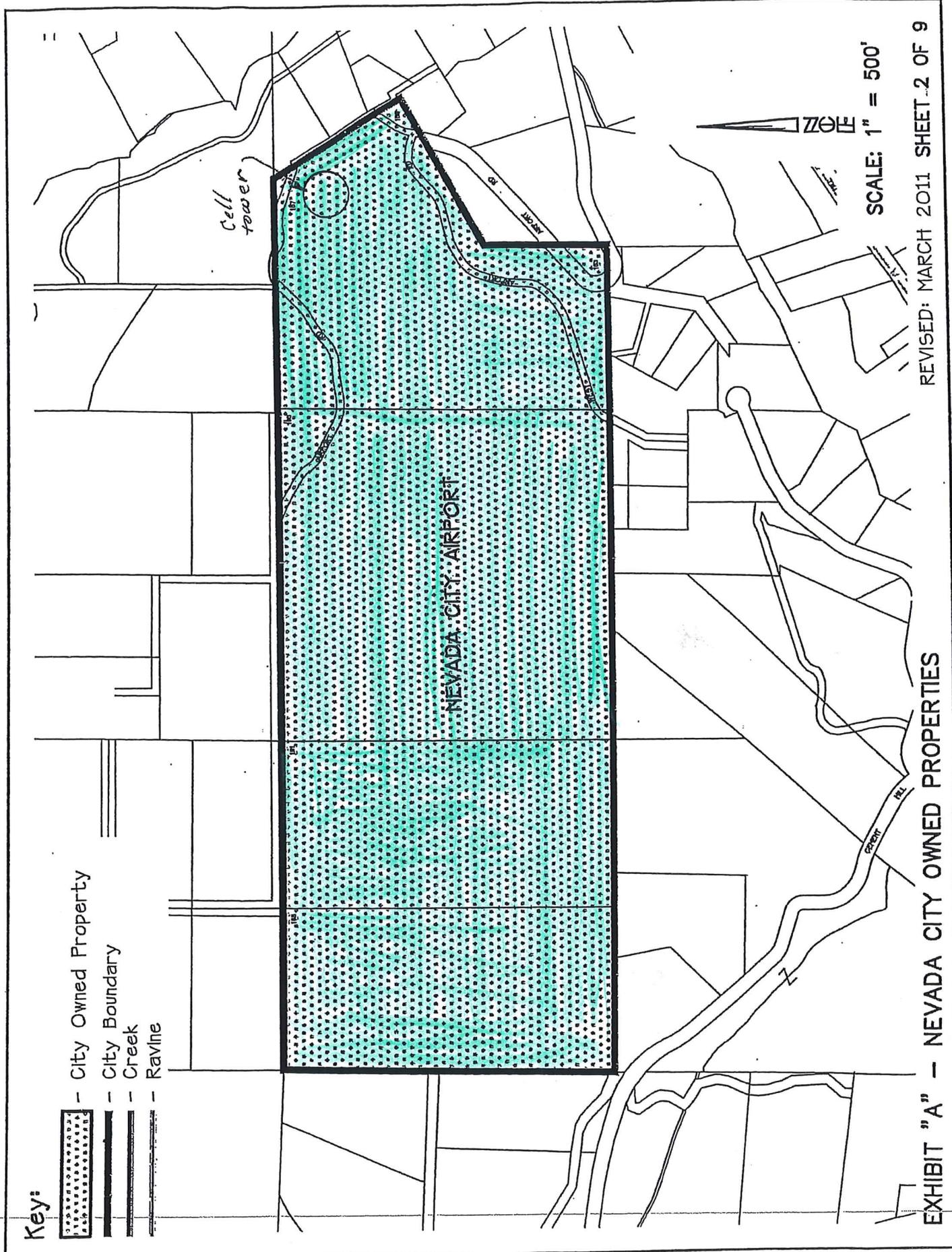
NEVADA CITY AIRPORT



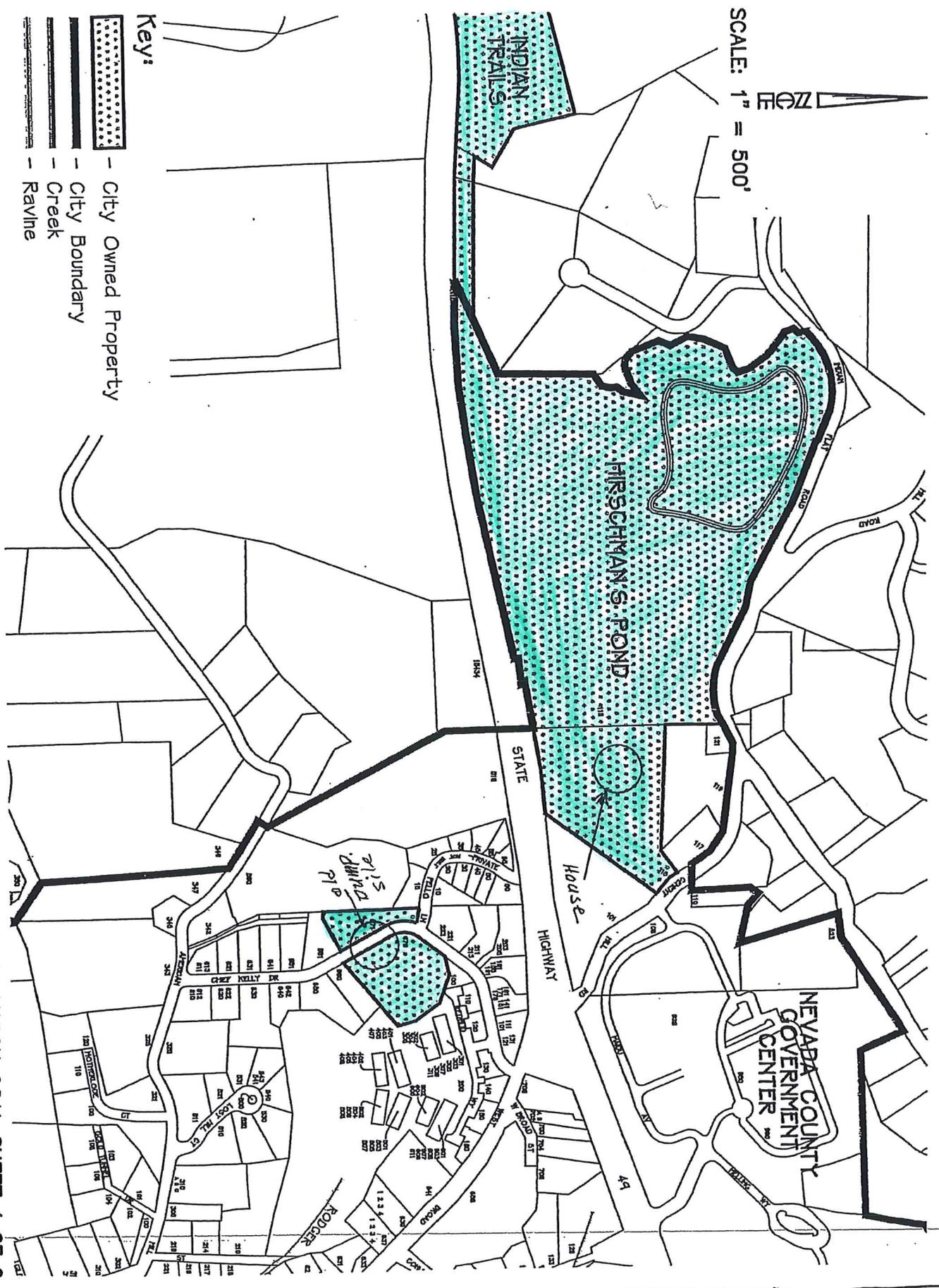
SCALE: 1" = 500'

REVISED: MARCH 2011 SHEET 2 OF 9

EXHIBIT "A" - NEVADA CITY OWNED PROPERTIES



SCALE: 1" = 500'



Key:

-  - City Owned Property
-  - City Boundary
-  - Creek
-  - Ravine

EXHIBIT "A" - NEVADA CITY OWNED PROPERTIES

REVISED: MARCH 2011 SHEET 4 OF 9

Key:



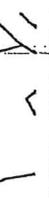
- City Owned Property



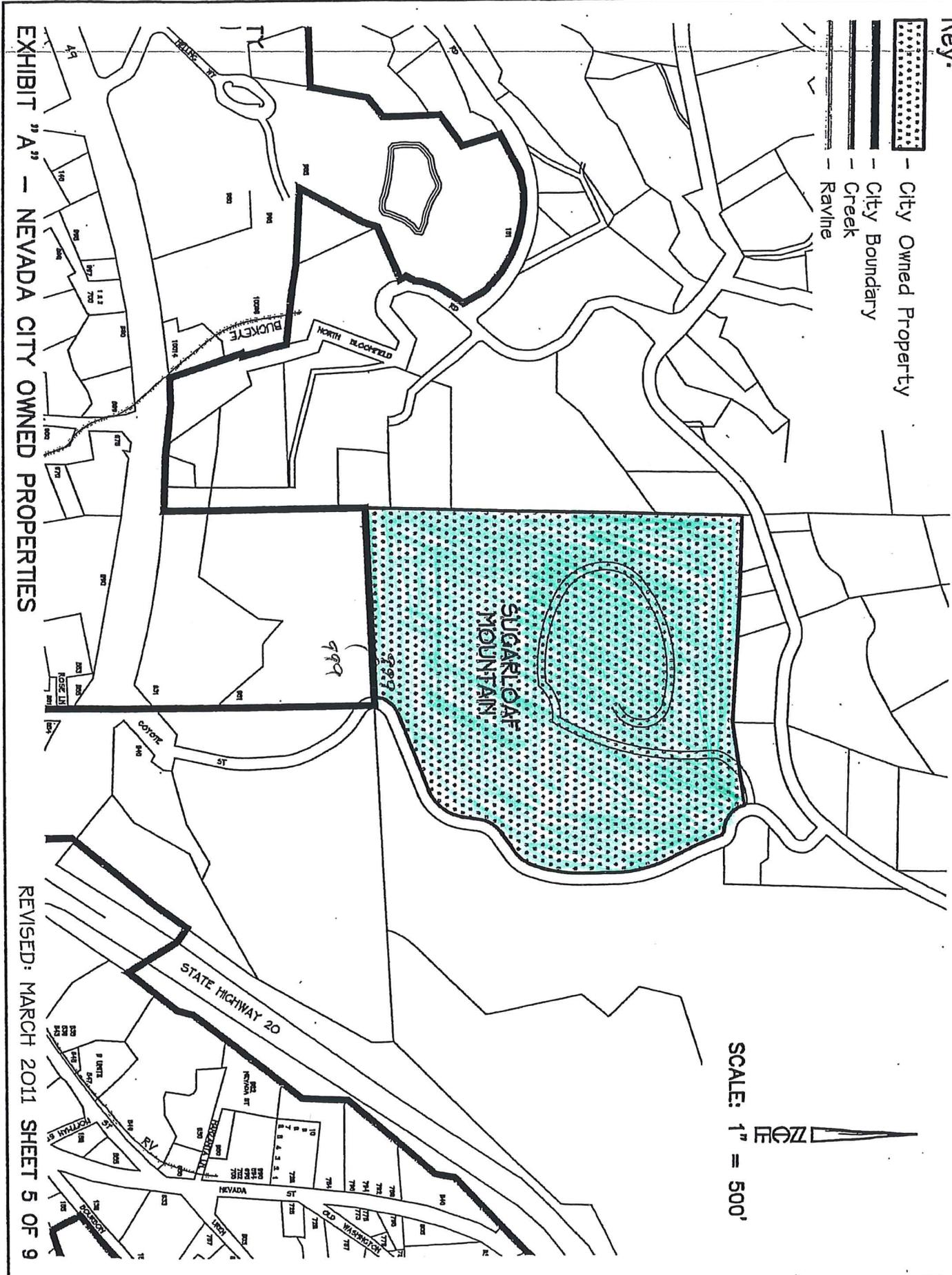
- City Boundary



- Creek



- Ravine



SCALE: 1" = 500'



EXHIBIT "A" - NEVADA CITY OWNED PROPERTIES

REVISED: MARCH 2011 SHEET 5 OF 9

Key:

-  - City Owned Property
-  - City Boundary
-  - Creek
-  - Ravine



SCALE: 1" = 500'

