



# Lassen County

## Meeting Minutes

### Board of Supervisors

*LASSEN COUNTY SUPERVISORS:*

*DISTRICT 1 - CHRIS GALLAGHER - VICE CHAIRMAN; DISTRICT 2 - GARY BRIDGES; DISTRICT 3 - TOM NEELY; DISTRICT 4 - AARON ALBAUGH - CHAIRMAN; DISTRICT 5 - JASON INGRAM*

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Tuesday, September 17, 2024

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:00 A.M. CALL TO ORDER

Supervisors Gallagher, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Richard Egan, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

**Present:** 5 - Chris Gallagher, Aaron Albaugh, Gary Bridges, Tom Neely and Jason Ingram

**Excuse:** 0

#### PUBLIC COMMENT

District Manager of Waste Connections Amanda Garrett: Introduced herself and briefly discussed Waste Connections.

#### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan stated closed session Item# 3 - Employee Performance Evaluation: County Counsel, would not be held and announced the following closed session items:

- 1) Conference with Labor Negotiator Scott McLeran: Management and Professional Association.
- 2) Employee performance evaluation: County Counsel.  
The board would not be discussing this item.
- 3) Liability Claim; - Claimant: Emilia Mojarrá, Agency claimed against: Lassen County.
- 4) Liability Claim; - Claimant: Cheryl Strange, Workers Compensation Claim No. TIBS-600174; Workers Compensation Claim No. TIBT-600166; Workers Compensation Claim No. TIBW-600133, Workers Compensation Claim No. TIBY-600212; Workers Compensation Claim No. TIBZ-600162  
Agency claimed against: Lassen County.

#### CLOSED SESSION

Closed session was held from 9:04 a.m. - 9:19 a.m.

Present: Supervisors Gallagher, Bridges, Neely, Albaugh, and Ingram. Also present: CAO Egan, County Counsel Uhrhammer and Deputy Clerk of the Board Yderraga.

Supervisor Neely recused himself and was absent from 9:04 a.m. - 9:10 a.m.  
 Personnel/Risk Analyst Regina Schaap was present from 9:04 a.m. - 9:19 a.m.  
 Deputy CAO Tony Shaw was present from 9:04 a.m. - 9:19 a.m.  
 Labor Negotiator Scott McLeran was present via teleconference from 9:04 a.m. - 9:10 a.m.

RECESS: 9:19 a.m. - 9:30 a.m.

**9:30 A.M. OPENING CEREMONIES**

**Pledge of Allegiance and Invocation**

After the flag salute, invocation was offered by Supervisor Albaugh.

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

CAO Egan announced the following closed session items:

- 1) Conference with Labor Negotiator Scott McLeran: Management and Professional Association.

No reportable action.

- 2) Liability Claim; - Claimant: Emilia Mojarra, Agency claimed against: Lassen County.

No reportable action.

- 3) Liability Claim; - Claimant: Cheryl Strange, Workers Compensation Claim No. TIBS-600174; Workers Compensation Claim No. TIBT-600166; Workers Compensation Claim No. TIBW-600133, Workers Compensation Claim No. TIBY-600212; Workers Compensation Claim No. TIBZ-600162 Agency claimed against: Lassen County.

No reportable action.

**AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

**A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that this Agenda be approved. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

**PUBLIC COMMENTS**

None.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Neely: 1) Attended an air pollution meeting; 2) attended a Veterans Building meeting; 3) will be attending a pool meeting.

Supervisor Ingram: 1) Attended an air pollution meeting; 2) volunteered at the

Salvation Army's Hero Event; 3) announced the green waste bin will be traveling around Herlong and Doyle; 4) announced the Susanville FFA will be having their tri-tip dinner drive through at Lassen High School on September 19, 2024; 5) thanked building inspector Mike for discussing the Valley Charter School discrepancies in the new gym; 6) thanked Sheriff/Coroner John McGarva regarding the recent raids on two illegal marijuana grows.

Supervisor Gallagher: 1) Wished everyone a Happy Constitution Day; 2) attended an Air Pollution Control meeting; 3) attended the Fair Advisory Board meeting.

Supervisor Bridges: 1) Announced the Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting was cancelled; 2) attended a virtual meeting with the Sheriff's Office and Behavioral Health regarding fire arms.

Supervisor Albaugh: 1) Requested to adjourn in memory of Jake Martin; 2) will be attending the Rural County Representatives of California (RCRC) annual meeting in Napa; 3) briefly discussed Southern Cascades contract and lack of services; 4) stated the illegal marijuana grows that were raided were announced on the news. Thanked staff for making this possible and keeping the county clean.

## INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G2 - Lassen County Board of Supervisors Meeting Minutes of September 10, 2024.

