



# Lassen County

## Meeting Minutes

### Board of Supervisors

#### LASSEN COUNTY SUPERVISORS:

**DISTRICT 1 - CHRIS GALLAGHER - VICE CHAIRMAN; DISTRICT 2 - GARY BRIDGES; DISTRICT 3 - TOM NEELY; DISTRICT 4 - AARON ALBAUGH - CHAIRMAN; DISTRICT 5 - JASON INGRAM**

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Tuesday, December 17, 2024

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:01 A.M. CALL TO ORDER

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

#### PUBLIC COMMENT

None.

#### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

- 1) Conference with Labor Negotiator Scott McLeran: a) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA); b) Lassen County Peace Officers Association; and c) Lassen County Deputy Sheriffs Association (LCDSA); and d) Lassen County Road Workers Association (LCRWA).
- 2) Employee performance evaluation: County Counsel.

#### CLOSED SESSION

Closed session was held from 9:02 a.m. - 10:00 a.m.

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

Deputy CAO Tony Shaw was present from 9:02 a.m. - 9:31 a.m. Personnel/Risk Analyst Regina Schaap was present from 9:02 a.m. - 9:31 a.m. Labor Negotiator Scott McLeran was present via teleconference from 9:02 a.m. - 9:28 a.m. CAO Egan, County Counsel Uhrhammer, Deputy Clerk of the Board Yderraga, Deputy CAO Shaw, and Personnel/Risk Analyst Schaap were absent from 9:31 a.m. - 10:00 a.m.

RECESS: 10:00 a.m. - 10:07 a.m.

**10:07 A.M. OPENING CEREMONIES****Pledge of Allegiance and Invocation**

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

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

CAO Egan announced the following closed session items:

- 1) Conference with Labor Negotiator Scott McLeran: a) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA); b) Lassen County Peace Officers Association; and c) Lassen County Deputy Sheriffs Association (LCDSA); and d) Lassen County Road Workers Association (LCRWA).

No reportable action.

- 2) Employee performance evaluation: County Counsel.

No reportable action.

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

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

**PUBLIC COMMENTS**

Amanda Eder: Discussed county permit fees.

Cheryl Barcia: Discussed county permit fees.

David Teeter: Discussed county permit fees and housing.

Director of Community Social Services Jayson Vial: Discussed the county Christmas party.

Assistant Director/Personnel Coordinator Danielle Sanchez: Discussed the county Christmas party.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Gallagher: 1) Thanked the board for indulging him in his absence; 2) briefly discussed Lassen County and the City of Susanville fees; 3) wished everyone a Merry Christmas.

Supervisor Bridges: 1) Attended a California State Association of Counties (CSAC) meeting; 2) acknowledged everyone who worked on the county Christmas party. Especially thanked Daisy Murdock; 3) attended the Christmas symphony; 4) wished everyone a Merry Christmas and Happy New Year.

Supervisor Neely: 1) Attended the Janesville Fire Department Christmas Party; 2) attended the Janesville Parade of Lights. Thanked the Barcia Family for hosting the event; 3) attended an air pollution meeting; 4) attended the county

Christmas party. Stated it was a great event and appreciated everyone's hard work; 5) wished everyone a Merry Christmas.

Supervisor Ingram: 1) Attended an air pollution meeting; 2) attended the FCI Herlong Community Breakfast; 3) attended the Janesville Parade of Lights; 4) will be ringing the bell at Walmart; 5) attended the Salvation Army Food Distribution event; 6) will be attending the opioid meeting at the casino; 7) thanked the Lassen County staff for putting on the county Christmas party; 8) wished everyone a Merry Christmas.

Supervisor Albaugh: 1) Attended the light parade in Bieber; 2) attended a Rural County Representatives of California (RCRC) meeting; 3) attended a solid waste meeting; 4) thanked the Lassen County staff for hosting the Christmas party; 5) wished everyone a Merry Christmas; 6) stated it was an honor and a privilege to serve with Supervisor Gallagher the last eight years. Supervisor Gallagher had always put the county first and himself last. Supervisor Gallagher would be missed.

## MATTERS SET FOR TIME CERTAIN

### RETIREMENT PROCLAMATION FOR DECEMBER 2024

SUBJECT: Retirement Proclamation

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Present Proclamations to: Cheryl Lauritsen (Agricultural Department); and 2) Richard Egan (County Administrative Officer); and 3) adopt Proclamations.

