

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

Call to Order: The meeting was called to order at 10:30 am by John Urias, 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 - John Urias
Vice President - Vacant
Secretary/Treasurer - Frances Belden
CFO - Pam Mainini, CPA
Executive Program Director - Pam Bates

Introduction of Directors: Jim Chapin - Director
Barbara Holder - Director
Steven Fitch - Director
Dennis Possehn - Director
Richard Karem, Director

Agenda Additions, Deletions, or Request for Executive Session:

A. None

Introduction of Guests & Visitors:

- A. Introduction of Guest Speakers & Special Visitors
1. Sheriff Michael Johnson – Shasta County Sheriff’s Department
 2. Captain Gene Randall – Shasta County Sheriff’s Department, OES
 3. Carl Skinner – U.S. Forest Service (Retired)
 4. Dan Adam – President, Shingletown Fire Safe Council
 5. Cindy Shaw – President, Oak Run FireWise Community
 6. Jane Andersen – Vice President, Oak Run FireWise Community
 7. Debbie Mayer – Fall River Mills FireWise Community
 8. Matthew Iles – Farmer’s Insurance - Homeowners’ Insurance
- B. Introduction of other Guests & Visitors:
1. Dustin Warren – Shasta County Sheriff’s Department, OES
 2. Jim Barrett - Bella Vista
 3. Jesse Robbins - Cottonwood
 4. Warren Sauer - Pest Management Tech.

5. Linda McGinnis - BURN Community in Palo Cedro
6. Simone Nansfield - NRCS-USDA
7. Francis Berg
8. Hiram Oilar - Oilar Land Management
9. Hayden Oilar - Oilar Land Management
10. Aaron Hathaway – CalFire
11. John Livingston - Grant Writer Consultant
12. John E. Houston - Iron Hide, Inc.
13. Jesse Penland – U.S. Forest Service, Redding, CA
14. Debra Kaut – Happy Valley FireWise
15. Brandon Dethlefs – U.S. Forest Service, Redding, CA

C. Introduction of Guests attending via Zoom:

1. Yvonne Bennett, Shingletown
2. Denise Wesley – GIS & Trinity County RCD Manager
3. Shawna
4. Lora Dominick - Lead - Lakehead/O'Brien Mountain Fire Wise
5. Dusty Bullen - Bullen Enterprises, Inc. - Defensible Space Contractor
6. John Gleason – Grind Fire Defense - Defensible Space Contractor

Presentations:

- A. Captain Gene Randall – Shasta County Sheriff’s Department – Office of Emergency Services – Alert FM-2
 Captain Randall commented on the Alert FM Program and that there may be some reasons why some monitors are not working and these were discussed. John Urias spoke about another program to alert Shasta County residents are ‘Sirens.’ Contact information was given to those who wanted/needed it to help with monitors and other issues with Alert FM-2. He indicated that he is available 24/7 for questions and concerns from us.

- B. Carl Skinner Presentation: *Fire History – Why it Matters*
 Carl gave a very informative and historical power-point presentation on fire history. This is one of the presentations he is going to make available to KIXE Channel 9 to make a professional video of and then air on KIXE Channel 9.

Intermission/Lunch Break

Section II
Routine Business Meeting Activities

**Motion: Dennis Possehn moved, and Richard Karem seconded, to bring Francis Berg back on the Board of Directors of Shasta County Fire Safe Council.
Motion carried.**

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

**Motion: Barbara Holder moved, and Jim Chapin seconded, to appoint Dan Adam to the Board of Directors of Shasta County Fire Safe Council.
Motion carried.**

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

Chief Financial Officer's Report: Pam Mainini, CPA – **Tabled until next meeting.**

Active Projects Reports: Pam Bates, Executive Program Director – **Tabled until next meeting.**

- County Coordinator Grant Application
- CWMP – Whitmore Project Highlights

Google Drive 101: Julie Brown, JB Executive Assistant – **Tabled until next meeting.**

Farmers Insurance - Homeowners' Insurance: Matthew Iles, Agency Owner

Matthew Iles, Agency Owner, gave a very thorough presentation of the insurance industry and how it relates to homeowners in rural, forested areas. One issue that was brought up was that even if a homeowner is a member of their community FireWise Group, that does not guarantee that an insurance company will insure their home. There were many other interesting and disturbing components to his presentation.

Approval of Minutes:

October 20, 2022, Board of Directors Closed Meeting.

November 17, 2022, Board of Directors Meeting.

December 9, 2022, Board of Directors Closed Meeting.

**Motion: Richard Karem moved, and Barbara Holder seconded, to approve the three sets of Minutes: October 20, 2022, November 17, 2022, and /December 9, 2022, as revised by John Urias.
Motion carried.**

Votes in Favor: 7
Votes in Opposition: 0

Abstain from Vote: 0

Directors Absent: 0

Motion: Richard Karem moved, and Dennis Possehn seconded, to approve that the President can spend up to \$5,000.00 to obtain a new computer and to investigate purchasing new office furniture after securing a new office space. Motion carried.

