



Lassen County

G5

Meeting Minutes Board of Supervisors

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, March 17, 2026

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:00 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: Deputy County Administrative Officer (CAO) Samantha McMullen, Deputy County Counsel Gretchen Stuhr, and Deputy Clerk of the Board Michele Yderraga.

CAO Maury Anderson was absent by prearrangement.
County Counsel Andrew Plett was absent by prearrangement.

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

Deputy CAO McMullen announced the following closed session items:

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

This item was pulled from the agenda.

2) Employee performance evaluation: Office of Emergency Services Chief.

CLOSED SESSION

Closed session was held from 9:01 a.m. - 9:43 a.m.

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

Office of Emergency Services Chief was present from 9:01 a.m. - 9:43 a.m.
Calfire Lassen Modoc Unit Chief Josh Kern was present from 9:01 a.m. - 9:43

a.m.

Sheriff/Coroner John McGarva was present from 9:01 a.m. - 9:43 a.m.

RECESS: 9:43 a.m. - 9:49 a.m.

9:49 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

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

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Deputy County Counsel Stuhr announced the following closed session items:

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

This item was pulled from the agenda.

2) Employee performance evaluation: Office of Emergency Services Chief.

No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Ingram: 1) Attended the Milford Food Pantry; 2) attended a Caleb Montgomery concert; 3) will be meeting with the animal shelter volunteers; 4) will be attending a 395 Coalition meeting.

Supervisor Scanlan: 1) Attended a Fair Advisory Board meeting; 2) attended a Susan Hills Water District meeting; 3) attended a Spalding Fire Protection District meeting; 4) attended the UC Berkeley presentation on predators; 5) met with Lassen Forest Supervisor Rick Hopson; 6) will be attending the Honey Lake Valley Recreation Authority pool meeting.

Supervisor Albaugh: 1) Attended a Fair Advisory Board meeting; 2) attended the UC Berkeley predator presentation; 3) will be attending a Rural County Representatives of California (RCRC) meeting in Sacramento; 4) attended a Rural Advocacy Institute (RAI) meeting; 5) requested to donate \$500 from Discretionary Funds to the Fair to purchase a new picnic table in memory of

Claude Neely.

Supervisor Bridges: 1) Attended an agenda meeting; 2) attended the UC Berkeley predator meeting; 3) attended a celebration of life for Tom Swickard. Thanked Fair Manager Bill Payer for preparing Jensen Hall; 4) announced yesterday was the first delivery date for the Meals on Wheels for the seniors.

Supervisor Neely: 1) Thanked Supervisor Albaugh for the donation of the picnic table at the fair and stated his family appreciated it; 2) will be attending a pool meeting; 3) will be meeting with Megan Hartell on Friday; 4) stated he was very excited about the senior lunch program; 5) requested to donate \$500 from Discretionary Funds to the Jolly Elders; 6) announced the Fire Safe Council would be having a meeting on March 18, 2026; 7) announced the Blue Star Moms would be hosting another Bingo event on March 30, 2026. Doors would open at 5:00 p.m. with Bingo commencing at 6:00 p.m.

Supervisor Neely and Supervisor bridges recognized Community Social Services (CSS) Director Jayson Vial, Adult Services Program Manager Tina Kennemore, and Fair Manager Bill Payer for the assistance, dedication, and support with the congregate meals program.

MATTERS SET FOR TIME CERTAIN

COMMUNITY SOCIAL SERVICES

SUBJECT: Proclamation: Social Work Month - March 2026

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Proclamation.

Attachments: [D1](#)

Community Social Services (CSS) Director Jayson Vial informed the board this item was a Proclamation for Social Worker Appreciation Month and read the proclamation.

A Motion was made by Supervisor Ingram, seconded by Supervisor Neely to Adopt the Proclamation.

Supervisor Scanlan stated he was very much in favor of the Proclamation and stated the social workers were doing a great job. Supervisor Scanlan requested the proclamation to be amended to strike the verbiage "...including immigrants, LGBTQIA25+ individuals,". The wording "...vulnerable populations and those facing discrimination" covered everyone rather than elevating one group over another over another.

