



SUMMARY MINUTES
BOARD OF SUPERVISORS
707 NEVADA STREET, SUSANVILLE
SEPTEMBER 16, 2014

UNAPPROVED

9:00 A.M. CALL TO ORDER

PRESENT: Supervisors Larry Wosick, Jim Chapman, Bob Pyle, Aaron Albaugh and Tom Hammond; County Administrative Officer (CAO) Richard Egan, County Counsel Robert Burns and Deputy Clerk of the Board Susan Osgood.

Absences: CAO Egan 9:45 a.m. – 9:47 a.m. Supervisor Chapman 12:13 p.m. – 12:14 p.m. Supervisor Chapman departs meeting at 3:05 p.m.

Recesses: 10:22 a.m. – 10:31 a.m.; 12:38 p.m. – 1:39 p.m. (Supervisors Wosick and Hammond enter at 1:44 p.m.) Closed session is held 9:04 a.m. – 9:32 a.m. Also present: Sheriff Dean Growdon and Undersheriff John Mineau 9:04 a.m. – 9:32 a.m. Afternoon closed session 3:05 p.m. – 3:22 p.m. Supervisor Pyle and Deputy Clerk of the Board Osgood are absent for CAO Egan's evaluation.

PUBLIC COMMENT: Carol Byers: Tea Party co-founder Mark Meckler cancelled the presentation scheduled for this evening; hopes to re-schedule.

ANNOUNCEMENT OF CLOSED SESSION: 1) Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code section 54956.9: One case.

2) Employee performance evaluation: County Administrative Officer Richard Egan.

9:51 A.M. OPENING CEREMONIES: Following the flag salute, the invocation is offered by Chairman Wosick.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION: CAO Egan reports on the Closed Session: 1) Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code section 54956.9: One case – **No reportable action.**

2) Employee performance evaluation: County Administrative Officer Richard Egan – **To be discussed after the regular meeting.**

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS:

ACTION: Approve agenda as posted.

MOVED BY: Albaugh

SECONDED BY: Pyle

UNANIMOUS: Yes

PUBLIC COMMENT: 1) John Wheeler – Caretaker: Notes caretakers provide good care and would like to be recognized.

2) Teresa Caples (represent California United Homecare Workers; was an In-Home Supportive Services [IHSS] provider): Comments on In-Home Supportive Services program; some issues the providers have; would like to meet with negotiators. Will be back with a proclamation recognizing care givers. Supervisor Wosick: Suggests a presentation be made to the Board regarding the services provided. Further discussion is held.

UNAGENDIZED BOARD REPORTS:

Supervisor Chapman: 1) Reports in detail on September 15, 2014 PSA II Planning and Service Area – Area Agency on Aging (PSA II) Executive Committee meeting. 2) Will not be in attendance at the September 25, 2013 meeting.

Supervisor Albaugh: 1) Reports on the Lassen Disaster Preparedness Summit held September 11, 2014; thanks everyone who put it together. 2) Reports on a big fire in Weed; it burned the saw mill and other buildings.

Supervisor Hammond: Reports on Town Hall Meeting held in Herlong; water was one of the hot topics.

Supervisor Pyle: 1) Attended part of the Disaster Preparedness Summit; 2) Participated in Emergency Medical Services (EMS) conference call; the committee did approve the Lassen County Transportation Plan. 3) Reports in detail on Lassen County Natural Resources Coordination Council (Coordination Council) meeting attended September 15 with Supervisor Wosick.

Supervisor Wosick: 1) Also presents information from the Coordination Council meeting. 2) Reports he will be running the Bizz Johnson Marathon to raise money for disabled student athletic class at the college and Janesville Music Program.

CAO Egan is absent 9:45 a.m. – 9:47 a.m.

PROCLAMATIONS

ACTION: Adopt Proclamations recognizing Shirley Foltz (Health & Social Services) and Doug Foltz (Public Works) (not present) on their retirement from Lassen County.

MOVED BY: Chapman

SECONDED BY: Pyle

UNANIMOUS: Yes

RECOGNITION COMMITTEE PRESENTATION

Chairman Wosick presents awards in appreciation for years of employment with Lassen County to the following employees:

10 Year Awards: Debbie Kincaid (Child Support Services); Julie Morgan (Administration)

15 Year Awards: Douglas Fletcher (Sheriff)

20 Year Awards: Norma Scheetz (Tax Collector)

35 Year Awards: James Lane (Public Works - Road)

RETIREMENTS: Shirley Foltz (Health & Social Services) and Doug Foltz (Public Works)

Recess 10:22 a.m. – 10:31 a.m.

MILFORD FIRE DISTRICT - VACANCY

ACTION: Appoint Colleen Snook to fill vacancy on the Milford Fire District Board.

MOVED BY: Pyle

SECONDED BY: Hammond

UNANIMOUS: Yes

CONSENT CALENDAR

Supervisor Wosick requests Item G4 County Counsel contract be removed for separate discussion.

