

Modoc Fire Safe Council

**Board of Directors Meeting Agenda**

DATE: JANUARY 15, 2026

TIME: 4:00 PM – 5:30 PM

LOCATION: Modoc County Sheriff's Annex Building

CHAIRPERSON: Jodi Frey VICE CHAIRMAN: Pat Caffee

SECRETARY: Judy Mason, Interim TREASURER: Judy Mason

1. CALL TO ORDER –

- Welcome –
- Confirm Quorum –

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
- Wildfire Mitigation Coordinator – Michelle Radtke
- Defensible Space / Education – Kaira Alvarez
- Modoc Resource Conservation District

4. APPROVAL OF MINUTES -

- Review and Approve Minutes from the Executive Board Meeting on December 11, 2025

5. APPROVAL OF FINANCIALS -

- Review and Motion to Approve –
- FY 24/25 Financial Audit Review and Approve
- Mid-Year Budget Review for FY 25/26
- Benefit Tracking Review

6. BOARD HOURS

Jodi Frey \_\_\_\_ Pat Caffee \_\_\_\_ Judy Mason \_\_\_\_\_

7. OLD BUSINESS –

- Retention Policy – Review and Approve
- Advisory Committee Status
  - Review and approve Advisory Committee participants
- Live Scan – Overview of Process
  - Approve Custodian of Records (COR)
- Board Elections
  - Nominations
  - Election (vote to approve)

8. NEW BUSINESS

9. REVIEW OF ACTION ITEMS AND NEXT STEPS

WHO	WHAT
Stacey Hafen	Continue to work on Employee Manual Edits per CPS HR Consulting

10. Next Board Meeting

- February 15, 2026
- 4:00 PM to 5:30 PM

11. Closed Session

12. ADJOURNMENT