



Lassen County

Meeting Agenda

Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

*DISTRICT 1 - MIKE SCANLAN; DISTRICT 2 - GARY BRIDGES, CHAIRMAN; DISTRICT 3 - TOM NEELY;
DISTRICT 4 - AARON ALBAUGH, VICE CHAIRMAN; DISTRICT 5 - JASON INGRAM*

Tuesday, June 23, 2026

10:00 AM

Bieber Veterans Memorial Hall
657-575 Bridge Street
Bieber, CA 96009

ADDRESSING THE BOARD

*Any person desiring to address the Board shall first secure permission of the presiding officer.

*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or lcclerk@co.lassen.ca.us.

*Next Resolution in line for adoption: No. 26-036

*Next Ordinance in line for adoption: No. 2026-05

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

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

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)

2. CLOSED SESSION

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (if needed).

2) Liability Claim; - 1) Claimant: Jay Schaap, Agency claimed against: County of Lassen: 2) Claimants: Arthur Poteete, Brenda Poteete, Katie Poteete, as Guardian ad litem for L.P. and T.P., Agency claimed against: County of Lassen.

B. 9:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION
2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
3. PUBLIC COMMENTS
4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

C. PUBLIC HEARINGS

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

D. MATTERS SET FOR TIME CERTAIN

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1 10:00 a.m.: RETIREMENT PROCLAMATION PRESENTATION
SUBJECT: Retirement proclamation presentation.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Adopt Proclamation; and 2) present a Retirement Proclamation and Plaque to David Lile (University of California Cooperative Extension County Director).
- 2 10:05 a.m.: LASSEN COUNTY CHILDREN & FAMILIES COMMISSION (FIRST5)
SUBJECT: Presentation from the Lassen County Children & Families Commission (FIRST5) annual reports.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive presentation.

Attachments: [First 5 Lassen Reports FY 2425](#)

10:25 a.m.: RECESS

E. STUDY SESSION

F. BOARDS AND COMMISSIONS

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

- 1 COMMITTEE APPOINTMENTS
SUBJECT: Lassen County Fair Advisory Board.
FISCAL IMPACT: None.
ACTION REQUESTED: Consider making appointment: District 3: 1 vacancy, term expiring March 31, 2027. (Applicants: Maria Panos, Brenden Raymond, Dawn German-Howe).

Attachments: [F1](#)

G. INFORMATION/CONSENT CALENDAR

COUNTY CLERK-RECORDER

- 1 LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF JUNE 16, 2026
SUBJECT: Meeting Minutes of June 16, 2026.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [G1](#)

HEALTH AND SOCIAL SERVICES

- 2 TRAVEL AUTHORIZATION TO ATTEND THE 2026 AMERICAN PUBLIC HEALTH ASSOCIATION ANNUAL CONFERENCE
SUBJECT: Request for travel authorization for three Public Health employees to attend the 2026 American Public Health Association (APHA) Annual Conference in San Antonio, Texas from November 1-4, 2026.
FISCAL IMPACT: Total Estimated Cost of Travel \$11,613.69, or \$3,871.23each, from Public Health Fund/Budget Unit No. 110-0731.
ACTION REQUESTED: 1) Authorize expenditures for the American Public Health Association (APHA) Annual Conference for three Public Health Employees.

Attachments: [G2](#)

SHERIFF'S DEPARTMENT

- 3** EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FUNDING
SUBJECT: The Lassen County Sheriff's Office is requesting the Lassen County Board of Supervisors approve a resolution to accept the funding from the Board of State and Community Corrections Byrne JAG Program.
FISCAL IMPACT: No fiscal impact to the general fund.
ACTION REQUESTED: 1) Adopt resolution accepting the award from the Byrne JAG Program authorizing the County Administrative Officer to execute for funding; and/or 2) provide direction to staff.

Attachments: [SO Attach](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 4** ACTION REQUESTED: Receive and file the following correspondence:
a) Plumas County Community Development Commission Board of Commissioners Regular Meeting Agenda for June 16, 2026.
b) Lassen Transit Service Agency Regular Meeting Agenda for June 15, 2026.
c) Lassen County Architectural Review Committee Agenda for June 18, 2026.
d) Lassen County Fish and Game Commission Regular Meeting Agenda for June 18, 2026.

Attachments: [G4](#)

H. DEPARTMENT REPORTS

AGRICULTURAL COMMISSIONER

- 1** NUISANCE WEED ABATEMENT
SUBJECT: Dyers Woad nuisance weed abatement.
FISCAL IMPACT: None.
ACTION REQUESTED: Inform the board that the Lassen County Agricultural Commissioner's Office will start enforcing nuisance weed abatements on Dyer Woad.

