



# Lassen County

G2

## 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, February 18, 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: Budget Analyst/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

David Teeter: Discussed CAO appointment and Cottage Food Operator Program Fees.

Amy Holley: Discussed live streaming.

### ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session items.

- 1) Conference with Legal Counsel: To consider whether to initiate litigation pursuant to Government Code Section 54956.9(c), (d)(4).
- 2) Threat to Public Services or Facilities pursuant to Government Code Section 54957. Consultation with Lassen County Behavioral Health.
- 3) Conference with Labor Negotiator Scott McLeran: a) United Public Employees of California (UPEC); b) Management and Professional Association; c) Department Heads and Confidential employees.
- 4) Appointment of County Administrative Officer.

### CLOSED SESSION

Closed session was held from 9:12 a.m. - 9:37 a.m.

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

Director of Behavioral Health Tiffany Armstrong was present from 9:13 a.m. - 9:35 a.m.

RECESS: 9:37 a.m. - 9:40 a.m.

**9:47 A.M. OPENING CEREMONIES**

**Pledge of Allegiance and Invocation**

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

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

County Counsel Uhrhammer announced the following closed session items:

1) Conference with Legal Counsel: To consider whether to initiate litigation pursuant to Government Code Section 54956.9(c), (d)(4).

Consent was given to initiate litigation and direction to staff was provided.

2) Threat to Public Services or Facilities pursuant to Government Code Section 54957. Consultation with Lassen County Behavioral Health.

Direction given to staff.

3) Conference with Labor Negotiator Scott McLeran: a) United Public Employees of California (UPEC); b) Management and Professional Association; c) Department Heads and Confidential employees.

Did not meet for this item.

4) Appointment of County Administrative Officer.

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

**AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

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

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

**PUBLIC COMMENTS**

Chris Barcia: Discussed transparency.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Scanlan: 1) Attended an air pollution meeting; 2) met with the District Attorney (DA) regarding operations and budget of the DA's office; 3) was interviewed by DA Rios regarding Brown Act issues; 4) attended a Westwood

Family Resource Center breakfast; 5) met with an investors group that was seeking to rehabilitate Westwood.

Supervisor Bridges: 1) Attended a Behavioral Health Advisory Board Statewide Planning Council meeting; 2) attended a California State Association of Counties (CSAC) meeting in Sacramento; 3) attended a CSAC Board of Directors meeting; 4) attended a Norcal EMS meeting; 5) had a call with DA Rios regarding a Brown Act violation; 6) missed the Taste of Beef Sip of Wine event.

Supervisor Ingram: 1) Attended an air pollution meeting; 2) attended a Joint Powers Authority (JPA) meeting for the Emergency Medical Services (EMS); 3) attended the Taste of Beef Sip of Wine event; 4) requested staff to find out if the county was a member of the Association of Defense Committee; 5) will be soliciting employers to be present at the career workshop; 6) was organizing a week of town hall meetings in March; 7) hoping to agendize a discussion to start accepting digital applications on the county's website.

Supervisor Albaugh: 1) Will be attending a Rural County Representatives of California (RCRC) and Rural Advocacy Institute (RAI) meetings in Sacramento; 2) attended the crab feed in Big Valley; 3) Fish and Game Commission for small animals did not go through; 4) discussed transparency; 5) discussed the resignation of the County Administrative Officer.

Supervisor Neely: 1) Attended an air pollution meeting; 2) discussed the resignation of the County Administrative Officer.

**INFORMATION/CONSENT CALENDAR**

Supervisor Albaugh requested to pull Item# G5 -Vocational Trainee / Vocational Assistant Series Job Description; Item# G6 - First Amendment for the University of California Spay and Neuter Grant; and Item# G7 - Personnel Report, for further discussion.

**Approval of the Consent Agenda**

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

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

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF DECEMBER 17, 2024

SUBJECT: Meeting Minutes of December 17, 2024. Correction to Minutes for the Kramer Ranch LLC, Protest of Notice of Non-Renewal item. The vote was recorded incorrectly.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve amended Minutes.

Attachments: [DRAFT AMEND MINS](#)

**These Minutes were approved on the Consent Agenda.**

This item was removed from the agenda.

UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

IRRIGATED LANDS REGULATORY PROGRAM EXEMPTION LETTER OF SUPPORT

SUBJECT: Letter of Support to exempt upper Pit River growers from the irrigated lands regulatory program.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve letter; and 2) authorize the Chairman to execute.

Attachments: [Co-Op Attach](#)

**This Action Item was approved on the Consent Agenda.**

HEALTH AND SOCIAL SERVICES

AGREEMENT BETWEEN THE UNIVERSITY OF CALIFORNIA DAVIS AND LASSEN COUNTY

SUBJECT: Agreement between Lassen County and the University of California Davis for the Maximum amount of \$90,907.50 for the term of July 1, 2025, through June 30, 2026, for 23 units of training in the subject areas selected by the agency for Continuing and Professional Education.

FISCAL IMPACT: There is no impact to the County General Fund. This Agreement will be paid from Fund/Budget Unit No. 120-0853 and is included in the 2025/2026 Fiscal Year budget.

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: [G4- BOS CSS UC Davis 2.18.25](#)

**This Action Item was approved on the Consent Agenda.**

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:  
a) Proposal to Modify Reno Military Operations Area and Reno Air Traffic Control Assigned Airspace.

Attachments: [MISC CORR](#)

**These Reports were received and filed on the Consent Agenda.**

**MATTERS SET FOR TIME CERTAIN**

RECOGNITION AWARDS FOR FEBRUARY 2025

SUBJECT: Recognition awards for February 2025.

FISCAL IMPACT: None.

ACTION REQUESTED: Present Recognition Awards to: 10 Years: Whitney Muller (Health and Social Services).

Supervisor Neely recognized the following employee: 10 Years: Whitney Muller (Health and Social Services).

SPEAKERS: Barbara Longo, Director of Behavioral Health Tiffany Armstrong, Supervisor Albaugh.

## DEPARTMENT REPORTS

SUPERVISOR SCANLAN

SUBJECT: Proclamation.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Present Proclamation to Randy Robbins; and 2) adopt Proclamation.

**Attachments:** [Proclamation 2025- Randy Robbins-Scanlan](#)

Supervisor Neely presented a Proclamation to Photographer Randy Robbins.

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

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

SUPERVISOR INGRAM

SUBJECT: Discussion and direction to staff regarding Cottage Food Operator Program Fees.

FISCAL IMPACT: Cost neutral or less than 100% cost recovery. Fee revenue in the amount of approximately \$1,600 annually for Cottage Food Operator A permits (\$110 each) and \$2,600 from Cottage Food Operator B permits (\$200 each). Fee charged for recovering county costs as the Local Enforcement Agency responsible for implementing the state mandate on Cottage Food Operators pursuant to California Health and Safety Code Section 114365 of the California Retail Food Code.

ACTION REQUESTED: Various options, including but not limited to: 1) Receive Information and No Action; or 2) direct staff to initiate the process to repeal and replace section(s) of the Lassen County Code pertaining to Cottage Food Operator Program Fees; and/or 3) provide direction to staff.

**Attachments:** [250218 EH Cottage Food Program Fees](#)

Supervisor Ingram stated he requested this item to be agendaized after speaking with Cottage License holders regarding fees recently increased. Director of Planning and Building Services Maury Anderson discussed fees and 100% cost recovery. Director Anderson reminded the board after their direction last June,

the 100% cost recovery for the Cottage License Fees were implemented. The county did not make money from these fees. Extensive discussion was held pertaining to fees and inflation.

SPEAKERS: Chris Barcia, Amanda Eder, Andrea Traphagen, Denise Pickens.

**A motion was made by Supervisor Ingram. The motion failed due to a lack of a second motion.**

**BOARDS AND COMMISSIONS**

LOCAL AGENCY FORMATION COMMISSION (LAFCo)

SUBJECT: Committee Appointments.

FISCAL IMPACT: None.

ACTION REQUESTED: Make appointment to the following Commission.

1. Local Agency Formation Commission (LAFCo)

a. Government Code section 56000

b. Two regular members and one alternate member selected from the Board of Supervisors.

c. Term: Four years or serves at the will of the Board of Supervisors.

CURRENT MEMBERS: Hemphill (R), Gallagher (R), Bridges (A)

Supervisor Neely stated he would like to remain on the board. Supervisor Neely appointed Supervisor Scanlan as the second regular appointment and Supervisor Bridges to remain as the alternate.

