

**Shasta County Fire Safe Council
Board of Directors Meeting
Thursday, January 20, 2022 – 10:30 AM
9444 Deschutes Road, (at the Shasta Co. Farm Bureau) Palo Cedro, CA 96073
(simulcast on 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 - Dr. Richard Sealana Vice President – Tania Greenwood Recording Secretary – Vacant (interim Fran Belden) Treasurer – Fran Belden Executive Officer – Vacant
DIRECTORS:	Founding Director - Jim Chapin Barbara Holder Mike Berry Richard Kareem Francis Berg Stephen Fitch

1. ROLL CALL – (Belden)
 - A. Officers & Directors present _____
 - B. Officers & Directors excused _____
 - C. Officers & Directors absent _____

QUORUM (Y/N)
2. MEETING CONDUCT – (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 – November 18, 2021
5. PRES./CEO REPORTS, RECOMMENDATIONS & COMMENTS:
 - A. Activity report
 - B. Resignation of Director – Garrett Costello
 - C. CFO position (future vacancy)
 - D. Register of proclamations, resolutions, and motions
 - E. Committee activities
 - F. Letter of support – Mt. Lassen Power Wood Energy Expansion
 - G. Policy development:
 - 1) Employment policies & procedures (handbook)
 - 2) Bylaws update

- 3) Communications policy
- 4) Personnel conduct policy

6. EXECUTIVE OFFICER UPDATES & REPORTS - None

7. CORRESPONDANCE:

- A. Jim Barrett – (re: Bela Vista FireWise)
- B. Prism Designs – (re: SCFSC Website and Education & Outreach)
- C. Roger Jaegel – (re: Research)
- D. Bureau of Land Management – (re: Public comment period)
- E. California Fire Safe Council – (re: County Coordinator Grant)
- F. CalFire – (re: Home Hardening training)
- G. KIXE (PBS television) – (re: Public Service announcements)
- H. Sara Acridge, District Ranger – (re: MOU for CWPP)
- I. Eric Magrini – (re: Emergency communications & CWPP)
- J. Mishon Hopkins – (re: new person for mailing list)
- K. Pit RCD – (re: CNC grant completion)

8. CHIEF FINANCIAL OFFICER’S REPORT (Stewart):

- A. Fund balances
- B. Updated Spending plan

(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

11. COMMITTEE REPORTS:

- A. Executive Committee:
 - 1. December 2, 2021 meeting
 - 2. January 6, 2022 meeting
 - 3. January 12, 2022 (special) meeting
- B. Nominations Committee
- C. Grants & Projects Committee:
 - 1. December 5, 2021 meeting
- D. Education & Outreach Committee:

1. November-December committee meeting reports
2. FireWise community outreach

E. Budget & Finance Committee:

1. 12/10/21 committee meeting report
2. 1/14/22 committee meeting report

F. CWPP Committee:

G. Bylaws Committee:

1. 12/14/21 committee meeting report

H. Bylaws Committee:

1. 12/14/21 committee meeting report

I. Employment Policies & Procedures Committee:

1. 11/29/21 committee meeting report
2. 1/4/22 committee meeting report

12. OLD BUSINESS & FOLLOWUP FROM PREVIOUS MEETINGS

13. NEW BUSINESS

- A. Recruitment of Executive Officer (Part-Time) **(RESOLUTION)**

14. DIRECTOR'S COMMENTS & GOOD OF THE ORDER

15. MEETINGS TO BE SET

February Board of Director's meeting – Thursday, February 17, 2022, 10:30 AM, 9444 Deschutes Road, (at the Shasta Co. Farm Bureau) Palo Cedro, CA 96073, (simulcast on Zoom)

Agenda Revision Date – 1/19/2022 (Sealana)



Shasta County Fire Safe Council Committee Membership

#	NAME	CHAIRPERSON	MEMBERS	MEETINGS
1	Executive	President/CEO	<ul style="list-style-type: none"> • Vice President • Secretary • Treasurer • CFO 	(1 st Thursday) 2/3/22, 10:00 AM, by zoom
2	Nominating	Jim Chapin	<ul style="list-style-type: none"> • Tania Greenwood • Mike Berry 	
3	Budget & Finance	CFO	<ul style="list-style-type: none"> • Treasurer • CEO • Jim Chapin 	(2 nd Friday) 2/11/22, 10:00 AM, by Zoom
4	Grant & Project Development	Richard Karem	<ul style="list-style-type: none"> • Jim Chapin • Mike Berry • Francis Berg • Stephen Fitch 	(1 st Wednesday) 2/2/22, 10:30 AM by Zoom
5	Education & Outreach	Barbara Holder	<ul style="list-style-type: none"> • Garrett Costello • Mike Berry • Tom Twist • Jane Andersen 	
6	CWPP	Tom Esgate	<ul style="list-style-type: none"> • Jim Chapin • Tania Greenwood • Mike Berry • Barbara Holder • Richard Karem 	
7	Bylaws	President/CEO	<ul style="list-style-type: none"> • Jim Chapin • Mike Berry • Jim Chapin 	
8	Employment Procedures & Policies	President/CEO	<ul style="list-style-type: none"> • Fran Belden • Mike Berry • Jim Chapin 	

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

Note #2 - Recurring meetings are highlighted in blue

Revision date – 1/13/2022 (Sealana)