

Modoc Fire Safe Council

Board of Directors Meeting Minutes

DATE: May 21, 2026

TIME: 4:00 PM – 5:30 PM

LOCATION: Modoc Conservation Resource Center
114 E. North Street, Alturas

CHAIRPERSON: Jodi Frey VICE CHAIRMAN: Pat Caffee

SECRETARY: Christopher Lauppe TREASURER: Judy Mason

1. CALL TO ORDER –4:04 PM

- Welcome –
- Confirm Quorum – Chairperson, Jodi Frey confirmed that a quorum was present.

2. Public Comment -

- Each person will be given five (5) minutes to speak. Any person may address the Board at this time about any subject within the jurisdiction of the Modoc Fire Safe Council; however, any matter that requires action will be referred to staff for a report and action at a subsequent meeting.

3. Reports -

- Executive Director – Stacey Hafen
 - Stacey reported that she received a call from someone inquiring about renting one of our chippers. Stacey stated that she contacted our insurance provider for our current chipper insurance policy to find out if we were covered in the event of an accident if we rented them to anyone. She found out that MFSC is not covered for renting out the chippers. We can let a contractor use one of our chippers if they are doing work for us, but we are not covered if we rent them out. Stacey reported that quarterly reports for the two active grants were submitted on time. Stacey stated that Kai and herself attended CalFire's Qualified Entity Training in Sacramento on May 4th and 5th. This training taught about defensible space and home hardening assessments. They both found it very useful and were given a lot of tools and information to use when doing defensible space/home hardening assessments for property owners in Modoc County. Stacey stated that she would like to present information about Home Hardening during the Defensible Space workshop in July. Stacey reported that she got the month of April closed out in QuickBooks. She is looking into QuickBooks Online and will be making the switch officially on July 1, 2026. We will be starting fresh and closing out the year on QuickBooks Desktop on June 30, 2026. Stacey reported that she and Michelle went to the USDA Climate Hub Project Monitoring Workshop (the final one) on May 13,

2026 in Chester. She is also working on a Defensible Space grant application through CalFire's Wildfire Prevention program.

- Wildfire Mitigation Coordinator – Michelle Radtke
 - Michelle Radtke's Wildfire Mitigation Coordinator report covered three program areas. Under the CFSC County Coordinator Program, MFSC was not invited to submit a full CAL FIRE Forest Health Grant application for the Lake City Project and is now pivoting to other funding sources, including a possible joint Wildlife Conservation Board application with the Mule Deer Foundation and a new CAL FIRE Wildfire Prevention Grant; the Modoc Fuels Collaborative meets June 18, and the MRE Wildfire Infrastructure Resilience Project will have the County Road Department lead road improvement grant writing while the water suppression component still needs separate funding. Under the SNC RFFCP program, fall prescribed burns are being planned across several sites with June site visits, and a monitoring plan for existing county fuel breaks is underway. Recent outreach included Fort Bidwell Earth Day (April 18), Wildfire Community Preparedness Day in Fort Bidwell (May 2, with 35 workers removing ~300 cubic yards of yard waste), the Children's Forest at Cedar Pass (May 11–14), and the Adin community cleanup (May 16), with upcoming events including Kids in the Woods (May 29), an Alturas Garden Club Defensible Space Workshop (July 9), and the Cal Pines Firewise Workshop (July 11).
- Defensible Space / Education – Kaira Alvarez
 - Kai talked about ideas that she has been working on for defensible space. In the third week of May she began conducting site visits; the site visits have helped with the program by providing better communication with the property owner, allowing the fire safe council to have a better hold on the situation and property. Kai also reported that she was able to participate in the Children's Forest event (hosted by Modoc RCD) and spoke about forest health. Kai discussed activity ideas for upcoming events.
- Modoc Resource Conservation District
 - Lani Cockrell presented the MRCD Grants and Projects Report. Among current grants, work continues on SNC Grant 1124 (Dry Creek Watershed Plan) with all 25 site assessments complete and four projects proposed; the CAL FIRE North Overland fuels reduction project with a final report under review; the CalSIP stream gage program; the agricultural well metering project; the BLM Good Neighbor Authority agreement; and the Wildlife Connectivity Coordinator position, for which an offer is being extended to a qualified local candidate. On grant applications, MRCD's SNC Wildfire & Forest Resilience application was not recommended for funding, while a CAL FIRE Forest Health concept proposal is pending and a CAL FIRE Wildfire Prevention Grant application is being considered, with a meeting scheduled for May 22 and applications due July 8. The County will pursue FEMA flood-zone funding for the MRE evacuation route without MRCD involvement.