**DEPARTMENT REPORTS - CONTINUED**

HEALTH & SOCIAL SERVICES

VOCATIONAL TRAINEE / VOCATIONAL ASSISTANT SERIES JOB DESCRIPTION

SUBJECT: Job Description Approval and Position Allocation for Vocational Trainee / Vocational Assistant Series within Community Social Services Department.

FISCAL IMPACT: There is no impact to the General Fund. Funds are budgeted within

Community Social Services Fund/Budget Unit No. 120-0853 to support these positions.

ACTION REQUESTED: 1) Approve Vocational Trainee / Vocational Assistant Job Description; and 2) Un-Fund 4 FTE Social Worker Series positions; and 3) Fund 4 FTE Vocational Trainee / Vocational Assistant Series positions.

Attachments: [G5-BOS CSS Vocational Series 02.18.2025](#)

Supervisor albaugh asked for an explanation of the purpose of changing to vocational. Health and Social Services Interim Public Health Director Danielle

Sanchez stated they weren't changing anything, just adding a job description. Interim Director Sanchez discussed the Merit Systems recruitment and screening. Health and Social Services Director of Community Social Services Jayson Vial stated the new job description would allow the department to hire a person who was not yet qualified allowing the applicant to gain experience to promote. Director Vial said they were using a similar process as the Probation Department. Brief discussion was held. Director of Planning and Building Services Maury Anderson stated he lent his support to this as well and said they had the same issues with Environmental Health. This process also worked well for his 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

#### PUBLIC WORKS DEPARTMENT

FIRST AMENDMENT FOR THE UNIVERSITY OF CALIFORNIA SPAY AND NEUTER GRANT

SUBJECT: First amendment to the grant agreement with the University of California for funding to spay and neuter dogs and cats.

FISCAL IMPACT: Revenue will continue the Spay and Neuter Program coordination between the Animal Shelter and Lassen Humane Society.

ACTION REQUESTED: 1) Approve the first amendment to the grant agreement with the Regents of the University of California to fund spay and neuter of dogs and cats through the Animal Shelter; and 2) authorize the Director of Public Works to execute the amendment.

Attachments: [PW Attach](#)

Supervisor Albaugh asked if this item was to finish out the grant. Acting CAO Samantha McMullen informed the board the Public Works Director was unavailable and she would be presenting. Acting CAO McMullen stated this was to finish out the grant and allowed the appropriation of the remainder of the funding. This was a very successful program.

**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

#### COUNTY ADMINISTRATIVE OFFICE

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for January, 2025.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

Supervisor Albaugh stated he pulled this item for informational and transparency purposes. Four people were hired in the month of January with nine employees losses. Supervisor Albaugh said this was a perpetual trend. There were a lot of job openings without any applicants.

## BOARD OF SUPERVISORS

NORCAL EMS JOINT POWERS AUTHORITY (JPA)

SUBJECT: Consideration approval of Joint Powers Agreement with NorCal EMS participants.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Discuss and consider approval of the creation of a Joint Powers Agreement among NorCal EMS participatory entities; and 2) authorize the County Administrative Officer to execute the Joint Powers Agreement; or 3) provide direction to staff.

Norcal EMS Chief Executive Officer (CEO) Donna Stone attended via ZOOM and gave a brief background of Norcal EMS. CEO Stone stated Norcal EMS originally began as a Joint Powers Authority (JPA) and eventually transitioned into a private non-profit organization. Due to some regulation and other changes the organization needed to return as a JPA. CEO Stone stated she had been in many discussions with the board members, County Administrative Officers, and Board of Supervisors. CEO Stone discussed benefits, process of the transition, and deadline dates. Supervisor Albaugh asked if it would be beneficial to have county staff to reside on the board, similar to the board members of Trindel or Public Risk Innovation Solutions Management (PRISM), rather a member of the Board of Supervisors. CEO Stone said it was important to the organization and group who developed the JPA that those members are Board of Supervisors because they were allowing, approving, and obligating county funds. Acting CAO Samantha McMullen stated she and County Counsel Uhrhammer had attended the meeting and asked important questions pertaining to timelines and the JPA. Acting CAO McMullen reminded the board the Emergency Medical Care Committee (EMCC) monitored Norcal EMS. Office of Emergency Services (OES) Chief Silas Rojas stated his opinion was procedures and services in Norcal EMS were not changing and it was just a reorganization in a government structure. Ambulance services would still be provided. 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:** 4 - Scanlan, Bridges, Neely and Ingram

**Nay:** 1 - Albaugh

RECESS: 11:12 a.m. - 11:18 a.m.

