

SHASTA COUNTY FIRE SAFE COUNCIL
20055 Viking Way Bldg #4, Redding, CA 96003
(and via Zoom)
Board of Directors Meeting Minutes
June 26, 2024

Call to Order: The meeting was called to order at 4:59pm by Francis Berg, President

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

Introduction of **Officers:** President – Francis Berg
Vice President – Jim Chapin
Secretary/Treasurer – Frances Belden (Acting)
Executive Director – Pamela Bates

Introduction of **Directors:** Jim Chapin – Director
Steve Fitch – Director
Barbara Holder – Director
Richard Karem – Director
Steve Johnson – Director
Norm Rogers – Director
CFO – Pamela Mainini, CPA (*via Zoom*)

Others: Ron Rusten – County Coordinator
Alan Olson – Prospective Board Member

Absent:

Administrative Announcements & Agenda Additions and/or Deletions: None

Approval of Minutes:

Motion: Fran Belden moved, and Jim Chapin seconded, to approve the Minutes of the May 22, 2024, Shasta County Fire Safe Council Board of Directors Meeting, as submitted. Motion carried.

Votes in Favor: 8
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Secretary/Treasurer’s Report – Barb March, Executive Admin

Monthly check register handed out and reviewed - covering the period of 04/01/24 – 04/30/24

Discussion about Norm Rogers becoming Secretary/Treasurer. Barb will make a second set of minutes for Norm Rogers to become Secretary/Treasurer to take to the bank.

Discussion about having food at the board meetings. Everyone agrees it is not necessary whether it is in the morning or the evening. Maybe just coffee/cookies for meetings in the morning if the time is switched. It was decided to keep the meetings in the evenings for now until September and then revisit when it gets darker earlier.

Education & Outreach – Barb Holder

- Introduced Alan Olson – she worked with Alan and he has had a fabulous career and has great connections. He is a visionary.
- Discussion and update on the Firewise communities – they are our essential ambassadors. They have community contacts and help to get information out to people and get people on board in their communities
- Invites Alan Olson to attend the Firewise/Public Outreach meeting this Friday, June 28th
- Alan Olson introduced himself – he just recently retired and has worked for 40 years with natural resources with different agencies. He has worked with Forest Service (the longest) BLM, Fish & Wildlife and Cal-Fire. He worked on Strategic Planning with the Forest Service
- Discussion with Alan Olson about his time he might be able to contribute to SCFSC and what meetings are held – questions and answers
- One of SCFSC’s biggest goals is to work with different agencies – working on GIS mapping to coordinate our projects with agencies to work together
- SCFSC is new 3-4 years old and we are just getting started
- Discussed Bullskin Ridge
- Discussed Firewise Communities
- Discussed Whitmore fieldtrip tomorrow with Yana ??? and WSRCD
- Friday is the 1st combined Public Information and Firewise Meeting
- Possible next topic is Emergency Evacuations and Ingress/Egress
- Kat is doing an excellent job on social media on our website and it has really grown

Grants & Projects Committee Report – Rich Karem

- Jeremy at Redding Rancheria does not want to do an MOU. He says we can use them. -Discussion about giving them a try to help SCFSC with grant writing.
- Discussion about Camille Swezy and the interview with her for grant writing. She is taking her test to be an RPF. All in agreement that SCFSC should hire her part-time.

Motion: Rich Karem moved, and Jim Chapin seconded, to approve hiring Camille Swezy as a part-time grant writer for SCFSC at \$100.00/hour. Motion carried.

Votes in Favor: 8
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

- Steve Fitch brought up the roles and responsibilities of all of the committees and feels they need to be re-documented and outlined.
- Discussion about the Zogg fire money and what the funds should be used for
- Discussion about new grants available – SNC is slow on funding at this time and Cal-Fire is our best bet for grants. FEMA grants typically follow catastrophic events

County Coordinator Report - Ron Rusten

- Events attended – Boomtown Damboree in Shasta Lake City – Fire Safety Day in Lakehead – and Shasta District Fair which was 4 days. Damboree had the most engagement
- More help and support at events is needed and would be appreciated
- Chipping has started! There have been 3 events so far – Shingletown/Montgomery Creek/Round Mountain/West Redding
- Need to discuss the “far out” communities and how to handle those events – Fall River RCD – Burney Basin Days coming up on July 4th and the Intermountain Fair in McArthur on Labor Day weekend
- To date 39 residents and 154 cubic yards have been chipped so far
- Looking to divide up the county in to 6-8 zones for better planning and setting up dates for spring and fall by zip codes
- County Coordinator grant has been extended to the end of the year
- Ron is in the process of submitting a 25K California Fire Foundation grant for Education & Outreach for the Firewise communities so they have funds for their education days. It is a one-year grant
- County-wide Fuels Mitigation meeting – would like to have quarterly meetings – the next meeting is in August. It is fire season now so unsure of how many will be able to attend – may send a representative in their place

