

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

May 17, 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
Executive Director - Pamela Bates
CFO - Pam Mainini, CPA – Attended via Zoom

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

Absent: Steve Johnson, Director

Agenda Additions, Deletions, or Request for Executive Session:

Two items were added to the Agenda:

1. Insurance – Bruce Ross from Brian Dahle’s Office
2. Right-of-Way Issues – Pam Bates

Introduction of Guests & Visitors:

Introduction of Visitors

1. Mishon Hopkins – N.R.C.S.
2. John Livingston – Grant Writer/Consultant
3. Mary Rickert – Shasta County Board of Supervisors
4. Brandon Dethlefs – U.S. Forest Service, Redding, CA
5. Jim Barrett – Dusty Oaks Trails Firewise
6. Bruce Ross – Senator Brian Dahle’s Office
7. Tuli Potts - SNC - SNC Solicitation and Guidelines
<https://sierranevada.ca.gov/funding/SNC-grants/#forest>
8. Cody McKenzie – Lepage Company, Inc. (Attended via Zoom)

Insurance:

Pam Bates shared that at the recent County Coordinator's Conference, she met Brian Dahle and asked him about the state of insurance for homeowners and he suggested she talk to Bruce Ross from his office. He shared some of the new insurance guidelines that are now making it very difficult to obtain insurance for those who were able to get it prior to the recent fires. Durriya Syed from California Department of Insurance is available to give presentations on insurance requirements. There was discussion on this topic.

Right-of-Way

Discussion on the various right-of-ways in Shasta County took place including Ingress and Egress projects of Shasta County. Shasta County is surrounded on three sides by federal lands. A great topic for Grants & Projects: Firewise Communities can do work themselves but they need a permit from the County, then they can organize the chipping days work. Shingletown calls have been coming in and Dan Adam will talk with Richard Karem about it. Dan Adam gave a brief history of Shingletown. The Shingletown Fire Safe Council voted to dissolve their corporations because there are not enough people to do the work and Dan stated that he can't do it all. He has encouraged those that are interested in continuing working within Fire Safe Council to join Shasta County Fire Safe Council. Dan also gave information on their CCI Grant through Lassen County Fire Safe Council and that 6,000 acres are being treated for fuel reductions.

Agency Update

Brandon Dethlefs, USFS, who has been working with WSRCD, was awarded a major grant for the I-5 Corridor areas. Other projects reported on was the Salt Fire Recovery, which is almost completed; working with the City of Shasta Lake, several acres on Forest Service land being worked on; Getting trainees ready for the upcoming Fire Season. There was discussion of more projects that are also going on and Brandon answered several questions.

Tuli Potts talked about what SNC is working on and the areas where they are working. She answered several questions and conducted

Grants & Projects Committee Report:

Both CCI Grants have been submitted and John Livingston feels confident that they will be granted to Shasta County Fire Safe Council. There was discussion on Firewise Community Chipping Days and how they can be best organized. John and Grant Committee members are aware of SNC Grants available in the amount of \$710,000, from an email from Tuli Potts, SNC, which included information on the SNC Conference on June 1, 2023, in Chester, CA.

Mapping Project: Richard Karem stated that they actually used it, it actually worked and it actually was useful, however it needs to be updated. Richard showed several examples where the program would be much better after it is updated with more current information. County Coordinator will be able to do the update. It's a great planning tool and also a great communication tool and Richard would like to make it more user friendly. Needs an ongoing process to update the mapping program. He is going to check with VESTRA to create a new one for Shasta County Fire Safe Council - mapping layers can interface.

CalFire Grant: After much discussion, it was the consensus to pass on this Grant. Pam Bates shared that Western Shasta RCD also passed on it.

County Roads & Vegetation Removal: Francis Berg asked Mary Rickert about County Road jurisdictions and the removal of the overgrown brush along these roads. Is the County involved at all in removing the overgrown vegetation? There was discussion of how this could get some attention from Public Works. There was also discussion about possibly obtaining grants to have private contractors do this work. The robust discussion continued for some time and the consensus was that this is an ongoing issue that will continue to need plans to resolve this issue, through grants and other possibilities.

