



# Lassen County

## Meeting Agenda

### 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*

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Tuesday, April 14, 2026

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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### ADDRESSING THE BOARD

\*Any person desiring to address the Board shall first secure permission of the presiding officer.

\*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

\*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

\* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or [lcclerk@co.lassen.ca.us](mailto:lcclerk@co.lassen.ca.us).

\*Next Resolution in line for adoption: No. 26-009

\*Next Ordinance in line for adoption: No. 2026-03

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

### A. 9:00 A.M. CALL TO ORDER

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)

2. CLOSED SESSION

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

1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (if needed).

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.

## **B. 9:30 A.M. OPENING CEREMONIES**

### **Pledge of Allegiance and Invocation**

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION
2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
3. PUBLIC COMMENTS
4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

## **C. PUBLIC HEARINGS**

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

## **D. MATTERS SET FOR TIME CERTAIN**

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1                      10:00 a.m.: 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.

10:25 a.m.: RECESS

## **E. STUDY SESSION**

## **F. BOARDS AND COMMISSIONS**

- 1 HONEY LAKE VALLEY RESOURCES 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](#)

## G. INFORMATION/CONSENT CALENDAR

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

### AGRICULTURAL COMMISSIONER

- 1 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](#)

### COUNTY ADMINISTRATIVE OFFICE

- 2 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](#)

### COUNTY CLERK-RECORDER

- 3 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](#)

## HEALTH AND SOCIAL SERVICES

- 4 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](#)

- 5 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](#)

- 6 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](#)

## OFFICE OF EMERGENCY SERVICES

- 7 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](#)

- 8 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](#)

- 9 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](#)

- 10 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](#)

PROBATION DEPARTMENT

- 11** 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](#)

#### SHERIFF'S DEPARTMENT

- 12** 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](#)

#### MISCELLANEOUS CORRESPONDENCE ITEMS

- 13** 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](#)

## BOARD OF SUPERVISORS

14

## 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](#)

**H. DEPARTMENT REPORTS**

## SHERIFF'S DEPARTMENT

1

## 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](#)

- 2** 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](#)

FAIR

- 3** 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](#)

- 4** 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](#)

HEALTH & SOCIAL SERVICES

- 5 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](#)
- 6 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](#)
- 7 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](#)

- 8 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](#)

- 9 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](#)

- 10 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](#)

PLANNING AND BUILDING SERVICES

- 11                    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](#)

COUNTY ADMINISTRATIVE OFFICE

- 12                    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](#)

- 13                    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](#)

- 14                    SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

**I. CORRESPONDENCE**

**J. AGENDA ADDENDUM**

**LASSEN COUNTY BOARD OF SUPERVISORS****PROPOSED MEETING DATES FOR 2026:****April 21, 2026 – 9:00 a.m. – Board Meeting****April 28, 2026 – 9:00 a.m. – Board Meeting****May 5, 2026 – No Board Meeting****May 12, 2026 – 9:00 a.m. – Board Meeting****May 19, 2026 – 9:00 a.m. – Board Meeting****May 26, 2026 – 9:00 a.m. – Board Meeting****June 2, 2026 – No Board Meeting****June 9, 2026 – 9:00 a.m. – Board Meeting****June 16, 2026 – 9:00 a.m. – Board Meeting****June 23, 2026 – 9:00 a.m. – Board Meeting****June 30, 2026 – No Board Meeting****July 7, 2026 – No Board Meeting****July 14, 2026 – 9:00 a.m. – Board Meeting****July 21, 2026 – 9:00 a.m. – Board Meeting****July 28, 2026 – 9:00 a.m. – Board Meeting****August 4, 2026 – No Board Meeting****August 11, 2026 – 9:00 a.m. – Board Meeting****August 18, 2026 – 9:00 a.m. – Board Meeting****August 25, 2026 – 9:00 a.m. – Board Meeting****September 1, 2026 – No Board Meeting****September 8, 2026 – 9:00 a.m. – Board Meeting****September 15, 2026 – 9:00 a.m. – Board Meeting****September 22, 2026 – 9:00 a.m. – Board Meeting****September 29, 2026 – No Board Meeting****October 6, 2026 – No Board Meeting****October 13, 2026 – 9:00 a.m. – Board Meeting****October 20, 2026 – 9:00 a.m. – Board Meeting****October 27, 2026 – 9:00 a.m. – Board Meeting****November 3, 2026 – No Board Meeting****November 10, 2026 – No Board Meeting****November 17, 2026 – 9:00 a.m. – Board Meeting****November 24, 2026 – 9:00 a.m. – Board Meeting****December 1, 2026 – No Board Meeting****December 8, 2026 – 9:00 a.m. – Board Meeting****December 15, 2026 – 9:00 a.m. – Board Meeting****December 22, 2026 – 9:00 a.m. – Board Meeting****December 29, 2026 – No Board Meeting****ADJOURNMENT**