



# Lassen County

## Meeting Minutes

### 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 21, 2026

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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

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

Supervisor Albaugh was absent by prearrangement.

County Counsel Andrew Plett was absent by prearrangement.

**Present:** 4 - Mike Scanlan, Gary Bridges, Tom Neely and Jason Ingram

**Absent:** 1 - Aaron Albaugh

**Excuse:** 0

#### Pledge of Allegiance and Invocation

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

#### ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Supervisor Bridges announced closed session was not held.

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

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

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

**Absent:** 1 - Albaugh

#### PUBLIC COMMENTS

Jim Barry: Discussed Love's Truck Stop.

#### UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Ingram: 1) Announced Lassen County Office of Education hosted the 4th annual Career Opportunities Workshop; 2) sponsored a free, gently used

book give away with Margie's Book Nook at the Sierra Primary School. Thanked Mitch Lively for conducting a small baseball workshop for the children; 3) will be attending a Sierra Alliance meeting; 4) will be at the Milford food pantry; 5) thanked Brandon Weeks from C&S Waste. Will be having a green waste day in Herlong and Leavitt Lake; 6) April 26, 2026, would be the Junior Fun Day. Thanked the Hershbergers.

Supervisor Scanlan: 1) Attended a Fair Advisory Board meeting; 2) will be attending the Honey Lake Valley Recreation District Pool meeting; 3) will be attending a Local Agency Formation Commission (LAFCo) training.

Supervisor Neely: 1) Attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 2) attended the Senior Lunch Program. Thanked Jayson Vial, Bill Payer, and Tina Kennemore for their participation; 3) will be attending a Norcal EMS meeting; 4) attended a LAFCo meeting; 5) will be attending a pool meeting; 6) announced the Blue Star Moms Bingo event went great; 7) announced Lassen Community College held a Concealed Carry Weapons (CCW) class.

Supervisor Bridges: 1) Attended an agenda meeting; 2) helped host the Veterans Stand Down event. Acknowledged the Veterans; 3) attended a PSA 2 AAA meeting.

## BOARDS AND COMMISSIONS

### LASSEN COUNTY BEHAVIORAL HEALTH ADVISORY BOARD APPOINTMENT

SUBJECT: Two (2) vacancies on the Behavioral Health Advisory Board  
Category 1.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making appointment. (Applicant: James Dandois).

Attachments: [F1](#)

Deputy Clerk of the Board Yderraga informed the board this item was an appointment to the Behavioral Health Advisory Board. There were currently four (4) vacancies and one (1) applicant. brief discussion was held pertaining to the applicant.

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

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

**Absent:** 1 - Albaugh

### LAKE FOREST FIRE PROTECTION DISTRICT

SUBJECT: Three (3) vacancies on the Lake Forest Fire Protection District Board created by resignations.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making appointment (Applicant: Shania Pacheco); term expirations December 1, 2028 (1 vacancy), and December 4, 2026 (2 vacancies).

**Attachments:** [F2](#)

Deputy Clerk of the Board Yderraga informed the board this item was for two appointments to the Lake Forest Fire Protection District. Currently there were three (3) vacancies and no quorum. Deputy Clerk of the Board Yderraga discussed the term expirations. Brief discussion was held.

**A motion was made by Supervisor Scanlan, seconded by Supervisor Ingram, to appoint Shania Pacheco to the term expiring December 1, 2028, and to appoint Deborah Jordan Webb the term expiring December 4, 2026. The motion carried by the following vote:**

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

**Absent:** 1 - Albaugh

LASSEN COUNTY FAIR ADVISORY BOARD APPOINTMENT

SUBJECT: Lassen County Fair Advisory Board.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making the following appointment:

- a) Minute Order of October 16, 1995.
- b) 1 Vacancies (District 2: 1 vacancy, term expiring March 31, 2029). Applications will be accepted up until the vacancies are filled.
- c) Applications received: Justin Barney.

**Attachments:** [F3](#)

Fair Manager Bill Payer informed the board this item was an appointment to the Fair Advisory Board and the current applicant was Justin Barney. Mr. Barney was very interested in being involved with the Fair Advisory Board. He had previously applied and was not chosen. Brief discussion was held pertaining to Mr. Barney's background.

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

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

**Absent:** 1 - Albaugh

## INFORMATION/CONSENT CALENDAR

Supervisor Scanlan requested to pull Item# G2 - Community Social Services First Amendment to the Agreement Between Lassen County and Lassen County Office of Education, Item# G3 - Public Health First Amendment to the Agreement

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Between Lassen County and Les Hall, and Item# G4 - Second Amendment to Agreement with ECORP Consulting, Inc.

