

SHASTA COUNTY FIRE SAFE COUNCIL, INC.
9444 Deschutes Road (at the Shasta Co. Farm Bureau), Palo Cedro, CA 96073
Board of Directors Meeting Minutes
June 16, 2022

Call to Order: The meeting was called to order at 10:33 am by Dr. Richard Sealana, 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 - Dr. Richard Sealana
Vice President - Tania Greenwood (via Zoom)
CFO - Vacant
Secretary/Treasurer - Frances Belden

Introduction of Directors: Steven Fitch (via Zoom)
Tom Twist
Richard Karem
Jim Chapin - Founding Director
Barbara Holder

Directors Absent: Executive Officer - Pam Bates
Francis Berg

Meeting Conduct: (President Sealana)

- A. Change in meeting format to allow guests and visitors to participate early in the meeting:
 - 1. Public Comment – Anyone requesting to make a presentation, or make comments over 5 minutes in length, please request to be placed on the regular agenda.
 - 2. FireWise group updates and reports
 - 3. Active project reports
- B. Appropriate meeting contact.
 - 1. Conduct business in a professional and efficient manner
 - 2. Provide an opportunity for all to participate
 - 3. Complete all required business
 - 4. President, Richard Sealana shared meeting “Ground Rules” for In-Person meetings:
 - 5. Richard then shared meeting rules for Video Conferencing

Agenda Additions, Deletions, or Request for Executive Session:

- A. None

Introduction of Guests & Visitors:

A. Presenting Guests:

1. **Cheryl Buliavac** – Public Information Officer, CalFire
 - Cheryl gave a very helpful and informative verbal report. She also had prepared Handouts available.
 - Cheryl answered some questions regarding FireWise Communities and referred future questions to Captain Aarom Hathaway.
2. **Rob Winkler** – Bureau of Land Management
 - Richard Karem invited Rob to give a report at this meeting. He gave detailed information on BLM involvement in local areas.
 - Rob brought some official maps of what has been accomplished, what they have currently under contract which will be done in the next year and he brought a map of additional projects that they will be planning and something that he thinks they could partner with the Shasta County Fire Safe Council on if it's something that interests SCFSC.
 - BLM has interests where they can do fuels treatments on public land. especially where they can match efforts going on, on private lands. Fuel breaks are a great example. The proposal of the Mule Ridge fuel break, that came off public land, through some private land on to some park service back on to public land. That's what they are here to do.
 - GIS maps can be shared for Fiscal 2022 & 2023.

B. Other Guests & Visitors:

1. Dan Dennett – CalFire Assistant Chief – Shasta Trinity Unit
2. Garrett Dunn – Bureau of Land Management
3. Rob Winkler – Bureau of Land Management
4. Lori Templeton - Grind Fire Defense, LLC
5. John Gleason – Grind Fire Defense, LLC
6. Royal Burnett – Retired CalFire
7. Mary Rickertt – Shasta County Board of Supervisors
8. Justin Regelin – Forest Service
9. Jesse Penland – Redding, CA
10. Cheryl Buliavac – CalFire, Public Information Officer
11. Patrick Jones – Shasta County Board of Supervisors
12. Aaron Hathaway – Captain, CalFire
13. Lora Dominick – Lead, Lakehead/O'Brien Mountain Fire Wise
14. John Kiszka – CalFire Assistant Chief

C. Public Comments

1. Mary Rickertt – Shasta County Board of Supervisors
Shasta County is losing its CEO and he has resigned. Mr. Pontas had the skill-set to build a new Detention Facility and he also was a Forestry Major at CalPoly and is planning to go into the private sector and will stay in the

area. The just-retired Public Works Director will be stepping in as CEO until a permanent CEO can be found. She talks up the Shasta County Fire Safe Council at every opportunity. Matt Pontas has a lot of experience with fire safe practices and will be an asset to our community and may become part of Shasta County Fire Safe Council.

