

BUTTE COUNTY FIRE SAFE COUNCIL MEETING

Board of Directors Meeting

AGENDA

Wednesday, January 4th, 2022, from 9:00a.m. to 11:00a.m.



By Zoom: <https://us06web.zoom.us/j/82599712750>
+1 (669) 444-9171 , 82599712750#

Items of Business

Regular Agenda

1. **Roll Call (5min) 9:00-9:05am**
2. **Welcome and Introductions (5min) 9:05-9:10am**
3. **Agenda Amendments**
4. **Consent Agenda (10min) 9:10am-9:20am**
 - 4.1 Approval of Minutes for BCFSC Board Meeting held on December 7, 2021.
 - 4.2 Approval of Resolution to Apply for CAL FIRE California Climate Investment Fire Prevention Grants.
 - 4.3 Approval of Employee Handbook Updates.
 - 4.4 Approval of Berry Creek Fire Safe Council Memorandum of Understanding.
 - 4.5 Approval of Contract with Chico State Enterprises for the SNC 1378 Cohasset Forest Resilience Project for \$3,000/acre on 150 acres not-to-exceed \$450,000.
5. **Reports (35min) 9:20-9:55am**
 - 5.1 Executive Director's Report (10min)
 - 5.2 Chairman's Report (5min)
 - 5.3 Treasurer's Report (5min)
 - 5.4 Featured Monthly Board or Staff Member- Recognition Report (5min)
6. **Business Agenda (10min) 9:55-10:05am**
 - 6.1 Approval of Nominating Committee Members – Approval of Committee members is needed to prepare for the organization's annual March elections.
 - 6.2 Approval of 2021 Audit - Approval is requested for the Audit completed by Mathews, Hutton and Waren for the 2021 fiscal year.
 - 6.3 Approval of Policy and Procedure for New Hourly Billable Rate Method - Approval is requested to update the current method to create a systematic billable rate per employee classification versus by individual employee.
 - 6.4 Approval of Investment of General Funds – Approval requested to invest up to \$500,000 in Certificates of Deposit for up to one year at the discretion of the Treasurer for the purpose of gaining income for program support.
 - 6.5 Approval of Additional Office Space - Approval is requested to expand into an adjacent office building to accommodate additional staff members in 2023 up to \$1,300/mo for total cost including rent, utilities and janitorial services.

6.6 Approval of Butte County Forest Health Collaborative Memorandum of Understanding (MOU) - Approval is requested to become a voting member of Collaborative by signing the MOU which has been in development for several months. The Collaborative formation is being funded by USFS grant managed by BCFSC and will foster greater partnership and collaboration for forest health and wildfire safety.

6.7 Approval to Enter into Agreement with Eco Strat for Biomass Grant Application - Approval is requested to act as lead grant applicant on behalf of partners including Butte County for a Rural Business Development grant which makes the region eligible for biomass facility support from federal resources.

7.0 Break (10 minutes)

8. Discussion Agenda (15min) 10:15-10:30am

8.1 Draft Fundraising Budget Vision Cast and Draft Organizational Budget – The Finance Committee, Finance Manager and Treasurer are preparing the budget and fundraising goals for 2023.

8.2 Discussion BCFSC Board Retreat for 2023 and Organizations Strategic Plan - Board team building, governance and the strategic plan adopted in 2021.

8.3 Discussion BCFSC 2023 Goals – Review of 2022 goals and goals for 2023.

8.4 Discussion of Local Fire Safe Council Memorandum Of Understanding (MOU) - Update to the MOU's which expire in February of 2023.

8.3 Presentation on Bio Char Carbon Markets – Kelpie Wilson, Wilson Biochar Associates.

9. Community & Agency Reports (15min) 10:30-10:45am

10. Closed Session (5min) 10:45-10:50am

Approval for the Executive Director Position to Remain at Current Hours.

11. Meeting Open for Public Comment (10min) 10:50-1100am

Intended for Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes.

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