



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

Tuesday, April 16, 2024

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:02 A.M. CALL TO ORDER

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

CAO Richard Egan was absent by prearrangement.

Present: 5 - Chris Gallagher, Aaron Albaugh, Gary Bridges, Tom Neely and Jason Ingram

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

Deputy CAO Shaw announced the following closed session items:

- 1) Liability Claim; - Claimant: Frontier Communications, Agency claimed against: Lassen County.

CLOSED SESSION

Closed session was held from 9:02 a.m. - 9:08 a.m.

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

Personnel/Risk Analyst Regina Schaap was present from 9:02 a.m. - 9:08 a.m.

Budget Analyst Samantha McMullen was present from 9:02 a.m. - 9:08 a.m.

RECESS: 9:08 a.m. - 9:30 a.m.

9:30 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

Deputy CAO Shaw announced the following closed session item:

- 1) Liability Claim; - Claimant: Frontier Communications, Agency claimed against: Lassen County.

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, Albaugh, Bridges, Neely and Ingram

PUBLIC COMMENTS

District Attorney (DA) S. Melyssah Rios: 1) Discussed the relocation of the Child Advocacy Center and distributed hand outs for the from open house.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Requested to donate \$200 from Discretionary Funds to the Westwood Little League.

Supervisor Bridges: 1) Attended a California State Association of Counties (CSAC) meeting; 2) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 3) attended a Behavioral Health Advisory Board meeting; 4) requested to donate \$500 from Discretionary Funds to the Susanville Indian Rancheria (SIR) POW WOW, \$250 to Lassen Family Services, and \$250 to Lassen Land Trails and Trust.

Supervisor Neely: 1) Attended a PSA 2 AAA meeting; 2) will be attending a Fire Safe Council meeting on April 17, 2024; 3) announced there would be a Lassen Farm Bureau Golf Tournament for the Scholarship Program on April 18, 2024; 4) announced the pool meeting scheduled for today had been cancelled; 5) requested the Chairman to invite the new hire at the Economic Development for discussion on what they're doing and to see if the board can be a participant.

Supervisor Ingram: 1) Thanked all vendors who attended the Career Opportunities Workshop. Thanked Health and Social Services, Public Works, Sheriff's Office, Safeway, and Red Hut Pizza for their participation; 2) was happy to see transparency on the agenda; 3) thanked Director of Health and Social Services Barbara Longo and staff for participating in the Resource Fair in Herlong; 5) attended the Caleb Montgomery event.

Supervisor Albaugh: 1) Announced the wolf compensation fund was officially out of money; 2) requested to donate \$500 to the Big Valley Recreation District.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G5 - Meeting Minutes of March 19, 2024, Item# G8 - Nor-Cal EMS Presentation of Modification, and Item# G9 - Nor-Cal EMS Exclusive Operating Area Contract Modification. Supervisor Neely requested to pull Item# G11 - Agricultural Exemption.

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, Albaugh, Bridges, Neely and Ingram

BOARD OF SUPERVISORS

DISCRETIONARY FUNDS - SUPERVISOR NEELY

SUBJECT: Request to designate: 1) \$250 to the Susanville Indian Rancheria POW WOW.

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

ACTION REQUESTED: Approve expenditure.

This Action Item was approved on the Consent Agenda.

DISCRETIONARY FUNDS - SUPERVISOR INGRAM

SUBJECT: Request to designate: 1) \$300 to the Susanville Indian Rancheria POW WOW.

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

ACTION REQUESTED: Approve expenditure.

This Action Item was approved on the Consent Agenda.

DISCRETIONARY FUNDS - SUPERVISOR ALBAUGH

SUBJECT: Request to designate: 1) \$500 to the Susanville Indian Rancheria POW WOW.

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

ACTION REQUESTED: Approve expenditure.

This Action Item was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 12, 2024

SUBJECT: Meeting Minutes of March 12, 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 3-12-2024](#)

These Minutes were approved on the Consent Agenda.

HEALTH AND SOCIAL SERVICES

HEALTH AND SOCIAL SERVICES COPIER LEASE AGREEMENT BETWEEN COUNTY OF LASSEN AND LEAF CAPITAL FUNDING, LLC
SUBJECT: Lease Agreement between County of Lassen and LEAF Capital Funding, LLC in the amount of \$13,282.92 for the term of March 29, 2024 through June 29, 2029 for a Kyocera 6054ci OMNIA through Forest Office Equipment.