2. Justin Regelin – US Forest Service – Shasta Lake Field Battalion
Reported on the I-5 Corridor Project and within a 90-day period they hope to be working on the communities along the I-5 Corridor. Additionally they've been working with CalFire trying to get the Back Bone Ridge masticated and they're working with Shasta Lake City to try and put together a CE for the lands so they can match what they're doing and take care of their part to match what the community is doing. There is also a contract in the works around the community of North Ridge Uno and will be doing a fuel break around the property line there. They're doing about a 100 acre contract up in Lakehead and if I-5 Corridor Project comes on-line, they will be focusing in on all those communities. There may be funding available.
3. Jesse Penland – US Forest Service – Shasta Lake District
Jesse reported that he's been working with the Lakehead/O'Brien FireWise Community quite a bit and had their first meeting with Richard Sealana and he brought the Education Trailer with him. The trailer is amazing in case you haven't seen it. It was a very good meeting. Jesse shared that he has developed a Project Map for the first initial project that is trying to be set up there to do a fuel break along the road to widen it out so one will be able to see better and be providing a map which is the first step to providing funding for this project. Jesse shared that he knows Alex Carter from McConnell Foundation and can help with grants.
4. Sarah Sumner – SCFSC Project Coordinator
Sarah shared that she is just coming on-line as the new Project Coordinator and will be doing some database mining for the Whitmore Home Hardening Project and getting trained up.
5. Dan Dennett – CalFire Assistant Chief, Shasta-Trinity Unit
He supervises their fuel reduction and vegetation management.
6. Lori Templeton & John Gleason – Grind Fire Defense, LLC
Co-Owners of this woman/veteran business with a 6-person hand crew and a 2 trucks with chippers and can handle everything except fall trees. They are dedicated to doing this work the fire science way. They are sticking to hiring veterans only.
7. Lora Dominick – Lead of Lakehead/O'Brien FireWise Community
She's been a resident of O'Brien Mountain full-time for about 2 years. She shared that last weekend they had their Educational Event and she felt it went very well. The Educational Trailer was there and was amazing and had very informative literature. The thing that she thought was most beneficial was that contact was made with the North Woods area, which is just before the O'Brien gated community, and also with the area on the North Side

outside of the gated area and they are also very interested in participating in the FireWise Community.

8. Good discussion with Royal Burnett, John Gleason, Rob Winkler, Jim Chapin and Tom Twist, sharing information regarding that home hardening isn't enough. Landscapes need defensible space done also. Richard Sealana reported that a "Letter of Effect" was sent in response to AB1717 by SCFSC and other Fire Safe Councils which in essence stated that if defensible space work is done for prevailing wage, the cost would greatly increase. The 2-day HIZ Workshop was reported on by Tom Twist. He stated that it was horribly attended - only 3 people came from Shingletown. Just the bill for the food and the use of Camp Mc Cumber, was \$700.00 and then around \$5,000.00 for the Speaker and his expenses. It was very discouraging and the workshop had excellent information which individuals really need to have regarding defensible space and home hardening.
9. Richard Sealana shared some concerns of homeowners – these will be posted on our website soon.
 - Insurance information – Discounts may be given by insurance companies if home hardening and defensible space around the home are up to CalFire standards.
 - Per Captain Aaron Hathaway – information will be provided on our website to give a clear idea of how people can go about how to have their property inspected.
 - CWMP is rolling out in Shasta County and it's in the first year of a three year program and is moving along. There is a lot being learned. Stay tuned for progress reports.

D. FireWise Community Updates and Reports

1. West Redding Fire Wise
 - 45+ Attendees
 - Educational Trailer was a great success.
 - Suggestion was made to have a Meet & Greet time before the meeting.
 - Cost was between \$17 & \$20 per person.
2. Lakehead/O'Brien Mountain FireWise
 - 20-25 Local Residents
 - Jesse Penland was there as Speaker
 - Richard Sealana used Self-Help as a marketing tool.
3. Shasta Forest Village FireWise
 - Set up 50/50 Program – home owners have limited funds
 - Shingletown FSC recently committed \$5,000 to the 50/50 Program to help those with limited income.
4. Barbara Holder shared that she is working on getting Fire Wise Communities together for a Education & Outreach meeting on July 11th in Palo Cedro.

