Lassen County

G3

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, October 21, 2025	**9:00 AM**	**Board Chambers** **707 Nevada Street** **Susanville, CA 96130**

9:07 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, and Albaugh. Also present: County Administrative Officer (CAO) Maury Anderson, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

Supervisor Ingram was absent.

Present: 4 - Mike Scanlan, Gary Bridges, Tom Neely and Aaron Albaugh

Absent: 1 - Jason Ingram

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session items:

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

2) Public employee appointment pursuant to government code section 54957 - County Counsel.

CLOSED SESSION

Closed session was held from 9:08 a.m. - 9:42 a.m.

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

Labor Negotiator Andrew Plett was present from 9:08 a.m. - 9:42 a.m.

RECESS: 9:42 a.m. - 9:48 a.m.

9:48 A.M. OPENING CEREMONIES

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session items:

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

No reportable action.

2) Public employee appointment pursuant to government code section 54957 - County Counsel.

No reportable action.

Pledge of Allegiance and Invocation

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

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: 4 - Scanlan, Bridges, Neely and Albaugh

Absent: 1 - Ingram

PUBLIC COMMENTS

Assistant County Clerk-Recorder Sarah Howe: Gave an update of the current special election and ballot process. Announced the Clerk of the Board's office would no longer be providing paper copies of the Board of Supervisors board packets effective January 1, 2026.
Director of Behavioral Health Tiffany Armstrong: Discussed the amendment to the application for 72-Hour Assessment, Evaluation, and Crisis Intervention or Placement for Evaluation and Treatment program for 5150 patients.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Albaugh: 1) Announced Thursday, October 23, was Deputy Clerk of the Board Yderraga's birthday; 2) announced today was County Counsel Uhrhammer's last day and was sorry to see her leave. Thanked County Counsel Uhrhammer for her service to Lassen County; 3) attended a transportation meeting; 4) commended Assistant County Clerk-Recorder Sarah Howe for discussing how to properly deliver a voter's ballot to the Election Office and warned everyone to take caution when posting misinformation on social media as it has the potential to reflect poorly on the county; 5) briefly discussed current confirmed wolf kills in Bieber and the lack of presence from the California Department of Fish and Wildlife
Supervisor Bridges: 1) Thanked County Counsel Uhrhammer for her services to

Lassen County; 2) attended a Lassen-Plumas-Sierra Committee Action Agency (LPSCAA) meeting; 3) attended the first county hoedown for Lassen Family Services; 4) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) Executive Board meeting; 5) attended the 22nd annual Wreath Line Ceremony for fallen officers in Lassen and Plumas counties; 6) will be attending a Cultural Competency meeting; 7) will be attending a Nortec meeting.

Supervisor Scanlan: 1) Attended a Fair Advisory Board meeting and submitted an agenda request to discuss proper recognition and compensation for volunteers; 2) requested to donate $1,000 from Discretionary Funds to the Jr. Fair Advisory Board; 3) attended a Fish and Game Commission meeting; 4) attended the US Representative in Congress Doug LaMalfa Proposition 50 event at Safeway. Returned his ballot to the County Clerk's office prior to attending the event; 5) attended a Lassen County Local Agency Formation Commission (LAFCo) meeting; 6) will be attending LAFCo training and a conference in San Diego.

Supervisor Neely: 1) Attended a Lassen County Transportation Commission (LCTC) meeting; 2) attended a Lassen Transit Service Agency (LTSA) meeting; 3) announced Caltrans was working on Us Highway 30 over the Fredonyer Pass; 4) attended a LAFCo meeting; 5) will be attending an air pollution meeting; 6) attended a PSA 2 AAA meeting; 7) attended an EOC meeting; 8) purchased tickets from the Lassen Crime Stoppers and won a Yeti cooler.

MATTERS SET FOR TIME CERTAIN

RECOGNITION COMMITTEE
SUBJECT: Recognition Award for September.
FISCAL IMPACT: None.
ACTION REQUESTED: Present Recognition Award to: 10 Years: Mark Dickson (Health and Social Services).

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

SPEAKERS: Director of Community Social Services Jayson Vial.

ALLIANCE FOR WORKFORCE DEVELOPMENT, INC.
SUBJECT: Annual Update: Business and Job Seeker service for program year 2024-2025
FISCAL IMPACT: None.
ACTION REQUESTED: Receive report.

Alliance for Workforce Development, Inc. did not arrive for the presentation.

PACIFIC GAS & ELECTRIC (PG&E)
SUBJECT: Report from PG&E Government Affairs Representative Brenda Narayan.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive report.

Pacific Gas & Electric (PG&E) Government Affairs Representative Brenda Narayan passed out a packet and gave a detailed presentation pertaining to current issues, updates, projects, and pole inspections. PG&E Public Safety Specialist David Hawks gave a brief overview of his background and discussed PG&E's presence in Lassen County, commitment for reliable systems, wildfire risks and protection, power line safety, power shutoffs, advisory services, solar and customer resources, business assistance, weather, and fuel conditions. Discussion was held.

