

SHASTA COUNTY FIRE SAFE COUNCIL, INC.
9444 Deschutes Road (at the Shasta Co. Farm Bureau), Palo Cedro, CA 96073
(simulcast on Zoom)
Board of Directors Meeting Minutes
September 16, 2021

Call to Order: The meeting was called to order at 10:35 am by Richard Sealana, President.

Present: Board Members and Guests were welcomed.

Introduction of Officers: Dr. Richard Sealana, President
_____, Vice President
Jim Chapin - Executive Director
_____, Recording Secretary (Interim-Fran)
Frances Belden, Treasurer

Introduction of Board Members:
Tania Greenwood
Richard Karem
Barbara Holder

Board Members, attended by Phone
Mike Berry

Absent: Garrett Costello - Board Member

Introduction of Guests:

Tom Esgate, Lassen Fire Safe Council
Katlyn Lonergan, Lassen Fire Safe Council
Elizabeth Andrews - Raymond & Aparicio Consultants
Other Guests & Visitors – See List attached.

Meeting Conduct:

Richard Sealana shared meeting “Ground Rules” for in-person meetings:

- Adhere to the agenda
- Speak loud enough for all to hear
- Actively listen and participate
- Take turns speaking
- Ask questions at the appropriate time

Richard Sealana shared meeting rules for video conferencing:

- Mute your microphone when you are not speaking
- Be mindful of background noise and activities
- Position your camera properly
- Limit distractions
- Raise your hand if you wish to speak
- Avoid talking over people (be aware of an audio delay)

Approval of Meeting Minutes:

- A. **It was moved by Richard Karem, and seconded by Jim Chapin, to approve the Minutes of the Board of Directors Meeting held on August 19, 2021, for filing, as corrected. Motion carried unanimously.**
- B. **It was moved by Jim Chapin, and seconded by Richard Karem, to approve the Minutes of the General Meeting held on August 19, 2021, for filing. Motion carried unanimously.**

President's Reports & Comments: Richard Sealana

- A. Activity Report
- An over-all picture of what's happening with the Whitmore Home Hardening Project
 - Progress on grants
 - Financial Processes
 - Education Trailer needs some updates
- B. Vacant officer positions on the Board of Directors (discussion later in the meeting)
- C. Board of Directors recruitment (discussion later in the meeting)
- D. New Grant Awards (discussion later in the meeting)
- E. New Grant applications (discussion later in the meeting)
- F. SCFSC Website and Facebook activity – Garrett Costello was absent – tabled until the next meeting.

Interim Executive Director Updates & Reports:

- A. Approved California Climate Investments (CCI) Grants - Tom Esgate
Tom discussed these with the SCFSC Board.
- B. Jim Chapin shared that the CWPP Funds with Pit RCD are approximately \$21,000. The Grant agreement was thought to end June, 2022, but it actually ends December 31, 2021. CWPP work needs priority attention at this time.

Correspondence:

- A. 8/26/2021 – Jean Saffell – Maps and communications from Oak Run
- B. 8/27/2021 – Mike Berry – Storage of the Education Trailer
- C. 8/27/2021 – Jane Anderson – Oak Run Meeting
- D. 8/25/2021 – Holly Stark – CWPP Project Descriptions

Treasurer’s Report:

- A. Fund Balances
 - Shasta County (Chase Account) as of August 31, 2021.. \$3,703.86
 - Sierra Nevada Conservancy (SNC) Capacity Building... \$1,074.00
 - Sierra Nevada Conservancy (SNC). \$ 25,000.00
 - Community Foundation North State (CFNS) \$ 95,000.00
 - Community Foundation North State (CFNS) \$ 9,500.00
 - Total \$134,277.86

Active Project Reports:

- A. CalOES Whitmore Home Hardening Demonstration Project – Richard Sealana
 - Richard Sealana gave an update on this important pilot Project and answered questions asked by Board members.
- B. CWPP Update Project – Jim Chapin
 - Jim Chapin reported that the CWPP Funds available with Pit RCD are approximately \$21,000.00
 - The Grant Agreement stated that the funds need to be used by June, 2022, but the Agreement had a typo and the funds really need to be used by December 31, 2021.
 - Jim shared that he needs input from Communities to update the CWPP for them. Updating maps, etc., will be done by Western Shasta RCD. Lassen FSC will also help in training to update each CWPP.
- C. Whitmore Forest & Watershed Restoration Project – Tom Esgate
 - Tom Esgate reported that this project was awarded a \$5 million grant, which was approved on August 8, 2021, to do forest and watershed restoration on WM Beatty & Associates land east of Whitmore. The work will start next week. According to EQIP rules, need to wait 30 days before mastication work can start.
- D. Shingletown WUI Fuels Treatment Project – Tom Esgate
 - Tom Esgate reported that this project is a holding pattern until the Grant Agreement is completed. This project will treat 15,000 acres between Viola, Inwood and Shingletown – Fire Safe Community partners: SPI, WM Beatty & Associates and PG&E. There was some discussion about the progress and priorities. Barbara Holder had some questions which were addressed.