FISCAL IMPACT: This will be paid out of Health and Social Services Administration Fund/Budget Unit No.110-0721.

ACTION REQUESTED: 1) Approve Lease Agreement; and 2) authorize County Administrative Officer to execute the agreement.

Attachments: [G6-BOS HSS LEAF Capital Copier Lease 04.16.2024](#)

This Action Item was approved on the Consent Agenda.

WRAPAROUND AGREEMENT BETWEEN LASSEN COUNTY AND LASSEN FAMILY SERVICES.

SUBJECT: Agreement between Lassen County and Lassen Family Services in the amount of \$130,360 per year for a maximum contract amount of \$260,720 for the term of July 1, 2023 through June 30, 2025 for Parent Partner activities as outlined by the agreement.

FISCAL IMPACT: This will be paid out of Wraparound Fund/Budget Unit No.110-0754.

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

Attachments: [G7-BOS WRAP LFS Parent Partner 04.16.24](#)

This Action Item was approved on the Consent Agenda.

PLANNING AND BUILDING SERVICES

ENVIRONMENTAL HEALTH VEHICLE REPLACEMENT

SUBJECT: The Lassen County Department of Planning and Building Services, has determined a need to replace Environmental Health vehicle Unit# 7401, a 2010 Ford Explorer, that is past it's usable life, and will be a surplus vehicle purchase to be made utilizing State Contract No. 1-22-23-23E.

FISCAL IMPACT: The purchase will come from the Environmental Health Fund/Budget Unit No. 173-0732, in the amount of \$46,415.76.

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

Attachments: [EH Vehicle Purchase 2024 G-10](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:
a) Lassen County Planning Commission Special Meeting Agenda for April 11, 2024.

Attachments: [MISC CORR](#)

This Report was received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 19, 2024

SUBJECT: Meeting Minutes of March 19, 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 03-19-2024](#)

Supervisor Albaugh stated an addition to the Meeting Minutes of March 19, 2024, needed to be added. Deputy CAO Tony Shaw informed the board the verbiage "Board gave direction to staff to initiate the process to separate the consolidated office" needed to be added to the end of Item# H4 - The Office of Auditor-Controller-Treasurer-Tax Collector, for clarity.

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

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

OFFICE OF EMERGENCY SERVICES

NOR-CAL EMS PRESENTATION OF MODIFICATION OF AGREEMENT FOR CURRENT LASSEN COUNTY EXCLUSIVE OPERATING AREA (EOA)

Subject: Presentation by Nor-Cal EMS regarding agreement to amend agreement between Nor-Cal EMS and SEMSA for the current Lassen County Exclusive Operating Area (EOA) dated June 29, 2015. Amendment would decrease the contract obligation from four ambulances to three.

Fiscal Impact: No fiscal impact.

Action Requested: 1) Endorsement of agreement to amend agreement dated June 29, 2015; and/or 2) provide direction to staff.

Attachments: [240416 Agreement to Amend Nor-Cal EMS and SEMSA](#)

Office of Emergency Services (OES) Chief Silas Rojas informed the board this item was a modification to the current Lassen County Exclusive Operating Area (EOA). OES Chief Rojas stated the Sierra Medical Services Alliance (SEMSA) signed a contract that required SEMSA to carry a higher insurance policy with a cease operations if they didn't comply. The modifications were to increase funding from \$80,000 to \$125,000 for Lassen County to use for other ambulance services if SEMSA severed their contract. The modifications also included a decrease in the number of ambulances. The decrease was due to the cost of penalties if all ambulances couldn't be staffed. OES Chief Rojas explained to the board Lassen County was not a signatory for the EOA and this was a contract strictly between Nor-Cal EMS and SEMSA. OES Chief Rojas discussed the areas of Lassen County that were in the EOA operating area and ambulance services provided outside of the EOA boundaries. Additional discussion was held regarding Request for Proposals, prison services, ambulance coverage, and fees.

SPEAKERS: Eileen Richard.