A motion was made by Supervisor Scanlan, seconded by Supervisor Albaugh to amend the original motion to strike the wording "including immigrants, LGBTQIA25+ individuals". The motion carried by the following roll call vote:

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

A motion was made by Supervisor Scanlan, seconded by Supervisor Ingram, that this Proclamation be adopted as amended. The motion carried by the following vote:

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

BUREAU OF LAND MANAGEMENT (BLM) LAND ACQUISITION

SUBJECT: Consider providing a letter of support for BLM acquisition of land for the following: Modoc Line (District 5), Bizz Johnson Trail Corridor (District 1), Bald Mountain (District 5), Sierra Pacific Industries (SPI) Inholdings near Shaffer and Fredonyer (Districts 4 & 5), and access easements within the Twin Peaks allotment.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Receive report; and 2) authorize the Chairman to execute a letter of support; or 3) provide alternate direction.

Attachments: [D2](#)

Director of Planning and Building Services Gaylon Norwood introduced Dan Ryan from the Bureau of Land Management (BLM) and stated he would be giving a presentation on land acquisition with BLM. BLM Field Office Manager of the Eagle Lake Office Emily Ryan introduced herself and briefly discussed details of the presentation. BLM District Realty Specialist of Northern California Dan Ryan introduced himself and gave an overview of BLM and the process of acquisitions. Mr. Ryan discussed grant funding, Bizz Johnson Trail, Fredonyer Mountain, hiking and equestrian trails, property disposal process, land swapping, Sierra Pacific Industries (SPI), easements, Eagle's Nest, escape routes, abandoned rail lines, Lassen Land and Trails Trust (LLTT), and public access. Extensive discussion was held.

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

Aye: 4 - Scanlan, Bridges, Albaugh and Ingram

Nay: 1 - Neely

2025 ANNUAL REPORT FOR THE BIG VALLEY GROUNDWATER BASIN

SUBJECT: Submittal of the Water Year 2025 Annual Report for the Big Valley Groundwater Basin, per requirements of the Sustainable Groundwater Management Act.

FISCAL IMPACT: No known fiscal impact; reporting only.

ACTION REQUESTED: 1) Receive report; and 2) adopt a resolution directing staff to submit the Water Year 2025 Annual Report for the Big Valley Groundwater Basin to the Department of Water Resources (DWR), per requirements of the Sustainable Groundwater Management Act (SGMA).

Attachments: [D3](#)

Director of Planning and Building Services Gaylon Norwood informed the board this item was the annual report for the Big Valley Groundwater Basin and gave a brief overview of it's purpose. Director Norwood said he attended the Big Valley Groundwater Agency Committee (BVAC) meeting and made edits to the report and was bringing back to the Board of Supervisors for approval. Director Norwood informed the board this item was agendized last week for the Modoc Board of Supervisors approval and a copy of their adopted resolution was in the board packet. This item was time sensitive and needed to be submitted to the Department of Water Resources (DWR) before April 1, 2026. Supervisor Albaugh encouraged staff if at some point he was not on the board to never allow DWR to have a Sustainable Ground Water Management (SGMA) system in any basin and thanked staff for their diligent work on the item.

A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, that this Resolution No. 26-008 be adopted. The motion carried by the following vote:

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

RECESS: 10:59 a.m. - 11:05 a.m.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G5 - Allocation and Funding for an Additional One (1) Full Time Employee (FTE) Facilitator I/II Position in Wraparound/Family Solutions; Item# G6 - Community Social Services Agreement Between Lassen County and Lassen Family Services; Item# G7 - Community Social Services Agreement Between Lassen County and Lassen Family Services. Supervisor Neely requested to pull Item# G10 - First Amendment to Agreement with Hat Creek Construction and Materials, Inc.

Approval of the Consent Agenda

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

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

BOARD OF SUPERVISORS

SUPERVISOR INGRAM

SUBJECT: Request to designate from Discretionary Funds: \$100 to the Susanville Bluegrass Music Alliance; and \$250 to the Junior Fishing Derby.

FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.

ACTION REQUESTED: Approve expenditures.

This Action Item was approved on the Consent Agenda.

SUPERVISOR BRIDGES

SUBJECT: Request to designate from Discretionary Funds: \$250 to the Susanville Bluegrass Music Alliance.

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.

COUNTY ADMINISTRATIVE OFFICE

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for January, 2026 and February, 2026.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

These Reports were received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 10, 2026

SUBJECT: Meeting Minutes of March 10, 2026.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [G4](#)

These Minutes were approved on the Consent Agenda.

