



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, May 20, 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: Acting County Administrative Officer (CAO) Samantha McMullen, 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

SPEAKERS: None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer 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: 2 cases.
- 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Laura Atkins v County of Lassen; Lassen County Superior Court Case No. 2024-CV0076588.

CLOSED SESSION

Closed session was held from 9:06 a.m. - 9:19 a.m.

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

RECESS: 9:19 a.m. - 9:30 a.m.

B. 9:30 A.M. OPENING CEREMONIES

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer 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: 2 cases.

No reportable action.

2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Laura Atkins v County of Lassen; Lassen County Superior Court Case No. 2024-CV0076588.

No reportable action.

Pledge of Allegiance and Invocation

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

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

PUBLIC COMMENTS

Behavioral Health Program Manager Nicole Bond: Discussed the Veterans Stand Down event.

Director of Behavioral Health Tiffany Armstrong: Discussed the Veterans Stand Down event and thanked Program Manager Bond for facilitating the event.

Lassen National Forest Supervisor Rick Hopson: Introduced himself and stated he was the new Forest Supervisor.

Lassen National Forest Fire and Aviation Chief Bill Miller: Introduced himself and gave a brief overview of his experience.

Sheriff/Coroner John McGarva: Discussed the new Sheriff's Office application available for cell phones on Google Play and the Apple Store app.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Ingram: 1) Attended a budget 101 meeting; 2) thanked Sheriff/Coroner John McGarva for attending the week of town hall meetings and attending the meeting in Sacramento regarding the coyote resolution; 3) thanked John Clerici, Director of Public Works Pete Heimbigner, and county fire chiefs for attending the town hall meetings; 4) thanked Behavioral Health Program Manager Nicole Bond and volunteers who assisted at the Veterans Stand Down event; 5) met with the Director of Community Social Services Jayson Vial and Interim Public Health Director Danielle Sanchez about better serving the outlying areas of the county; 6) announced the South County food distribution will be held on May 26, 2025, from 2:00 p.m. - 4:00 p.m.; 7) announced Blue Star Mom's

Bingo will be held on June 2, 2025.

Supervisor Albaugh: 1) Announced the California Department of Fish and Wildlife (CDFW) had added a Wolf Location Mapping System to their website so the public can view locations of collared wolves; 2) requested to adjourn in memory of Jane Copp and Kathleen Myers.

Supervisor Scanlan: 1) Attended budget revenue training; 2) met with District Attorney (DA) Melyssah Rios to discuss recruitment, workload issues, funding and office support; 3) announced Sheriff/Coroner John McGarva well represented the county at the Fish and Game meeting; 4) attended the local Fish and Game Commission meeting regarding the gray wolves; 5) will be attending the Honey Lake Valley Recreation pool meeting.

Supervisor Bridges: 1) Attended a Nortec Executive Committee meeting; 2) attended the Zoom meeting regarding the coyote. Thanked Sheriff McGarva on doing an excellent job representing the county; 3) attended the local Fish and Game Commission meeting regarding the gray wolves; 4) attended the Planning and Service Area - Area Agency on Aging (PSA 2 AAA) Executive Board meeting; 5) will be attending two Nortec meetings on May 22, 2025; 6) will be attending the Lassen County Farm Bureau meeting the evening of May 22, 2025; 7) requested to donate from Discretionary Funds \$1,000 to the Blue Star Moms.

Supervisor Neely: 1) Attended the PSA 2 AAA Executive Board meeting; 2) will be attending the pool meeting this afternoon; 3) announced the Blue Star Moms Bingo event would be held on June 2, 2025; 4) requested to donate from Discretionary Funds \$500 to the Lassen Grizzly Claybreakers, \$800 to the American Legion Post 162, and \$500 to Lassen Family Services; 5) requested to adjourn the meeting in honor of his dad, Claud Neely and stated his father was the best Board of Supervisor Lassen County has ever had.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G3 - Lassen County Board of Supervisors Meeting Minutes of May 13, 2025; Item# G8 - Paralegal Job Description; and Item# G9 - Establish Legal Secretary I/II/III Job Description.

Approval of the Consent Agenda

A motion was made by Supervisor Albaugh, seconded by Supervisor Ingram, 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

DISCRETIONARY FUNDS - SUPERVISOR INGRAM

SUBJECT: Request to designate: 1) \$250 to the Sunrise Rotary; and 2)

\$250 to Courage World Wide.

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.

DISCRETIONARY FUNDS - SUPERVISOR SCANLAN

SUBJECT: Request to designate: 1) \$1,500 to the Westwood Chamber of Commerce for the community cleanup event

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.