Supervisor Albaugh requests Item G7 Prison Trial Costs be removed for separate discussion.

ACTION: Take the noted action on the following Consent Calendar items:

MOVED BY: Pyle

SECONDED BY: Albaugh

UNANIMOUS: Yes

COUNTY CLERK ITEM - PROPOSITION 65 REPORT

ACTION: Receive and file Report No. 14-02 NOTIFICATION OF HAZARDOUS MATERIALS

RELEASE: On September 2, 2014 Emergency Services Chief Eric Ewing was notified of a fuel spill of about 15-20 gallons occurred August 3 2014 at the Pacific Pride Card Lock Fuel Station at 702-190 Johnstonville Road. Cleanup by responders contained the spill to the concrete and asphalt area of the parking lot; the remaining cleanup was turned over to the facilities responsible party.

ADMINISTRATIVE SERVICES ITEM - OFFICE OF EMERGENCY SERVICES

ACTION: Resolution No. 14-047 terminating the emergency declaration as a result of the Bald Fire in the Little Valley area.

BOARD OF SUPERVISORS ITEM - EXPENDITURE APPROVAL

ACTION: Approve request by Supervisor Pyle to designate \$500 to the Westwood Rotary for lighting at George Young Park. (August 19, 2014)
FISCAL IMPACT: 100-0011

PUBLIC WORKS DEPARTMENT ITEMS

PUBLIC WORKS

ACTION: Award bid for Heating Oil, Diesel #2 for various County facilities to Harbert Oil, the lowest bidder, in the amount of \$0.15/gallon (firm margin above OPIS [Oil Price Information Service]) for the Bieber area, \$0.20/gallon (firm margin above OPIS) for the Susanville area, and \$0.25/gallon (firm margin above OPIS) for the Westwood area.
FISCAL IMPACT: Funding is budgeted within the Utility line item of the various departments.

PUBLIC WORKS

ACTION: Award bid for Liquid Propane for various County facilities to Ferrellgas, the lowest bidder in the amount of \$0.60/gallon (firm margin above BPN [Butane Propane News]) for the Bieber, Doyle, Herlong, Janesville, Ravendale, Standish, Susanville and Westwood area.
FISCAL IMPACT: Funding is budgeted within the Utility line of the various departments.

PRISON TRIAL COSTS ITEMS - PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS

ACTION: Receive and file recap of CCC Prison and High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2013 through June 2014 and for the months of July and August 2014.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION: Receive and file the following correspondence:
a. Lassen County Architectural Review Committee meeting agenda for September 2, 2014.
b. Lassen County Planning Commission meeting agenda for September 3, 2014.
c. Technical Advisory Committee meeting agenda for September 10, 2014.
d. Lassen County Behavioral Health Advisory Board meeting agenda for September 8, 2014.
e. Lassen County Fair Advisory Board meeting agenda for September 9, 2014.

COUNTY COUNSEL ITEM - CONTRACT

SUBJECT: Contract with Curtis & Vander Ploeg, LLP for legal services
FISCAL IMPACT: Special and Professional Services from County Counsel 100-0141, not to exceed \$25,000.
ACTION REQUESTED: Approve and authorize the Chairman and County Counsel to sign.

County Counsel Burns: States the only change on the agreement is the name of the firm; ending terms remains the same.

Discussion is held.

SPEAKERS: Eileen Spencer; Kimberly Brady.

ACTION: Approve contract with Curtis & Vander Ploeg, LLP and authorize the Chairman and County Counsel to sign.

MOVED BY: Chapman

SECONDED BY: Albaugh

UNANIMOUS: Yes

PRISON TRIAL COSTS ITEMS - PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS

SUBJECT: Recap of CCC Prison and High Desert State Prison Trial Costs Reimbursement Billing for the months of July 2013 through June 2014 and for the months of July and August 2014.
ACTION REQUESTED: Receive and file.

Supervisor Albaugh: Asks questions regarding non-reimbursement for July and August.

Discussion is held. The report will be brought back for further discussion on September 23, 2014.

COUNTY ADMINISTRATIVE OFFICE - GRAND JURY REPORT

SUBJECT: 2013/2014 Grand Jury Report.

ACTION REQUESTED: 1) Consider and approve response to the 2013/2014 Grand Jury Report.
2) Provide direction regarding publication of report.

CAO Egan: Presents staff report. Discussion is held. .

ACTION: 1) Approve response to the 2013/2014 Grand Jury Report. 2) Leave distribution of the report to the discretion of the CAO.

MOVED BY: Pyle

SECONDED BY: Hammond

UNANIMOUS: Yes

LETTER

SUBJECT: Letter from Health and Social Services Director Melody Brawley regarding "Review of Access to Public Authority staff".

ACTION REQUESTED: Receive and file.

Director Brawley: Notes her letter is in response to questions asked by members of the public at the September 9 meeting.

MEETING

SUBJECT: November 18, 2014 Board of Supervisors' meeting.