## DEPARTMENT REPORTS - CONTINUED

### HEALTH AND SOCIAL SERVICES

AMENDED AND RESTATED SUBCONTRACT AGREEMENT BETWEEN ADVOCATES FOR HUMAN POTENTIAL, INC. AND LASSEN COUNTY  
SUBJECT: Amended and Restated Subcontract Agreement #20456-CA BHBH-LASSEN-01 between Advocates for Human Potential, Inc. and Lassen County Behavioral Health implementing the California Department of Health Care Services Agreement #22-20456 Behavioral Health Bridge Housing (BHBH) Program in the amount of \$4,599,917 for the term of June 23, 2023 through June 30, 2027.

FISCAL IMPACT: There is no impact on the County General Fund. This Subcontract Agreement is revenue and expenditure for Fund/Budget Unit No. 110-0941.

ACTION REQUESTED: 1) Approve the Amended and Restated Subcontract Agreement #20456-CA- BHBH-LASSEN-01 with Advocates for Human Potential, Inc; and 2) authorize the County Administrative Officer or Designee to execute the Amendment.

**Attachments:** [H3- BOS BHBH Amend #20456.CA.BHBH.LASSEN.01 2.18.25](#)

Health and Social Services Program Manager for Housing and Grants Grace Poor informed the board this item was an amendment to the contract to use the additional funds. The first round of funding were being used to develop the Bridge Housing on Hospital Lane and the additional funding would be used for the program participants. Supervisor Albaugh asked how the program worked for the property owner. Program Manager Poor stated if a rental was inhabitable the county could provide up to \$5,000 for repairs, however the property owner would have to commit to renting to the participant. Discussion was held pertaining to rental lease agreements. Program Manager Poor informed the board the funding could also be used for rental assistance, bridge housing units, needs of the participant, staff cost, interim housing, deposits, and pay to stay at a motel until a rental is available. Additional discussion was held regarding renter and landlord rights, transitional housing, and the Bridge Housing Project.

SPEAKERS: Andrea Traphagan.

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

**Aye:** 3 - Scanlan, Bridges and Ingram

**Nay:** 2 - Neely and Albaugh

FIRST AMENDMENT TO THE AGREEMENT BETWEEN LOCUMTENENS.COM, LLC. AND LASSEN COUNTY  
SUBJECT: First Amendment to the Agreement Between Locumtenens.com, LLC. and Lassen County Agreement to raise the maximum amount to \$400,000 for the term of July 1, 2024, through June 30, 2025, for professional, diagnostic, and therapeutic services to clients.  
FISCAL IMPACT: There is no impact to the County General Fund. This Agreement will be paid from Fund/Budget Unit No. 110-0751 and 164-0752 and is included in the 2024/2025 Fiscal Year budget.  
ACTION REQUESTED: 1) Approve the First Amendment to the Agreement with Locumtenens.com, LLC.; and 2) authorize the County Administrative Officer or Designee to execute the Amendment.

**Attachments:** [H4- BOS Locumtenens.com, LLC 1st Amend 2.18.25](#)

Health and Social Services Director of Behavioral Health Tiffany Armstrong informed the board this item was an amendment to the agreement with Locumtenens.com LLC to increase the amount by \$40,000 for a maximum amount of \$400,000. This would allow the department to pay bills to the end of the fiscal year. Director Armstrong stated when they had configured how many weeks to go through June, they had miscalculated and were short by \$40,000. Director Armstrong discussed services provided by Locumtenens. Brief discussion was held.

**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

FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE SMITHWATERS GROUP AND LASSEN COUNTY  
SUBJECT: First Amendment to the Agreement between The Smithwaters Group and Lassen County Health and Social Services to raise the Maximum Contract Amount to \$78,000 to provide Title IX patient Rights Advocacy Services.  
FISCAL IMPACT: There is no impact to the County General Fund. This Agreement will be paid from Fund/Budget Unit No. 110-0751 and is included in the 2024/2025 Fiscal Year budget.  
ACTION REQUESTED: 1) Approve the First Amendment to the Agreement with The Smithwaters Group.; and 2) authorize the County Administrative Officer or Designee to execute the Amendment.