Supervisor Albaugh presented Retirement Proclamations to Cheryl Lauritsen (Agricultural Department) and Richard Egan (County Administrative Officer).

SPEAKERS: Supervisor Albaugh, Agricultural (Ag) Commissioner Craig Hemphill, Supervisor Neely, CAO Egan, Supervisor Bridges, Supervisor Gallagher, Jim Chapman, Planning and Building Services Director Maury Anderson.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that these Proclamations be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

### DAHLE PROCLAMATION

SUBJECT: Proclamation recognizing Senator Brian Dahle on his retirement from the California State Legislature.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Proclamation.

Supervisor Albaugh presented a Retirement Proclamation to California 1st District State Senator Brian Dahle.

Senator Brian Dahle presented a Retirement Proclamation to Board of Supervisor District 1 Chris Gallagher.

SPEAKERS: Senator Brian Dahle, Supervisor Albaugh, Supervisor Gallagher, CAO Egan.

RECOGNITION AWARDS FOR DECEMBER 2024

SUBJECT: Recognition awards for December 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Present Recognition Awards to: 10 Years: Grace Poor (Health and Social Services); 20 Years: Michael Johnson (Planning and Building Services); and 25 Years: Yvonne Hawkes (Health and Social Services).

Supervisor Albaugh recognized the following employee: 10 Years: Grace Poor (Health and Social Services); 20 Years: Michael Johnson (Planning and Building Services); 25 Years: Yvonne Hawkes (Health and Social Services).

SPEAKERS: Director of Community Social Services Jayson Vial, Supervisor Bridges, Supervisor Gallagher, Supervisor Albaugh, Director of Planning and Building Services Maury Anderson.

UNITED STATES FOREST SERVICE

SUBJECT: Report of activities.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

United States Forest Service (USFS) Hat Creek District Ranger Lejon Hamann gave a detailed update of recent forest activity. Mr. Hamann discussed prescribed burning, weather, timber sales, current projects throughout the forest, tree falling, landscaping projects, logging, marina docks, off-highway recreational vehicle trails, and reforestation. Discussion was held.

Supervisor Neely was absent from 11:09 a.m. - 11:10 a.m.

CAO Egan was absent from 11:09 a.m. - 11:12 a.m.

KRAMER RANCH LLC, PROTEST OF NOTICE OF NON-RENEWAL

SUBJECT: Kramer Ranch LLC, protest of the Williamson Act contract non-renewal recorded as Instrument Number 2024-03086, which was recorded pursuant to direction given by the Board of Supervisors through Resolution 12-050, (File# 844.04.01).

FISCAL IMPACT: Potentially significant decrease in property tax revenue if the board does not support existing Board Policy Resolution No. 12-050 amending the policies and procedures for implementing the California Land Conservation Act of 1965 (Williamson Act) in Lassen County.

ACTION REQUESTED: 1) Receive the protest filed by Rob Kramer for Kramer Ranch LLC; and 2) receive the staff report; and 3) invited comments; and 4) make one of the following decisions regarding the protest: a) Determine that the recorded non-renewal notice is appropriate; or b) provide direction to staff.

Attachments: [Scanned BOS Packet, Kramer Protest 2024.2](#)

Supervisor Albaugh recused himself and was absent from 11:32 a.m. - 12:36

p.m.