Votes in Favor: 7

Votes in Opposition: 0

Abstain from Vote: 0

Directors Absent: 0

Final Approval & Signature of Bylaws by Board Members

Some Board members still need to sign the Bylaws. This can be done next month.

Roles & Missions Discussion/Decisions – Tabled until the next meeting.

Review & Approval of Invoice #19040#4 - \$10,095.44

Western Shasta Resource Conservation District

October 1, 2022 to November 30, 2022

and

Review & Approval of Invoice #19040#5 - \$14,071.68

Western Shasta Resource Conservation District

December 1, 2022 to December 31, 2022

The Board of Directors of Shasta County Fire Safe Council approved the above noted invoices from Western Shasta Resource Conservation District for payment.

Treasurer's Report:

12/12/2022 - Spectrum final payment for mobile phone - charged on Chase Debit card

Total: \$99.93

12/12/2022 - Spectrum final service payment for mobile phone.

Total: \$30.67

12/13/2022 - Kenny & Norine Invoice - Paid with Check #1015.

Total: \$855.00

12/15/2022 - Invoice from WSRCDC for work performed from July 1, 2022 to September 30, 2022.

Total: \$28,387.41 - Check #1011

12/16/2022 - 02 Staffing Invoice #90315 - Amount for week worked 12/11/2022. Total includes Pam Bates & reimbursement for mileage, Sarah Sumner & reimbursement for mileage, Bob Wilson & Fran Belden.

Total: \$3,274.18

12/23/2022 - 02 Staffing Invoice #90528 - Amount for week worked 12/18/2022. Total includes Bb Wilson & Fran Belden.

Total: \$1,559.01

12/27/2022 - Deposits in the amount of \$2,621.01 received from VESTRA.

12/28/2022 - Intuit - QuickBooks Online Plus - Invoice #10001194338423 - Monthly Subscription dated December 28, 2022.

Total: \$ 85.00

12/30/2022 - 02 Staffing Invoice #90774 - Amount for week worked 12/25/2022. Total includes Pam Bates, Robert Wilson & Fran Belden.

Total: \$1,990.64

12/30/2022 - 02 Staffing Invoice #90627 - Amount for week worked 12/18/2022. Total is for Pam Bates.

Total: \$1,158.70

12/31/2022 - Payment to Julie Brown, Administrative Assistant, for hours worked in December, expenses and receipts. Check #1017

Total: \$500.00

1/3/2023 - Google Voice subscription- Invoice #4644211922 – Dec. 1 - Dec. 31, 2022

Total: \$49.13

1/3/2023 - Streamline.com Website for January 1, 2023 - February 1, 2023.

Total: \$20.00

1/3/2023 - Redding Record Searchlight - payment for ad for Project Manager position.

Total: \$227.40

1/4/2023 - Payment to Claudia Fletcher for hours worked from August 25, 2022 to September 24, 2022. Check #1016.

Total: \$337.48

1/6/2023 - 02 Staffing Invoice #90947 - Amount for week worked 1/1/2023. Total includes Pam Bates, Fran Belden and Bob Wilson.

Total: \$1,581.98

1/11/2023 - Deposited PG&E Grant Check for \$20,000.

1/13/2023 - 02 Staffing Invoice #91166 - Amount for week worked 1/18/2023. Total includes Pam Bates, Fran Belden and Bob Wilson.
Total: \$3,635.78

1/13/2023 - Payment for Invoice from Lassen Fire Safe Council for work performed by Tom Esgate on FEMA Home Hardening Grant Work. Check # 1018
Total: \$1,906.17

1/13/2023 - Payment for Invoice from Lassen Fire Safe Council for work performed by Ms. Lonergan on FEMA Home Hardening Grant Work. Check #1019
Total: \$5,607.55

Total in Chase Business Account as of January 19, 2023: \$261,371.85

Invoices to be paid:

- Julie Brown - Mileage - \$35.13
- KIXE TV Channel 9 PBS - 1st Payment on Contract - \$400.00
- Final Payment from Symbiotic Restoration - \$64.48
- Verizon - \$153.66 - Monthly Payment - Phone & WiFi

Director's Comments & Good of the Order – None

Meetings to be Set

A. Standing Committee Meetings

- Executive Committee: Thursday, February 2, 2023, at 10:00 am- Zoom Meeting
- Grants & Projects: Wednesday, February 1, 2023, at 10:30 am- In-Person Meeting @ Country Waffles
- Budget & Finance: (Temporarily Combined w/Executive Meeting), February 2, 2023, at 10:00 am-Zoom Meeting

B. Other Meetings to be Set

- **February Board of Directors Meeting: Thursday, February 16, 2023
10:30 am at 9444 Deschutes Road (Shasta Farm Bureau), Palo Cedro, CA
96073 (Closed Meeting)**

Adjournment: 3:15 pm

Barbara Holder moved, and Jim Chapin seconded, to adjourn this meeting at 3:15 pm. Motion carried.

Submitted by:

Frances J. Belden, Secretary/Treasurer