Chief Financial Officer’s Report – Pamela Mainini, CPA

- 1st report – Grant Status Report – shows the big picture
- 2nd report – Budget Performance Report – the 24/25 Budget will be presented in the July board meeting for full approval
- 3rd report – Statement of Financial Position (the balance sheet)
- Discussion about 10% hold-back retention at end of grants and how the \$500k unrestricted PG&E Zogg Fire funds will assist SCFSC with this

Executive Director’s Report – Pamela Bates

- Tubit/Bullskin Ridge is starting on July 8, 2024!
- County Coordinator was extended to 12/31/24 and Ron Rusten is doing an excellent job! They will be reopening this award and we will need to reapply
- \$6,350.00 left in the GIS mapping funds
- Capacity Building grant (401) approved by SNC and we have asked for an advance of \$111k
- Redding Rancheria funds are almost used up – have gone towards the Firewise groups
- Cal-OES (512) finally has a tri-party agreement and new master services agreement. Good quality documents are in place that have been reviewed by the attorneys. SCFSC will be subject to prevailing wages on this project. Plans are to hire a consultant to assist SCFSC with this to put on workshops for our contractors to have them stay engaged with us. Funds will come out of the management budget, not the home-hardening/defensible space budget
- Discussion about using the CCC’s for the CAL-OES project – if SCFSC uses them it won’t give us realistic costs of the home hardening/defensible space projects. Pulls feet out from under local contractors
- Shasta County grant (901) still has funds that are good to use – end date is in 2027
- WSRCD would like 3 board members to have a SCFSC/WSRCD summit – possibly twice a year to learn more about each other and how we can work together
- Zogg Fire funds are received and a budget is needed for development and finance committee to discuss how to best use funds
- Discussion about gaps in staff and future planning – need to create a recruitment and personnel committee

Discussion about Daryl Reese Law and board training. First training will be 2 hours in August. Goal is to learn the basics of the policies and procedure, duties of board members, what it means to be on a board of directors versus being an officer, president, vice-president/staff/employee. Types of things boards do and points of view on minutes and how detailed they should be, Director's liabilities and conflicts of interest. Barb will send out email to Board for dates available.

Ask Daryl Reese if training can be video-taped.

It was agreed that Ron Rusten will be offered the new acting interim Executive Director position.

Motion: Jim Chapin moved, and Steve Johnson seconded, to approve offering Ron Rusten the interim Executive Director position until such time the position is filled permanently. Motion carried.

Votes in Favor: 8
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Question brought up if the new position for Pam Bates moving to Project Manager for CWMP needs to go through procurement.

Discussion about Alan Olson and board was in agreement that if he is interested in joining that they all approve:

Motion: Steve Fitch moved, and Steve Johnson seconded, to approve to voting in Alan Olson as a Director on the SCFSC Board (if he is interested joining). Motion carried.

Votes in Favor: 8
Votes in Opposition: 0
Abstain from Vote: 0
Directors Absent: 0

Barb H. will invite ??? to next Board meeting if she is interested in joining the SCFSC board.

Meetings coming up:

Grants & Projects:

(Every **1st Weds.** of each month)

Wednesday, **July 3**, 2024

9:30am – 11:00am

In-person meeting at SCFSC Office at 1181 Hilltop Drive, Redding

Education & Outreach:

(Every **3rd Mon.** of each month)

Wednesday, **July 15**, 2024

9:30am – 11:30am

In-person meeting at SCFSC Office at 1181 Hilltop Drive, Redding
(also via Zoom)

Board of Directors Meeting:
(Every 4th Weds. of each month)

Wednesday, July 24, 2024

5:00pm – 7:00pm

In-person meeting at 20055 Viking Way Bldg #4, Redding, CA 96003
(also via Zoom)

Adjournment: The meeting was adjourned at 8:09pm

Submitted by:

[Barbara March](#)
Executive Assistant