HEALTH AND SOCIAL SERVICES

AGREEMENT BETWEEN A & A HEALTH SERVICES, LLC AND LASSEN COUNTY

SUBJECT: Agreement between Lassen County and A & A Health Services, LLC to provide a residential care facility for the term of July 1, 2025, through June 30, 2026, for a maximum contract amount of \$200,000.

FISCAL IMPACT: There is no impact to the County General Fund. This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0751 and Alcohol and Drug Fund/Budget Unit No. 110-0771.

ACTION REQUESTED: 1) Approve the Agreement with A & A Health Services, LLC.; and 2) authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [G4- BOS BH A & A Health Services, LLC 5.20.25](#)

This Action Item was approved on the Consent Agenda.

AGREEMENT BETWEEN CASA SERENITY, LLC AND LASSEN COUNTY

SUBJECT: Agreement between Lassen County and Casa Serenity, LLC. to provide residential care services for adults for the term of July 1, 2025, to June 30, 2026, and a maximum amount of \$100,000.

FISCAL IMPACT: There is no impact to the County General Fund. This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0751 and Alcohol and Drug Fund/Budget Unit No. 110-0771.

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

Attachments: [G5- BOS BH Casa Serenity, LLC. 5.20.25](#)

This Action Item was approved on the Consent Agenda.

AGREEMENT BETWEEN DAVIS GUEST HOME, INC AND LASSEN COUNTY

SUBJECT: Agreement between Lassen County and Davis Guest Home, Inc. for a residential care facility for adults for the term of July 1, 2025, to June 30, 2026, and a maximum amount of \$200,000.

FISCAL IMPACT: There is no impact to the County General Fund. This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0751 and Alcohol and Drug Fund/Budget Unit No. 110-0771.

ACTION REQUESTED: 1) Approve the Agreement with Davis Guest Home, Inc.; and 2) Authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [G6- BOS BH Davis Guest Home 5.20.25](#)

This Action Item was approved on the Consent Agenda.

AGREEMENT BETWEEN CRESTWOOD BEHAVIORAL HEALTH, INC
AND LASSEN COUNTY

SUBJECT: Agreement between Lassen County and Crestwood Behavioral Health, Inc. for a sub-acute care facility for inpatient chronic mentally ill adults from July 1, 2025, to June 30, 2026, with the Maximum Contract Amount not to exceed \$200,000.

FISCAL IMPACT: There is no impact to 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 Crestwood Behavioral Health, Inc.; and 2) authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [G7- BOS BH Crestwood Behavioral Health, Inc. 5.20.25](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Plumas County Community Development Commissioner Board of Commissioners Regular Meeting Agenda for May 13, 2025.

b) Lassen Transit Service Agency Regular Meeting Agenda for May 12, 2025.

c) Lassen County Fish and Game Commission Regular Meeting Agenda for May 15, 2025.

d) Lassen County Fair Regular Meeting Agenda for May 13, 2025.

e) Planning and Service area 2 Area Agency on Aging (PSA 2 AAA) Executive Board Meeting Agenda for May 19, 2025.

Attachments: [G10](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF
MAY 13, 2025

SUBJECT: Meeting Minutes of May 13, 2025.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

Supervisor Albaugh stated there were corrections to the meeting minutes that needed to be made. The first correction was in Supervisor Bridges Unagendized Reports to reflect that he had attended the California State Association of Counties (CSAC) meeting, not a CASA meeting. The second correction was to the motion for the Gray Wolf Resolution. The second motion was made by Supervisor Ingram, not Supervisor Bridges. The third correction was to the Letter to President Trump pertaining to gray wolves. The motion and roll call vote were missing from the item.

**A motion was made by Supervisor Albaugh, seconded by
Supervisor Ingram, that these Minutes be approved as amended.**

The motion carried by the following vote:

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

DISTRICT ATTORNEY

PARALEGAL JOB DESCRIPTION

SUBJECT: Approval of Paralegal Job Description

FISCAL IMPACT: No impact for Fiscal Year 2024/2025. The request is for the job description approval only.

ACTION REQUESTED: 1) Approve job description; and/or 2) provide direction to staff.

Attachments: [Paralegal Board Packet](#)

Supervisor Albaugh asked if the District Attorney's (DA) office was creating the job description to fill the position at a later date. DA Executive Assistant Devin Chandler stated that was correct and would plan to fill the position through the budget process. Supervisor Albaugh asked if the Paralegal Job Description could apply to other departments or if this was specific to the DA. County Counsel Uhrhammer stated it was specific to the DA however could be modified to fit any process.

**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

ESTABLISH LEGAL SECRETARY I/II/III JOB DESCRIPTION

SUBJECT: Approval of Legal Secretary I/II/III Job Description.

FISCAL IMPACT: No fiscal impact for Fiscal Year 2024/2025. The request is for the job description approval only.