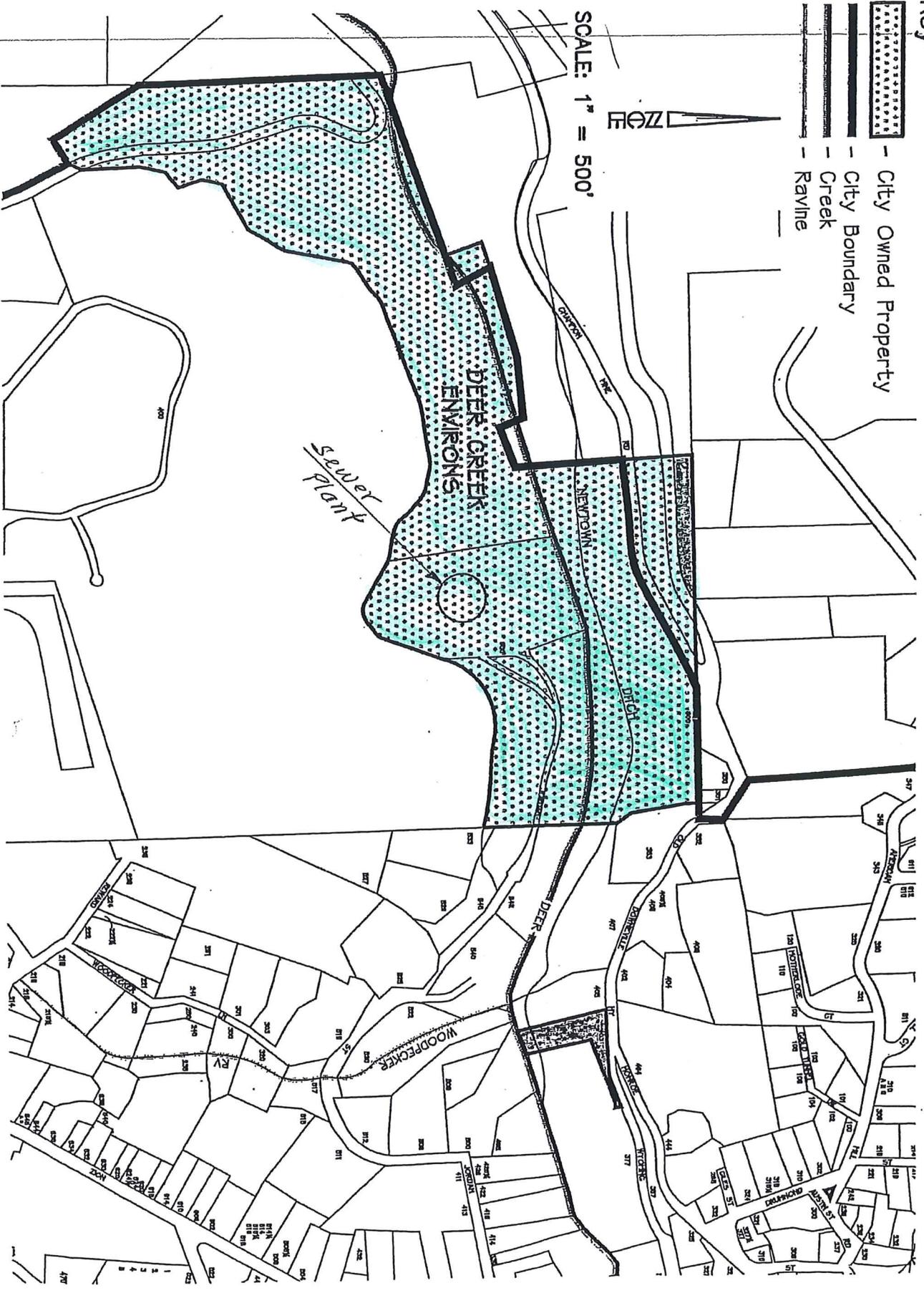


EXHIBIT "A" - NEVADA CITY OWNED PROPERTIES

REVISED: MARCH 2011 SHEET 6 OF 9

18

Key:

-  - City Owned Property
-  - City Boundary
-  - Creek
-  - Ravine



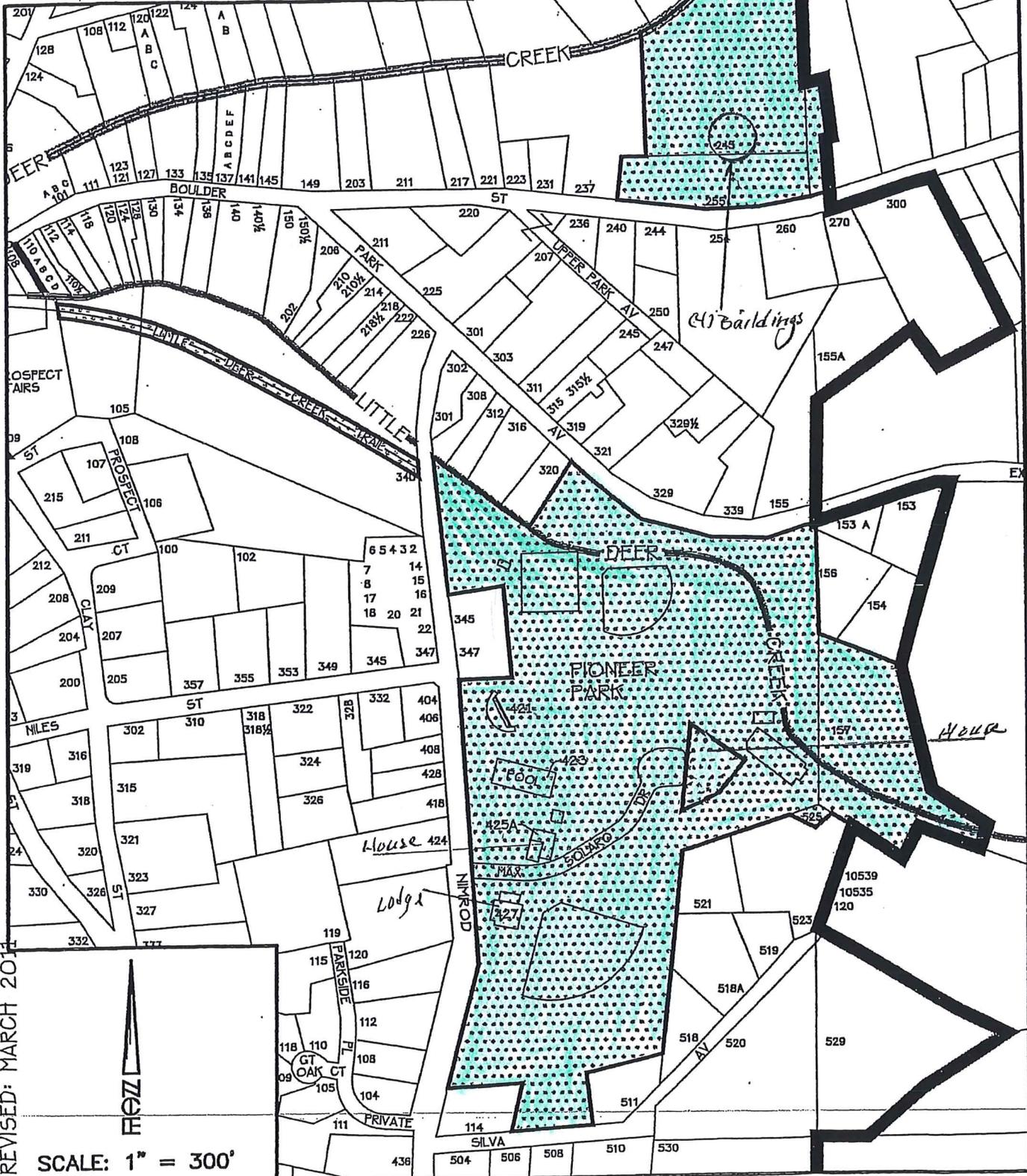
REVISED: MARCH 2011



SCALE: 1" = 300'

Key:

-  - City Owned Property
-  - City Boundary
-  - Creek
-  - Ravine



REVISED: MARCH 2014

SCALE: 1" = 300'

Key:

-  - City Owned Property
-  - City Boundary
-  - Creek
-  - Ravine

SCALE: 1" = 500'



EXHIBIT "A" - NEVADA CITY OWNED PROPERTIES





NC Fire Safety Committee Ground Rules and Current Reality

1 message

Carrie Monohan <carrie.monohan@sierrafund.org>

Thu, Apr 30, 2020 at 5:38 PM

To: Pete Williams <peteandsuewi@sbcglobal.net>

Cc: samgitchel . <samgitchel@gmail.com>, Erin Ruark-Minett <erin4nevadacity@gmail.com>, Sam Goodspeed <sam.goodspeed@nevadacityca.gov>, Richard Thomas <randtthomas@sbcglobal.net>, Annette Seabury <netsnuthouse@yahoo.com>, Terry Anderson <itstea@gmail.com>, Teri Voorhes <Teriryan13@gmail.com>

Hi Everyone,

I hope you are all doing well. I wanted to send a quick note and let you know that the Bay Area Council did not advance the City of Nevada City's proposal to fund "Nevada City Fire Safe Community Planning" as part of their Climate Resilient Challenge.

Thank you all for your work on this and your support in its development. The Sierra Fund remains committed to helping the City find funding to address this critical issue, this just wasn't it.

Best to you all,
Carrie

Carrie Monohan, Ph.D.

Program Director _____

THE SIERRA FUND

103 Providence Mine Road, Suite 101

Nevada City, CA 95959

P: (530) 265-8454 x 214

F: (530) 265-8176

E: carrie.monohan@sierrafund.org

www.sierrafund.org

ORCID ID 0000-0002-5404-1882

[Quoted text hidden]