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# Lassen Transit Service Agency



**PETE HEIMBIGNER**, Executive Director  
Vacant, Transportation Planner

707 Nevada Street, Suite 4  
Susanville, CA 96130

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lassentransportation.com

Date Posted: March 5, 2025

To: **THE LASSEN TRANSIT SERVICE AGENCY:**

Russ Brown, Vice Chair (City Council)  
Mendy Schuster (City Council)  
Dawn Miller (City Council)

Aaron Albaugh, Chair (Co. Supervisor)  
Jason Ingram (Co. Supervisor)  
Tom Neely (Co. Supervisor)

From: Pete Heimbigner, Executive Director

Subject: **REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY**

The regular meeting of the **Lassen Transit Service Agency** has been scheduled for **Monday March 10, 2025, at 1:00 p.m.** at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

For those participating remotely:

<https://us06web.zoom.us/j/86195210602>

Meeting ID: 861 9521 0602  
Passcode: 543598

One tap mobile  
+13462487799,,86195210602#,,,,\*543598# US  
+16694449171,,86195210602#,,,,\*543598# US

The agenda is as follows:

Page **(1) CONVENE**

**1.1 Pledge of Allegiance**

**1.2 Agenda Approval:** Additions and Deletions

**Motion Required**

**1. 1.3 Minutes Approval:** February 6, 2025, Commissioners present, Bridges, Brown, Ingram, Neely (remotely), and Schuster.

**Motion Required**

**(2) CORRESPONDENCE / PUBLIC COMMENT**

**2.1 Correspondence:** None.

**2.2 Public Comment:**

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Page (3) **NEW BUSINESS**

5. 3.1 **Amended State of Good Repair 24/25 Project List:** By motion, adopt Resolution 25-001, amending Fiscal Year 2024/25 State of Good Repair project list for Lassen Transit Service Agency (LTSA).

**Motion Required**

9. 3.2 **24/25 Low Carbon Transit Operations Program (LCTOP) Fund Exchange:** By motion, adopt Resolution 25-002, authorizing the exchange of 24/25 Low Carbon Transit Operations Program (LCTOP) funds with Local Transportation Funds (LTF) with the Tehama County Transportation Commission (TCTC), and 2) authorize Executive Director to sign a letter of understanding.

**Motion Required**

12. 3.3 **Community Events request for Soroptimist event:** By motion, 1) approve the request to add Soroptimist Margarita Fest to the approved list of Community Events; and 2) authorize Lassen Rural Bus to provide safe rides for the event.

**Motion Required**

15. 3.4 **Request for Letter of Support:** By motion, 1) authorize the Executive Secretary to sign proposed letter of support for 5311(f) funding for Modoc Transportation Agency/Sage Stage; OR 2) provide direction to staff.

**Motion Required**

## **(4) OTHER BUSINESS**

### **4.1 Reports by Executive Director and Staff:**

18. 4.2 **Report by Lassen Rural Bus Manager/Staff:**
- Report on LRB activity
  - Report of maintenance activity of the LRB fleet
  - Report on condition of the fleet vehicle HVAC systems

### **4.3 Matters brought forth by the Agency:**

**Set date for the next Regular Agency Meeting: To Be Determined**

### **4.4 Adjourn**

## ITEMS SCHEDULED FOR FUTURE MEETINGS:

cc: Board of Supervisors Aaron Albaugh, Gary Bridges, Tom Neely, Jason Ingram, Mike Scanlon); City Council members (Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish; Dawn Miller ); Caltrans District 2 (Skip Clark, Kathy Grah, Michael Oguro, Kelly Zolotoff, Kimi Taguchi); Caltrans Susanville Office (Michael Battles); CHP (Lacey Carney); Lassen County (Pete Heimbigner, Tony Shaw, Cynthia Raschein, Christine del Llano, Julie Bustamante, Samantha McMullen, Regina Schaap, Barbara Longo, Michele Yderraga, Gaylon Norwood, Maurice Anderson); City of Susanville (Dan Newton, Bob Godman, Michael Bollinger); Lassen Rural Bus (Caleb Schortz, Wanda Gray, Christie Scheffer); Susanville Indian Rancheria (Russ Burriel, Tonya Smith); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/JDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Nancy Ostmeier); Lassen Community College (Carrie Camacho, Carrie Nyman, Roxanna Haynes; Daniel Williams); Lassen County Chamber of Commerce

