



Lassen County

G2

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, April 14, 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: County Administrative Officer (CAO) Maury Anderson, County Counsel Andrew Plett, 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 Plett 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) Conference with Real Property Negotiator: Government Code Section 54956.8. Property Address: 205 Russell Avenue, Susanville, California (Susanville Armory); Agency Negotiator: Maurice Anderson; Negotiating Party: State of California; Under Negotiation: Price and terms of payment.
- 3) Conference with Legal Counsel: Existing litigation pursuant to (Paragraph (1) of subdivision (d) of Section 54956.9) Name of case: Laura Atkins v. Lassen County; Lassen Superior Court Case No. 2024-CV0076588.
- 4) Employee performance evaluation: County Administrative Officer.
- 5) Liability Claim; - 1) Claimant: Kirstie Poteete, Agency claimed against: County of Lassen; 2) Claimant: Kirstie Poteete, Agency claimed against: County of Lassen; 3) Claimant: L.M., Agency claimed against: County of Lassen; 4) Claimant: M.S., Agency claimed against: County of Lassen; 5) Claimant: S.P., Agency claimed against: County of Lassen; 6) Claimant: S.P., Agency claimed against: County of Lassen.

CLOSED SESSION

Closed session was present from 9:02 a.m. - 9:40 a.m.

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

Sheriff/Coroner John McGarva was present from 9:02 a.m. - 9:14 a.m.
Supervisor Neely recused himself and was absent from 9:03 a.m. - 9:14 a.m.
Deputy CAO Samantha McMullen was present from 9:04 a.m. - 9:40 a.m.

RECESS: 9:40 a.m. - 9:45 a.m.

9:45 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Scanlan.

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

County Counsel Plett 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.

No reportable action.

2) Conference with Real Property Negotiator: Government Code Section 54956.8. Property Address: 205 Russell Avenue, Susanville, California (Susanville Armory); Agency Negotiator: Maurice Anderson; Negotiating Party: State of California; Under Negotiation: Price and terms of payment.

This item would be continued to the end of the meeting.

3) Conference with Legal Counsel: Existing litigation pursuant to (Paragraph (1) of subdivision (d) of Section 54956.9) Name of case: Laura Atkins v. Lassen County; Lassen Superior Court Case No. 2024-CV0076588.

Direction to staff was given.

4) Employee performance evaluation: County Administrative Officer.

This item would be continued to the end of the meeting.

5) Liability Claim; - 1) Claimant: Kirstie Poteete, Agency claimed against: County of Lassen; 2) Claimant: Kirstie Poteete, Agency claimed against: County of Lassen; 3) Claimant: L.M., Agency claimed against: County of Lassen; 4) Claimant: M.S., Agency claimed against: County of Lassen; 5) Claimant: S.P., Agency claimed against: County of Lassen; 6) Claimant: S.P., Agency claimed against: County of Lassen.

The board voted 4 - 0; 1- absent, to reject the claim.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

A motion was made by Supervisor Albaugh, 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

Chris Van Devender: Discussed road conditions in Leavitt Lake.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Ingram: 1) Attended the Blue Star Moms Bingo event; 2) announced the next Blue Star Moms Bingo event would be held on April 20, 2026; 3) attended the Milford Food Pantry; 4) announced his children were on spring break last week; 5) announced next week he would be partnering with Margies's Book Nook to hand out free books to the students in Herlong, Doyle and Standish schools; 6) attended the Walk-A-Mile event; 7) attended the fund raiser for Nobles Construction; 8) announced tomorrow would be the 4th annual career day at the high school; 9) attended the Lassen County Transportation Commission (LCTC) meeting; 10) announced April 18, 2026, was the Veterans Stand Down event; 11) attended the Lassen Transportation Services Agency (LTSA) meeting; 12) announced there were funded projects for the US Highway 395 Corridor; 13) announced he had a discussion with Public Works pertaining to road projects.

