



# SCFSC

## Board of Directors Meeting

Thursday, November 17, 2022, 10:30am  
9444 Deschutes Rd., Palo Cedro, CA 96073  
(Simulcast by Zoom, Video & Audio Recorded Session)

### **MISSION OF THE SHASTA COUNTY FIRE SAFE COUNCIL**

The primary Mission of this Corporation shall be focused within Shasta County to help protect the citizens, property, and natural resources from the effects of catastrophic wild land fires.

### **SCFSC Board of Directors**

Tania Greenwood, President/CEO | John Urias, Vice President | Fran Belden, Secretary/Treasurer  
Pamela Mainini, CFO | Barbara Holder, Director | Dennis Possehn, Director | Steve Fitch, Director  
Jim Chapin, Director | Richard Karem, Director | Pamela Bates, Executive Director

<u>Time</u>	<u>Agenda Item</u>	<u>Owner</u>
10:30am	Welcome Greeting, Board of Directors Roll Call	Greenwood
10:35am	Meeting Conduct, Notice of Video Recording, Via Zoom	Greenwood
10:40am	Review of Proposed Agenda, Additions or Deletions, Approval	All
10:45am	Introduction of Guest Speakers & Special Visitors <ul style="list-style-type: none"><li>Mishon Hopkins, N.R.C.S.</li><li>Carl Skinner, U.S. Forest Service, Retired</li><li>Ben Rowe, CALFIRE (<i>Unconfirmed</i>)</li></ul>	Greenwood
10:50am	Self-Introduction: Guests & Visitors – Name, Organization, Interests	Guests/Visitors
11:05am	Mishon Hopkins: Presentation, (Q&A Period 5 Mins - Please hold additional discussion until Session Break)	Hopkins
11:25am	Ben Rowe, CALFIRE( <i>Unconfirmed</i> )	Rowe
11:30am	Carl Skinner: Presentation, Q&A Period (5 Mins - Please hold additional discussion until Session Break)	Skinner
11:50am	Francis Berg: Presentation - Bethel Forestry Crew	Berg
12:00pm	Firewise Community Group Updates & Reports (5 Minutes p/group)	Guests/Visitors

<u>Time</u>	<u>Agenda Item</u>	<u>Owner</u>
12:15pm	Public Comment Period: Anyone requesting to make a presentation or comments over 5 minutes in length, please request to be placed on the regular agenda.	Guests/Visitors
12:30pm	Active Projects Reports <ul style="list-style-type: none"> <li>• SNC Grant Application: Project #1528 Bullskin Ridge Project (5 Min)</li> <li>• County Coordinator Grant Application (5 Min)</li> <li>• CWMP – Whitmore Project Highlights (5Min)</li> </ul>	Bates, Sumner
12:45pm	Intermission/Lunch Break	All
<b><u>Section II: Routine Business Meeting Activities</u></b>		
1:15pm	John Livingston: Introduction, Grant Writer Proposal, Q&A Session (5 Min, Please hold additional discussion until after adjournment.)	Livingston
1:30pm	Attorney John Kenny	Kenny
2:15pm	Pamela Mainini, CPA: Financial Update & Report	Mainini
3:00pm	Review & Approval: Invoice# 19-40#3 Western Shasta RCD, 11/1/2022	Greenwood
3:05pm	Proposed Board Meeting Structure Adjustments/Changes	Greenwood
3:15pm	Committee Development Proposals <ul style="list-style-type: none"> <li>• Ethics Committee</li> <li>• Development of Roles &amp; Responsibilities for Committees &amp; Directors</li> </ul>	Greenwood, Chapin
3:30pm	Proposed Cancellation of December, 2022 Board Meeting Due to Holiday	All
3:35pm	Adjournment	All

#### MEETINGS TO BE SET

##### Standing Committee Meetings

- Executive: Thursday – December 1, 2022, 10:00am (Zoom)
- Grants & Projects: Wednesday – December 7, 2022, 10:30am (Zoom)
- Budget & Finance, (Temporarily Combined w/Executive Meeting): Thursday – December 1, 2022, 10:00am (Zoom)
- Other Meetings To Be Set

Agenda Revision Date -11/16/2022 (Greenwood)



## Shasta County Fire Safe Council Committee Membership



#	NAME	CHAIRPERSON	MEMBERS	MEETINGS
1	Executive	President/CEO	<ul style="list-style-type: none"> <li>• Vice President</li> <li>• Secretary</li> <li>• Treasurer</li> <li>• CFO</li> </ul>	(1 <sup>st</sup> Thursday)
2	Nominating	Jim Chapin	<ul style="list-style-type: none"> <li>• Tania Greenwood</li> <li>• CEO</li> </ul>	
3	Budget & Finance	CFO	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• Jim Chapin</li> <li>• CEO</li> </ul>	(1 <sup>st</sup> Friday)
4	Grant & Project Development		<ul style="list-style-type: none"> <li>• Jim Chapin</li> <li>• Stephen Fitch</li> <li>• Dennis Possehn</li> <li>• CEO</li> </ul>	(1 <sup>st</sup> Wednesday)
5	Education & Outreach	Barbara Holder	<ul style="list-style-type: none"> <li>• Jane Andersen</li> <li>• CEO</li> </ul>	
6	CWPP		<ul style="list-style-type: none"> <li>• Jim Chapin</li> <li>• Tania Greenwood</li> <li>• Barbara Holder</li> <li>• Richard Karem</li> <li>• CEO</li> </ul>	
7	Bylaws	President/CEO	<ul style="list-style-type: none"> <li>• Jim Chapin</li> </ul>	
8	Employment Procedures & Policies	President/CEO	<ul style="list-style-type: none"> <li>• Fran Belden</li> <li>• Jim Chapin</li> </ul>	

Note#1 - The President/CEO is an *ex officio* member of all committees.

Note #2 - Recurring meetings are highlighted in blue

Revision date – 11/16/2022 (Greenwood)



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Palo Cedro, CA 96073

### **MISSION OF THE SHASTA COUNTY FIRE SAFE COUNCIL**

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### **Rules & Guidelines for Board Meeting Conduct**

#### GOALS:

- Conduct business in a professional and efficient manner.
- Provide an opportunity for all to participate.
- Complete all required business transactions on the agenda.

#### MEETING RULES - All Attendees (In-Person or Virtual)

- Adhere to the agenda.
- Speak loud enough for all to hear.
- Raise your hand to speak.
- Actively listen and participate.
- Take turns speaking.
- Ask questions at the appropriate time.
- Practice patience & good manners.
- Public Comment Period – Please limit comments to 5 minutes (unless scheduled on the agenda).

#### MEETING RULES (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).
- Public Comment Period – Please limit comments to 5 minutes (unless scheduled on the agenda).

PUBLIC COMMENT PERIOD: Anyone requesting to make a presentation or make comments over 5 minutes in length, please request to be placed on the regular agenda.

Revised 7/15/2022 (Greenwood)