SPEAKERS: Lassen Municipal Utilities District (LMUD) Public Relations Officer Theresa Phillips, Mt. Lassen Power owner Doug Lindgren.

LASSEN COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCo)
SUBJECT: Report from Lassen County LAFCo Executive Officer Jennifer Stephenson to discuss the LAFCo Funding Resolution pertaining to special districts.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive report.

Lassen County Local Agency Formation Commission (LAFCo) representative Jennifer Stephenson gave a power point presentation and discussed the background of LAFCo, special district participation, LAFCo statutory mission, board members, LAFCo composition, representation of special districts, cost to the county, city and special districts to join LAFCo. Ms. Stephenson gave a break down of the past and new fee schedule. Discussion was held regarding LAFCo board members. Consensus of the board was to have this item regendized for additional discussion.

INFORMATION/CONSENT CALENDAR

Approval of the Consent Agenda

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

Aye: 4 - Scanlan, Bridges, Neely and Albaugh

Absent: 1 - Ingram

COUNTY CLERK-RECORDER

THIS ITEM WAS REMOVED FROM THE AGENDA.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:
a) Plumas County Community Development Commission Board of Commissioners Regular Agenda for October 21, 2025.

b) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Advisory Council Meeting Agenda, October 20, 2025.

Attachments: MISC CORR

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

PUBLIC WORKS DEPARTMENT

BID AWARD FOR OLD TOWN ROAD REHABILITATION PROJECT
SUBJECT: Bid Award for Old Town Road Rehabilitation Project in Westwood.
FISCAL IMPACT: Funding is available within the current 2025/2026 Fiscal Year Road Fund Budget Unit No. 122-1222.
ACTION REQUESTED: 1) Award the contract for “Old Town Road Rehabilitation Project” in Westwood to Dig it Construction, Inc. the low qualified bidder meeting the specifications in the amount of $545,492.50; and 2) authorize the Director of Public Works to execute the agreement upon approval as to form by County Counsel; and 3) authorize the Director of Public Works to authorize Change Orders up to a “not-to-exceed” amount of $55,000 (approximately 10%) or a total contract not-to-exceed cost of $600,492.50.

Attachments: Letter - BOS - Old Town Road- Contract Award

Director of Public Works Pete Heimbigner informed the board this item was a contract award for a road project in Westwood on Old Town Road. The project was for a half mile segment off of Mooney Road where the street intersects with Old Town. The lowest bidder and award was to Dig It Construction. A portion of the project would be completed this season with the remainder completed in the spring. The project would consist of two culvert replacements and paving.

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 Albaugh

Absent: 1 - Ingram

BOARD OF SUPERVISORS

APPOINTMENT TO COUNTY COUNSEL
SUBJECT: Appointment of Mr. Andrew Plett of Prentice Long PC as Lassen County Counsel.
FISCAL IMPACT: No additional fiscal impact.
ACTION REQUESTED: 1) Appoint Mr. Plett as Lassen County Counsel.

County Counsel Uhrhammer reminded the board the contract remains unchanged with Prentice Long, PC in her departure and recommended the appointment of Andrew Plett as Lassen County Counsel. There were not modifications to the current contract.

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

Aye: 4 - Scanlan, Bridges, Neely and Albaugh

Absent: 1 - Ingram

BOARD OF SUPERVISORS RULES OF PROCEDURE
SUBJECT: Consider amending the Board of Supervisors Rules of Procedure to reflect a change from three regular meetings amonth to two..
FISCAL IMPACT: Unknown.
ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

Attachments: 10172025151431

CAO Anderson informed the board this item was agendized to propose an amendment to the Board of Supervisors Rules of Procedure decreasing the Board of Supervisors meetings from three meetings a month to two. Supervisors Scanlan and Neely stated they were opposed to the recommendation, Supervisor Albaugh was in favor, with Supervisor Bridges being neutral.

A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, that this item be tabled. The motion failed by the following vote:

Aye: 2 - Bridges, Albaugh
Nay: 2 - Scanlan, Neely
Absent: 1- Ingram

A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, to reconsider the prior motion. The motion carried by the following vote:

Aye: 3 - Scanlan, Bridges, Albaugh
Nay: 1 - Neely
Absent: 1- Ingram

A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, to table this item. The motion carried by the following vote:

Aye: 4 - Scanlan, Bridges, Neely and Albaugh

Absent: 1 - Ingram

HEALTH & SOCIAL SERVICES

AGREEMENT BETWEEN LASSEN COUNTY AND THE ECHO GROUP
SUBJECT: Agreement between Lassen County and The Echo Group for continued hosting services and maintenance fees for Behavioral Health's electronic clinical record and accounting application program services for the term of July 1, 2025, through June 30, 2026, and a maximum amount of $55,000.
FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0771 and 164-7520.
ACTION REQUESTED: 1) Approve the Agreement with The Echo Group; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: H4- BOS BH The Echo Group 10.21.25

Director of Behavioral Health Tiffany Armstrong informed the board this item was a contract with the Echo Group for providing an electronic health record system. Director Armstrong stated electronic health record systems were required by the state to receive reports pertaining to data and financial figures from the county. Director Armstrong said once the state was caught up with their records this contract could be discontinued. Brief discussion was held.