Supervisor Albaugh: 1) an LTSA meeting; 2) attended an LCTC meeting; 3) attended a Rural County Representatives of California (RCRC) meeting; 4) attended an Environmental Services Joint Powers Authority (ESJPA) meeting; 5) attended the St. Stephen's Benefit dinner; 6) announced he would be absent for the April 21, 2026, Board of Supervisors meeting; 7) announced the Color Guard students from Bieber would be presenting the colors on Agricultural Day at the state capitol; 8) announced Brian Dahle would be hosting an event in Bieber this weekend.

Supervisor Neely: 1) Attended a Local Agency Formation Commission (LAFCo) meeting; 2) announced the Blue Star Moms would be having a bingo event on April 20, 2026; 3) visited with the grandchildren over the Easter weekend; 4) announced the senior lunch program was going good. Thanked Fair Manager Bill Payer, Health and Social Services (HSS) Director Jayson Vial, and HSS Program Manager Tina Kennemore for their help and support.

Supervisor Scanlan: 1) Announced he met with CAO Anderson and California Department of Fish and Wildlife (CDFW) Director Michael Harris regarding a land swap to alleviate the dump issue; 2) did an inspection with Supervisor Neely of Eagle's Nest, road conditions and the Sierra Pacific Industries (SPI) gate; 3) did an inspection of the road and street conditions in Pine Town and Westwood; 4) attended a Clear Creek Community Services District meeting; 5) attended a Planning Commission meeting; 6) received a call from a constituent in Ravensdale regarding a wild dog pack attacking cattle; 7) attended an LCTC meeting; 8) attended an LTSA meeting; 9) attended a LAFCo meeting; 10) will

be attending the Fair Advisory Board meeting this evening.

Supervisor Bridges: 1) Attended a Lassen-Plumas-Sierra Community Action Agency (LPSCAA) meeting; 2) attended an agenda meeting; 3) thanked staff who wore blue on Friday; 4) attended a Behavioral Health Advisory Board meeting.

MATTERS SET FOR TIME CERTAIN

PLUMAS NATIONAL FOREST SERVICE

SUBJECT: Presentation from Michael Rahe, Beckwourth District Ranger for the Plumas National Forest to provide an update on general information regarding the Plumas National Forest.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive presentation.

Plumas National Forest Beckwirth District Ranger Michael Rahe gave an update to the board. District Ranger Rahe discussed the training center, relocation, prescribed fires, projects, 250th anniversary celebration at Frenchman's Lake the weekend of June 27, 2026, weather, campgrounds and docks. Additional discussion was held.

BOARDS AND COMMISSIONS

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT (RCD)

SUBJECT: One (1) vacancy on the Honey Lake Valley Resource Conservation District. Term to expire November 27, 2026.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making appointment (Applicants: David Lile and Caleb Griffin).

Attachments: [F1](#)

Deputy Clerk of the Board Yderraga informed the board this was a standard appointment to the Honey Lake Valley Resource Conservation District (HLVRCD) with one vacancy, term to expire November 27, 2026. There were two applicants, however, applicant David Lile withdrew his application. HLVRCD Board Member Robin Hansen gave a brief overview of applicant Caleb Griffin.

A motion was made by Supervisor Albaugh, seconded by Supervisor Ingram, to Appoint Caleb Griffin. The motion carried by the following vote:

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

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G1 - Integrated Wildlife Damage Management Work Plan/Financial Plan; Item# G4 - Community Social Services Agreement Between Lassen County and CliftonLarsonAllen, LLP, ALK CLA; Item# G8 - Lassen County Excavator Memorandum of Understanding.

Supervisor Scanlan requested to pull Item# G6 - Community Social Services Agreement Between Lassen County and the University of California, Davis.

Approval of the Consent Agenda

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

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

COUNTY ADMINISTRATIVE OFFICE

PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS
SUBJECT: Recap of High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2025, through February 2026.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [G2](#)

This Report was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 24, 2026
SUBJECT: Meeting Minutes of March 24, 2026.
FISCAL IMPACT: None,
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

These Minutes were approved on the Consent Agenda.