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\*\*\*\*\* PUBLIC NOTICE \*\*\*\*\*



**PLANNING AND SERVICE AREA 2 AREA AGENCY ON AGING  
(PSA 2 AAA)**

**Virtual Meeting  
of the  
PSA 2 AAA Executive Board**

**Monday, March 17, 2025**

**10:00 a.m.**

**Public access information for this virtual meeting  
is available by contacting:**

**PSA 2 Area Agency on Aging at:**

**530-842-1687 or [programcoordinator@psa2.org](mailto:programcoordinator@psa2.org)**

**Virtual Meeting access is also available at the following locations:**

**Trinity County Courthouse**  
11 Court Street, Room 224, Weaverville

**PSA 2 Area Agency on Aging**  
208 W. Center Street, Yreka

**PSA 2 Area Agency on Aging Conference Room**  
1647 Hartnell Ave., Suite 9, Redding

**Lassen WORKs**  
1616 Chestnut St., Susanville  
Lassen Room

**T.E.A.C.H. Senior Services**  
906 W. 4<sup>th</sup> Street, Alturas



# PSA 2 Area Agency on Aging

## Virtual Meeting of the PSA 2 AAA EXECUTIVE BOARD

Monday, March 17, 2025 - 10:00 a.m.

Serving

Seniors

In

Lassen,

Modoc,

Shasta,

Siskiyou,

&

Trinity

Counties

Jill Cox  
Chairman,  
PSA 2 Executive Board

Mike Cottone  
Chairman,  
PSA 2 Advisory Council

Teri Gabriel  
Executive Director  
PSA 2 AAA

### AGENDA

(Items may not be heard in the order posted)

1. **Call to Order & Flag Salute** (Executive Board Chairman, Jill Cox)
2. **Roll Call** - (Establishment of a Quorum / Guest Introductions)
3. **Election of Officers\*** (Chairman & Vice-Chairman)
4. **Approval of Agenda** (Changes, additions, deletions)\*
5. **Approval of Consent Agenda** (Topics in the category may be voted on in a block as one item)\*
  - a) Minutes of the Executive Board Virtual Meeting (October 21, 2024, November 18, 2024 & Special Meeting, December 9, 2024)
  - b) Director's Administrative & Program Reports (October, November & December 2024, January & February 2025)
  - c) Check Registers & Financials (October, November & December 2024, January & February 2025)
6. **Open Session** (Opportunity to hear comments from the community – 3-minute limit)
7. **Executive Board's Report**
8. **Advisory Council Report** – Mike Cottone, Chairman
  - Report on Advisory Council Activities
  - Advisory Council Membership Status
  - Other

**9. Executive Director's Report – Executive Director, Teri Gabriel**

- a) Older Americans Act Funding
- b) FY 2025/2026 Area Plan Update and Public Hearing Process
- c) Update on FY 2023/2024 Single Audit Process
- d) California Department of Aging (CDA) Financial Support Review
- e) Update on Master Plan for Aging Initiatives
- f) Other Agency Activity

**10. Approval of FY 2025 – 2028 Lassen Co. Request for Proposal (RFP) Review Committee Member(s)\***

**11. Approval of FY 2025/2026 Proposed Health Insurance Counseling and Advocacy Program (HICAP) and Medicare Improvements for Patients and Providers Act (MIPPA) Budget and Budget Narrative\***

**12. Approval of FY 2023/2024 Area Plan Financial Closeout Report\***

**13. New Business:**

- Next Scheduled Executive Board Virtual Meeting – Monday, April 21, 2025
- CalFresh Outreach (formerly Expansion) Funding Subcontractor

**14. Old Business:**

**15. Correspondence:**

- Incoming – None
- Outgoing – None

**16. Adjournment**

**\*Indicates Possible Board Action**

**Attachments:**

Historical Tracking of Executive Board Chairman/Vice-Chairman  
Minutes of the Executive Board Virtual Meeting (October 21, 2024, November 18, 2024 & Special Meeting, December 9, 2024)  
Director's Administrative & Program Reports (October, November & December 2024, January & February 2025)  
Check Registers & Financials (October, November & December 2024, January & February 2025)  
FY 24/25 Executive Board Member Roster  
FY 24/25 Advisory Council Member Roster  
PSA 2 AAA Area Plan Update Public Hearing Announcement  
Free Caregiver Support Classes Flyer  
Free Resources for Caregivers Flyer  
Approaching Alzheimer's and Dementia: Emergency Responder Training Flyer  
FY 2025/2026 HICAP / MIPPA Budget and Budget Narrative  
FY 2023/2024 Area Plan Financial Closeout Report