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

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

NORCAL EMS EXCLUSIVE OPERATING AREA (EOA) CONTRACT MODIFICATION

SUBJECT: Modification of existing contract with Nor Cal EMS increasing the total amount to \$87,500, an increase of \$12,500, to fund additional costs associated with selecting and hiring a consultant to complete the Lassen County EOA Request for Proposal.

FISCAL IMPACT: Additional \$12,500 to be allocated and budgeted in the Fund/Budget Unit No. 100-0661 for the 2023/2024 fiscal year budget.

Projected to be reimbursed by the ambulance company who is awarded the Lassen County EOA contract.

ACTION REQUESTED: 1) Approve contract modification; and 2) authorize the Chairman to execute the contract modification; and/or 3) provide direction to staff.

Attachments: [240416 Agreement Modification Lassen County and Nor-Cal EMS](#)

Office of Emergency Services (OES) Chief Silas Rojas informed the board this was a contract with Nor-Cal EMS. OES Chief Rojas stated the consulting firm invoices Nor-Cal EMS who will invoice Lassen County. Nor-Cal EMS signed the agreement and now additional mapping requirements were needed. Costs have gone up and was requesting an additional \$12,500 to be added. OES Chief Rojas also stated they should not be back for more funding as the process was

at an end. Proposals and awards had been received. Part of the contract, Nor-Cal EMS would be required to pay back funding to Lassen County, however, if proposals are not submitted the county would not have an Exclusive Operating Area.

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, Albaugh, Bridges, Neely and Ingram

PLANNING AND BUILDING SERVICES

AGRICULTURAL EXEMPTION

SUBJECT: Consider a resolution amending the Guidelines for Administration of Building Permit Exemptions for Agricultural Buildings adopted by board Resolution No. 04-028 and find that greenhouses otherwise meeting the requirements of the Guidelines are exempt from the requirement to secure a building permit.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) adopt a resolution.

Attachments: [Ag Exempt Resolution Board Packet - G-11](#)

Supervisor Neely had requested if this item could be brought back to the board with the addition of exemption of permits for barns and briefly discussed agricultural use. Supervisor Albaugh stated this item was a modification to allow green houses. Supervisor Albaugh also stated the discussion could be brought back for barns but didn't recommend it as the state could come in and make their own modifications. County Counsel Uhrhammer explained agriculture production and state involvement. Director of Planning and Building Services Maury Anderson briefly discussed past exemptions compared to current and recommended to the board to approve the exemption for greenhouses. Supervisor Albaugh requested an addition to the resolution that included a statement that prohibited growing of cannabis. County Counsel Uhrhammer stated the wording change would read as "WhereAs This Exemption does not allow for cultivation of cannabis and/or hemp in a green house" and added a number 4 to the resolution that read "Title 19 remains in full force and effect". The board agreed.

A motion was made by Supervisor Ingram, seconded by Supervisor Bridges, that this Resolution No. 20-020 be adopted as amended.

The motion carried by the following vote:

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

HEALTH & SOCIAL SERVICES

BEHAVIORAL HEALTH AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND A & A HEALTH SERVICES, LLC

SUBJECT: First Amendment to the Agreement between Lassen County and A & A Health Services, LLC for a maximum amount of \$200,000 for the term of July 1, 2022, through June 30, 2024, to provide residential care facilities. FISCAL IMPACT: This agreement will be paid from Fund/Budget Unit No. 110-0751 and 110-0771.

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

Attachments: [H1-BOS-BH A & A Health Services 1st Amend 04.16.2024](#)

Director of Health and Social Services Barbara Longo informed the board this item was a first amendment to the agreement that was approved a few years ago. The amendment would effect July 1, 2023, through the year of 2024. The original agreement was for \$160,000 and the amendment added \$200,000 to the agreement to make it through the year. The facility housed clients and was very successful. Director Longo briefly discussed the clientele and length of stay. Supervisor Neely asked about eligibility. Director Longo stated it was case by case and each client was assessed by a psychiatrist. Director Longo stated the agreement would end in June 2024, and would have to bring another agreement to board at that time. Deputy CAO Tony Shaw stated monthly costs were very reasonable and it was better to have the service in place than not need it. The alternative wouldn't be in the best interest of the person or the community. Brief discussion was held.