HEALTH AND SOCIAL SERVICES

COMMUNITY SOCIAL SERVICES LEASE AGREEMENT BETWEEN LASSEN COUNTY AND LEAF CAPITAL FUNDING, LLC
SUBJECT: Lease Agreement between Lassen County and LEAF Capital Funding, LLC
In the amount of \$9,450 for the term of March 2026 through March 2031 for a replacement Kyocera 408ci OMNIA copier machine through Forest Office Equipment.
FISCAL IMPACT: This agreement will be paid from Community Social Services Fund/Budget Unit No.120-0853.
ACTION REQUESTED: 1) Approve the Lease Agreement with LEAF Capital Funding, LLC; and 2) authorize the County Administrative Officer or Designee to execute the agreement.

Attachments: [G5](#)

This Action Item was approved on the Consent Agenda.

OFFICE OF EMERGENCY SERVICES

EMERGENCY MEDICAL CARE COMMITTEE RESOLUTION

SUBJECT: Update to membership and appointment terms to the Emergency Medical Care Committee.

FISCAL IMPACT: None.

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

Attachments: [G7](#)

This Resolution No. 26-009 was approved on the Consent Agenda.

LASSEN COUNTY DESIGNATION OF APPLICANTS AGENT

SUBJECT: The designation of applicant's agent resolution identifies the Authorized Agents of the County of Lassen, for disaster recovery efforts in Lassen County.

FISCAL IMPACT: Potential Disaster Recovery Funds.

ACTION REQUESTED: Adopt resolution.

Attachments: [G9](#)

This Resolution No. 26-010 was approved on the Consent Agenda.

LASSEN COUNTY GOVERNING BODY RESOLUTION (GBR)

SUBJECT: The Governing Body Resolution (GBR) appoints authorized agents, identified by position title to act on behalf of the governing body and the applicant by executing any actions necessary for each application and subaward. All applicants are required to submit a copy of an approved GBR with their grant application.

FISCAL IMPACT: Potential grant revenue.

ACTION REQUESTED: Adopt resolution.

Attachments: [G10](#)

This Resolution No. 26-011 was approved on the Consent Agenda.

PROBATION DEPARTMENT

JOTFORM 5-YEAR SUBSCRIPTION

SUBJECT: Agreement between Lassen County Probation and Jotform Inc. for a 5-year subscription for services of building and storage of electronic forms. Amount not to exceed \$68,325.50.

FISCAL IMPACT: The purchase will be paid from Fund/Budget Unit No. 145-5563.

ACTION REQUESTED: 1) Approve the agreement; and 2) authorize the Chief Probation Officer to execute the agreement.

Attachments: [G11](#)

This Action Item was approved on the Consent Agenda.

SHERIFF'S DEPARTMENT

BASIC LAW ENFORCEMENT ACADEMY TRAINING

SUBJECT: Training request for one (1) Correctional Deputy to attend the Basic Law Enforcement Academy at Butte College from July 6, 2026, through December 10, 2026.

FISCAL IMPACT: Approximately \$13,574, from the Patrol Fund/Budget Unit No. 130-0522.

ACTION REQUESTED: Authorize the training expenditure for the Law Enforcement Academy.

Attachments: [G12](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Advisory Council Meeting Agenda, March 27, 2026.
- b) Lassen County Fish and Game Commission Regular Meeting Minutes of January 15, 2026.
- c) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting Agenda for March 26, 2026.
- d) Notice of Fair Advisor Board meeting for April 14, 2026, at 5:30 p.m.
- e) California Natural Resources Agency Notice of Location of April Hearing scheduled for April 15 - 16, 2026.
- f) Lassen National Forest Gallatin Marina Low Water Boat Ramp Enhancement Project request for public input.
- g) Lassen Local Agency Formation Commission (LAFCo) Meeting Agenda for April 13, 2026.
- h) Lassen County Behavioral Health Advisory Board Meeting Agenda for April 13, 2026.
- i) Planning and Service Area 2 Area Agency on Aging Advisory Council Meeting Agenda for March 27, 2026.

Attachments: [G13](#)

These Reports were received and filed on the Consent Agenda.

