

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

September 20, 2023

OPEN (Public) SESSION

Call to Order: The meeting was called to order at 9:34 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
Executive Director - Pamela Bates
CFO - Pam Mainini, CPA – Attended via Zoom

Introduction of Directors: Barbara Holder - Director
Dennis Possehn - Director
Steve Johnson, Director
Jim Chapin - Director
Steve Fitch - Director (via Zoom)
Richard Karem - Director (via Zoom)

Administrative Announcements & Agenda Additions and /or Deletions

1. Move Agenda item “Strategic Planning” to first item to be considered in Section II
2. Pamela Mainini, CPA, & Financial Reports moved to 11:40 am from 12:30 pm

Motion: It was moved by Dan Adam, and seconded by Jim Chapin, to approve the Agenda with the following actions: 1) Move Agenda item “Strategic Planning” to first item to be considered in Section II; 2) Move Pamela Mainini, CPA, & Financial Reports to 11:40 am from 12:30 pm. Motion carried.

Votes in Favor: 9
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Introduction of Guests & Visitors:

1. Ronald Rusten – SCFSC: County Coordinator
2. Mary Rickert – Shasta County Board of Supervisors

3. John Livingston – Grant Writer/Consultant
- 4.. Tania Kine – Silverthorn Community
5. Jesse Penland – U.S. Forest Service, Redding, CA
6. Lora Dominick – Lakehead/O’Brien Mountain Firewise Community
7. Jim Barrett – Dusty Oaks Firewise Community
8. Kelli Middlebrooks – WSRCD (via Zoom)
9. Breyden Coma – Office of Senator Dahle
10. Eileen Tremaine – SSHI
11. Ron Harrington – Wildfire Info & Prep Guide
12. Tom Corontzos – Remedy Engineering – Contractor Coordinator - CWMP
13. Robert (Bob) Wilson – Construction Contractor - CWMP
14. Jeremy Hayward – President, RREDCO - EVM
15. Denise Wesley – Trinity RCD (TCRCD) & GIS Manager (via Zoom)
16. Dan Dogert – NVCSS Emergency Services (via Zoom)
17. Yvonne Bennett – (via Zoom)

Agency Updates

Jesse Penland – U.S. Forest Service, Redding, CA – Jesse reported that the Shasta District, in the Big Bend area, there are several roads that have been chipped about 5' on each side of the roads. A Timber Sale is going on out in Big Bend and now the large equipment can access that area. In Packer’s Bay, there have been long standing burns and most will be Type 2 Burn plans. Silverthorn Road was discussed as was the Salt Creek area which has about a 250 acre pile area. They have also been working on O’Brien Mountain, but it’s a little more complicated because of all the residences. Jesse reported that there was a meeting between the U.S. Forest Service and WSRCD and that is was very productive. There was some more discussion about this and Jesse answered questions.

Jeremy Hayward – President, Redding Rancheria-EVM – Jeremy shared what his company is working on in terms of clearing all sorts of vegetation and he would like to partner with us. He shared how he has partnered with many other organizations and agencies, such as other Fire Safe Councils, to clear as much dense vegetation as possible. There was a long detailed discussion on CWPP projects. Happy Valley Bus Tour was discussed and Jeremy suggested that someone from SCFSC familiar with CWPP and other needed projects, be on that tour. That was appreciated by the Board and someone will be on that tour.

Wildfire Information & Preparation Guide – Ron Harrington

Ron Harrington gave a presentation on the magazine that he publishes, and he described how he could publish something similar for Shasta County Fire Safe County, which could then be distributed throughout Shasta County. There was discussion about this presentation and Ron answered questions.

CWMP Update – Bates/Willson/Corontzos

Pam Bates introduced Tom Corontzos (Remedy Engineering) and Bob Wilson, Construction Manager, who spoke on the status of the CWMP and the history of what’s been going on for the last 6 months. They answered several questions from Board members on the process of how homes are becoming part of this project, and other aspects

of this 3-5 year project in Whitmore. There was discussion on the complexity of this project involving the assessments of houses and also mobile homes. Being a FEMA and CalOES project, there are many details to be attended to, which is taking more time than expected.

