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**Meeting Announcement and Agenda**  
**JOINT INSTITUTE FOR WOOD PRODUCTS INNOVATION**  
**ADVISORY COUNCIL**

**Announcement Date**  
April 26, 2024

**Meeting Date**  
Wednesday, May 29, 2024  
9:00 am – 12 pm

**Meeting Location**

**Primary Location:**

California Natural Resources Agency Headquarters, 2nd Floor Conference Room 2-201;  
715 P Street; Sacramento, CA 95814

**Alternate physical teleconference meeting location:**

Ada Community Library, Lake Hazel, Small Conference Room; 10489 W Lake Hazel Rd;  
Boise, ID 83709

NOTE: The meeting may also be observed via webinar by the public by registering at the following link: <https://attendee.gotowebinar.com/rt/7446602366612308823> or by audio only at: (631) 992-3221; Access Code: 984-930-859.

**AGENDA**

- 9:00 am Call to Order
- 9:05 CA Infrastructure and Economic Development Bank (IBank) Wildfire and Forest Resilience Action Plan Update – *Dan Adler, IBank and Institute*
- 9:15 Governor's Office of Planning and Research (OPR) Woody Feedstock Aggregation Pilot Program Update – *Michael Maguire, OPR and Institute*
- 9:30 Business and Workforce Development Grants Updates - *John McCarthy, Cal Fire*
- 9:55 "Development of a Life Cycle Accounting Model for Biofuel Production from Forest Biomass Waste in California" Institute Project Update  
*Kevin Fingerman, Cal Poly Humboldt, and Brent Riffel, Riffel Consulting*
- 10:35 "Assessment of State Purchasing Protocols Related to Innovative Wood Products" Institute Project Update  
*Tad Mason, Patrick Nevis, and Richard Harris, TSS Consultants*

- 11:00 2024/25 Fiscal Year Institute Priority Project Discussion – *Katie Harrell, Institute*
- 11:45 Institute Housing Working Group Update – *Katie Harrell, Institute*
- 11:55 Public Comments on Matters Not on the Agenda
- 11:58 Next Meeting
- 12:00 pm Adjourn

## **IMPORTANT MEETING INFORMATION**

### **CONTACT INFORMATION**

Those requiring further information regarding this meeting notice may contact Katie Harrell, Joint Institute for Wood Products Innovation Program Administrator, P.O. Box 944246, Sacramento, CA, 94244-2460; (916) 698-1035. This meeting notice is also available in electronic format on the [Board of Forestry](https://bof.fire.ca.gov/) webpage (<https://bof.fire.ca.gov/>).

### **GoToWebinar WEBCAST**

The Joint Institute for Wood Products Innovation (Institute) Advisory Council (Council) meeting can be observed via phone and via live webcast using GoToWebinar. Council members are required to attend meetings in person at one of the locations noticed in this agenda, along with members of the public who choose to attend at those locations. GoToWebinar or audio access will be used to make the meeting available to the public at the noticed teleconference locations.

Members of the public interested in listening to the meeting from locations other than those noticed in the agenda may register for the webinar or use the dial-in number listed in this agenda and available on the Board's website (<http://bof.fire.ca.gov>). Due to space limitations on its servers, the Institute does not preserve video recordings and/or audio recordings of Council meetings.

### **SPEAKING AT THE MEETING**

Attendees at noticed physical or teleconference meeting location:

If you wish to speak on an agenda item, please raise your hand during discussion of that item and wait to be recognized by the meeting organizer to provide your verbal public comment. The meeting organizer will typically first recognize speakers for public comment attending at the physical meeting location followed by speakers attending at noticed teleconference locations.

Attendees viewing/listening to webcast (non-noticed locations):

Although the Council is not required to do so, the Council generally attempts to accommodate attendees viewing/listening to the webcast from locations other than those noticed in the agenda who wish to speak on an agenda item, subject to any conditions imposed by the Council. Attendees at non-noticed locations will typically be recognized for such comments upon the conclusion of comments made by attendees at the noticed physical and teleconference meeting locations. The Council is not responsible for technical difficulties that may preclude the Council from accepting verbal public comment from persons observing the meeting remotely from a location other than those locations noticed in the agenda. Please be advised that the Council, at its discretion, may limit speaking opportunities to attendees at the noticed physical and teleconference meeting locations based on circumstances such as time constraints or high levels of in-person participation at the noticed physical and teleconference meeting locations.

**It is highly recommended that all participants who wish to speak on an agenda item utilize either a landline or mobile phone for audio connection to assure the best connection and experience during GoToWebinar broadcasts.**

During the meeting, all participants are muted by the meeting organizer; it is unnecessary for you to mute your phone or device. To indicate your desire to verbally address 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 Council members. An example image of the GoToWebinar interface with the "Raise Hand" icon is in Figure 1 at the end of this agenda. If

your comment relates to a particular agenda item, please use the “Raise Hand” tool 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 Council’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.

**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 Institute Council meeting may request assistance by sending an email to Katie Harrell at [katie.harrell@bof.ca.gov](mailto:katie.harrell@bof.ca.gov) or by calling (916) 698-1035. 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 Institute 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 Institute during the discussion of the agenda item, please attend the meeting and provide the comment directly to Institute and Council members 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)

**U.S. mail:** Board of Forestry and Fire Protection  
PO Box 944246  
Sacramento, CA 94244-2460

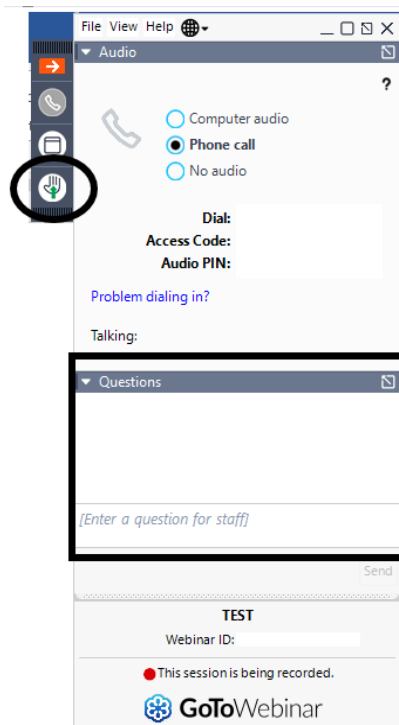
All written materials shall be due no later than 3 business days prior to the scheduled meeting unless there is a date specified on a specific hearing notice pursuant to the Administrative Procedures Act (Chapter 3.5 [commencing with § 11340], Part 1, Division 3, Title 2, of the Government Code). Timely submittal of written materials provides Board Institute staff as well as Institute and Council members the opportunity to familiarize themselves with content of written documents. Note that depending on the volume of written materials received, Board Institute staff as well as Institute and Council 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 Institute 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 AN AGENDA ITEM BE HEARD?

The Institute begins each meeting at the time listed on the Meeting Notice and generally considers each agenda item in the sequence listed; however, the Institute may take any 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 above. To submit a written comment, type your comment in the “Questions” pane – it is in a bold box in the graphic above.