COUNTY CLERK-RECORDER

## Approval of the Consent Agenda

**A motion was made by Supervisor Ingram, seconded by Supervisor Gallagher, to approve the Consent Agenda as amended. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

LASSEN COUNTY BOARD OF SUPERVISORS SPECIAL MEETING  
MINUTES OF SEPTEMBER 3, 2024

SUBJECT: Meeting Minutes of September 3, 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Mins 2024-09-03](#)

**These Minutes were approved on the Consent Agenda.**

DISTRICT ATTORNEY

VICTIM/WITNESS GRANT REQUEST FOR APPLICATION

SUBJECT: Resolution approving the continuation/undertaking of the Lassen County District Attorney's Victim/Witness Assistance Program to be funded utilizing reimbursable grant sources available through the State and Federal

funds, administered by the California Office of Emergency Services (CalOES) for Fiscal Year 2024/2025.  
 FISCAL IMPACT: \$251,096 for Victim/Witness Grant. Fund/Budget Unit No. 108-0433. No impact to the General Fund  
 ACTION REQUESTED: Adopt resolution.

**Attachments:** [Memo 24-25 VW Grant](#)  
[VW Grant Application 24-25](#)  
[DA Resolution](#)

**This Resolution No. 24-042 was approved on the Consent Agenda.**

BOARD OF SUPERVISORS

DISCRETIONARY FUNDS - SUPERVISOR GALLAGHER  
 SUBJECT: Request to designate: 1) \$927.29 to C & S Waste Solutions for the Westwood Cleanup.  
 FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
 ACTION REQUESTED: Approve expenditure.

**This Action Item was approved on the Consent Agenda.**

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF SEPTEMBER 10, 2024  
 SUBJECT: Meeting Minutes of September 10, 2024.  
 FISCAL IMPACT: None.  
 ACTION REQUESTED: Approve.

**Attachments:** [Draft Mins 2024-09-10](#)

Supervisor Albaugh stated he pulled the Meeting Minutes due to a clerical error on closed session. The Minutes reflected an incorrect name and time present for Fair Manager Kaitlyn Midgley in closed session.

**A motion was made by Supervisor Ingram, seconded by Supervisor Bridges, that these Minutes be approved as amended. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

HEALTH & SOCIAL SERVICES

AGREEMENT BETWEEN LASSEN COUNTY AND HOUSING TOOLS, LLC  
 SUBJECT: Agreement between Lassen County and Housing Tools, LLC to provide services related to facilitating the development of housing and expansion of housing-related services in the amount of \$60,000 for Fiscal

Years 2024-2026.

FISCAL IMPACT: This Agreement will be paid from Fund/Budget Unit No. 110-0941.

ACTION REQUESTED: 1) Approve the Agreement with Housing Tools, LLC; and 2) authorize the County Administrative Officer to execute the agreement.

**Attachments:** [H1-BOS G&L Housing Tools, LLC. 9.17.24](#)

Health and Social Services Program Manager Grace Poor informed the board this item was an agreement between Health and Social Services and Housing Tools, LLC. Housing Tools LLC provided technical assistance pertaining to housing programs. The contract expired on June 30, 2024, and wanted to extend the agreement. Housing Tools, LLC also provided assistant with grants, managing programs and was requesting to include additional housing projects. Supervisor Neely asked how Housing Tools, LLC would be utilized for the Homekey Project. Program Manager Poor said it would be used for reporting, invoicing, funding, and advice. Supervisor Albaugh asked how Housing Tools, LLC assisted with the Behavioral Health Bridge Housing (BHBH) Project. Program Manager Poor stated they did not help out significantly as the Project Homekey and BHBH was not written into the contract. Supervisor Albaugh requested the Homekey Project and BHBH be written into the contract and instructed Program Manager Poor to bring the item back to board with the amendments for approval. Brief discussion was held.

#### COUNTY ADMINISTRATIVE OFFICE

##### SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: Gave a brief update regarding the building permits for the Homekey Project and the Behavioral Health Bridge Housing Project. CAO Egan informed the board he followed up with the City of Susanville. The city stated they had recently received the plans for both projects and was expecting to issue a permit in approximately two weeks. CAO Egan stated he had not yet signed the contract.

RECESS: 9:49 a.m. - 10:00 a.m.

#### MATTERS SET FOR TIME CERTAIN

##### RECOGNITION AWARDS

SUBJECT: Recognition Awards for September 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: The Board of Supervisors present Recognition Awards to: 10 Years: Tiffany Bernardino (Probation); Orlando McElmurry (Health and Social Services/Behavioral Health).

Supervisor Albaugh recognized the following employees: 10 Years: Orlando McElmurry (Health and Social Services), and Tiffany Bernardino (Probation).

SPEAKERS: Director of Behavioral Health Tiffany Armstrong, Director of Health and Social Services Barbara Longo, and Chief Probation Officer Jennifer Branning.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 10:05 a.m. in memory of Jake Martin.

\_\_\_\_\_  
Chairman of the Board of Supervisors

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Michele Yderraga, Deputy Clerk of the Board