Director of Planning and Building Services Maury Anderson stated the Williamson Act guidelines had been previously presented to the board in 2012, staff followed the direction of the adopted resolution and that was the purpose of the protest today. Director Anderson gave a brief over of the item and reminded the board there had been a couple dozen Williamson Act Contracts that had been non-renewed. Assessor Nick Ceaglio stated he had Assessor's Chief Appraiser Ed Fitzhenry present to speak on behalf of the Assessor's office as it related. Assessor Ceaglio stated the Assessor's Office was not a party to the action and was the responsive agency in the sense that they were in accordance with the Revenue and Taxation (R&T) Code, Constitution, and the state board. Chief Appraiser Fitzhenry gave a brief overview of the process when a notice of non-renewal is issued by Planning and Building Services. Supervisor Gallagher asked if there was an evaluation of what the cost difference would be for a renewal compared to a non-renewal. Chief Appraiser Fitzhenry stated calculations were math equations that included restriction of value, Proposition 13 value, subtraction, discounted for the remainig term based on an interest rate per the Board of Equalization. With Proposition 13 changing over the years for the pricing index, it would be impossible to quote for 2025 as the Consumer Pricing Index (CPI) had not been issued. There would not be a way to say what the tax difference would be in 2025. Supervisor Gallagher asked what the parameters were. Chief Appraiser Fitzhenry stated initially, year one had no protest, and the increase was approximately \$5600. That's the difference. Roughly more than a 100% increase in property taxes would occur year over year. Only the land is subject, homesite improvements fall under Proposition 13. The CPI is factored in each year. If the non-renewal had not been protested, the taxes would have increased. Land owner Robert Kramer informed the board he had been pursuing a conservation easement for approximately fifteen years and had been successful in securing. The purpose of the easement was to stop all development so the land could never be subdivided and assured it would stay in agricultural production. Mr. Kramer read a letter to the board and said it was important to him that they stayed in the Williamson Act. Mr. Kramer asked why the board would take away this opportunity to penalize the ranchers who were doing the right thing for the future.

SPEAKERS: Callie Wood, Brad Hanson, Buck Parks, Karen Kramer, Amy Holman (Lassen Land Trails and Trust), Michelle Kramer, Nancy Shaffer (California Ranch Land Trust), Jack Hanson.

CAO Egan stated when the county entered into the Williamson Act Contract, the county was recruiting people to join because the tax payer received the benefits of lower tax rates. The state subvented the county and subvented payment to the county. Counties at that time could not afford to subsidize therefore not being able to do the Williamson Act. Lassen County took the approach and stated it

could be done with limitations. County Counsel Uhrhammer stated there were different definitions and agricultural easements that limits property to agriculture. It was different in a setting that's a little bit broader than the agricultural conservation easement. The resolution is "Shall" language, there was no discretion. If there was a desire by the board to deal with this issue, the resolution would need to be updated. CAO Egan stated the idea to modify the resolution would be if counsel agreed the best approach was to table the Kramer appeal and revisit the entire resolution as it would impact an excess of twenty properties that have already been non-renewed by the current resolution. Supervisor Ingram asked if Lassen County was the only county where a conservation easement was disqualified. CAO Egan stated he was only aware of Lassen County, however there were 58 counties in the state. Some counties said they couldn't afford it and wouldn't do the Williamson Act at all. Supervisor Gallagher stated this didn't seem like an urgency today as the taxes would be put off until the 5th year. CAO Egan reminded the board Mr. Kramer had to file the appeal to protect their right and the board has discretion over the time. Supervisor Gallagher stated the general fund was not going to survive if the county had to continue putting up with losses given by the state. It may not seem like a lot, however the more people that are effected, it effects all general fund departments. Supervisor Gallagher stated the county needed to find some way to increase the general fund to continue services provided by the county. Lassen County had to continue to function as a county to continue to provide services and to do fairly for everyone. Supervisor Gallagher recommended to determine the non-renewal notice or to provide direction to staff. CAO Egan informed the board Moon Valley sold repeatedly. The subdivisions occurred prior to the Subdivision Map Act prior to 1972. Every county has a Subdivision Map Act. The county would get involved and approve the subdivision. The Subdivision Map Act somewhat controlled that. It wasn't the county making the parcels, it was some random landowner that would do the subdividing and have recorded. Supervisor Neely asked if the landowner could get out of Williamson Act pertaining to conservation easements and subdivide the land in ten years. CAO Egan stated that was a misnomer and land didn't automatically subdivide. County Counsel Uhrhammer said it gave the landowner the opportunity to get out of the contract. Supervisor Neely asked if the conservation easement and Williamson Act were locked in, could the landowner never subdivide. CAO Egan stated that's what the conservation easement states and that was an intellectual debate for another time.

Supervisor Bridges made a motion to table the item to receive additional information. The motion seconded by Supervisor Ingram. CAO Egan stated his recommendation was to table the item and re-agendize with additional information.

**A motion was made by Supervisor Bridges, seconded by Supervisor Ingram, to table this item to a future board meeting. The motion carried by the following vote:**

**Aye:** 4 - Gallagher, Bridges, Neely and Ingram

**Recuse:** 1 - Albaugh

RECESS: 12:36 P.M. - 1:18 P.M.

## INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G1 - Personnel Report. Supervisor Neely requested to pull Item# G4 - Child Advocacy Center (CAC) Grant RFA April 1, 2024 - March 31, 2026.

## Approval of the Consent Agenda

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

## COUNTY CLERK-RECORDER

THIS ITEM WAS PULLED FROM THE AGENDA.

LOCAL AGENCY BIENNIAL NOTICE CONFLICT OF INTEREST CODE  
SUBJECT: Report on district compliance with Government code section 87306 et seq.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

**Attachments:** [Local Agency Biennial Notice](#)

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

## SHERIFF'S DEPARTMENT

FLEET VEHICLE PURCHASE

SUBJECT: Fleet vehicle purchase.

FISCAL IMPACT: This purchase will come from the Fleet Maintenance Fund/Budget Unit No. 135-0352 in the amount of \$104,639.88

ACTION REQUESTED: Approve the purchase of the fleet vehicles for the Lassen County Sheriff's Office.

**Attachments:** [SO Attach](#)

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

## DEPARTMENT REPORTS

### COUNTY ADMINISTRATIVE OFFICE

### PERSONNEL REPORT

SUBJECT: Personnel Movement Report for October, 2024.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

Supervisor Albaugh stated he pulled this item to ensure everyone reviewed the Personnel Report.

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

#### DISTRICT ATTORNEY

CHILD ADVOCACY CENTER (CAC) GRANT RFA APRIL 1, 2024 - MARCH 31, 2026

SUBJECT: Approve the submission of the Request for Application and the Resolution approving the undertaking of the Lassen County District Attorney's Mikailia Child Advocacy Center Program to be funded through the State of California administered by the California Office of Emergency Services.

FISCAL IMPACT: Expenses are paid out of Fund/Budget Unit No. 108-0438 and reimbursed through grant funds. No impact to County General Fund.

ACTION REQUESTED: Adopt resolution.

Attachments: [DA Attach](#)

Supervisor Neely stated he pulled this item as he wanted to let everyone know what a great program this was for the children and appreciated the department applying for grants. Supervisor Albaugh stated the interior design of the center made the children feel comfortable. Supervisor Neely thanked District Attorney (DA) S. Melyssah Rios. DA Rios announced she was currently searching to hire a Coordinator for the center.

**A motion was made by Supervisor Ingram, seconded by Supervisor Bridges, that this Resolution No. 24-053 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

#### PLANNING AND BUILDING SERVICES

CAMPING ORDINANCE

SUBJECT: Proposed ordinance to regulate camping on county owned public property.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) waive the second reading and adopt the ordinance.

**Attachments:** [Camping Ord Adoption Packet](#)

Director of Planning and Building Services Maury Anderson stated this item was the second reading of the camping ordinance that prohibited camping on public property. Supervisor Gallagher briefly discussed a similar ordinance being adopted in Nevada.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Ingram, that this Ordinance No. 2024-13 be adopted.**  
**The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

## COUNTY ADMINISTRATIVE OFFICER

## COUNTY COUNSEL CONTRACT

SUBJECT: Renewal of County Counsel Contract with Prentice Long PC.

FISCAL IMPACT: None for Fiscal Year 2024/2025. \$19,700 increase for Fiscal Year 2025/2026. Litigation expenses are unknown.

ACTION REQUESTED: 1) Discuss renewal of County Counsel Contract; and 2) approve County Counsel Contract, appoint Amanda Uhrhammer from Prentice Long PC as County Counsel; and 3) authorize the County Administrative Officer to execute the contract; or 4) provide direction to staff.