ACTION REQUESTED: Consider canceling or moving due to conflict with California State Association of Counties (CSAC) Annual Conference.

Discussion is held. CAO Egan suggests a meeting be held November 11 or 12 in place of the November 18 meeting. The issue will be brought back to the Board.

SOUTHERN CASCADES WORKING GROUP

SUBJECT: Update and discussion regarding special election for Southern Cascades Community Services District for Local Ambulance and Emergency Medical Response and Training.

ACTION REQUESTED: Discussion and possible direction to staff.

Big Valley EMS Working Group Co-Chairman Clinton Davis: Presents information on the need for ambulance service; notes the group is doing further education in the area; suggests they may want to do a special election in the spring.

Extensive discussion is held.

SPEAKERS: Dan Bouse; Emergency Services (OES) Chief Eric Ewing; Kimberly Brady; Sheila Connor (member of volunteer committee).

LASSEN FAMILY SERVICES

SUBJECT: Resolution proclaiming the month of October 2014 "Domestic Violence Awareness Month".

ACTION REQUESTED: Adopt resolution.

Lassen Family Services Deputy Program Director Michelle Latimer: Provides information regarding domestic violence; appreciates support of Board for Lassen Family Services.

ACTION: Adopt Resolution No. 14-046 proclaiming the month of October 2014 “Domestic Violence Awareness Month”.

MOVED BY: Chapman

SECONDED BY: Hammond

UNANIMOUS: Yes

LASSEN COUNTY FAIR - REPORT

SUBJECT: Lassen County 2014 Fair Report.

ACTION REQUESTED: Receive report.

Fair Manager Jim Wolcott: Presents information from the Lassen County Fair Report regarding attendance, revenues, etc. Appreciates the Board and sponsors support.

Extensive discussion is held. Fair Manager Wolcott will bring back additional financial information for the Board.

(Supervisor Chapman absent 12:13 p.m. – 12:14 p.m.)

SPEAKERS: Kimberly Brady.

INFORMATION FOR THE BOARD OF SUPERVISORS

1) CAO Egan: Comments on the Disaster Summit held September 11, 2014; notes it was a good forum and publicly thanks H&SS Public Health staff.

2) Supervisor Chapman: Asks about information received in the Passaround file regarding California State Association of Counties (CSAC) Most Innovative County Programs; notes Lassen County received a Challenge Award. CAO Egan states that is for a Child Support Services program with Federal Correctional Institution (FCI - Herlong); that information will be brought to the Board at a later meeting.

Recess 12:38 p.m. – 1:39 p.m. Vice-Chairman Pyle chairs the meeting until Chairman Wosick and Supervisor Hammond enter at 1:44 p.m.

BOARD OF SUPERVISORS - CAPITAL IMPROVEMENT PLAN AND DRAFT MASTER SPACE PLAN

SUBJECT: Capital Improvement Plan and Draft Master Space Plan.

ACTION REQUESTED: 1) Review and consider adopting revised Capital Improvement Plan.

2) Receive and review revised Master Space Plan.

Deputy Public Works Director for Facilities Peter Heimbigner: Distributes information “Lassen County Space Planning by TRG Consulting”. Presents information on revisions to the previously presented Capital Improvement Plan. Reports a threshold for capital projects has been set at \$50,000; everything under that threshold has been dropped off the capital project list but would still be covered as an operation or maintenance type project.

CAO Egan: Comments on the final report from TRG Consulting and presents other information.

Detailed discussion is held.

SPEAKERS: 1) Jim Hodge (Susanville): Does not think the report is complete; comments on the report, priorities, different reports; suggests having various lay people on a committee to work on scoring of projects.

Discussion is held regarding how to make information from other boards and committees available to the public with possible links to the County website. The Board suggests CAO Egan review the matter

with the Information Technology (IT) Department and report back to the Board.

2) Eileen Spencer (kanwehelp.com): Presents document "Capital Projects" from Washoe County's Capital Improvement Plan. Comments on the varied Capital Improvement Projects in California counties; makes other comments.

Chairman Wosick suggests staff bring back a narrowed down suggestion on how to move forward.

LASSEN COUNTY FAIR – REPORT - Continued

SUBJECT: Lassen County 2014 Fair Report.

ACTION REQUESTED: Receive report.

Fair Manager Wolcott: Presents additional documents for 2014 and 2013. Will also get additional comparisons for last three years to the Supervisors.

CAO Egan: This information can be brought back to the Board.

3:04 P.M. CLOSED SESSION - CONTINUED

2) Employee performance evaluation: County Administrative Officer Richard Egan.

Supervisor Chapman departs at 3:05 p.m. Supervisor Pyle and Deputy Clerk of the Board Osgood are not present for the Closed Session.

3:20 p.m. County Counsel Burns states – **NO REPORTABLE ACTION.**

ADJOURNMENT

There being no further business, the meeting is adjourned at 3:22 p.m.

Chairman of the Board of Supervisors
Date _____

ATTEST:

Susan Osgood, Deputy Clerk of the Board