



Lassen County

Meeting Minutes

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, July 8, 2025

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:05 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Maury Anderson, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

Present: 5 - Mike Scanlan, Gary Bridges, Tom Neely, Aaron Albaugh and Jason Ingram

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session item:

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

CLOSED SESSION

Closed session was held from 9:06 a.m. - 9:57 a.m.

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

RECESS: 9:57 A.M. - 10:00 A.M.

10:00 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

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

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session item:

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

Direction to staff was given.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

PUBLIC COMMENTS

Fair Manager Bill Payer: Announced the annual county fair would take place the week of July 13, 2025, and gave an update of recent fair events.

Brenda Narayan: PG&E Government Affairs Representative. Discussed her position with PG&E and invited the board to a meet and greet with her to discuss perspectives on PG&E.

Bob Tindel: Discussed a possible building purchase between Lassen County and the City of Susanville.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Ingram: 1) Wished everyone a happy 4th of July; 2) attended the South County Food Pantry distribution; 3) announced the Lassen County Fair event would commence next week; 4) will be sponsoring the 4H FFA Pizza dinner night. Thanked the owner of the Pizza Factory Jeff Chew; 5) thanked Office of Emergency Services (OES) Chief Silas Rojas for assisting with the incidents in South County.

Supervisor Albaugh: 1) Thanked Fair manager Bill Payer for the excellent work at the fair grounds; 2) invited everyone to attend the annual Lassen County Fair event; 3) attended a Rural County Representatives of California (RCRC) meeting in Alturas; 4) announced he won the Oyster Cookoff event challenge with Humboldt County Board of Supervisor Rex Bohn; 5) toured the Surprise Valley hot springs, geo thermal area, ranches, and Devil's Corral Wild Horse Facility. Stated California Department of Fish and Wildlife (CDFW) Director Chuck Bonham and California Natural Resources Agency Director Wade Crowfoot also attended; 6) encouraged RCRC to establish an Ad Hoc Committee for a predator committee; 7) announced RCRC was beginning the photo contest for their calendar.

Supervisor Scanlan: 1) Attended a Lassen-Modoc County Flood Control and Water Conservation District (LMCFCWCD) meeting; 2) had a discussion with Lassen County residents who spotted a wolf on a hike to the Olsen Barn in Chester and another wolf spotting on the Janesville Grade; 3) attended a Lassen Regional Solid Waste Management meeting; 4) attended the first Lassen County Planning Commission meeting of the year; 5) attended the California State Association of Counties (CSAC) budget training overview; 6) attended the

Chester 4th of July parade; 7) attended the Paul Bunyan Days in Westwood and participated in the parade; 8) met with constituents in District 1 to discuss the issues with the group home.

Supervisor Bridges: 1) Attended the LMCFCWCD meeting; 2) attended an RCRC and Golden State Natural Resources (GSNR) meeting in Alturas; 3) congratulated Supervisor Albaugh on winning the Oyster Cookoff; 4) acknowledged Fair Manager Payer and the community on the 4th of July event and fireworks show; 5) attended a 4th of July barbecue at Bruce Davies home; 5) announced the Lassen County Fair would commence next week; 6) reminded everyone to purchase the 4H dinner tickets.

Supervisor Neely: 1) Attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting regarding congregate meals; 2) attended the fire works show; 3) attended the Spalding parade.

PUBLIC HEARINGS

PLANNING AND BUILDING SERVICES SURVEYOR

SUBJECT: Proposed ordinance repealing and replacing Section 16.32.090 (Street requirements and definitions) of the Lassen County Code, repealing and replacing Section 16.32.100 (Road standards deviation) of the Lassen County Code and adding a subsection to Section 3.18.130 (Surveyor fees) of the Lassen County Code to provide for an hourly rate charge when any survey map listed within said section is required to be reviewed more than two times by the County Surveyor.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) conduct a public hearing; and 3) find that introduction of the proposed ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Subsection 15061(b)(3); and 4) introduce and waive the first reading.

