



## LASSEN COUNTY

### Health and Social Services Department

- ☒ **HSS Administration**  
1345 Paul Bunyan Road, Ste B  
Susanville, CA 96130  
(530) 251 - 8128
- ☐ **Public Guardian/Administrator**  
1345 Paul Bunyan Road, Ste B  
Susanville, CA 96130  
(530) 251 - 8337
- ☐ **Housing & Grants**  
1445 Paul Bunyan Road, Ste B  
Susanville, CA 96130  
(530) 251 - 8309
- ☐ **Behavioral Health**  
555 Hospital Lane  
Susanville, CA 96130  
(530) 251 - 8108
- ☐ **Public Health**  
1445 Paul Bunyan Road, Ste B  
Susanville, CA 96130  
(530) 251 - 8183
- ☐ **Community Social Services**  
1400 Chestnut Street, Ste A  
Susanville, CA 96130
- LassenWORKS**  
1616 Chestnut Street  
Susanville, CA 96130  
(530) 251 - 8152
- Child & Family Services**  
1600 Chestnut Street  
Susanville, CA 96130  
(530) 251 - 8277
- Adult Services**  
1400 Chestnut Street, Ste B  
Susanville, CA 96130  
(530) 251 - 8158
- Family Solutions/Wraparound**  
1400 Chestnut Street, Ste C  
Susanville, California 96130  
(530) 251 - 8340

**Mailing Address:**  
PO Box 1180  
Susanville, California 96130

**Date:** September 17, 2025

**To:** Tom Neely, Chairman  
Lassen County Board of Supervisors

**From:** Danielle Sanchez, Personnel Coordinator  
Lassen County Community Social Services

**Subject:** Hiring of Candidate at a Management Professional Association (MPA) Range 20, Step G for the Supervising Integrated Case Worker position at Lassen WORKs

#### Background:

In April 2025 you approved this request, however the applicant was unable to complete the move to Lassen County due to housing, school and child care hardships. The applicant reapplied, completed the interview process and was again the highest scoring candidate.

The applicant has 14 years of experience working in Self-Sufficiency programs, including CalWorks, CalFresh, and Medi-Cal. She worked in Lassen County from 2010 – 2012 and has been working for San Bernardino County since 2012. Her expertise in the programs that are offered through Lassen WORKs will bring immense knowledge and structure to our department.

I advocate today to hire at the G Step not only due to her qualifications and experience but also because we do not have the capacity to hire locally or promote from within due to lack of experience and ability to meet minimum qualifications. Our Current staff would need 2+ years more of experience or significant college units to qualify for this position.

#### Fiscal Impact:

Community Social Services / Lassen WORKs Fund/Budget 120/0855 has sufficient funding allocated for this position.

#### Action Requested:

- 1) Authorize the Hiring at the G Step