HEALTH AND SOCIAL SERVICES

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND SOCIAL CHANGE PARTNERS, LLC

SUBJECT: Agreement between Lassen County and Social Change Partners, LLC. to complete the Outcomes and Accountability Review Progress Report #2 for the California Work Opportunity and Responsibility to Kids Program for the term of February 1, 2026, through June 30, 2026, and a maximum amount of \$45,000.

FISCAL IMPACT: This Agreement will be paid from Fund/Budget Unit No. 120-0855.

ACTION REQUESTED: 1) Approve the agreement with Social Change Partners, LLC. And; 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G8](#)

This Action Item was approved on the Consent Agenda.

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND SOCIAL CHANGE PARTNERS, LLC

SUBJECT: Agreement between Lassen County and Social Change Partners, LLC. to complete a compliant Child and Family Team Practice and Improvement Plan for the term of February 1, 2026, through June 30, 2026, for a maximum amount of \$25,000.

FISCAL IMPACT: This Agreement will be paid from Fund/Budget Unit No. 120-8531.

ACTION REQUESTED: 1) Approve the agreement with Social Change Partners, LLC. and; 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G9](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Fair Advisory Board Meeting Agenda for March 10, 2026.
- b) Lassen County Fair Livestock Committee Meeting Agenda for March 9, 2026.
- c) Lassen County Fair Exhibit Committee Meeting Agenda for March 9, 2026.
- d) Lassen County Fair Long Range Committee Meeting Agenda for March 9, 2026.
- e) Lassen County Entertainment Committee and Interim Committee Meeting Agenda for February 24, 2026.
- f) Planning and Service Area 2 Area Agency on Aging (PSA 2 AAA) Meeting Agenda for March 16, 2026.

Attachments: [G11](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

HEALTH & SOCIAL SERVICES

ALLOCATION AND FUNDING FOR AN ADDITIONAL ONE (1) FULL TIME EMPLOYEE (FTE) FACILITATOR I/II POSITION IN WRAPAROUND/FAMILY SOLUTIONS

SUBJECT: Lassen County Wraparound/Family Solutions Division within Community Social Services is requesting to add an additional Facilitator I/II within Fund/Budget Unit No. 110-0754 to support increased caseloads.

FISCAL IMPACT: The salaries and benefits for the additional position will be paid out of Wraparound Fund/Budget Unit No. 110-0754 up to the amount of

\$102,358.

ACTION REQUESTED: Approve additional 1 FTE Facilitator I/II position within Wraparound Fund/Budget Unit No. 110-0754.

Attachments: [G5](#)

Health and Social Services Assistant Director/Personnel Coordinator Danielle Sanchez informed the board this item was to add an additional position within the Wraparound budget. Community Social Services (CSS) Program Manager Daisy Murdock discussed how the program has grown, state guidelines, case loads, funding, and clients. CSS Director Jayson Vial gave a detailed overview of the Wraparound Program. Additional 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

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND LASSEN FAMILY SERVICES

SUBJECT: Agreement between Lassen County and Lassen Family Services for Child Abuse Prevention Intervention and Treatment for the term of July 1, 2025, through June 30, 2026, for a maximum amount of \$95,300.

FISCAL IMPACT: This agreement will be paid from Fund/Budget Unit No. 120-8531.

ACTION REQUESTED: 1) Approve the agreement with Lassen Family Services; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G6](#)

Community Social Services (CSS) Director Jayson Vial informed the board this item was for the Parenting Education Program at Lassen Family Services. This item and the next few items were to extend the maximum amounts of the contract. Director Vial stated the services provided were important to the communities. Discussion was held pertaining to foster care and state guidelines.

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

Aye: 4 - Scanlan, Bridges, Neely and Ingram

Nay: 1 - Albaugh

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND LASSEN FAMILY SERVICES

SUBJECT: Agreement between Lassen County and Lassen Family Services for supervised visitation between parents and children for the term of July 1, 2025, through June 30, 2026, for a maximum amount of \$36,200.

FISCAL IMPACT: This agreement will be paid from Fund/Budget Unit No. 120-8531.

ACTION REQUESTED: 1) Approve the agreement with Lassen Family Services; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G7](#)

Community Social Services (CSS) Director Jayson Vial informed the board this item was an agreement for parent supervised visitation. The supervised visitation was normally court ordered by a judge to see how families interacted with their children during supervised visits. This was a requirement for the reunification process. Director Vial discussed qualifications for a trained visitation supervisor. Consequences were explained if the Board of Supervisors did not approve the item. County Counsel Stuhr stated the services are required and were titled into funding for foster placements. If funding is not available due to the item not being approved the county would have to pay for foster care.