BOARD OF SUPERVISORS

LETTER OF SUPPORT FOR HONEY LAKE POWER'S PROPOSAL TO THE 2026 US FOREST SERVICE WOOD PRODUCTS INFRASTRUCTURE ASSISTANCE (WPIA) GRANT FUNDING OPPORTUNITY

SUBJECT: Honey Lake Power's proposal to the 2026 U.S. Forest Service

Wood Products Infrastructure Assistance Grant (WPIA) supports a critical biomass-to-energy facility in Wendel that utilizes material from forest restoration and hazardous fuels reduction projects. The facility plays a key role in reducing wildfire risk, improving forest health, and supporting local air quality and economic stability. Funding will support upgrades to improve efficiency and reliability, ensuring long-term operations. Continued operation is essential to advancing forest management efforts and sustaining the regional forest products economy.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve letter of support and authorize the Chairman to sign.

Attachments: [G14](#)

This Action Item was approved on the Consent Agenda.

DEPARTMENT REPORTS

AGRICULTURAL COMMISSIONER

INTEGRATED WILDLIFE DAMAGE MANAGEMENT WORK PLAN/FINANCIAL PLAN

SUBJECT: Work and financial plan between Lassen County and United States Department of Agriculture and Plant Health Inspection Services Wildlife Services pursuant to Cooperative Agreement No. 26-7306-0257-RA.

FISCAL IMPACT: Cost for this agreement is \$93,312.31 to budgeted for in the Fiscal Year (FY) 2026-2027 from Fund/Budget Unit No. 100-0602.

ACTION REQUESTED: 1) Approve work and financial plans for Wildlife Damage Management Services for FY 2026-2027; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G1](#)

Discussion was held pertaining to the agreement amount and wild dogs.

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

HEALTH AND SOCIAL SERVICES

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND CLIFTONLARSONALLEN, LLP, AKA CLA

SUBJECT: Agreement between Lassen County and CliftonLarsonAllen, LLP, aka CLA, for a Certified Public Accountant to assist in audits with a Maximum amount of \$10,000, and for the term July 1, 2025, through June 30, 2026.

FISCAL IMPACT: This agreement will be paid from Community Social Services Fund/Budgets Unit No.120-0852.

ACTION REQUESTED: 1) Approve the Agreement with CliftonLarsonAllen, LLP, aka CLA; and 2) authorize the County Administrative Officer or Designee to execute the agreement.

Attachments: [G4](#)

Health and Social Services Assistant Director/Personnel Coordinator Danielle Sanchez informed the board the audits were up to date. The reason the cost was low was due to Health and Social Services already having a contract with this vendor for outside audits. Brief 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: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

COMMUNITY SOCIAL SERVICES AGREEMENT BETWEEN LASSEN COUNTY AND THE UNIVERSITY OF CALIFORNIA, DAVIS

SUBJECT: Agreement between Lassen County and the University of California, Davis for 23 units of training in Continuing and Professional Education, with a Maximum amount of \$90,907.50, and for the term of July 1, 2026, through June 30, 2027.

FISCAL IMPACT: This agreement will be paid from Community Social Services Fund/Budget Unit No.120-0852.

ACTION REQUESTED: 1) Approve the Agreement with the University of California, Davis; and 2) authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [G6](#)

Supervisor Scanlan questioned the cost per unit and asked if other universities had been sought after. Health and Social Services Assistant Director Danielle Sanchez informed the board this was specialty training specifically through University of California (UC) Davis. The cost per unit covered the entire training staff, not per individual person. Brief 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

OFFICE OF EMERGENCY SERVICES

LASSEN COUNTY EXCAVATOR MEMORANDUM OF UNDERSTANDING
SUBJECT: Excavator Memorandum of Understanding (MOU) with CAL FIRE Lassen Modoc Unit.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve the MOU; and 2) authorize the Lassen County Office of Emergency Services (OES) Chief to execute the MOU; and/or 3) provide direction to staff.

Attachments: [G8](#)

Discussion was held pertaining to the services provided and other entities use of the equipment. 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

SHERIFF'S DEPARTMENT

LASSEN AND PLUMAS COUNTY RADIO INTEGRATION PROJECT.

SUBJECT: Lassen and Plumas County Radio Integration Project.

FISCAL IMPACT: No impact to General Fund. Revenues and expenditures are allocated in Fund/Budget Unit No. 185-0547 to be reimbursed by the grant.