**Attachments:** [H2 County Counsel Agreement-Draft](#)

CAO Egan informed the board this item was being brought for consideration as the county is in need of legal services on an ongoing basis. County Counsel's contract was set to expire and would need to be renewed. There was a modest increase to the amount of the contract. Supervisor Neely asked if this was the basic draft that was approved last year. CAO Egan stated in essence yes. Substance was the same services being provided. County Counsel Uhrhammer stated there was a 2% late fee added. Discussion was held pertaining to job duties, office hours, insurance requirements, terms of the contract, and travel expense. CAO Egan reiterated to the board the new contract contained the same language as the prior contract. Supervisor Neely asked what were County Counsel's regular office hours. CAO Egan stated there were none specified in the contract. County Counsel Uhrhammer stated she is in the Administrative Office two days a week. County Counsel's presence was at the need of the Department Heads. Deputy CAO Tony Shaw stated what was important was the fact County Counsel Uhrhammer had been great being available to the staff. If County Counsel Uhrhammer was not present or en route to the county she was always available by phone or in her Redding office. The most important days for County Counsel to be present were for the board and agenda meetings. Supervisor Neely asked why a Request For Proposal (RFP) was not submitted. CAO Egan stated it was not a conflict with the purchasing policy as County Counsel services do not require an RFP. CAO Egan stated his recommendation was to approve the contract for the sake of continuity as it would be a disservice.

of the legal advice the county was currently receiving. Supervisor Albaugh agreed. Sheriff/Coroner John McGarva stated County Counsel Uhrhammer had consistently been available for any issue within the Sheriff's Office. There had not been a time County Counsel was not available. Sheriff McGarva's recommendation was to continue the contract with Prentice Long PC. Supervisor Albaugh stated County Counsel Uhrhammer had always given good, sound advice, and was very upfront and straight forward. Supervisor Albaugh also stated he appreciated the accurate advice always given. Supervisor Gallagher agreed with Supervisor Albaugh and stated he would be voting in favor of approving the contract.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges to approve this Action Item. The Motion carried by the following vote:**

**Aye:** 3 - Bridges, Gallagher, Albaugh

**Nay:** 2 - Neely Ingram

Supervisor Gallagher requested to amend his motion to include Action Item# 2 - Approve County Counsel Contract, and to appoint Amanda Uhrhammer from Prentice Long PC as County Counsel.

**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:** 3 - Gallagher, Bridges and Albaugh

**Nay:** 2 - Neely and Ingram

#### COUNTY COUNSEL

##### COUNTY ADMINISTRATIVE OFFICER CONTRACT

SUBJECT: County Administrative Officer Contract.

FISCAL IMPACT: Cost and position is appropriated and provided for in the current fiscal year 2024/2025 budget.

ACTION REQUESTED: 1) Discuss County Administrative Officer Contract; and 2) approve County Administrative Officer Contract, appoint Tony Shaw as County Administrative Officer; and 3) authorize the Chairman to execute the contract; or 4) provide direction to staff.

**Attachments:** [H3 CAO Agreement-Draft-BOS](#)

County Counsel Uhrammer stated staff was given direction to appoint Deputy CAO Tony Shaw as the County Administrative Officer. This item was a proposed contract for that position. CAO Egan said he believed the board made a really good decision and chose the right person for the right job at the right time. CAO

Egan also stated he believed the compensation was too low and was aware of other entities in the community and other counties where compensation was much higher. The proposed salary was lower than those. CAO Egan said Deputy CAO Shaw was well qualified and requested the board to consider the salaries recently negotiated with the Lassen Municipal Utility District (LMUD) Manager, City of Susanville Administrator, and the Lassen Community College President, which were all significantly higher than what was being proposed for the CAO. Deputy CAO Shaw thanked the board for the offer and stated he took the offer very seriously. Deputy CAO Shaw said he was very respectful to the elected and appointed department heads, County Counsel, and the employees that rely on a well functioning CAO's office. Deputy CAO Shaw discussed the parameters of his proposed contract, how he determined the annual income, and an amended salary table for the future. Deputy CAO Shaw informed the board there were two edits in the proposed contract that would need to be stricken on Section 2, 5a pertaining to compensation and a typo on page 7, the zip code was missing a number. Additional discussion was held pertaining to compensation. Supervisor Gallagher recommended a 5% increase after six months, and then another 5% increase at one year. County Counsel Uhrhammer stated the increase would be a Range 45 D. The consensus of the board was to approve the contract with the edits as described and with a starting pay at Range 45 Step D.

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

THIS ITEM WAS REMOVED FROM THE AGENDA.

APPOINTED DEPARTMENT HEADS, CONFIDENTIAL EMPLOYEES AND ELECTED OFFICIALS RATIFICATION OF RESOLUTION

SUBJECT: Ratification of Resolution of the Board of Supervisors of the County of Lassen, State of California, Establishing and Restating Salaries and Benefits for Appointed Department Heads, Confidential Employees and Elected Officials.