Attachments: [BOS Packet 7-8-25 Surveyor Street Requirements and Definitions](#)

Planning and Building Services Surveyor Don Willis stated this item was an amendment to the county code to add an hourly rate charge to the fees. Discussion was held pertaining to road standards and types, parcels, road maintenance agreements and survey maps. Surveyor Willis explained the breakdown of the new fee and how it was determined. Planning and Building Director Gaylon Norwood confirmed the fee schedule would be available on the county website. Supervisor Neely stated a diagram was missing from the document. Surveyor Willis ensured the diagram would be added to the ordinance prior to adoption.

The Public Hearing was open from 10:38 a.m. - 10:39 a.m.

SPEAKERS IN FAVOR: None.

SPEAKERS IN OPPOSITION: None.

CAO Anderson was absent from 10:32 a.m. - 10:33 a.m.

A motion was made by Supervisor Bridges, seconded by Supervisor Albaugh, that this Ordinance be introduced and waive the first reading with the amendment. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

RECESS: 10:43 A.M. - 10:47 A.M.

MATTERS SET FOR TIME CERTAIN

BUILDING DIVISION ONLINE PORTAL DEMONSTRATION

SUBJECT: Demonstration of the Planning and Building Services Department's online building permit portal system with discussion.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive demonstration.

Director of Planning and Building Services Gaylon Norwood informed the board this item was an online building permit portal that has been available on the county website since October 2024. The portal allows contractors and landowners to obtain building permits online and had been working successfully. Planning and Building Services Permit Technician Danalee Rodriguez, Administrative Assistant Dana Hopkins, and Senior Building Inspector Matt Schortz gave a power point presentation on the permit portal navigation. Brief discussion was held.

BOARDS AND COMMISSIONS

CAO Anderson gave a brief overview of prior appointments to both boards and recommended the board to appoint the County Administrative Officer as the regular member and Deputy CAO Samantha McMullen as the alternate member.

COMMITTEE APPOINTMENTS

SUBJECT: Make committee appointments

FISCAL IMPACT: None.

ACTION REQUESTED: Make appointments of Regular (R) and Alternate Member (A) to the following Boards:

1. Trindel Insurance Fund

a. Government Code section 6500, Joint Powers Agency.

b. One elected official or employee appointed by Board of Supervisors. One alternate appointed by Board also.

CURRENT APPOINTMENTS: McMullen (R), Schaap (A)

2. Public Risk Innovation Solutions Management (PRISM)

a. Government Code section 6500, Joint Powers Agency.

b. One director from each member County and one alternate director.

CURRENT APPOINTMENTS: McMullen (R), Schaap (A)

A motion was made by Supervisor Albaugh, seconded by Supervisor

Bridges, that these appointments be approved. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

INFORMATION/CONSENT CALENDAR

Supervisor Scanlan requested to pull Item# G1 - Lassen County Meeting Minutes of June 24, 2025; Supervisor Neely requested to pull Item# G2 - Public Health Agreement With Santa Cruz; Supervisor Albaugh requested to pull Item# G3 - Lassen County Jail Data Sharing.

Approval of the Consent Agenda

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Fish and Game Commission Regular Meeting Agenda for June 19, 2025.
- b) Lassen County Planning Commission Regular Meeting Agenda for July 1, 2025.
- c) PG&E 2025 CPUC 768.6 Electric Annex Regional Meetings Calendar.
- d) Lassen Transit Service Agency Regular Meeting Agenda for June 23, 2025.
- e) Lassen County Behavioral Health Advisory Board Meeting Agenda for July 14, 2025.
- f) Notice of the Lassen County Fair Advisory Board Meeting scheduled for Tuesday, July 8, 2025.

Attachments: [G4](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF JUNE 24, 2025.