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

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

COMMUNITY SOCIAL SERVICES CALWORKS SYSTEM IMPROVEMENT PLAN (CAL-SIP) REPORT

SUBJECT: Community Social Services CalWORKs System Improvement Plan (Cal-SIP) Report.

FISCAL IMPACT: No Fiscal Impact.

ACTION REQUESTED: 1) Receive report; and 2) approve for Submittal to State.

Attachments: [H2-BOS-CSS Cal-SIP Report 04.16.2024](#)

Director of Health and Social Services Barbara Longo introduced the new Community Social Services (CSS) Director Jason Vial and stated he would be discussing the Lassen Works Improvement System Plan. CSS Program Manager Yvonne Hawkes stated they had previously presented this item and brought back to the board to see if they had questions pertaining to the plan. Program Manager Hawkes requested the board to consider the plan. Supervisor Ingram thanked the staff for their efforts in South County. Director Vial gave an overview of his background with Health and Social Services. Lassen Works

Analyst Natalie Ruger briefly discussed data, goals, orientation process and having measures in place to improve Lassen Works services. Additional discussion was held.

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

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

RECESS: 10:39 a.m. - 10:44 a.m.

INFORMATION SERVICES

PUBLIC MEETING STREAMING

SUBJECT: Streaming of Public Meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Information Services Department (ISD) Supervisor Jason Housel informed the board he would be giving an update on streaming of board meetings to the public. ISD Supervisor Housel stated he had been working on the design element with Public Works to include a high level of quality, ease of use and the broadcasting model. Discussion was held regarding streaming options. Deputy CAO Tony Shaw stated there were many components that included procurement of which vendor, legal standards, how long to keep, and maintenance. Deputy CAO Shaw informed the board this item would have to come back to the board when it gets closer to completion and he was working closely with County Counsel Uhrhammer to make sure everything is legal. Supervisor Gallagher stated the board had this discussion prior to Supervisor Ingram's appointment to the Board of Supervisors and asked about cameras for the Board Chambers. Director of Public Works Pete Heimbigner stated the plan was to cover the room with fixed cameras. Additional discussion was held.

Supervisor Ingram was absent from 10:44 a.m. - 10:46 a.m.

PLANNING AND BUILDING SERVICES

PROPOSALS FOR REGIONAL AREA PLAN UPDATE

SUBJECT: Provide direction regarding proposals received in response to a Request for Proposals circulated to provide services to prepare a Regional Area Plan for the Susanville Vicinity, Johnstonville, Richmond/Gold Run and other communities not currently part of an Area Plan, such as Lake Forest.

FISCAL IMPACT: If the board determines to proceed, the cost would be \$488,770 to \$1,250,000 depending on the proposal selected over at least two fiscal years (2024/2025 and 2025/2026).

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

Attachments: [Proposals for Regional Area Plan Update Packet- H4](#)

Director of Planning and Building Services Maury Anderson informed the board this item was to discuss the Area Plan and General Plan. The current Area Plan was significantly older and rather than having many plans, the idea was to condense into specific areas. Director Anderson also stated there had been some zoning completed with the Area Plan. The Susanville vicinity didn't work well for commercial, but instead concentrated on industrial. Discussion was held pertaining to the cost of the plan and Request for Proposals. Director Anderson stated he wanted to work on the Area Plan first and then move to the General Plan. Supervisor Bridges asked about heavy population. Director Anderson said from Susanville to Johnstonville there had been a lot of projects that didn't fit. There were both industrial and commercial and it appeared it was moving toward more commercial for additional business growth. Director Anderson informed the board the GIS effort is to date and adequate for this process. Partial layer and zonings were almost completed. Deputy CAO Tony Shaw stated the plan also included Lake Forest as they did not have a plan. Director Anderson stated the Environmental Impact Report (EIR) was included in the price and stated the cost would be broken up over several budget years. The contract would be in phases. Additional discussion was held regarding opportunity and growth for Lassen County. The consensus of the board was for Planning and Building Services to proceed with the update to the Area and General Plan.

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

Deputy CAO Tony Shaw stated he looked forward to CAO Egan returning next week.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:14 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board