4. APPROVAL OF MINUTES FROM APRIL 16, 2026–

- There were some corrections to the minutes that are reflected on the Board Approval Signature page for the April 16, 2026 meeting.

Pat Caffee made a motion to approve the minutes with corrections; Judy Mason seconded the motion and the motion carried.

5. APPROVAL OF FINANCIALS -

- Review and Motion to Approve

Chris Lauppe made a motion to approve the Treasurer's report as presented, Pat Caffee seconded motion and the motion carried.

- Stacey presented the draft FY 26/27 budget for review. She reported that there is still some work to be done on it before she can bring it to the Board for approval. The Board agreed to meet on July 13th for a working meeting to work on the budget.

6. BOARD HOURS-

Jodi Frey 4 hours, Pat Caffee 10 hours, Judy Mason 8 hours, Chris Lauppe 4 hours

7. OLD BUSINESS –

- Status of Defensible Space and Residential Chipping Program

Stacey reported that she has been waiting for Chester to find out if there will need to be a 30 day comment period about allocation of the funds. Stacey said she will be meeting with Chester in the next week and they hope to have an agreement for Board approval.

- Defensible Space Workshop

Michelle and Kaira talked about the upcoming Defensible Space Workshop that is being held at the Alturas Garden Club on July 9, 2026. We will be providing lunch for attendees and Michelle has secured some prizes for a raffle. Each attendee will get one ticket for the raffle. She is hoping for 20-30 attendees.

8. NEW BUSINESS Jodi made a motioned Chris seconded

- General supplies for office

Stacey reported that in the past when the MFSC shared the office with the Watermaster, regular supplies (paper towels, toilet paper, garbage bags) were provided by the Watermaster. Since they moved out and Modoc RCD moved into the office, staff have been collecting \$10 per month to be able to purchase these items. The total cost averages about \$500 per year. If we share these expenses with Modoc RCD we should only have to budget approximately \$250/annually. The Board agreed that the organizations should supply these supplies. Stacey will add \$250 to the Supply line item in the new budget.

- D&O & Employment Practices Insurance –

Stacey has been working with Modoc Insurance to get Directors and Officers Insurance quotes. She presented two quotes and a side-by-side comparison. Stacey stated that she originally had Modoc Insurance included a quote for Employment Practices coverage, but the quotes that came back had a retention of \$25,000 (for any incident; \$25,000 must be paid prior to any insurance kicking in). The Quote

from Traveler's insurance was \$3,106, and the quote from Philadelphia was \$1,300. The Board agreed to remove the Employment Practices from the quotes provided.

Chris Lauppe made motion to accept the quote from Philadelphia Insurance Agency; Judy Mason seconded the motion and the motion carried.

- Statement of Support for Thompson Land Management Grant Application for CalFire's Wood Products and Bioenergy Business and Workforce Development Grant Program -

Stacey was contacted by Sharmie Stevenson, Pit Resource Conservation District, asking for a support letter for Thompson Land Management LLC, CAL FIRE Business and Workforce Development grant application. Part of the application was outreach to other organizations. Sharmie provided her with a statement from Isiah Thompson, describing his business and how the funding (if awarded) would be used. Stacey was asked to read it outloud at the meeting.

9. REVIEW OF ACTION ITEMS AND NEXT STEPS

WHO	WHAT

10.Next Board Meeting

- July 16, 2026 (no meeting in June)
- 4:00 PM to 5:30 PM

11.ADJOURNMENT

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