ACTION REQUESTED: 1) Approve the purchase of the equipment and labor listed in the quote attached from Sierra Electronics in the amount of \$126,646.41; and/or 2) provide direction to staff.

Attachments: [H1](#)

Sheriff's Captain (Capt.) Michael Carney informed the board this item was for a purchase of mountain top equipment. Funding for the purchase was through a communications grant. Capt. Carney gave a brief background of the grant and stated the project was a joint venture with Plumas County to improve the radio infrastructure. This was the second round of funding. Captain Carney discussed the locations of the equipment placement. Additional discussion was held pertaining to repeaters, mountain tops, and base stations.

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

AUTHORIZATION TO SIGN LEASE AGREEMENT WITH MUNICIPAL ASSET MANAGEMENT, INC.

SUBJECT: Authorization to sign lease agreement with Municipal Asset Management, Inc. for the lease of the Bearcat.

FISCAL IMPACT: The total cost of the BearCat is \$558,851.75. This price includes tax, interest (5.38%), and delivery fees. Payments of \$111,770.35 annually for 5 years will begin in April 2027 (Fiscal Year 2026-2027).

Payments will be made from the Sheriff's Patrol Fund/Budget Unit No. 130-0522.

ACTION REQUESTED: 1) Authorize the Sheriff to sign the lease agreement with Municipal Asset Management, INC.; and/or 2) provide direction to staff.

Attachments: [H2](#)

Sheriff's Captain (Capt.) Michael Carney informed the board this item was a lease agreement with Municipal Asset Management, Inc. for the lease of the BearCat and was requesting board approval. Brief discussion was held pertaining to the agreement. County Counsel Plett stated there were no issues with the lease agreement or the opinion letter. Brief discussion was held.

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

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

FAIR

FAIR VOLUNTEER WORKERS APPLICATION, VOLUNTEER POLICY AND VOLUNTEER WAIVER

SUBJECT: Approve and Adopt Volunteer Application, Volunteer Policy and Volunteer Waiver.

FISCAL IMPACT: None

ACTION REQUESTED: Approve volunteer application, policy and waiver.

Attachments: [H3](#)

Fair Manager Bill Payer informed the board this item was an application, waiver and policy for the fair volunteers. Currently there had not been a volunteer application or policy in place. County Counsel Plett stated the application process would also apply to the Fair Advisory Board members. Discussion was held pertaining to the volunteer policy and workers' compensation insurance coverage.

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

RESOLUTION RECOGNIZING VOLUNTEER WORKERS AS EMPLOYEES FOR THE PURPOSE OF WORKERS' COMPENSATION INSURANCE COVERAGE

SUBJECT: Resolution recognizing volunteer workers as employees for the purpose of workers' compensation insurance coverage through the California Fair Services Authority.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve resolution.

Attachments: [H4](#)

Fair Manager Bill Payer informed the board this item was a resolution recognizing volunteer workers as employees for the purpose of workers' compensation insurance coverage. Fair Manager Payer stated volunteers would be considered as employees in the event a volunteer was injured on county property while conducting volunteer work. The injury would be covered under the workers' compensation policy eliminating the liability of the county being sued. Additional discussion was held pertaining to the cost and insurance carriers.

A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, that this Resolution No. 26-012 be adopted. The motion carried by the following vote:

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

HEALTH & SOCIAL SERVICES

BEHAVIORAL HEALTH FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND CASA SERENITY, LLC

SUBJECT: First Amendment to the agreement between Lassen County and Casa Serenity, LLC, to update the Community-Based Organization Master Contract and the Lobbying Restrictions and Disclosure Certification.

FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0751 and Mental Health Services Act Fund/Budget No. 164-0752.

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

Attachments: [H5](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was previously passed however it contained an incorrect version of an attachment. This item was being brought back with the correct version for re-approval. Brief 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: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

BEHAVIORAL HEALTH AGREEMENT BETWEEN LASSEN COUNTY AND CRISIS SUPPORT SERVICES OF ALAMEDA COUNTY

SUBJECT: Agreement between Lassen County and Crisis Support Services of Alameda County to provide after-hour crisis support and related telephone counseling services for the term of July 01, 2026, through June 30, 2027, with a maximum amount of \$60,540.