County Coordinator Report – Ron Rusten

Ron Rusten reported on how the Firewise Communities are growing in Shasta County and that CalFire got him on-board as the Regional Coordinator for Firewise so he'll be able to work on updating Shasta County Firewise groups so they will match what CalFire has. This may take a few weeks and this will enable he and Katie to respond to new Firewise applications in Shasta County. He reported that he with Pam's help, was able to complete the update for the County Coordinator Grant, which was due the end of September. This is a quarterly update. He reminded the Board of the Field Bus Trip to Happy Valley with Jeremy coming up. He talked with Alex Carter from McConnell Foundation regarding Shasta Lake City and other areas, and they would be happy to partner with us providing maps. Jeremy is also very interested in partnering with us. SCFSC will have booths at several events coming up. He reported that he is working with Barbara Holder and Pam Bates to develop templates for activities/field trips, etc. to be sent out to Firewise Leaders help make these events very successful time spent. There was continued discussion.

Education & Outreach Committee Report: Barbara Holder

Barbara Holder asked to have these Minutes show, "That the SCFSC Board is available to support other Firewise communities and the whole idea is – they have all done risk assessments – and now this is translating that into specific projects that can be funded and supported by a wide variety of interested people and try to get the projects "on the shelf" so when we get grant opportunities, we're ready to go." Barbara shared that at the last Education & Outreach Committee meeting, we did allocate \$500.00 to each Firewise Community to help support their education, Community Days, as well as other needs. She didn't know when they would get the funds, but it's set up as reimbursements when they are asked for. Jim, Ron and Barbara are going out to Round Mountain tomorrow, Thursday, to talk to residents about a potential Backbone Ridge Project and while they're there, becoming a Firewise Community will be presented to them. Discussion continued and questions were answered. Barbara reported that she is meeting with Kat Camplin to create a video for our social media platforms about Shasta County Fire Safe Council – Why we think we can make a difference - Who we are - How we're organized - Our accomplishments, projects and activities - How to contact us. This would be for Lions Clubs, and other community organizations, to get the word about SCFSC out. When meeting with Kat, she will also try to put together the concept and the cost, and then bring it back to the Board to see if we want to fund it.

Public Comments - None

Public Dismissed

Section II: Administrative (Closed) Session

Chief Financial Officer's Report: The seven Financial Reports were distributed to the Board and were reviewed by the members present. Pamela Mainini, CPA, answered questions from Board members regarding these reports and that there is more information being presented in them. Pam Mainini, CPA, recommended that we set up several additional accounts for the funds that will be coming in from FEMA, CalOES, various Grants, at the financial institution of our choice. Also, she recommends this Board establish a policy regarding the management of large deposits from funders, because it will happen routinely, given the nature of what we do. She said she's willing to meet with a smaller committee to help with these financial activities. There was continued discussion on these topics. It was the consensus to set up the needed accounts at Chase Bank, since we have a financial relationship with them.

Break/Lunch

Nomination of Lora Dominick as Board Member: There was discussion on bringing Lora Dominick on the Shasta County Fire Safe Council Board as a Director. She is very qualified and has corporate financial experience which would be very helpful for this Board.

Motion: Steve Johnson moved, and Dan Adam seconded, to amend the Agenda to have a vote for Lora Dominick as a new Board member on Shasta County Fire Safe Council Board of Directors. Motion carried.

Votes in Favor: 9
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Vote - New Director

After some discussion about adding Lora Dominick to the Board of Directors of Shasta County Fire Safe Council, it was the consensus that she would make an excellent addition to the Board of Directors due to her extensive corporate financial experience gained in her career.

Motion: Steve Johnson moved, and Dan Adam seconded, to appoint Lora Dominick as a Director on the Shasta County Fire Safe Council Board of Directors. Motion carried.