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

Aye: 4 - Scanlan, Bridges, Neely and Ingram

Nay: 1 - Albaugh

PUBLIC WORKS DEPARTMENT

FIRST AMENDMENT TO AGREEMENT WITH HAT CREEK CONSTRUCTION AND MATERIALS, INC.

SUBJECT: Approve the First Amendment to Agreement with Hat Creek Construction and Materials, Inc. for the Public Road Crossing Improvement Project on Hackstaff Road.

FISCAL IMPACT: Funding is available within the current 2025/2026 Fiscal Year Road Construction Fund/Budget Unit No. 122-1222

ACTION REQUESTED: 1) Approve the First Amendment to agreement with Hat Creek Construction and Materials, Inc. for the Public Road Crossing Improvement Project on Hackstaff Road; and 2) authorize the Director of Public Works or designee to execute the first amendment to agreement.

Attachments: [PW Attach](#)

This item was tabled to the March 24, 2026, Board of Supervisors meeting.

A motion was made by Supervisor Albaugh, seconded by Supervisor Neely, to table this item. The motion carried by the following vote:

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

HEALTH & SOCIAL SERVICES

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND LASSEN FAMILY SERVICES FOR WRAPAROUND
SUBJECT: Agreement between Lassen County and Lassen Family Services for Parent Advocacy and Mentoring for the term of July 1, 2025, through June 30, 2026, for a maximum amount of \$172,054.

FISCAL IMPACT: This agreement will be paid from Fund/Budget Unit No. 110-0754.

ACTION REQUESTED: 1) Approve the amendment with Lassen Family Services; and 2) authorize the County Administrative Officer to execute the amendment.

Attachments: [H1](#)

Community Social Services (CSS) Director Jayson Vial informed the board this item was to add a maximum amount for the Parent Partner contract. The contract would expire in June 2026, and would be handled internally after the expiration. Discussion was held pertaining to staffing, funding, and billing. Extensive discussion was held.

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

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

PLANNING AND BUILDING SERVICES

ORDINANCE AMENDING THE LASSEN COUNTY CODE CHAPTER 12.36
HOUSE NUMBERING

SUBJECT: Ordinance amending Section 12.36.030 (Assignment), Section 12.36.054 (Maps) and Section 12.36.058 (Display of numbers) of Chapter 12.36 (House Numbering) of the Lassen County Code.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive Report; and 2) introduce the ordinance and read (or waive); and 3) continue until March 24, 2026, for adoption.

Attachments: [H2](#)

Director of Planning and Building Services Gaylon Norwood read the subject and action lines of the request. Director Norwood stated this item was only to clean up the language of the existing ordinance. Director Norwood stated amendments were being made to the County Surveyor, maps, housing numbers, and permits. Brief discussion was held. The request was to introduce the ordinance and waive the reading.

A motion was made by Supervisor Scanlan, seconded by Supervisor Neely, to introduce and waive reading. The motion

carried by the following vote:

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

COUNTY ADMINISTRATIVE OFFICE

MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF LASSEN AND UNITED PUBLIC EMPLOYEES OF CALIFORNIA, LOCAL 792 (UPEC) AND ACCOMPANYING SIDE LETTER AGREEMENT
SUBJECT: Ratification of Memorandum of Understanding (MOU) between County of Lassen and United Public Employees of California, Local 792 (UPEC)- Lassen County General Employees' Unit (General) effective July 1, 2025 through June 30, 2027; and ratification of accompanying side letter agreement.

FISCAL IMPACT: Varied over multiple budget units.

ACTION REQUESTED: 1) Ratify MOU and accompanying side letter with UPEC - General Unit; and 2) authorize the County Administrative Officer to execute the MOU and side letter; and/or 3) provide direction to staff.

Attachments: [H3](#)

[03132026_APPENDIX A-UPEC CLASSIFICATION LIST](#)

Deputy CAO Samantha McMullen stated this item was a side letter for the United Public Employees of California, Local 792 (UPEC). It was brought to attention there was a classification missing in the appendix for a staff member. The side letter will cure the error. Brief discussion was held.

A motion was made by Supervisor Ingram, 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

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

Deputy CAO McMullen reported: 1) CAO Anderson was in training this week and would return next week; 2) announced Baseline started for the children.

ADJOURNMENT

There being no further business, the meeting is adjourned at 12:04 p.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board

DRAFT