



**Lassen County**  
**Meeting Minutes**  
**Board of Supervisors**

**DRAFT**

*LASSEN COUNTY SUPERVISORS:*

*DISTRICT 1 - CHRIS GALLAGHER - VICE CHAIRMAN; DISTRICT 2 - GARY BRIDGES; DISTRICT 3 - JEFF HEMPHILL; DISTRICT 4 - AARON ALBAUGH - CHAIRMAN; DISTRICT 5 - TOM HAMMOND*

Tuesday, December 21, 2021

9:00 AM

Board Chambers  
 707 Nevada Street  
 Susanville, CA 96130

**9:48 A.M. OPENING CEREMONIES**

Present: Supervisors Gallagher, Bridges, Hemphill, Albaugh, and Hammond.  
 Also present: Deputy County Administrative Officer (CAO) Tony Shaw, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

CAO Richard Egan was absent by prearrangement.

**Present:** 5 - Chris Gallagher, Gary Bridges, Jeff Hemphill, Aaron Albaugh and Tom Hammond

**Excuse:** 0

**Pledge of Allegiance and Invocation**

After the flag salute invocation was offered by Supervisor Albaugh.

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

Supervisor Albaugh announced Closed Session was not held.

Supervisor Albaugh requested to adjourn the meeting in memory of Kenneth McArthur; Supervisor Hammond requested to adjourn the meeting in memory of Red and Laura Day.

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

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

**PUBLIC COMMENTS**

Ken Estes: Discussed road closures in Eagle Lake.

Tim Porter: Discussed road closures in Eagle Lake.

Tim Canon: Discussed road closures in Eagle Lake.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Gallagher: 1) Attended the Big Valley Lassen County Groundwater Sustainability Agency

(BVLCGSA) meeting in Adin; 2) attended a Solid Waste meeting; 3) attended a Celebration of Life for Gary Felt; 4) attended the Susanville Symphony Christmas Concert; 5) wished everyone a Merry Christmas.

Supervisor Hammond: 1) Wished everyone a Merry Christmas; 2) Attended a conference call with the Transportation Consultant John Clarisy.

Supervisor Hemphill: 1) Attended services for Gary Felt; 2) attended the Mormon Church Live Event; 3) attended the US Highway 395 conference call with Supervisor Hammond; 4) attended the Cattlemen's Christmas Party; 5) wished everyone a Merry Christmas.

Supervisor Bridges: 1) Attended a BVLCGSA meeting. Thanked Modoc Board of Supervisors that attended. All five (5) Modoc Supervisors attended; 2) attended a caregiver dinner at the Senior Center; 3) attended the Susanville Symphony; 4) attended a Cannabis Ad Hoc Committee meeting; 5) wished everyone a Merry Christmas.

Supervisor Albaugh: 1) Wished everyone a Merry Christmas; 2) thanked Supervisors Gallagher and Bridges for attending the BVLCGSA meeting in Adin; 3) thanked the Modoc Board of Supervisors for attending the BVLCGSA meeting. All five (5) Modoc Supervisors attended; 4) attended the light parade in Big Valley; 5) wished everyone a Happy New Year.

## **MATTERS SET FOR TIME CERTAIN**

### **RECOGNITION COMMITTEE PRESENTATION**

SUBJECT: 25 Years: Kelley Hinman (Planning and Building Services); 20 Years: John Spitsen (Community Social Services).

FISCAL IMPACT: None.

ACTION REQUESTED: Present awards.

Supervisor Albaugh recognized the following employees: 20 Years: John Spitsen (Community Social Services); 25 Years: Kelley Hinman (Planning and Building Services).

SPEAKERS: Director of Community Social Services Jenna Ducasse, Supervisor Albaugh, Supervisor Gallagher, Director of Planning and Building Services Maury Anderson, Assistant Director of Planning and Building Services Gaylon Norwood.

### **DEPARTMENT OF CHILD SUPPORT SERVICES**

SUBJECT: Child Support and Social Media.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Director of Child Support Services Kelley Cote wished everyone a Merry Christmas and introduced Child Support Specialist Jamie Fletcher. Director Cote gave a brief overview of the presentation and Child Support Specialist Fletcher presented the power point.

## **INFORMATION/CONSENT CALENDAR**

Supervisor Albaugh requested to pull Item# G4 - Investigator Hire.

**Approval of the Consent Agenda**

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

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

COUNTY ADMINISTRATIVE OFFICE

PERSONNEL

SUBJECT: Resolution required by law articulating the employer contributions for medical care for employees and annuitants as negotiated by collective bargaining agreements for Management & Professionals Association, Road Workers Association, Peace Officers Association Management, and General Unit/United Public Employees of California (UPEC).

FISCAL IMPACT: Undetermined.

ACTION REQUESTED: 1) Adopt Resolution; and/or 2) provide direction to staff.

Attachments: [CalPERS Resol](#)

**This Resolution No. 21-062A was adopted on the Consent Agenda.**

PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS

SUBJECT: Recap of California Correctional Center (CCC) & High Desert State Prison (HDSP) Trials Cost Reimbursement Billings for the months of July 2021, through November 2021.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Costs](#)

**These Reports were received and filed on the Consent Agenda.**

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of November 23, 2021.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

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

SHERIFF'S DEPARTMENT

CORRECTIONAL SERGEANT JOB DESCRIPTION

SUBJECT: The Sheriff's Office requests the approval of modifications to the

job description for Correctional Sergeant.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve changes to the job description.

Attachments: [G5](#)

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

## DEPARTMENT REPORTS

### DISTRICT ATTORNEY

#### INVESTIGATOR HIRE

SUBJECT: Hire of District Attorney Investigator at POA20 Step G.

FISCAL IMPACT: No additional impact to the General Fund. Position cost increase will be allocated to the Child Advocacy Center.

ACTION REQUESTED: Authorize the hire.

Attachments: [DA Memo](#)

Supervisor Albaugh questioned the new investigator hire starting at a Step G. District Attorney (DA) Melyssah Rios informed the board the new hire was starting at a Step E. The purpose was to match the new hire's current salary. Based on the applicant's experience, she has the qualifications to start at a Step E. Brief discussion was held.

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

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

### BOARD OF SUPERVISORS

#### PUBLIC DEFENDER CONTRACT

SUBJECT: Sole-source professional services contract with Timothy Prentiss and Prentiss Law Office to provide public defender services.

FISCAL IMPACT: Contract amount is \$792,000 (\$66,000 per month).

Current budget for public defender \$657,375. This contract does not include costs associated with public defender services related to appointments due to a conflict of interest. Those costs would be in addition to this contract.

ACTION REQUESTED: 1) Approve professional services contract with Timothy Prentiss and Prentiss Law Office to provide public defender services; and 2) authorize CAO or his designee to execute professional services contract.

Attachments: [Binder1](#)

County Counsel Uhrhammer reminded the board this situation was briefed on prior to the Public Defender resignation. County Counsel's office isn't staffed well enough to handle those cases. The position had been advertised for an

extensive period of time and there had not been any qualified responses. The proposal was to administer and hire a subcontractor to manage that department. County Counsel Uhrhammer informed the board the subcontractor was not Prentice and Long. The recommended subcontractor was Prentiss Law Office. A separate and unrelated law office.

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

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

Deputy CAO Shaw informed the board a meeting would not be called for December 28, 2021.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 10:33 a.m.

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

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

ATTEST:

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