



Lassen County

Meeting Agenda

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

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

Tuesday, August 12, 2025

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

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. 25-019

*Next Ordinance in line for adoption: No. 2025-05

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) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Opioid litigation. 2 cases. 1) Sackler Settlement: In Re: National Prescription Opiate Litigation, Case No. 1:17-md-02804-DAP, pending in the U.S. District Court for the Northern District of Ohio; and 2) Purdue Bankruptcy: In re: Purdue Pharma L.P., et al, Case No. 19-23649, pending in the United States Bankruptcy Court, Southern District of New York.

3) Employee performance evaluation: County Administrative Officer.

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.: LASSEN NATIONAL FOREST SERVICE
SUBJECT: Presentation from Rick Hopson, Forest Supervisor for the Lassen National Forest, to provide an update on recent NEPA Decisions, Fredonyer Trail and Hat Creek-Westwood PG&E Powerline Clearance projects and current status of Dixie Post Fire Restoration and Recovery, Upper Butte Creek, West Lassen Headwaters, and the Pike's Point Low Water Boat Launch projects.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive presentation.

10:25 a.m.: RECESS

E. STUDY SESSION

F. BOARDS AND COMMISSIONS

G. INFORMATION/CONSENT CALENDAR

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

COUNTY ADMINISTRATIVE OFFICE

- 1** PRISON TRIAL COSTS REIMBURSEMENT
SUBJECT: Recap of High Desert State Prison Trials Cost Reimbursement
Billing for the months of July 2024 through June, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Cost June](#)

- 2** PRISON TRIAL COSTS REIMBURSEMENT
SUBJECT: Recap of High Desert State Prison Trials Cost Reimbursement
Billing for the months of July 2024 through July, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Costs July](#)

COUNTY CLERK-RECORDER

- 3** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF
JULY 22, 2025
SUBJECT: Meeting Minutes of July 22, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

HEALTH AND SOCIAL SERVICES

4

CHIEF FISCAL SUPERVISOR / FISCAL SUPERVISOR JOB DESCRIPTION

SUBJECT: Job description approval for Chief Fiscal Supervisor / Fiscal Supervisor within Health and Social Services Agency to include positions allocated within the Public Health, Behavioral health and Community Social Services Departments. Positions are already allocated within the respective budgets and the job description changes are necessary for recruitment purposes through CalHR/MERIT Systems.

FISCAL IMPACT: Funds are budgeted within Public Health Fund/Budget Unit No. 110-0731 - General Administrative Funding, Behavioral Health Fund/Budget Unit No. 110-0751 - General Administrative Funding, Community Social Services Fund/Budget Unit No. 120-0852 - General Administrative Funding, to support these positions.

ACTION REQUESTED: 1) Approve the Chief Fiscal Supervisor / Fiscal Supervisor Job Description.

Attachments:[G4-BOS HSS Fiscal Supervisor Job Description 08.12.2025](#)

5

HEALTH AND SOCIAL SERVICES AGENCY DIRECTOR JOB DESCRIPTION

SUBJECT: Revised job description approval for Health and Social Services Agency Director.

FISCAL IMPACT: The Health and Social Services Fund/Budget Unit No. 110-0721 may receive interfund and intrafund transfers from the following budgets - Public Health Fund and Budget Unit No. 110-0731 - General Administrative Funding, Tobacco Fund/Budget Unit No. 115-0733 - General Administrative Funding, Behavioral Health Fund/Budget Unit No. 110-0751 - General Administrative Funding, Alcohol and Drug Fund/Budget Unit No. 110-0771 - General Administrative Funding, Wraparound Fund/Budget Unit No. 110-0754 - General Administrative Funding, Community Social Services Fund/Budget Unit No. 120-0852 - General Administrative Funding, to support this position.

ACTION REQUESTED: 1) Approve the revised Health and Social Services Agency Director Job Description.

Attachments:[G5 - HSS Agency Director Job Description 08.12.2025](#)**MISCELLANEOUS CORRESPONDENCE ITEMS**

6

ACTION REQUESTED: Receive and file the following correspondence.

- a) Lassen County Planning Commission Meeting Agenda for August, 2025.
- b) City of Susanville Public Works Department Natural Gas Division Notice of Natural Gas Safety Pamphlet.
- c) Lassen Local Agency Formation Commission (LAFCo) Regular Meeting agenda for August 11, 2025.
- d) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Executive Board Meeting agenda for August 6, 2025.
- e) Application for Alcoholic Beverage License(s) - Kishor, Surinder / Leavitt Lake Market.
- f) Lassen Transit Service Agency (LTSA) Meeting Agenda for August 11, 2025.