**Approval of the Consent Agenda**

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

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

**Absent:** 1 - Albaugh

COUNTY CLERK-RECORDER

This item was pulled from the agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen Transit Service Agency Meeting Agenda for April 13, 2026.
- b) Lassen County Behavioral Health Advisory Board Meeting Agenda for April 13, 2026.
- c) Lassen County Fish and Game Commission Regular Meeting Agenda for April 16, 2026.
- d) Letter of Intent from Plumas District Hospital; Sierra Medical Services Alliances (SEMSA); REMSA Health; and Air Methods. Subject: Lassen County Exclusive Operating Area (EOA) Ambulance Services Transition and Future Service Planning.
- e) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Advisory Council Meeting Agenda for April 20, 2026.
- f) Plumas County Community Development Commission Board of Commissioners Meeting Agenda for April 21, 2026.

**Attachments:** [G5](#)

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

COUNTY ADMINISTRATIVE OFFICE

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for March, 2026.

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** [G6](#)

**This Report was received and filed on the Consent Agenda.**

**DEPARTMENT REPORTS**

## HEALTH AND SOCIAL SERVICES

## COMMUNITY SOCIAL SERVICES FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND THE LASSEN COUNTY OFFICE OF EDUCATION

SUBJECT: This first amendment to the agreement between Lassen County and the Lassen County Office of Education is to increase the maximum contract amount for Fiscal Year (FY) 2024/2025 by \$10,000 and for FY 2025/2026 by \$10,000, bringing the maximum agreement amount to \$770,009.

FISCAL IMPACT: This agreement will be paid from Community Social Services Fund/Budget Unit No.120-0855.

ACTION REQUESTED: 1) Approve the First Amendment to the Agreement with the Lassen County Office of Education; and 2) authorize the County Administrative Officer to execute the amendment.

Attachments: [G2](#)

Director of Health and Social Services Jayson Vial informed the board this item was for the final billing from Lassen County Office of Education. The amendment is to close out the end of year balance of \$10,000. Director Vial gave a brief overview of the child care payout and state requirements. Additional discussion was held.

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

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

**Absent:** 1 - Albaugh

## PUBLIC HEALTH FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND LES HALL

SUBJECT: This first amend to the agreement between Lassen County and Les Hall is to increase the maximum contract amount by \$70,000 to include Fiscal Year (FY) 2023/2024, FY 2024/2025, and FY 2025/2026, making the new maximum amount \$340,000.

FISCAL IMPACT: This Agreement will be paid from Public Health Fund/Budget Unit No. 110-0731.

ACTION REQUESTED: 1) Approve the first amendment to the agreement with Les Hall; and 2) authorize the County Administrative Officer to execute the amendment.

Attachments: [G3](#)

Health and Social Services Assistant Director Danielle Sanchez informed the board this item was a first amendment with Les Hall that provided assistance with Lassen County for medical billing. The amendment was for a ten percent

draw down for an increase to the contract of what the county collected from funding. Brief discussion was held.

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

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

**Absent:** 1 - Albaugh

#### PUBLIC WORKS DEPARTMENT

SECOND AMENDMENT TO AGREEMENT WITH ECORP CONSULTING, INC FOR ENVIRONMENTAL SERVICES RELATED TO WHITEHEAD SLOUGH BRIDGE (7C-70)

SUBJECT: The County has need to have additional biological resources support for the Whitehead Slough Bridge replacement project during the construction phase.

The additional biological resources support is a requirement of the 1602 Streambed Alteration Agreement issued by the California Department of Fish and Wildlife. It is anticipated that the 401 Water Quality Certification permit issued by Lahontan Regional Water Quality Control Board, and the 404-permit issued by the U.S. Army Corps of Engineers, will require monitoring during the construction phase.

FISCAL IMPACT: This agreement will be paid from Road Fund/Budget Unit No. 122-1221

ACTION REQUESTED: 1) Approve second amendment with ECORP Consulting, Inc. to perform environmental services related to Whitehead Slough Bridge (7C-70) in the amount of \$54,200; and 2) authorize the County Administration Officer to execute the agreement; and/or 3) provide direction to staff.

Attachments: [G4](#)

Interim Director of Public Works Matt May informed the board this item was an amendment to the current contract for costs pertaining to pre-construction surveys and gave a brief overview of the project. Discussion was held regarding relocation of wildlife, indemnity clause, and prior amendments.