SUBJECT: Meeting Minutes of June 24, 2025.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

Supervisor Scanlan stated there was an error in his unagendized reports. The minutes reflected Supervisor Scanlan attended the Big Valley Recreation Authority pool meeting. Supervisor Scanlan said he attended the Honey Lake Valley Recreation Authority pool meeting.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

HEALTH AND SOCIAL SERVICES

PUBLIC HEALTH AGREEMENT WITH COUNTY OF SANTA CRUZ
SUBJECT: Agreement between Lassen County and County of Santa Cruz to access health services to residents, through the provision of County-Based Medi-Cal Administrative Activities (CMAA) and/or Targeted Case Management (TCM).

FISCAL IMPACT: The Agreement will be paid from Public Health Fund/Budget Unit No. 110-0731.

ACTION REQUESTED: 1) Approve the Agreement with the County of Santa Cruz and 2) authorize the County Administrative Officer or designee to execute the Agreement.

Attachments: [G2- BOS PH Santa Cruz 7.8.25](#)

Brief discussion was held as to the purpose of billing through Santa Cruz County. County Counsel Uhrhammer stated Santa Cruz County had a specialized area of billing. The contract with Santa Cruz county allows for preparation of billing reports for Lassen County to reimburse staff time for medical related services provided. This contract served to multiple departments within the county. Brief discussion was held.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

SHERIFF'S DEPARTMENT

LASSEN COUNTY JAIL DATA SHARING

SUBJECT: Consider approval of addendum to Software License and Maintenance Agreement with Equivant for CalAim data sharing upgrades.

FISCAL IMPACT: The cost will come from Fund/Budget Unit No. 130-0525 in the amount of \$169,845 to be allocated and expended in the Fiscal Year 2025/2026 budget and reimbursed by CalAim funds.

ACTION REQUESTED: 1) Approve addendum to the Software License and Maintenance Agreement with Equivant; and 2) authorize Chairman to

execute the addendum; and/or 3) provide direction to staff.

Attachments: [SO Attach](#)

Sheriff/Coroner John McGarva informed the board this item was an inter sharing program with all county departments that allowed the jail to share inmate applications for multiple county services offered. This program was more efficient to assist inmates upon release to become more successful in society. The Data Sharing program was grant funded and mandated by the state. Sheriff McGarva also stated the Data Sharing program also benefited staff by saving time by not having to repeat the same job function for each department assisting the inmate. All information would be shared with the departments responsible for the inmate's success. Information Services Department (ISD) Technical Specialist Travis Stading discussed the data housing within ISD. Director of Behavioral Health Tiffany Armstrong supported this program.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

CALIFORNIA HIGHWAY PATROL CANNABIS TAX FUND GRANT PROGRAM

SUBJECT: California Highway Patrol Cannabis Tax Fund Grant Program.

FISCAL IMPACT: Revenue appropriated by the California State Controller's Office in the amount of \$277,933.17 in grant funding for Fiscal Year 2025/2026.

ACTION REQUESTED: 1) Adopt resolution for purposes of accepting funds from the California Highway Patrol Cannabis Tax Fund Grant Program; and/or 2) provide direction to staff.

Attachments: [SO](#)

Sheriff's Lieutenant (Lt) Michael Carney informed the board this item was to discuss a grant opportunity from the California Highway Patrol's Cannabis Tax Fund and gave a brief history of Proposition 64. Lassen County Sheriff's Office applied for the grant funding and received notification the grant was awarded for a one year cycle. Funding would be used for equipment purchases, a new patrol car, additional staffing, and drug/alcohol testing machines for patrol vehicles. Recommendation was to adopt the resolution. Brief discussion was held.

A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, that this Resolution No. 25-018 be adopted. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

OFFICE OF EMERGENCY SERVICES

FISCAL YEAR 2023-2024 WILDFIRE PREVENT GRANT EXCAVATOR PURCHASE

SUBJECT: Purchase of CAT 317 Excavator from Empire CAT using the OMNIA Partners Cooperative Contract #212816 in the amount of \$398,976.07.

FISCAL IMPACT: No impact to General Fund. Expenditures will be fully reimbursed by grant funding. This purchase will be paid from Fund/Budget Unit No. 136-0661.

ACTION REQUESTED: 1) Approve the purchase and; 2) authorize the County Administrative Officer to execute the purchase order.