FISCAL IMPACT: 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 Crisis Support Services of Alameda County; and 2) authorize the County Administrative Officer or Designee to execute the agreement.

Attachments: [H6](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was a contract with Crisis Support Services of Alameda County for after hour crisis calls. After hours were considered weekends and after 5:00 p.m. Monday through Friday. Director Armstrong said there had been a 40% increase in calls for Lassen County due to the recent 988 National Hotline crisis line. Director Armstrong gave an overview of the hotline. All after hour crisis calls were dispatched to Alameda County. Brief discussion was held.

A motion was made by Supervisor Albaugh, 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

BEHAVIORAL HEALTH FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND RESTPADD HEALTH INC.

SUBJECT: First Amendment to the Agreement between Lassen County and Restpadd, Inc. to extend the maximum amount of the Fiscal Year (FY) 2025/2026 to \$175,000, and FY 2026/2027 to \$200,000, making the Maximum Contract amount not to exceed \$375,000.

FISCAL IMPACT: This agreement will be paid from Behavioral Health Fund/Budget Unit No.110-0751.

ACTION REQUESTED: 1) Approve the First Amendment to the Agreement with Restpadd, Inc., and 2) authorize the County Administrative Officer or Designee to execute the amendment.

Attachments: [H7](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was a first amendment to the agreement with Restpadd Health Inc. to increase the maximum contract amount for services provided. This facility housed adult and children between the ages of 13 - 17 years of age. Director Armstrong stated there had been approximately 40% increase of clients that needed to be seen in a psychiatric hospital. 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

BEHAVIORAL HEALTH FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND RESTPADD HEALTH CORP

SUBJECT: First Amendment to the Agreement between Lassen County and Restpadd Health Corp. to extend the maximum amount of the Fiscal Year (FY) 2025/2026 to \$175,000 and FY 2026/2027 to \$200,000, making the maximum contract amount not to exceed \$375,000.

FISCAL IMPACT: This agreement will be paid from Behavioral Health Fund/Budget Unit No.110-0751.

ACTION REQUESTED: 1) Approve the First Amendment to the Agreement with Restpadd Health Corp.; and 2) authorize the County Administrative Officer or Designee to execute the amendment.

Attachments: [H8](#)

Director of Behavioral Health Tiffany Armstrong stated this item was with Restpadd Health Corp and was similar to the previous item however, this facility was for adults only. The request was to extend the maximum amount of the contract for services provided. Director Armstrong said there was an increase in the amount of hospitalizations last year and was hoping the trend would level out. Brief discussion was held.

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

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

BEHAVIORAL HEALTH AGREEMENT BETWEEN LASSEN COUNTY AND THE SAIL HOUSE, INC

SUBJECT: Agreement between Lassen County and The Sail House, Inc. to provide residential care services for adults for the term of July 01, 2026, through June 30, 2027, with a Maximum Amount of \$200,000.

FISCAL IMPACT: 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 The Sail House, Inc.; and 2) authorize the County Administrative Officer or Designee to execute the agreement.

Attachments: [H9](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was with Sail House to provide residential care services. This was a boarding and care facility for individuals. Currently there were three (3) patients at this facility and would be housed until they were ready to be released. This was a long term facility with no definite time of discharge. The request was to continue the contract. Brief 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: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

CHANGE IN HEALTH AND SOCIAL SERVICES ADMINISTRATION
ALLOCATED POSITIONS FOR FISCAL YEAR 2025/2026

SUBJECT: Lassen County Health and Social Services Agency is requesting to fund 1 Full Time Employee (FTE) Personnel Assistant I/II/III (Confidential, Range 15/18/20) position within Health and Social Services Administration Fund/Budget Unit No. 110-0721.

FISCAL IMPACT: No anticipated increase of cost to Health and Social Services Administration Fund/Budget Unit No. 110-0721 in the current Fiscal Year.

ACTION REQUESTED: 1) Fund 1 FTE Personnel Assistant I/II/III position within Health and Social Services Administration Fund/Budget Unit No. 110-0721.