Active Project Reports

- A. California Wildfire Protection Program (CWPP) Update – Richard Sealana
- Project now in-house – Richard Karem is the interim Chairman.
 - Important: Identify high-risk zones within the County - critical concerns
 - The current Memorandum of Understanding is on the desk of Jennifer Mata, Field Manager, but before signing, the Forest Service would like the contact information for SPI and Beatty Associates.
 - Signatures also needed from Stakeholders:
 1. Agencies
 2. PG&E
 3. BLM
- B. Shingletown WUI Fuels Treatment Project Update – Tom Twist
- Almost 4,000 acres completed.
 - They are into the second advance of their grant.
 - Most of the work has been done on SPI/Beatty land
 - Progress is continuing.
 - Not yet into the small parcels land
 - Shaded fuel breaks being done in between Forest Service land
- C. Whitmore Fuels Reduction Project – Tania Greenwood
- Almost 5,000 acres completed.
 - Another 2,000 acres to go and will be working in the area for another month.
 - Work is mostly being done in the downtown Whitmore area
 - Work is being done at night from 7:00 pm to 3:00 or 4:00 am
- D. California Wildfire Mitigation Program - Whitmore Home Hardening Project
- Richard Sealana reported that we just reached the one year mark - much progress going on and much has been learned.
 - Working with an excellent partner in the project is WSRCD.
 - Just received the first advance payment from CalOES in the amount of \$187,777.80. They've worked for the full year without payment until now.
 - Jim Chapin asked a question regarding applications/homes approved for home hardening and defensible space. Assessments have been done on about 29 properties/homes. FEMA doing environmental studies, etc. before work can begin, which may start in October, 2022.
 - In 2024/2025, if successful, this program will be rolled out in the entire state of California.

California Wildfire Mitigation Program (CWMP) – Shasta County

Project No. PJ-0974: Program Implementation Overview

<u>Implementation Milestone</u>	<u>Start Date</u>
Complete HMGP sub-application	October 15, 2001
Begin Outreach Efforts	November 1, 2021
Approve Applications	November 30, 2021
First Home Assessments Begin	December 15, 2021
EHP Package to FEMA	January 14, 2022

EHP FEMA Approval

March 15, 2022 – We are here!

Request Contractor Quote	April, 1, 2022
Contractors Quote Received	May 5, 2022
Contractor NTP Issued	June 1, 2022
Site Work Commences	June 15, 2022

Section II

Routine Business Meeting Activities

Approval of Meeting Minutes:

- A. Approval of Minutes of Board of Directors Meeting on May 19, 2022, **was tabled until the next Board of Directors Meeting on July 21, 2022.**

President/CEO's Updates & Reports:

- A. Staff Accountability - Required work log examples for Richard Sealana, Pam Bates and Frances Belden were shown to the Board.
- B. Monthly Activity Highlights
- On-boarding of Executive Officer – Pam Bates(since April 19, 2022)
 - On-boarding of Project Coordinator – Sarah Sumner (since May 31, 2022)
 - Recorded a new Public Service Announcement with KIXE Channel 9 PBS
 - Review of California Wildfire Mitigation Program (CWMP) – Shasta County
 - County Coordinator Activity
 - Grant start – Fall, 2022 – Stakeholder identification (aligned with CWPP)
 - I-5 Corridor Project
 - Committee Activities
 - Executive Committee meets every month
 - Attends the Grant & Projects meetings and affords any help needed
 - Fire Wise risk assessment activities for Oak Run and Bella Vista
 - Approved agreement with new CPA, Pam Mainini – starts July 1st
 - Meet with WSRCD and SNC on potential projects adjoining the I-5 Corridor project.
 - Meeting with CalFire re: Grants and Projects
 - Develop content for web page on insurance
 - Participate in Lakehead/O'Brien FireWise Education Day
 - Speak at West Redding FireWise Orientation Meeting
 - Work on PG&E Grant application for \$15,000, due 6/17/2022
 - Hold weekly staff meetings with Executive Officer, Project Coordinator, Secretary-Treasurer and Construction Manager.