Education & Outreach Committee Report: Barbara Holder - Barbara shared that since the last meeting, there have been two Fire Preparedness Meetings and they were very successful. There were a number of Speakers, a BBQ, and the Education Trailer was on site and it was staffed by two people, Claudia and Katie. There was also a very successful Fire Preparedness Day at Lakehead a couple of Saturdays ago. A letter was prepared for Sheriff Johnson thanking him for his help with FM Alerts. There are now 9 Firewise Communities and 3 pending, one of them is Millville. KIXE has finished 6 videos presentations prepared by Carl Skinner. These will eventually be on our website and having them on YouTube would be very good also. Carl and Barbara met with Eric Knapp who does Fire Research. He is an important contact and he also has a presentation, "Why Houses Burn." There was some discussion regarding a movie that was brought to the attention of SCFSC for a possible showing at the Cascade on June 1st. The consensus was that we needed more time to organize the showing either at the Cascade or at the Shasta College Auditorium.

Public Comments: None

Public Dismissed

Break/Lunch

Administrative (Closed) Session

Approval of Minutes: Motion

Dan Adman moved, and Dennis Possehn seconded, to approve the Minutes of the April 19, 2023, Shasta County Fire Safe Council Board of Directors Meeting, as amended. Motion carried.

Votes in Favor: 8 (Jim Chapin in 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: Dan Adam moved, and Barbara Holder seconded, to approve payment of the Western Shasta RCD Invoice for reimbursement for costs of \$13,902.02 incurred from March 1, 2023, to March 31, 2023. Motion carried.

Votes in Favor: 8 (Jim Chapin in meeting via Zoom)
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, answered questions from Board Members.

Executive Director Report: Pam Bates - Pam shared that Claudia Fletcher is very dedicated to bringing the Education Trailer to the various events, using her truck and then staying with the trailer during the events, sometimes taking several hours. Pam and Barbara suggested to increase Claudia Fletcher's stipend to \$80.00. After some discussion a motion was made.

Motion: Jim Chapin moved, and Dan Adam seconded, to increase the stipend paid to Claudia Fletcher to \$80.00. Motion carried.

Votes in Favor: 8 (Jim Chapin in meeting via Zoom)
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 1

Francis Berg reported that there were three applicants interviewed for the County Coordinator's position, based on their resume's, by Dan Adam, Jim Chapin and Pam Bates.. Each one was interviewed at our office. The recommendation of the Interview Committee was Ronald Rustin who was a firefighter, has management experience and has experience in aviation. Jim, Dan and Pam discussed why they chose him and they answered questions from the SCFSC Board.

Motion: Barbara Holder moved, and Richard Karem seconded, to hire Ronald Rustin for County Coordinator, starting on June 1, 2023. Motion carried.

Votes in Favor: 8 (Jim Chapin in meeting via Zoom)
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 1

Executive Committee Report: Board Manual Update - It was the consensus of those present to have Steve Johnson review the Employee Handbook.

There was discussion on CalChamber HR Expert & Business Advocate and how much important information being a member would provide Shasta County Fire Safe Council.

Motion: Dan Adam moved, and Jim Chapin seconded, to purchase CalChamber HR Expert & Business Advocate Resources. Motion carried.

Votes in Favor: 8 (Jim Chapin in meeting via Zoom)
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 1

Per Diem Approval Request-SNC Attendance

After some discussion, it was decided that the Grants & Projects Committee will be applying for the SNC Grant. Dennis Possehn reported that this grant is for “Safe Communities” and other criteria. Dennis stated he will study this grant and that it is time sensitive. Dennis shared that he will contact Ben Rowe, CalFire and submit a concept of a project on Backbone Ridge. Tuli Potts sent our Board members an email informing them of the SNC Annual Meeting on June 1, 2023, in Chester.

Motion: Dennis Possehn moved and Richard Karem seconded to have Shasta County Fire Safe Council send Jim Chapin to the SNC Annual Conference on June 1, 2023, in Chester, CA. Motion carried.

Votes in Favor: 8 (Jim Chapin in meeting via Zoom)
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 1

Barbara Holder: Barbara shared that Carl Skinner’s son, Noah Skinner , is the GIS Manager for the CalFire Chief.

Meetings to be Set

A. Standing Committee Meetings

- Executive Committee: Friday, July 7, 2023, at 10:00 am- Zoom Meeting
- Grants & Projects: Wednesday, July 5, 2023, at 10:30 am- In-Person Meeting in the Palo Cedro Office
- Budget & Finance: (Temporarily Combined w/Executive Meeting), July 7, 2023, at 10:00 am-Zoom Meeting

B. Other Meetings to be Set

- **July, 2023, Board of Directors Meeting: Wednesday, July 19, 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