Attachments: [H10](#)

Assistant Director of Health and Social Services/Personnel Director Danielle Sanchez informed the board this item was to increase the Health and Social Services (HSS) Administrative Budget to incorporate a new position of a Personnel Assistant. The Personnel Assistant would work under the direction of the HSS Director Jayson Vial and staff. Discussion was held pertaining to the location of the Personnel Assistant and job duties. 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

MODIFICATION TO THE JOB DESCRIPTION OF THE DIRECTOR OF THE
PLANNING DIVISION

SUBJECT: The Planning and Building Services Department is requesting a modification to the job description for the Director of the Planning Division to change the title to Chief Planner.

FISCAL IMPACT: None.

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

Attachments: [H11](#)

Director of Planning and Building Services Gaylon Norwood read the subject and action of this item. Director Norwood explained to the board this item was to modify the current job title from the Director of the Planning Division to Chief Planner as the title was misleading. The requested title change had been approved by the Management and Professionals Association. Discussion was held pertaining to recruitment.

A motion was made by Supervisor Ingram, 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

MANAGEMENT AND PROFESSIONAL ASSOCIATION (MPA) SIDE LETTER FOR DIRECTOR OF PUBLIC WORKS

SUBJECT: Side letter agreement between County of Lassen and Lassen County Management and Professional Association.

FISCAL IMPACT: No additional impact to general fund. Wage increase will be offset by vacancy savings.

ACTION REQUESTED: 1) Ratify side letter agreement; and 2) authorize the Chairman to execute; and/or 3) provide direction to staff.

Attachments: [H12](#)

CAO Anderson informed the board this item was a side letter for the Management and Professional Association (MPA) for the Director of Public Works. Planning and Building Services Director of the Planning Division Matt May was appointed as the Interim Director of Public Works and would be paid accordingly. The MPA and Lassen County came to an agreement pertaining to pay range. Discussion was held regarding out of class pay and current recruitment for a permanent Director of Public Works.

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: 4 - Scanlan, Bridges, Albaugh and Ingram

Nay: 1 - Neely

APPOINTMENT OF NEGOTIATOR FOR REAL PROPERTY PURCHASE

SUBJECT: Resolution appointing Maurice Anderson as the County's negotiator for the potential purchase of 205 Russell Avenue, Susanville, California (Susanville Armory) from the State of California

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

Attachments: [H13](#)

CAO Anderson stated this item was to have the board appoint CAO Anderson as the negotiator of real property to purchase the Susanville Armory building located at 205 Russell Ave, Susanville, Ca. The state contacted Lassen County to see if there was interest in acquiring the property. The appointment to negotiator was necessary in order for CAO Anderson to act on behalf of the Board of Supervisors. Discussion was held pertaining to the details of the

building.

A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, that this Resolution 26-013 be adopted. The motion carried by the following vote:

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

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson: Nothing to report.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Plett announced the following closed session items:

- 2) Conference with Real Property Negotiator: Government Code Section 54956.8. Property Address: 205 Russell Avenue, Susanville, California (Susanville Armory); Agency Negotiator: Maurice Anderson; Negotiating Party: State of California; Under Negotiation: Price and terms of payment.
- 4) Employee performance evaluation: County Administrative Officer.

RECESS: 12:16 p.m. - 12:19 p.m.

CLOSED SESSION

Closed session was held from 12:19 a.m. - 1:04 p.m.

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

Fair Manager Bill Payer was present from 12:19 p.m. - 12:42 p.m.
Deputy CAO Samantha McMullen was present from 12:22 p.m. - 1:04 p.m.
County Counsel Plett departed at 1:04 p.m.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Anderson announced the following closed session items:

- 2) Conference with Real Property Negotiator: Government Code Section 54956.8. Property Address: 205 Russell Avenue, Susanville, California (Susanville Armory); Agency Negotiator: Maurice Anderson; Negotiating Party: State of California; Under Negotiation: Price and terms of payment.

Director was given to CAO Anderson to act as the negotiator with the State of California regarding the Susanville Armory building located at 205 Russell Ave, Susanville, CA.

- 4) Employee performance evaluation: County Administrative Officer.

Performance evaluation was held. No reportable action.

ADJOURNMENT

There being no further business, the meeting is adjourned at 1:05 p.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board

DRAFT