Executive Officer Updates & Reports (Article 3, Section 1) – None

Correspondence - A Letter was received from Steve DiPaolo, from City of Redding, on a series of workshops coming up: June 17, 2022, June 18, 2022, June 24, 2022, to discuss wildfire

mitigation efforts and codes in Redding and he is hoping that SCFSC might be able to help spread the word.

Chief Financial Officer's Report:

- A. Working on Grant received from CFNS-2 and approximately \$34,000 needs to be expended by the end of October 31, 2022.
- B. The Shasta County Fire Safe Council Comprehensive Spending Plan was discussed.

Treasurer's Report:

- A. **Monthly Activity** – Frances Belden, Treasurer, reported on the monthly activity of invoices that were submitted and paid:

5/20/2022

- Reimbursement - Fran Belden - Siskiyou Insurance payment, Office supplies.
Total: \$764.95

- Reimbursement - Jane Anderson - Burney HIZ Workshop expenses
Total: \$924.04

- Reimbursement - Barbara Holder - Palo Cedro HIZ Workshop Lunch Expense
Total: \$271.16

- T&D Properties - Education Trailer Expenses - Computer Touch Monitor, Software, Extension Cords, Keys, Cabinet Locks, etc.
Total: \$1,101.73

5/28/2022

- 02 Staffing Invoice – Amount for week worked 5/28/2022 - Total includes Pam Bates, Robert Wilson, Fran Belden
Total: \$2,390.14

6/2/2022

- Reimbursement - Fran Belden - Office paper and office keys
Total: \$72.91

- Reimbursement - Richard Sealana - Lunches for meetings - 3/23/2022 to 5/9/2022
Total: \$484.42

6/3/2022

- 02 Staffing Invoice – Amount for week worked 6/3/2022 - Total includes Pam Bates, Robert Wilson, Fran Belden
Total: \$1,794.30

- KIXE Channel 9 PBS - Payment on Contract
Total: \$350.00

- KIXE Channel 9 PBS - Payment overdue (misplaced Invoice)
Total: \$400.00

6/6/2022

- Reimbursement - Fran Belden - Siskiyou Insurance Services, Inc. - New Policy with higher liability in order to accept grants from Shasta County.

(LassenFSC overlooked Invoice - Fran paid it and was reimbursed.)

Total: \$1,456.00

6/10/2022

- 02 Staffing Invoice – Amount for week worked 6/10/2022 - Total includes Pam Bates, Robert Wilson, Fran Belden and Sarah Sumner

Total: \$2,209.10

6/11/2022

- Reimbursement - Richard Karem - West Redding Fire Wise Meeting Expenses

Total: \$312.91

Notes:

- Chase Business Account Balance as of May 31, 2022: \$1,516.00

- Deposited FEMA Grant Funds of \$187,777.80 on June 6, 2022

- Deposited County of Shasta Grant Funds of \$250,000.00 on June 7, 2022

Total in Chase Business Account: \$439,293.80

Committee Reports

- A. **Executive Committee** Meetings are held via Zoom on the 1st Thursday of each month and Board members are welcome. June 2nd was our last meeting. Reported on meeting with Pam Mainini, our new CPA.
- B. **Nominations Committee** members Jim Chapin and Barbara Holder are going to meet with Carl Skinner for lunch to interview him as a potential Board member. Any nomination candidates should be forwarded to Jim Chapin.
- C. **Grants and Projects Committee** – Richard Karem
 - Activities: Committee members went on a Field Trip for NW Redding Project. Preliminary mapping was done!
 - New Projects:
 - 1. Right-of-way projects per CalFire recommendations:
 - a. Gillman Road
 - b. O'Brien
 - c. Mill Creek Subdivision
 - d. Big Bend
 - e. Texas Springs
 - f. Ponderosa Way (this may already be covered)
 - g. Bear Mountain
 - h. Black Butte
 - 2. Sarah Sumner, Project Coordinator – Question
She was wondering if the idea is essentially for the home/land owners to clear the brush themselves and then pile it up on the road and then is it chipped or will there be any kind of assistance for the elderly or disabled, who can't cut and bring all that material to the curb. There

was some good discussion about this issue with a possible project to assist homeowners to apply for CFIP Grants (funding).