ACTION REQUESTED: 1) Approve job description; and/or 2) provide direction to staff.

Attachments: [Legal Secretary Series Board Packet](#)

Supervisor Albaugh stated he had the same questions as the Paralegal Job Description item. District Attorney (DA) Executive Assistant Devin Chandler stated yes. The job description verbiage could be modified to fit any department.

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

MATTERS SET FOR TIME CERTAIN

SUPERVISOR INGRAM

SUBJECT: Certificates of Appreciation to the Lassen County 4-H Camp.

FISCAL IMPACT: None.

ACTION REQUESTED: Present certificates.

The Board of Supervisors presented Certificates of Appreciation to the Lassen County 4-H Camp to the following attendees: Russell Mallery, Molly Dickerson, Leighton Allen, Maddy Johnson, Samantha Nevin, Paiton Hallmark, Abigail Hemphill, and Megan Von Helf.

PROCLAMATION FOR SPECIAL OLYMPICS LAW ENFORCEMENT TORCH RUN DAY

SUBJECT: The attached Proclamation recognized June 16th as the Law Enforcement Torch Run Day in Lassen County.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Proclamation.

Attachments: [Prob Attach 1](#)[Prob Attach 2](#)

Acting CAO Samantha McMullen informed the board the Chief Probation Officer Jennifer Branning was unable to attend the board meeting and would be presenting the item. Acting CAO McMullen gave a brief overview of the Torch Run and stated the event was led by law enforcement for the Special Olympics. This was a very important event the county hosts annually. The event would take place on Monday, June 16, 2025, at 7:00 a.m. The run would start at the Old Historic Courthouse and finish at the Lassen County Superior Court. Sheriff/Coroner John McGarva said he participated every year and strongly encouraged the public to support the event. Flyers were available at the

Probation and Sheriff's Office web page to donate, participate, or to sign up.

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

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

RECESS: 10:13 a.m. - 10:16 a.m.

MATTERS SET FOR TIME CERTAIN - CONTINUED

FRONTIER COMMUNICATIONS

SUBJECT: Fiber to the Home Project presentation.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

Attachments: [Presentation Lassen County](#)

Frontier Communications Vice President Doug McCallister gave a brief background of his career and a power point presentation on the Fiber to the Home Project. The power point presentation included an explanation of fiber, preparing the project areas, wireless connectivity, Frontier Wire Centers, completed fiber buildings, fiber buildings in progress, and cost. Extensive discussion was held pertaining to outlying areas of the county, competitors, local internet providers, internet speed, Frontier Communications Customer Service Department, and project funding.

SPEAKERS: District Manager of Plumas Sierra Rural Electric Cooperative Mitchell Liddellum, Susanville RV Resort General Manager Carrie Drum, Susanville Indian Rancheria Tribal Administrator Maureen Curly, and Office of Emergency Services Chief Silas Rojas.

RECESS: 11:04 a.m. - 11:11 a.m.

DEPARTMENT REPORTS

BOARD OF SUPERVISORS

SUPERVISOR ALBAUGH

SUBJECT: Resolution and correspondence regarding the Gray Wolf.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Discussion; and 2) adopt resolution and authorize the Chairman to execute; and/or 3) provide direction to staff.

Attachments: [250520 Wolf Resolution](#)
[250520 Secretary Crowfoot Wolf Meeting Request](#)

Supervisor Albaugh stated the board had previously had an extensive discussion regarding amendments to be made to this resolution and thanked

staff for a job well done. Supervisor Albaugh requested one additional amendment to add the word "invasive" before the "Canadian Gray Wolf". Supervisor Albaugh briefly discussed the wolf tracker on the California Department of Fish and Wildlife's (CDFW) website. The Supervisors said they were very pleased with the final draft of the resolution. Sheriff/Coroner John McGarva informed the board he attended the Wildlife Resource Committee meeting and between Lassen County and local ranchers they were able to prevent the coyote resolution language from moving forward and would be meeting with California Natural Resources Agency Secretary Wade Crowfoot on May 21, 2025. Sheriff McGarva said the pressure being pushed by Lassen and surrounding counties was working to our benefit. Sheriff McGarva stated he would return to the board with an update of the meeting with Secretary Crowfoot. Additional discussion was held.

A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, that this Resolution No. 25-012 be adopted as amended. 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

Acting CAO McMullen: Nothing to report.

County Counsel Uhrhammer announced the May 27, 2025, Board of Supervisors meeting would not be called. Supervisor Albaugh asked when the meeting in Bieber would be called. Supervisor Neely said June 24, 2025.

ADJOURNMENT

There being no further business, the meeting is adjourned at in memory of Jane Copp, Kathleen Myers, and Claud Neely at 11:30 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board