FISCAL IMPACT: The 4% salary increase is included in the 2024-25 fiscal year budget appropriations.

ACTION REQUESTED: 1) Ratify Resolution, and/or 2) provide direction to staff.

**Attachments:** [H6 Resolution-Department Heads,Confidential Employees and Elected Officials](#)

CAO Egan informed the board certain department heads and confidential employees compensation was not negotiated until completion of negotiations with other units. The department heads and confidential employees compensation mirrored other bargaining units. CAO Egan said this was what the resolution was proposing to do. CAO Egan stated It included similar increases and his recommendation was to approve.

**A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that this Resolution No. 24-054 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

SHERIFF AND UNDERSHERIFF RATIFICATION OF RESOLUTION  
SUBJECT: Ratification of Resolution of the Board of Supervisors of the County of Lassen, State of California, Establishing and Restating Salaries and Benefits for the Elected Sheriff and Undersheriff of Lassen County.

FISCAL IMPACT: The 4% salary increase is included in the 2024-25 fiscal year budget appropriations.

ACTION REQUESTED: 1) Ratify Resolution, and/or 2) provide direction to staff.

**Attachments:** [H7 Sheriff Resolution](#)

CAO Egan stated the process for negotiations for the Sheriff and Undersheriff were almost identical to the department heads and confidential employees negotiation process. The elected sheriff was the only pertinent official in this capacity right now. The Sheriff doesn't participate on the bargaining process, however the Board of Supervisors had traditionally approved similar benefits given to staff.

**A motion was made by Supervisor Ingram, seconded by Supervisor Neely, that this Resolution No. 24-055 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

THIS ITEM WAS REMOVED FROM THE AGENDA.

## HEALTH & SOCIAL SERVICES

### LASSEN COUNTY BEHAVIORAL HEALTH INITIAL TREATMENT PROVIDER APPLICATION

SUBJECT: Authorization for the Director of Behavioral Health to sign and submit the Application for Initial Treatment Provider with the State of California Health and Human Services Agency Department of Health Care Services Substance Use Disorder.

FISCAL IMPACT: The Application Fee will be paid out of Behavioral Health Fund/Budget Unit No. 110-0751 and is included in the 2024/2025 Fiscal Year budget.

ACTION REQUESTED: 1) Authorize the Behavioral Health Director to execute and submit the Application.

**Attachments:** [H9- BOS BH SUD Application 12.17.24](#)

Health and Social Services Director of Behavioral Health Tiffany Armstrong informed the board this item was to request approval to appoint Director

Armstrong as the Authorizer of the Drug and Alcohol Program. Per the State of California the program needed to be site certified and required an Authorizer. The Authorizer would need to be appointed by the Board of Supervisors to oversee the program. Director Armstrong stated she had submitted an application in April 2024 and said it was denied in November as she had not been appointed. If the board makes the appointment, a new application would need to be submitted. If the appointment was denied by the board, Director Armstrong would be sanctioned, civilly fined, and would have to stop billing for the program.

RECESS: 2:15 p.m. - 2:20 p.m.

Supervisor Bridges made a motion to authorize the Director of Behavioral Health to execute and submit the application and to appoint the Director of Behavioral Health as the Authorizer for the Drug and Alcohol Program. A second motion was made by Supervisor Ingram.

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

GRANT AGREEMENT #24MHSOAC011 BETWEEN LASSEN COUNTY AND MENTAL HEALTH SERVICES OVERSIGHT AND ACCOUNTABILITY COMMISSION

SUBJECT: Grant Agreement #24MHSOAC011 between Lassen County Health and Social Services and Mental Health Services Oversight & Accountability Commission (MHSOAC) in the amount of \$450,000 for the term of execution through December 31, 2027, to identify sources of funding that can be used to sustain the delivery of mental health services to students through Lassen County Office of Education.

FISCAL IMPACT: This is a Grant Agreement for Fund/Budget Unit No. 110-7510.