COMMITTEE REPORTS

A. Executive Committee (Sealana, Chapin, Belden)

1. September 2, 2021, Meeting covered:

- Resignation of Roger Jaegel requires a new Vice President
- Resignation of Ed Stewart requires a new Treasurer
Frances Belden is the new Treasurer.
- A new Secretary is now needed.
- CalOES Whitmore Home Hardening Project
 - SCFSC was approached by CalOES to take part in Home Hardening and Defensible Space which may 3 years of activity. 20-25 homes will be targeted for defensible space and home hardening in Whitmore.
 - The HMGP application to FEMA is due October 15, 2021. The FEMA and SCFSC funding match is 75% – 25%.
 - In thinking about the next 3 years, will need to recalculate figures to extend 3 years.
 - The Project is just starting with the first deadline being October 15, 2021, when the HMGP application is due.
 - Tania Greenwood, Whitmore Store owner, shared that her store is the Hub for the Whitmore community and that she will accumulate information from Home owners for applications. “Permit Puller” could be helpful.
 - Sarah Seiler, WSRCD, that she is happy project is moving along quickly and noted that all involved are very organized.
 - It is important to know what the costs will be for Permit Fees.
- Consultants were hired to process the PG&E Grant Application

2. Items for the next Executive Committee Meeting:

- Officer recruitment – Need a Vice President and Secretary
- Board Members recruitment
 - Francis Berg is a potential Board Member and will submit his resume’.
 - Steve Fitch, RPF – Forest Service, is also a potential Board member.
- CEO position needs to be filled.

B. Nominations Committee (Sealana, Chapin, Belden) – No Report at this time.

C. Grant Development Committee (Sealana)

1. GRANT SUBMITTED – Pending

- PG&E Ready & Resilient Grant Application – Richard Sealana

2. GRANTS TO BE SUBMITTED
 - County Coordinator Grant Application – Tom Esgate
 - Tom Esgate and Katlyn Lonergan are working on this grant which is for \$175,000 over 18 months, and will be used to focus on CWPP work and to support Fire Wise Communities.
3. PROPOSED
 - Thatcher Grant Application – Jim Chapin
 - This grant is for fuel break work and it will be reapplied for, after checking with Tom Esgate to see if the area is already covered.
 - Secured Rural Schools & Community Self-Determination Act – RAC Grant
 - This grant was looked into by Richard Sealana and he reported that we were approved. WSRCD is also applying for this grant and the thought is to apply together.
- D. Education & Outreach Committee (Chapin, Holder, Sealana, Twist, Greenwood)
 1. Education Trailer – Update and Storage
 - Tania shared a PG&E grant for \$10,000.00, was applied for needed Education Trailer updates and upgrades. Tania shared that she has a contact at PG&E that may help to apply for this grant.
 - Tom Twist offered to help update the content of the trailer.
 2. Oak Run and Montgomery Creek meeting was reported on by Richard Sealana stating that we are working with them on their Fire Wise Certification.
- E. Budget & Finance Committee (Sealana, Belden, Chapin) – No Report
- F. Project Development Committee (Chapin, Sealana)
 - Jim state that he’s working on Shingletown Project.
 - Projects from existing CWW (Sealana, Karem)
 - Richard Karem made a fine presentation of Ideas for Projects.
 1. West Redding for demonstration projects
 2. Change goals for West Redding to match McConnell project. For other areas, use CWPP as template.
 3. Add ridge lines per previous plans (D/W Cal Fire) for future work.
 4. Develop a grant process where private landowners can receive grants. Suggested initial venture home hardening in West Redding. Owners responsible for the work done are paid by grantee directly which gets grantee out of direct funding of work. McConnell will provide assistance in mapping these projects.

5. Possibly distribute grant funds to these projects through SCFSC.
6. Future prescribed burns between fuel breaks and right-of-ways on private land. Will need CalFire B uy in and grant.
7. Make sure provision is made for maintenance of all work. McConnell and future projects.
8. Enlist stakeholders from other areas as new Board members to assist in planning projects in other areas.
9. Letter on behalf of McConnell to California's Governor Newsom supporting non-scale wage for work.

Old Business & Follow-up from Previous Meetings

- A. Risk assessment in Home Ignition Zones Project (Esgate)
 - This event had to be cancelled. Tom shared that he may try to have a virtual meeting.
- B. Meeting with McConnell Foundation – CARR Fire Mitigation Grant (Karem)
 - Richard Karem shared there are some challenges.
- C. Update of Mission Statement & Bylaws (Garrett, Sealana)
 - This is still being worked on.

New Business

- A. Recruitment of Chief Executive Officer (Introduction & Discussion)
 - This will be done at the next Executive Committee Meeting.

Director's Comments & Good of the Order

- A. Richard Sealana reported that he received an email from Chris Witney about implementing an FM Radio Red Alert System for alerting communities of fires. Tom Twist shared that he talked with Les Baugh about FM stations in Shingletown to help alert that community in case of fires.

Meetings to be Set

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| A. Whitmore (CalOES) Project | Wednesdays at 9:00 am – Zoom |
| B. Executive Committee | October 7, 2021, at 10:00 am – Zoom |
| C. Nominating Committee | September 30, 2021, at 2:00 pm – Zoom |
| D. Grant Management Committee | September 24, 2021, at 10:00 am – Zoom |
| E. Education & Outreach Committee | To be determined |
| F. Budget & Finance Committee | To be determined |
| G. Projects Development Committee | Richard Karem - Chair - To be determined |
| H. CWPP - Jim Chapin - Chair | To be determined |

Meeting Adjourned: 1:15 pm

Next Board of Directors Meeting – Thursday, October 21, 2021, 10:30 am