Attachments: [H1](#)

HEALTH & SOCIAL SERVICES

- 2** PUBLIC HEALTH AGREEMENT BETWEEN LASSEN COUNTY AND PAPERLESS KNOWLEDGE
SUBJECT: Agreement between Lassen County and Paperless Knowledge, Inc. for the provision of electronic document management and records services for the term of July, 1 2026, through June, 30, 2031.
FISCAL IMPACT: The maximum amount of the agreement will not exceed \$100,000 and will be paid from the Public Health Fund/Budget Unit No. 110-0731.
ACTION REQUESTED: 1) Approve the agreement with Paperless Knowledge, Inc.; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [H2](#)

COUNTY ADMINISTRATIVE OFFICE

- 3** PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM) RESOLUTION
SUBJECT: Adoption of Resolution to approve amendment to Public Risk Innovation, Solutions, and Management Joint Powers (“PRISM”) Agreement. Adoption of the resolution is a requirement to participate in the PRISM property and casualty pool and its programs.
FISCAL IMPACT: Undetermined. PRISM determines members’ annual premiums through a cost allocation plan and rating formula adopted by the governing committee. Annual premiums for Lassen County programs are then allocated to the respective county departmental budgets.
ACTION REQUESTED: 1) Adopt resolution; and 2) authorize the chairman to execute the amendment to the Joint Powers Agreement of Public Risk Innovation, Solutions and Management; and/or 3) provide direction to staff.

Attachments: [H3](#)

- 4** REVISIONS TO THE JOB DESCRIPTIONS FOR ASSISTANT DIRECTOR OF SOLID WASTE, HEAVY EQUIPMENT MECHANIC AND SENIOR HEAVY EQUIPMENT MECHANIC
SUBJECT: Revisions to the Assistant Director of Solid Waste changing the education and experience requirements to “and/or” for consistency and changing the Heavy Equipment Mechanic and Senior Heavy Equipment Mechanic to require a Class A license for consistency.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Approve revised job description for Assistant Director of Solid Waste; and 2) approve revised job description for Heavy Equipment Mechanic; and 3) approve revised job description for Senior Heavy Equipment Mechanic; and/or 4) provide direction to staff.

Attachments: [H4](#)

PUBLIC WORKS DEPARTMENT

- 5** SB1 ROAD MAINTENANCE AND REHABILITATION ACCOUNT (RMRA)
FUNDING FISCAL YEAR 2026/2027
SUBJECT: Resolution adopting a list of projects for Fiscal Year 2026/2027
funded by SB1: The Road Repair and Accountability Act of 2017.
FISCAL IMPACT: Anticipated revenue in the estimated amount of
\$3,906,562 from the 2026/2027 appropriation of SB1 RMRA Funds to the
Fiscal Year 2026/2027 Road Budget, Fund No. 122.
ACTION REQUESTED: 1) Approve the resolution adopting a list of projects
for Fiscal year 2026/2027 funded by SB1: The Road Repair and
Accountability Act of 2017; and 2) authorize the Chairman to execute.

Attachments: [06192026 DEPARTMENT of PUBLIC WORKS](#)

COUNTY ADMINISTRATIVE OFFICE

- 6** SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

LASSEN COUNTY BOARD OF SUPERVISORS

PROPOSED MEETING DATES FOR 2026:

June 30, 2026 – No Board Meeting

July 7, 2026 – No Board Meeting

July 14, 2026 – 9:00 a.m. – Board Meeting

July 21, 2026 – 9:00 a.m. – Board Meeting

July 28, 2026 – 9:00 a.m. – Board Meeting

August 4, 2026 – No Board Meeting

August 11, 2026 – 9:00 a.m. – Board Meeting

August 18, 2026 – 9:00 a.m. – Board Meeting

August 25, 2026 – 9:00 a.m. – Board Meeting

September 1, 2026 – No Board Meeting

September 8, 2026 – 9:00 a.m. – Board Meeting

September 15, 2026 – 9:00 a.m. – Board Meeting

September 22, 2026 – 9:00 a.m. – Board Meeting

September 29, 2026 – No Board Meeting

October 6, 2026 – No Board Meeting

October 13, 2026 – 9:00 a.m. – Board Meeting

October 20, 2026 – 9:00 a.m. – Board Meeting

October 27, 2026 – 9:00 a.m. – Board Meeting

November 3, 2026 – No Board Meeting

November 10, 2026 – No Board Meeting

November 17, 2026 – 9:00 a.m. – Board Meeting

November 24, 2026 – 9:00 a.m. – Board Meeting

December 1, 2026 – No Board Meeting

December 8, 2026 – 9:00 a.m. – Board Meeting

December 15, 2026 – 9:00 a.m. – Board Meeting

December 22, 2026 – 9:00 a.m. – Board Meeting

December 29, 2026 – No Board Meeting

ADJOURNMENT