Votes in Favor: 9
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Vote - Board Treasurer

After some discussion about what the Treasurer does on the Board of Directors, Lora Dominick agreed to be the Treasurer on the Board and to be the Chairman of the Audit Committee

Motion: Steve Johnson moved, and Dan Adam seconded, to appoint Lora Dominick as Treasurer for the Shasta County Fire Safe County Board of Directors, and for the Board to create an Audit Committee and appoint Lora Dominick the Chairman of the Audit Committee. Motion carried.

Votes in Favor: 9
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Strategic Planning Committee

Steve Johnson presented a plan and distributed it to all the Board members for their review and discussion. Please see attached for information on what our Strategic Plan will include. There was an in-depth discussion on the information Steve presented. Now the Strategic Planning Committee can work on the full plan and present it to the Board.

Approval of Minutes:

Motion: Jim Chapin moved, and Barbara Holder seconded, to approve the Minutes of the August 16, 2023, Shasta County Fire Safe Council Board of Directors Meeting, as amended. Motion carried.

Votes in Favor: 9
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

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: It was moved by Dennis Possehn, and seconded by Dan Adam, to approve the Treasurer's Report as submitted. Motion carried.

Votes in Favor: 9
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Consideration of a County Wildfire Information & Preparation Guide:

The Board members started discussion on the presentation given earlier in the meeting given by Ron Harrington. The consensus was that the Education & Outreach Committee should meet and decide on the content specific for our needs. Then meet with Ron Harrington and come up with a cost and present all the information at the next Board meeting.

Grants & Projects Committee Report:

Dennis Possehn reported that the Grants & Projects Committee will not be doing the Fender Ferry/Backbone Ridge Project Grant at this time because time is running out and some of the landowners on Ferry Fenders Road still need to provide signed letters. So we are not doing an Implementation Grant, but we are going to do a Planning Grant at this time. There was on-going discussion about the different possibilities for these communities, including having amendments for our CWPP. Dennis reported on a meeting he with Ben Rowe from CalFire regarding CalFire Grants and he said that the next round for funding will be opened soon.

Executive Director's Report - Pam Bates

Pam Bates reported that she sent out 'softly' worded form-letters with self-addressed, stamped, envelopes, to all the residents on Ferry Fender Road, for needed responses on how to handle the project. Ron shared that announcements for programs will come out shortly. Pam reported on her meeting with Maureen, Ron and Jeremy to discuss their objectives, what they are interested in, RCD's role in starting to build this Working Group. She shared that she and Maureen are talking more frequently to stay connected on identifying projects. She shared that Ron has spent the last few months meeting people in Fire Safe Councils, CalFire, U.S. Forest Service and Firewise groups to make connections to help identify priority projects that grants can fund. There are various events coming up - Honey Bee Festival - and John Livingston will be bringing the trailer and be there both days. Evan Watson was hired because there were funds available for Project Development and he is helping John. He is very knowledgeable about what's going on in our County and can develop needed projects. He is also a RPF. Pam reminded the Board that pictures are needed from our Chipping Days, etc., for the grants and for posting on our social media. Dennis shared that he saw a television story on Paradise and their plans to organize a Firewise Community. There was some discussion on these topics.

Meetings to be Set

- A. Standing Committee Meetings
 - Grants & Projects: Wednesday, October 4, 2023, at 10:30 am
In-Person Meeting in the Palo Cedro Office
 - Education & Outreach: Wednesday, October 4, 2023, at 11:30 am
In-Person Meeting in the Palo Cedro Office
- B. Other Meetings to be Set
 - **Board of Directors Meeting: Wednesday, October 18, 2023 at 9:30 am at**

9444 Deschutes Road (Shasta Farm Bureau), Palo Cedro, CA 96073

Adjournment: The meeting was adjourned at 3:00 pm.

Submitted by:

Frances J. Belden

Frances J. Belden
Secretary-Treasurer