**VIII. DEPARTMENTAL MATTERS**

- A. PCCDC Budget Performance Update as of January 2025 (Attachment VIII.A)  
– **Report** Cindy Ramsey
- B. Board of Commissioner Appointment to Lassen-Plumas-Sierra Community  
Action Agency – **Discussion, Motion** Roger Diefendorf

**IX. PROJECTS/PROGRAMS -- None**

**X. CLOSED SESSION**

ANNOUNCE ITEMS TO BE DISCUSSED

- A. Personnel Public Employee Interview  
Finance Director, Cindy Ramsey

**XI. ADJOURNMENT** – Adjourned meeting to Tuesday April 15, 2025

**Reasonable Accommodations**

Persons with a disability may request an agenda packet in appropriate alternative formats as required by the Americans with Disabilities Act of 1990 by contacting the Secretary of the Board at (530) 283-2466 Ext 120. All persons requiring reasonable accommodations or auxiliary aids in order to effectively participate in a meeting are encouraged to make such arrangements.

**Live Stream of Meeting**

Members of the public who wish to watch the meeting are encouraged to view it online at <https://us06web.zoom.us/j/81964042958?pwd=IkOrTLagqjIjkuhqgNynoRv5henoaX.1>

**183 West Main Street, P.O. Box 319, Quincy, CA 95971  
(530) 283-2466 Fax (530) 283-2478**

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# L A S S E N C O U N T Y F A I R

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## Regular Meeting of the Exhibit Committee Agenda

Lassen County Fair Advisory Board  
Lassen County Fair Office  
195 Russell Ave., Susanville, CA 96130  
March 18, 2025, 3:30pm

*Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under 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 five minutes per person and not more than fifteen minutes for a particular subject.*

**1. CALL TO ORDER:**

**2. PUBLIC COMMENT:**

**3. SUBJECT:** 2025 Premium Book

**Action:** Discussion

**4. SUBJECT:** Exhibit Building Display Cases

**Action:** Discussion

**5. SUBJECT:** Exhibit Judges

**Action:** Discussion

**6. SUBJECT:** Other Exhibit Concerns

**Action:** Discussion

**7. ADJOURNMENT:**



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## Regular Meeting of the Entertainment Committee & Interim Committee Agenda

Lassen County Fair Advisory Board

Jensen Hall

195 Russell Ave., Susanville, CA 96130

March 18, 2025, at 5 PM

*Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under 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 five minutes per person and not more than fifteen minutes for a particular subject.*

1. **CALL TO ORDER**
2. **PUBLIC COMMENT:**
3. **SUBJECT:** Race  
**ACTION:** Discussion
4. **SUBJECT:** Fair Entertainment  
**ACTION:** Discussion
5. **SUBJECT:** Fair Concessions  
**ACTION:** Discussion
6. **SUBJECT:** 2025 Picnic Table Push  
**ACTION:** Discussion
7. **SUBJECT:** Other Events  
**ACTION:** Discussion
8. **ADJOURNMENT**

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## Regular Meeting of the Livestock Committee

Lassen County Fair Advisory Board

Lassen County Fair Office

195 Russell Ave., Susanville, CA 96130

March 19, 2025

4:00 p.m.

*Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under 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 five minutes per person and not more than fifteen minutes for a particular subject.*

1. **CALL TO ORDER:**
  
2. **PUBLIC COMMENT:**
  
3. **SUBJECT:** CDFA Poultry Ban – Poultry Bowl  
**ACTION:** Discussion
  
4. **SUBJECT:** Beef Weigh-in 3/2/25  
**ACTION:** Report/ Discussion
  
5. **SUBJECT:** Jackpot 5/30-5/31  
**ACTION:** Discussion
  
6. **SUBJECT:** Other Events  
**ACTION:** Discussion
  
7. **ADJOURNMENT:**