ACTION REQUESTED: 1) Approve Grant Agreement #24MHSOAC011; and 2) approve the increase to the appropriation Fund/Budget Unit No. 110-7510 by \$450,000; and 3) authorize the County Administrative Officer or Designee to execute the agreement. (4/5 vote required)

**Attachments:** [H10-BOS\\_BH Grant #24MHSOAC011 12.17.24](#)

Director of Mental Health Services for the Lassen County Office of Education (LCOE) Megan Gray introduced herself, stated this item was their second partnership with Lassen County Behavioral Health, and wanted to express some of the additions they have done in the schools. LCOE had expanded to three more care teams and met with parents, students, and staff to discuss local resources for families facing adversities. LCOE had also hosted seminars

throughout the school districts to speak about alcohol, drugs, fentanyl, human trafficking, suicide, and depression awareness. Ms. Gray recommended the board to approve the agreement so they could continue the program. Ms. Gray also discussed collaboration with other counties, referral system, school visits and presentations. Lassen County Superintendent of Schools Patty Gunderson briefly discussed the referral system and grant funding. Director of Behavioral Health Tiffany Armstrong also discussed the importance of grant funding. Additional discussion was held.

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

GRANT AGREEMENT #24MHSOAC041 BETWEEN LASSEN COUNTY AND MENTAL HEALTH SERVICES OVERSIGHT AND ACCOUNTABILITY COMMISSION

SUBJECT: Grant Agreement #24MHSOAC041 between Lassen County Health and Social Services and Mental Health Services Oversight & Accountability Commission (MHSOAC) in the amount of \$800,000 for the term of execution through December 31, 2027, to explore opportunities for Universal Screening to better understand and respond to the unique and nuanced needs of students through Lassen County Office of Education.

FISCAL IMPACT: This is a Grant Agreement for Fund/Budget Unit No. 110-7510.

ACTION REQUESTED: 1) Approve Grant Agreement #24MHSOAC041; and 2) approve the increase to the appropriation Fund/Budget Unit No. 110-7510 by \$800,000; and 3) authorize the County Administrative Officer or Designee to execute the agreement. (4/5 vote required).

**Attachments:** [H11- BOS BH Grant #24MSOAC041 12.17.24](#)

Director of Mental Health Services for the Lassen County Office of Education (LCOE) Megan Gray stated this item was the same as the previous item however the grant funding would be for universal screening. LCOE would gather a team of school counselors to discuss services and needs within the schools. 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, Neely, Albaugh and Ingram

MEMORANDUM OF UNDERSTANDING BETWEEN LASSEN COUNTY AND LASSEN COUNTY OFFICE OF EDUCATION

SUBJECT: Memorandum of Understanding between Lassen County Health and Social Services and Lassen County Office of Education for the Grant Agreement #24MHSOAC011 in the amount of \$450,000 for the term of

November 1, 2024, through December 31, 2027, to coordinate the Sustainability deliverables.

**FISCAL IMPACT:** This is revenue and expenditure for Fund/Budget Unit No. 110-7510.

**ACTION REQUESTED:** 1) Approve the Memorandum of Understanding; and 2) authorize the County Administrative Officer or Designee to execute the Memorandum of Understanding.

**Attachments:** [H12- BOS BH MOU #24MSOAC011 12.17.24](#)

Director of Mental Health Services for the Lassen County Office of Education (LCOE) Megan Gray stated this item was a Memorandum of Understanding between LCOE and Behavioral Health.

**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:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

#### MEMORANDUM OF UNDERSTANDING BETWEEN LASSEN COUNTY AND LASSEN COUNTY OFFICE OF EDUCATION

**SUBJECT:** Memorandum of Understanding between Lassen County Health and Social Services and Lassen County Office of Education for the Grant Agreement #24MHSOAC041 in the amount of \$800,000 for the term of November 1, 2024, through December 31, 2027, to explore opportunities for Universal Screening.

**FISCAL IMPACT:** This is revenue and expenditure for Fund/Budget Unit No. 110-7510.

**ACTION REQUESTED:** 1) Approve the Memorandum of Understanding; and 2) authorize the County Administrative Officer or Designee to execute the Memorandum of Understanding.

**Attachments:** [H13- BOS BH MOU #24MSOAC041 12.17.24](#)

Director of Mental Health Services for the Lassen County Office of Education (LCOE) Megan Gray stated this item was a Memorandum of Understanding between LCOE and Behavioral Health. Lassen County Superintendent of Schools Patty Gunderson thanked the Board of Supervisors and Director of Behavioral Health Tiffany Armstrong for their partnership to support the children and families of Lassen County.

