

SHASTA COUNTY FIRE SAFE COUNCIL
9444 Deschutes Road (at the Shasta Co. Farm Bureau), Palo Cedro, CA 96073
(and via Zoom)
Board of Directors Meeting Minutes
April 19, 2023

OPEN (Public) SESSION

Call to Order: The meeting was called to order at 9:40 am by Francis Berg, President/CEO.

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.

Present: Board Members and Guests were welcomed.

Introduction of Officers: President/CEO - Francis Berg
Vice President - Dan Adam
Secretary/Treasurer - Frances Belden

Introduction of Directors: Jim Chapin - Director
Barbara Holder - Director
Dennis Possehn - Director
Steve Johnson, Director
Steve Fitch - Attended via Zoom

Absent: Richard Karem - Director
Executive Program Director - Pam Bates
CFO - Pam Mainini, CPA

Agenda Additions, Deletions, or Request for Executive Session:

Motion: **Jim Chapain moved and Dan Adam seconded, to approve the Agenda. Motion carried.**

Votes in Favor: 6
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 3 (Steve Fitch & Dennis Possehn joined meeting later.)

Introduction of Guests & Visitors:

- A. Introduction of Guest Speakers & Special Visitors
 - 1. Carl Skinner
 - 2. John Livingston – Grant Writer/Consultant
 - 3. Julie Brown – JBEA Consulting

B. Introduction of other Guests & Visitors:

1. Mary Rickert – Shasta County Board of Supervisors
2. Carl Skinner – Education & Outreach Support - KIXE Videos
4. Ayla Tucker – PG&E
5. Jesse Penland – U.S. Forest Service, Redding, CA
6. Brandon Dethlefs – U.S. Forest Service, Redding, CA
7. Debbie Mayer – Fall River Mills
8. John P. Livingston – Grant Writer/Consultant
9. Jim Barrett – Dusty Oaks Trails Firewise
10. Aaron Hathaway – CalFire - PFE
11. Tess Pace – Old Station Fire Board Member

C. Introduction of Guests attending via Zoom:

1. Sarah Seiler - Project Manager, WSRCD
2. Maureen Teubert - District Manager, WSRCD
3. Mishon Hopkins, NRCS-USDA
4. Linda McGinnis - BURN Community in Palo Cedro
5. Tuli Potts - SNC - SNC Solicitation and Guidelines
<https://sierranevada.ca.gov/funding/SNC-grants/#forest>
6. Charlotte Favre - Grizzly Corps Fellow - WSRCD
7. Peggy Perales - Team Rubicon (peggy.perales@teamrubiconusa.org)
8. Desiree LaMaggiore - Lakehead/O'Brien Firewise

Fuel Management Basics: Presentation by **Carl Skinner**, Retired Research Geographer:

“Basic Principles of Fuels Treatments”

- Surface Fuels
- Leader Fuels
- Crown Fuels (Passive Crown fires)
- Maintain!! Large fire-resistant trees are more likely to survive fires:
- Deciduous Native Oaks – Black, Blue, Valley
Conifers: Douglas Fir, Ponderosa Pine, Jeffrey Pine, Incense Cedar, Sugar Pine

After giving his presentation, Carl answered questions from those present.

WSRCD Memo of Understanding: **Maureen Teubert**, District Manager, WSRCD, discussed that our current MOU needs to be updated, specifically on page 3-4, Section E, add “or Fire Safe Council,” so both WSRCD and SCFSC are represented. The goal is a County-wide CWPP. If a CWPP is in place, the possibility of being considered for grants is much better. There was some discussion at this time.

Motion: Jim Chapin moved, and Steve Johnson seconded, to approve the Memo of Understanding (MOU) between Western Shasta Resource Conservation District (WSRCD) and Shasta County Fire Safe Council (SCFSC). Motion carried.

Votes in Favor: 7
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 2

Grants & Projects Committee Report: John Livingston – Grant Status: John reported that he is still waiting on the three grants that were submitted and as soon as there is news, it will be shared. He shared that he spoke with Dale MacDougall, Wildlife Project Director with California Deer Association. John found them to be very impressive with the work they are doing regarding fire fuel reduction projects. He had some magazines from “California Deer” which he passed out to the Directors. He feels we can work together with that organization to secure some grants.

Dennis Possehn shared that there is a grant available for fuel breaks on Happy Valley Road. Also, Shingletown approached him for helping out with snags that are scattered. Getting projects done and communicating with people about what’s been done will bring people to the Firewise meetings. Also, a Newsletter was suggested by Dennis with “before” and “after” pictures. **Tuli Potts, SNC**, spoke about the SNL Budget and that Grant Funds may be available - \$71,800. The next meeting is in June in Quincy. This is the link: **SNC Solicitation & Guidelines**

<https://sierranevada.ca.gov/funding/snc-grants/#forest>

Education & Outreach Committee Report: Barbara Holder updated the Board on the Firewise Meeting Leaders’ meeting on April 7, 2023, at the Good News Pizza Restaurant in Palo Cedro. She was applauded for all her work in having a successful meeting. There was an in-depth discussion on the different aspects of having strong Firewise Communities. Discussion took place on how often Firewise Leaders should meet. Also, there was discussion on how to keep people interested in having Firewise Communities.