- Pending Projects:

1. Mule Ridge – Meet with Chief Rowe and Dave Jaramillo to determine reasons for grant rejection. -Unfunded- Next opportunity to apply is in Spring, 2023.
2. O'Brien Mtn. – O'Brien Fire Wise (discussed with Lora Dominick) to complete map with assistance of USFS. Stressed need to do this ASAP for SNC deadline. (Pam, Sarah) There is funding for O'Brien Mtn. per Jesse Penland (USFS) and Alex Carter (McConnell Foundation). (Pam, Sarah)
3. Curbside Chipping – Change focus to curbside chipping **and** defensible space. -Unfunded- In process of revising focus to defensible space around houses – check on grants available: PG&E, McConnell Foundation, SNC, etc. Sarah Sumner is a very good Grant Writer as is Pam Bates, who is working on a small PG&E Grant for \$15,000. (Steve, Rich)
4. NW Redding Fuels Treatment (fund mapping, development and grant writing for project - \$5K from Shasta County Grant/CCI grant for project) -Unfunded- Consider CCI/Forestry Improvement Grant for fuels tx. (Rich, Francis)
5. Mapping project for current and proposed Shasta County fuels projects to meet with Vestra next week. (Jim, Rich, Sarah)

- Action Items

1. Work with Pam Bates to create master grant and project timeline and establish priorities for Shasta County Grant.
2. Review existing CWPP for possible Right-of-Way projects and prepare for CCI grant application.
3. Source funding for the above mentioned unfunded.
4. Existing funds set aside for Fire Wise Capacity building
5. Call Tuli re: O'Brien – (Sarah/Pam) SNC Grant
6. Rich, Jim and any other Grant & Projects Committee members to meet with Vestra regarding Mapping Project.
7. Develop ranking criteria for future projects - make this a high priority.
8. Rich to speak with Nochella Ozard, CalFire Forester for Northern California, located in Temecula, CA, regarding the applicability of Forest Health Grants for our projects.

D. Education & Outreach Committee

- Barbara Holder shared that she will be getting several Fire Wise Representatives together at the Office in Palo Cedro on July 11, 2022, at 10:00 am.

- KIXE Mr. Rogers Day will be in September.
- Barbara shared that she is open to ideas.
- Recommendation to provide follow-up on FireWise meetings came from one of the Directors.

E. **Budget & Finance Committee**

This Committee meets on the 1st Friday of each month.

F. **CWPP Committee** - See CWPP Update in Active Project Reports: A

Other Reports – Tom Twist gave a report on the Shingletown Fire Safe Council meetings which are held every month. This is the 8th year of this program.

Old Business & Follow-up from Previous Meetings

- A. Termination of Agreements with Lassen Fire Safe Council as of June 30, 2022. Richard Sealana explained this saying that our MOU with Lassen Fire Safe Council will be ending on June 30th and our funds that are in LassenFSC’s care, will be forthcoming to Shasta County Fire Safe Council.

New Business:

- A. Palo Cedro Office and Conference Room rent has been increased to \$600, which includes unlimited use of the Conference Room, updated WiFi by Spectrum and the Office space. This increase is negotiable. There was some discussion and the Farm Bureau will be contacted to offer a lower amount.

Director’s Comments & Good of the Order – None

Meetings to be Set

- | | | |
|----|--------------------------------|--|
| A. | Whitmore (CalOES) Project | Tuesdays at 9:00 am – Zoom |
| B. | Executive Committee | Thursday, July 7, 2022, at 10:00 am – Zoom |
| C. | Nominating Committee | To be determined |
| D. | Budget & Finance | Friday, July 8, 2022 at 10:00 am – Zoom |
| E. | Grants & Projects | Wednesday, July 6, 2022 @ 10:30 am – Zoom |
| F. | Education & Outreach Committee | Monday, July 11, 2022, at 10:00 am.. |

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

Meeting Adjourned: 1:30 pm

Next Board of Directors Meeting – Thursday, July 21, 2022, at 10:30 am

at 9444 Deschutes Road, Palo Cedro, & via Zoom