

**Shasta County Fire Safe Council  
Board of Directors Meeting  
Thursday, May 19, 2022 – 10:30 AM  
9444 Deschutes Road, (at the Shasta Co. Farm Bureau) Palo Cedro, CA 96073  
(Simulcast by Zoom)**

**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.

**OFFICERS:** President/CEO/Acting CFO - Dr. Richard Sealana  
Vice President – Tania Greenwood  
Secretary-Treasurer - Frances Belden  
CFO - Vacant  
Executive Officer – Pam Bates

**DIRECTORS:** Founding Director - Jim Chapin  
Barbara Holder  
Richard Karem  
Francis Berg  
Stephen Fitch  
Tom Twist

1. ROLL CALL – (Belden)
  - A. Officers & Directors present \_\_\_\_\_
  - B. Officers & Directors excused \_\_\_\_\_
  - C. Officers & Directors absent \_\_\_\_\_
2. MEETING CONDUCT – (President Sealana)
3. INTRODUCTION OF GUESTS & VISITORS:
  - A. Presenting Guests
  - B. Other guests & visitors (name, organization, interests)
4. APPROVE MEETING MINUTES:
  - A. Board of Directors Meeting – April 22, 2022
5. PRES./CEO UPDATES & REPORTS
6. EXECUTIVE OFFICER UPDATES & REPORTS
7. CORRESPONDANCE
8. CHIEF FINANCIAL OFFICER’S REPORT (CEO/CFO):
  - A. Fund balances
  - B. Updated Spending plan

**QUORUM (Y/N)**

**(MOTION)**

9. TREASURER'S REPORT (Belden):

- A. Monthly activity
- B. Checking account balance
- C. Approval of bills

(MOTION)

10. ACTIVE PROJECT REPORTS:

- A. CalOES Whitmore Home Hardening Demonstration Project
- B. CWPP Update Project
- C. Whitmore Forest and Watershed Restoration Project
- D. Shingletown WUI Fuels Treatment Project
- E. FireWise Communities

11. COMMITTEE REPORTS:

- A. Executive Committee
- B. Nominations Committee
- C. Grants & Projects Committee
- D. Education & Outreach Committee
- E. Budget & Finance Committee
- F. CWPP Committee
- G. Bylaws Committee
- H. Employment Policies & Procedures Committee

12. OTHER REPORTS:

- A. Lassen Fire Safe Council Representative (Jim Chapin)

13. OLD BUSINESS & FOLLOWUP FROM PREVIOUS MEETINGS

14. NEW BUSINESS

- A. Ca Wildfire Mitigation Program – Contract authorization (RESOLUTION)
- B. Termination of agreements with Lassen Fire Safe Council

15. DIRECTOR'S COMMENTS & GOOD OF THE ORDER

16. MEETINGS TO BE SET

- A. Standing committee meetings:

1. Executive – Thursday, June 2, 2022 @ 10:00 AM (zoom)

2. Grants & Projects – Wednesday, June 1, 2022 @ 10:30 AM (zoom)

3. Budget & Finance – Friday, June 3, 2022 @ 10:00 AM (zoom)

B. Other meetings to be set

17. EXECUTIVE SESSION - None scheduled

**February Board of Director's meeting – Thursday, June 16, 2022, 10:30 AM, 9444 Deschutes Road, (at the Shasta Co. Farm Bureau) Palo Cedro, CA 96073, (simulcast on Zoom)**

Agenda Revision Date – 5/13/2022 (Sealana)



## Shasta County Fire Safe Council Committee Membership

#	NAME	CHAIRPERSON	MEMBERS	MEETINGS
1	Executive	President/CEO	<ul style="list-style-type: none"> <li>• Vice President</li> <li>• Secretary</li> <li>• Treasurer</li> <li>• CFO</li> </ul>	(1 <sup>st</sup> Thursday)
2	Nominating	Jim Chapin	<ul style="list-style-type: none"> <li>• Tania Greenwood</li> <li>• CEO</li> </ul>	
3	Budget & Finance	CFO	<ul style="list-style-type: none"> <li>• Treasurer</li> <li>• Jim Chapin</li> <li>• Tom Twist</li> <li>• CEO</li> </ul>	(1 <sup>st</sup> Friday)
4	Grant & Project Development	Richard Karem	<ul style="list-style-type: none"> <li>• Jim Chapin</li> <li>• Francis Berg</li> <li>• Stephen Fitch</li> <li>• CEO</li> </ul>	(1 <sup>st</sup> Wednesday)
5	Education & Outreach	Barbara Holder	<ul style="list-style-type: none"> <li>• Garrett Costello</li> <li>• Tom Twist</li> <li>• Jane Andersen</li> <li>• CEO</li> </ul>	
6	CWPP	Tom Esgate	<ul style="list-style-type: none"> <li>• Jim Chapin</li> <li>• Tania Greenwood</li> <li>• Barbara Holder</li> <li>• Richard Karem</li> <li>• CEO</li> </ul>	
7	Bylaws	President/CEO	<ul style="list-style-type: none"> <li>• Jim Chapin</li> </ul>	
8	Employment Procedures & Policies	President/CEO	<ul style="list-style-type: none"> <li>• Fran Belden</li> <li>• Jim Chapin</li> </ul>	

Note#1 - The President/CEO is an *ex officio* member of all committees.

Note #2 - Recurring meetings are highlighted in blue

Revision date – 4/18/2022 (Sealana)

**SHASTA COUNTY FIRE SAFE COUNCIL  
BOARD OF DIRECTORS  
ACTION ITEM REGISTER**

#	TASK	PERSON RESPONSIBLE	DATE ASSIGNED	DUE DATE	STATUS
1					
2					
3					
4					
5					
6					
7					
8					
9					

Preliminary