**Attachments:** [H5- BOS The SmithWaters Group 2.18.25](#)

Health and Social Services Director of Behavioral Health Tiffany Armstrong stated this item was similar to the Locumtenens.com item. This agreement was with Smithwaters Group, which was the Patients Rights Advocacy group. Director Armstrong stated if a person was admitted on a 5150 and spent more

than 72 hours in the hospital, it was required by law for Behavioral Health to set up a hearing with a judge, patient advocate, and the Director of Behavioral Health. Director Armstrong stated the contract had a "To Be Determined" dollar amount and that was not acceptable for the Auditor's Office. The amendment was to remove the verbiage and add a dollar amount of \$78,000. The funding was provided by Title IX Patient Rights Advocacy Services.

**A motion was made by Supervisor Bridges, 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

AMENDMENT TO GRANT AGREEMENT #21-10561, A1 BETWEEN THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH AND COUNTY OF LASSEN

SUBJECT: Amendment to Grant Agreement # 21-10561, A1 between the California Department of Public Health and County of Lassen decreasing the amount of the Grant from \$514,150 to \$308,490 and extend the term end date from December 31, 2025 to January 31, 2026 to conduct activities necessary to expand, train and sustain a response-ready disease intervention specialist workforce.

FISCAL IMPACT: There is no impact to the General Fund. This is a Revenue Agreement for Fund/Budget Unit No. 110-0731, Public Health.

ACTION REQUESTED: 1) Approve the Amendment to Grant Agreement #21-10561, A1; and 2) authorize the County Administrative Officer to execute the Amendment.

**Attachments:** [H6-BOS PH DIS Workforce Amendment 21-10561, A1 02.18.2025](#)

Health and Social Services Interim Public Health Director Danielle Sanchez informed the board this item was a decrease in the amount of the grant. The grant was approved in November 2022, however the department was unable to hire the necessary staff required by the grant. Interim Director Sanchez said the grant was designed for disease and infection prevention. Grant funding would be returned to the state and allocated to other counties in need. Interim Director Sanchez said the county could reapply for funding at a later date. Brief discussion was held.

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

**Aye:** 4 - Scanlan, Bridges, Neely and Ingram

**Nay:** 1 - Albaugh

PLANNING AND BUILDING SERVICES

CODE ENFORCEMENT

SUBJECT: Proposed ordinance adding Chapter 1.20 to the Lassen County Code pertaining to an Administrative Citation Program. (File 323.03).  
FISCAL IMPACT: Potential partial recovery of code enforcement costs.  
ACTION REQUESTED: 1) Receive Report; and 2) find that introduction of the proposed ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15308 (Actions by Regulatory Agencies for Protection of the Environment) and 15321 (Enforcement Actions by Regulatory Agencies); and 3) introduce and waive the first reading; or 4) provide direction to staff.

Attachments: [BOS 2-18 Admin Citation Packet](#)

Director of Planning and Building Services Maury Anderson read the action requested informed the board this policy was in place a couple of years ago. The prior hearing officer requested the ordinance be amended. The current ordinance represented issues and situations where the abatement process was too slow or would have to go through the courts. The proposed amended ordinance would allow citations to be issued at the occurrence of a violation. Sheriff/Coroner John McGarva stated he wrote a letter of support of this item for Director Anderson and said he would come across issues that really weren't criminal but there wasn't a mechanism in the law to write a ticket. This ordinance was designed to persuade the public to be compliant with the law. The intent was not to use this as a weapon to bring the county down. Brief discussion was held pertaining to a criminal citation versus a civil citation.

SPEAKERS: Andrea Traphagan.

**A motion was made by Supervisor Bridges, seconded by Supervisor Scanlan, to Introduce and Waive the first reading. 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 Samantha McMullen: Nothing to report.

Recess: 12:14 p.m. - 12:18 p.m.

CLOSED SESSION

Closed session was held from 12:18 p.m. - 1:01 p.m.

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

Acting CAO McMullen left for the day at 12:17 p.m.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following session item:

- 4) Appointment of County Administrative Officer.

Direction to staff was given.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 1:02 p.m.

\_\_\_\_\_  
Chairman of the Board of Supervisors

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Michele Yderraga, Deputy Clerk of the Board