**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, Neely, Albaugh and Ingram

#### INFORMATION SERVICES

## NETWORK SECURITY UPGRADE

SUBJECT: Network Security upgrade.

FISCAL IMPACT: This purchase will be paid out of the Network Infrastructure Fund/Budget Unit No 160-1601, Social Services Administration Fund/Budget Unit No. 120-0852, and Protective Services Fund/Budget Unit No. 120-0853.

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

Attachments: [Network Security Upgrade](#)

Information Services Department (ISD) Technical Support Specialist Travis Stading informed the board this item was an agreement for a recommended network security upgrade to improve the current network. The upgrade would replace the firewalls, protect from external attacks, replace anti-virus solutions, improve the VPN Network, and would provide a team of security experts in the event of a compromise. Specialist Stading discussed terms of service, cost, and the process of the upgrade. ISD Supervisor Jason Housel explained the discounts and quote. Discussion was held.

Supervisor Albaugh was absent from 2:50 p.m. - 2:52 p.m.

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

**Aye:** 5 - Gallagher, Bridges, Neely, Albaugh and Ingram

## COUNTY ADMINISTRATIVE OFFICE

## SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Stated he wanted to highlight a couple of projects and ongoing business the board should be aware of and prioritize. CAO Egan said the first project should be the courthouse. CAO Egan said he hoped that it would've been completed in his tenure. It was not due to anything by the county or staff. The quality of the project isn't up to the standard that the people deserved. CAO Egan encouraged to defer to Director of Public Works Pete Heimbigner and staff. The contractor and surrogates need to be held accountable and ensure the project gets completed to the specifications. Director Heimbigner and his team were doing an excellent job; 2) stated some organizational changes had begun in Health and Social Services and encouraged the board to continue with the changes; 3) briefly discussed labor agreements and contracts pertaining to staff and was great the board was able to increase compensation for a level of vacancies and retention; 4) discussed the Homekey Housing Project and said the state was going to continue to pressure Lassen County. CAO Egan said he didn't believe the Homekey Project had failed to perform on

their end of the agreement and felt the project was just going to be problematic. CAO Egan recommended the board to look for other avenues to provide housing and should be a priority in our community; 5) briefly discussed the Fair Department staffing and budget. The reckless spending that occurred earlier this year would have a long term effect on the fair and may take a while to work out; 6) stated the financial system is in many ways functioning and would provide a lot more ease of reporting. There were a few challenges in payroll and the personnel side, however it was on track to be implemented and would make budgeting easier for the board; 7) discussed Public Defender services and stated a Request for Proposal had been completed. Lassen County had been under contract with Tim Prentiss for some time and would expire this year. CAO Egan recommended the board to default to the court to appoint counsel; 8) CAO Egan stated these were his recommendations and it had been a pleasure.

## **MATTERS SET FOR TIME CERTAIN - CONTINUED**

### **ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

CAO Egan announced the following closed session item:

- 1) Pursuant to California Government Code Section 54957(b) Consideration of Appointment of Public Employee: Fair Manager.

#### **FAIR MANAGER APPOINTMENT**

**SUBJECT:** Appointment of Fair Manager.

**FISCAL IMPACT:** Position appropriated in 2024/2025 Fiscal Year budget.

**ACTION REQUESTED:** Make appointment.

1:00 p.m.: CLOSED SESSION

Closed session was held from 3:08 p.m. - 4:14 p.m.

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

Deputy CAO Tony Shaw was present from 3:08 p.m. - 4:14 p.m.

Budget Analyst/Interim Fair Manager Samantha McMullen was present from 3:08 p.m. - 4:14 p.m.

Personnel/Risk Analyst Regina Schaap was present from 3:08 p.m. - 4:14 p.m. William Payer was present from 3:12 p.m. - 3:48 p.m.; and 3:58 p.m. - 4:09 p.m.

### **ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

CAO Egan announced the following closed session item:

- 1) Pursuant to California Government Code Section 54957(b) Consideration of Appointment of Public Employee: Fair Manager.

No reportable action.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 4:15 p.m.

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Chairman of the Board of Supervisors

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

ATTEST:

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Michele Yderraga, Deputy Clerk of the Board