Public Comments: John Livingston shared that he will be at Win River Casino Parking Lot with the Education Trailer Earth Day Event on April 21, 2023, from 11:00-3:00 pm..

Brendon Dethlefs, U.S. Forest Service, shared that 3,000 acres have been treated with Prescribed Burn! He also shared many projects that are in process around Shasta County.

Public Dismissed

Break/Lunch

Administrative (Closed) Session

Julie Brown, Executive Assistant, presented “Board Director Co.” and “Board Director Institute” which provides training for Directors and the positions within Boards, such as President, Vice President, Secretary/Treasurer, Executive Director, etc. Julie explained the Board Director Portal and shared that if our Board signs up for training, Pam Bates, Executive Director, will receive Non-Profit Training free of charge. After much in-depth discussion, the consensus of those present was to sign up for the training. There was also some discussion on the BoD Manual Financials part as well as the Roles and Responsibilities. It was decided that there would be another meeting of the Executive Committee and Julie

Brown, to further discuss these issues, on May 4, 2023, from 11:00 am to 1:00 pm.

Approval of Minutes: Motion

Dennis Possehn moved, and Jim Chapin seconded, to approve the Minutes of the March 16, 2023, Shasta County Fire Safe Council Board of Directors Meeting, as amended. Motion carried.

Votes in Favor: 8 (Steve Fitch joined the meeting via Zoom)

Votes in Opposition: 0

Abstain from Vote: 0

Directors Absent: 1

Secretary/Treasurer's Report: Frances J. Belden, Secretary/Treasurer, prepared the Treasurer's Report. It was reviewed by the Board members present, and approved for filing as submitted.

Motion: Jim Chapin moved, and Dennis Possehn seconded, to approve payment of the Invoice for John P. Livingston, Grant Writer & Consultant, for work performed in March, 2023, in the amount of \$7,542.50. Motion carried.

Votes in Favor: 8

Votes in Opposition: 0

Abstain from Vote: 0

Directors Absent: 1

Chief Financial Officer's Report: The Financial Reports were distributed to the Board and were reviewed by the Board members present. Pamela Mainini, CPA, was absent.

Executive Directors Report: Francis Berg reported that there were four applicants for the County Coordinator's Position. Dan Adam, Pam Bates and Jim Chapin will be the Interview Committee. The woman who contacted SCFSC regarding Educational Songs Grant Support has changed her mind. Also, she was interested in things that went beyond our mission. There was some discussion regarding these types of requests in the future.

Table of Organization: There was discussion about the Draft Organizational Chart that John Urias made for this Board and the Board members were fine with it. It was never adopted and a review of our Standing Committees is needed. Some Committees were discussed:
Finance & Accounting: Pamela Mainini, CPA; Frances Belden, Secretary/Treasurer; Pam Bates, Executive Director.
Executive & Nominating Committee: Francis Berg, President; Dan Adam, Vice President; Pam Bates, Executive Director; Frances Belden, Secretary/Treasurer.
Governance & Policy Development: Steve Johnson; Pam Bates, Executive Director; Dan Adam, Vice President.
Education & Outreach: Barbara Holder, Katie Kommenich, Jane Andersen.

This Organizational Chart was adopted and can be updated as needed.

Chipping Priorities: The Board sets criteria from the Grants & Projects Committee, as to which community / Firewise Community gets priority for chipping projects. Applications need to be filled out and decisions can be made from there. The Executive Committee will vote on which community gets to do chipping based on the grants. There is grant money available now and Barbara shared which communities are ready for chipping: O'Brien Mountain, Old Shasta and Oak Run. Katie will contact these communities and the needed information is on the Website.

Alternate Location for Future Meetings: There was some discussion about the needs for the meeting locations. Barbara holder will ask Katie Komnenich to research some new locations for our Board Meetings.

Barbara Holder: Barbara shared that Insurance for homes is hard to get and proposed that it be on the Agenda for next month. Barbara suggested the have Aaron Hathaway from CalFire, do his presentation at the next Board Meeting and record it to show.

Meetings to be Set

A. Standing Committee Meetings

- Executive Committee: Friday, May 4, 2023, at 10:00 am- Zoom Meeting
- Grants & Projects: Wednesday, May 3, 2023, at 10:30 am- In-Person Meeting in the Palo Cedro Office
- Budget & Finance: (Temporarily Combined w/Executive Meeting), May 4, 2023, at 10:00 am-Zoom Meeting

B. Other Meetings to be Set

- **May Board of Directors Meeting: Wednesday, May 17, 2023
9:30 am at 9444 Deschutes Road (Shasta Farm Bureau), Palo Cedro, CA
96073**

Adjournment: 3:30 pm

Submitted by:

Frances J. Belden

Frances J. Belden
Secretary-Treasurer