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: 3 - Scanlan, Bridges and Albaugh

Nay: 1 - Neely

Absent: 1 - Ingram

AGREEMENT BETWEEN LASSEN COUNTY AND COMMUNITY MEDICAL SPECIALISTS INC
SUBJECT: Agreement between Lassen County and Community Medical Specialists for after-hour emergency response and evaluations for the term of July 1, 2025, through June 30, 2026, and a maximum amount of $500,000.
FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0771, 110-0751, and 164-0752.
ACTION REQUESTED: 1) Approve the Agreement with Community Medical Specialists Inc.; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: H5- BOS BH Community Medical Specialists Inc. Psych 10.21.25

Director of Behavioral Health Tiffany Armstrong informed the board this contract was with Community Medical Specialists Inc for after hour therapist services for 5150 patients. Director Armstrong discussed the terms of the contract. 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 Albaugh

Absent: 1 - Ingram

AGREEMENT BETWEEN LASSEN COUNTY AND COMMUNITY MEDICAL SPECIALISTS INC
SUBJECT: Agreement between Lassen County and Community Medical Specialists Inc. for professional psychiatric, diagnostic, and therapeutic services for the term of July 1, 2025, through June 30, 2026, and a maximum amount of $300,000.
FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0771, 110-0751, and 164-0752.
ACTION REQUESTED: 1) Approve the Agreement with Community Medical Specialists Inc.; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: H6- BOS BH Community Medical Specialists Inc. 5150 10.21.25

Director of Behavioral Health Tiffany Armstrong informed the board this item was identical to the previous item discussed however services were to provide in person provider services as many patients could not participate in zoom or telehealth meetings. Supervisor Albaugh requested additional information in the board memo for future item if multiple contracts were similar to one another.

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: 4 - Scanlan, Bridges, Neely and Albaugh

Absent: 1 - Ingram

GRANT AGREEMENT WITH CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
SUBJECT: Grant Agreement with California Department of Public Health for the Children and Youth with Special Health Care Needs (CYSHCN) Innovation Grants for Fiscal Years 2025 through 2028 in the total amount of $127,660.
FISCAL IMPACT: This is a Revenue Agreement for Public Health Fund/Budget Unit No. 110-0731.
ACTION REQUESTED: 1) Approve the Grant Agreement with California Department of Public Health and 2) authorize the County Administrative Officer to execute the Grant Documents.

Attachments: H7- BOS PH Grant Agreement CYSHCN 10.21.25

Interim Public Health Director Natalie Ruegger stated she was asking for approval of a grant agreementwith the California Department of Public Health (CDPH) for children and youth with special health care needs. Public Health Program Director Ronda Hall gave a brief overview of the program. The program assisted in providing safe spaces for children and families that allowed children with special needs to attend community events such as the Easter egg hunt and the uptown Halloween event. Discussion was held.

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

Aye: 4 - Scanlan, Bridges, Neely and Albaugh

Absent: 1 - Ingram

COUNTY ADMINISTRATIVE OFFICE

THIS ITEM WAS REMOVED FROM THE AGENDA

TYLER FINANCIAL SYSTEM AND HUMAN CAPITAL MANAGEMENT IMPLEMENTATION REPORT
SUBJECT: Receive report on the implementation of the Tyler Technology financial System, Human Capital management System (HCM), and Cloud integration.
FISCAL IMPACT: Unknown.
ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

CAO Anderson informed the board this item was an update on the Tyler Capital Management system. Personnel/Risk Analyst Regina Schaap gave a detailed update on general cleanup of old records, system updates, Tyler training sessions, payroll, and budget. Personnel/Risk Analyst Schaap discussed current goals and completion dates. Additional discussion was held.

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson reported: 1) Reminded everyone of the agenda meeting on October 22, 2025, at 9:00 a.m.; 2) briefly discussed the upcoming holiday and Board of Supervisors meeting dates.

Supervisor Neely requested to add "not receiving paper copies of board packets" to the agenda.

ADJOURNMENT

There being no further business, the meeting is adjourned at 12:21 p.m.

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Chairman of the Board of Supervisors

Date: ___________________________

ATTEST:

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Michele Yderraga, Deputy Clerk of the Board