Attachments: [MISC CORR](#)

H. DEPARTMENT REPORTS

COUNTY ADMINISTRATIVE OFFICE

1

APPOINTMENT OF AGRICULTURAL COMMISSIONER/SEALER OF WEIGHTS AND MEASURES

SUBJECT: Approve the appointment of Mr. Gary Fensler to the position of Agricultural Commissioner/Sealer of Weights and Measures for the term of four (4) years ending August 12, 2029, at Step B, Range 33, of the Appointed Department Head salary schedule.

FISCAL IMPACT: The currently budgeted base annual salary is \$135,503 (Range 33, Step G), allocated to Fund/Budget Unit No. 100-0601. The appointee is offered a base annual salary of \$106,818 (Range 33, Step B) resulting in a general fund savings. There will be additional salary savings from the appointee's vacant position during the recruitment period.

ACTION REQUESTED: 1) Approve the appointment and; 2) authorize the Chairman of the County Administrative Officer or his designee to execute the Payroll Action Form; and/or 2) provide direction to staff.

Attachments: [250812 Agenda Memo-Ag Cmsr-Final](#)

INFORMATION SERVICES

2

ANNUAL DELL PC PURCHASE

SUBJECT: Annual Dell PC Purchase

FISCAL IMPACT: This purchase is budgeted for in Fund/Budget Unit No. 104322 ISD Department, not to exceed \$200,000 from Dell Technologies.

ACTION REQUESTED: 1) Approve purchase; and 2) authorize the County Administrative Officer to execute the purchase; and/or 3) provide direction to staff.

Attachments: [Annual PC Purchase dell H2](#)

PLANNING AND BUILDING SERVICES

3

SMARTGOV LICENSING

SUBJECT: Contract between Lassen County and Granicus to provide SmartGov licensing for a three-year period of October 1, 2025, through September 30, 2028, with a not to exceed amount of \$57,14.77.

FISCAL IMPACT: The first annual fee has been budgeted in the 2025/2026 Fiscal Year budgets for Planning, Building, Surveyor and Environmental health. The accounts the fee is budgeted in are 100681-302800, 100682-302800, 100331-302800, and 1730732-302800.

ACTION REQUESTED: 1) Receive report; and 2) authorize the Chairman to execute the contract.

Attachments:[Granicus Contract Packet](#)

COUNTY ADMINISTRATIVE OFFICE

4

RESOLUTION REVISING, ADOPTING AND PROVIDING TO CALPERS PUBLICLY AVAILABLE PAY SCHEDULES (PAPS)

SUBJECT: Resolution revising, adopting and providing to CalPERS Publicly Available Pay Schedules (PAPS) for: 1) Appointed Department Heads-Confidential-Elected; 2) Deputy Sheriff Association; 3) Management and Professionals Association; 4) Peace Officer Management Association; 5) Peace Officer Supervisors Association; and 6) Road Workers Association which comply with compensation reporting requirements under Public Employees Retirement Law (PERL) and California Code of Regulations section 570.5 (CCR570.5).

FISCAL IMPACT: There is no fiscal impact for this action. The PAPS have been updated to comply with compensation reporting requirements only. There is no change to the salary amounts.

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

Attachments:[H4](#)

5

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

PROPOSED MEETING DATES FOR 2025:

August 19, 2025 – 9:00 a.m. – Board Meeting

August 26, 2025 – 9:00 a.m. – Board Meeting

September 2, 2025 – No Board Meeting

September 9, 2025 – 9:00 a.m. – Board Meeting

September 16, 2025 – 9:00 a.m. – Board Meeting

September 23, 2025 – 9:00 a.m. – Board Meeting

September 30, 2025 – No Board Meeting

October 7, 2025 – No Board Meeting

October 14, 2025 – 9:00 a.m. – Board Meeting

October 21, 2025 – 9:00 a.m. – Board Meeting

October 28, 2025 – 9:00 a.m. – Board Meeting

November 4, 2025 – No Board Meeting

November 11, 2025 – No Board Meeting (Holiday)

November 18, 2025 – 9:00 a.m. – Board Meeting

November 25, 2025 – 9:00 a.m. – Board Meeting

December 2, 2025 – No Board Meeting

December 9, 2025 – 9:00 a.m. – Board Meeting

December 16, 2025 – 9:00 a.m. – Board Meeting

December 23, 2025 – 9:00 a.m. – Board Meeting

ADJOURNMENT