Attachments: [H2](#)

Office of Emergency Services (OES) Chief Silas Rojas informed the board this item was a grant funded purchase for a CAT 317 Excavator with attachments, warranty and a maintenance package purchased through Empire CAT using the OMNIA Partners Cooperative Contract. OES Chief Rojas briefly discussed the purchase package and stated the equipment was owned by Lassen County, serviced and operated by Calfire per a Memorandum of Understanding. Brief discussion was held.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

FISCAL YEAR 2023-2024 WILDFIRE PREVENTION GRANT TRAILER PURCHASE

SUBJECT: Purchase of Landoll 354F-31 traveling axle trailer from PAPE Kenworth using the Sourcewell pricing in the amount of \$114,324.28.

FISCAL IMPACT: No impact to General Fund. Expenditures will be fully reimbursed by grant funding. This purchase will be paid from Fund/Budget Unit No. 136-0661.

ACTION REQUESTED: 1) Approve the purchase and; 2) authorize the County Administrative Officer to execute the purchase order.

Attachments: [H3](#)

Office of Emergency Services (OES) Chief Silas Rojas stated this item was the same grant requirement as the previous board item. This grant was to purchase a Landoll 354F-31 traveling axle trailer from PAPE Kenworth using the Sourcewell pricing. The purpose of the trailer was to haul the CAT 317 Excavator. OES Chief Rojas discussed the equipment attachments and package of the trailer. Brief discussion was held.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

COUNTY ADMINISTRATIVE OFFICE

This item was removed from the agenda.

RECESS: 11:57 a.m. - 12:01 p.m.

HEALTH & SOCIAL SERVICES

AGREEMENT BETWEEN LASSEN COUNTY AND THE COUNTY OF FRESNO

SUBJECT: Agreement between Lassen County and Fresno County to provide needed specialty mental health services (SMHS) placements for children and adolescents. For the term from April 1, 2025, through June 30, 2027, with a Maximum Amount of \$500,000.

FISCAL IMPACT: There is no impact on the County General Fund. This Agreement will be paid from Behavioral Health Fund/Budget Unit No.

110-0751 and Mental Health Services Act Fund/Budget Unit No. 164-0752.

ACTION REQUESTED: 1) Approve the Agreement with Fresno County, and 2) authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [H5- BOS BH Fresno County 7.8.25](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was for juvenile mental health services provided by Fresno county, similar to other counties providing the same services to Lassen County. The difference between Fresno County compared to other counties was Fresno required a full contract as other counties would invoice for services provided without a contract. Director Armstrong stated this was a rare occurrence, however a full contract was required by Fresno County. County Counsel Uhrhammer stated the contract term expired on June 30, 2027, with an agreement amount of \$100,000 per fiscal year.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

AGREEMENT BETWEEN NORTH AMERICAN MENTAL HEALTH AND LASSEN COUNTY

SUBJECT: Agreement between North American Mental Health and Lassen County for Professional Psychiatric, Diagnostic, and Therapeutic Services in the amount of \$300,000 for the term of July 1, 2025, through June 30, 2026.

FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund and Budget Unit No. 110-0771, 110-0751, 164-0752, and 165-0751.

ACTION REQUESTED: 1) Approve the Agreement with North American

Mental Health; and 2) authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [H6-BOS BH North American Mental Health 7.8.25](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was a contract that had to be annually renewed with Locum to provide staffing when needed to give medication services to the county's diverse population that included indigent, medical, veterans, homeless, and the uninsured. Brief discussion was held.

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

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson reported: 1) attended the RCRC meeting in Alturas; 2) stated the county had recently been internally live streaming the board meetings with an anticipated date of going live to the public in the near future.

Supervisor Scanlan asked how the live streaming of the board meeting would be accessed. ISD Technical Specialist Travis Stading said it would be hosted on a YouTube TV channel with a link provided on the county's website.

ADJOURNMENT

There being no further business, the meeting is adjourned at 12:11 p.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board