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

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

**Nay:** 1 - Neely

**Absent:** 1 - Albaugh

**MATTERS SET FOR TIME CERTAIN**

RECOGNITION AWARDS FOR APRIL 2026

SUBJECT: Recognition Awards for April 2026.

FISCAL IMPACT: None.

ACTION REQUESTED: The Board of Supervisors present Recognition Awards to: 20 Years: Shane Parker (Sheriff's Office).

Supervisor Bridges recognized the following employee: 20 Years: Shane Parker (Sheriff's Office) - not present.

**DEPARTMENT REPORTS - CONTINUED**

## COUNTY CLERK-RECORDER

ASSESSMENT APPEALS BOARD APPLICATION FEE

SUBJECT: Ordinance enacting Chapter 2.35.090 of the Lassen County Code relating to Assessment Appeals Board Fees. The ordinance will implement a \$25 fee per parcel application.

FISCAL IMPACT: Potential increased revenue.

ACTION REQUESTED: 1) Receive report; and 2) introduce the ordinance and read or waive); and 3) continue until April 28, 2026, for adoption; and/or 4) provide direction to staff.

Attachments: [H1](#)

Deputy Clerk of the Board Yderraga read the subject, action requested, and explained to the board a fee had not been implemented for the submission of an Assessment Appeals application. Deputy Clerk of the Board Yderraga discussed the fee and process of the Assessment Appeals applications. Additional discussion was held pertaining to the fee amount.

**A motion was made by Supervisor Ingram, seconded by Supervisor Scanlan, to introduce and waive the first reading. The motion carried by the following vote:**

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

**Absent:** 1 - Albaugh

## HEALTH &amp; SOCIAL SERVICES

BEHAVIORAL HEALTH AMENDMENT TO AGREEMENT BETWEEN LASSEN COUNTY AND BEHAVIORAL HEALTH SERVICES OVERSIGHT AND ACCOUNTABILITY COMMISSION

SUBJECT: Amendment to the Agreement #21MHSOAC052 A.3 between Lassen County and the Behavioral Health Services Oversight and Accountability Commission, amending Exhibit A and Exhibit B, replacing Exhibit C in its entirety, adding funds, and extending the contract end date from December 31, 2026, to June 30, 2028.

FISCAL IMPACT: This is a revenue agreement for Behavioral Health Fund/Budget Unit No. 110-0751.

ACTION REQUESTED: 1) Approve the Amendment to the Agreement #21MHSOAC052 A.3 with Behavioral Health Services Oversight and Accountability Commission; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [H2](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was to move forward with the amendment to the Behavioral Health Oversight and Accountability Commission to accept additional funding for substance abuse disorder. The grant would allow outreaching and engagement with local schools to discuss drug and alcohol use. Megan Gray from the Lassen County Office of Education briefly discussed the program and vaping issues within the schools. The outreach program would provide information to parents and students regarding the dangers of using drugs and tobacco. Additional discussion was held pertaining to the grant amount.

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

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

**Absent:** 1 - Albaugh

CHILD ABUSE PREVENTION MONTH PROCLAMATION

SUBJECT: Child Abuse Prevention Month April 2026.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt the Proclamation.

Attachments: [H3](#)

Director of Health and Social Services Jayson Vial stated he was presenting a proclamation recognizing the month of April as Child Abuse Prevention Month. Director Vial read the proclamation and briefly discussed child abuse prevention.

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

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

**Absent:** 1 - Albaugh

## PLANNING AND BUILDING SERVICES

GALLATIN MARINA LOW WATER BOAT RAMP ENHANCEMENT PROJECT

SUBJECT: Board of Supervisors letter of support for the Eagle Lake Ranger

District, Gallatin Marina Low Water Boat Ramp Enhancement Project.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive draft letter; and 2) authorize the Chairman to execute the letter of support.

Attachments: [H4](#)

Director of Planning and Building Services Gaylon Norwood informed the board this item was a letter of support to the Eagle Lake Ranger District and read the subject. Supervisor Neely commended the forest service. Brief discussion was held.

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

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

**Absent:** 1 - Albaugh

COUNTY ADMINISTRATIVE OFFICE

AGREEMENT BETWEEN LASSEN COUNTY AND CIVICPLUS FOR NEXTREQUEST

SUBJECT: Request for approval of the agreement between Lassen County and CivicPlus for the NextRequest Public Records Act request software.

FISCAL IMPACT: Cost for agreement will be \$12,288 for the first year, including implementation, and annual reoccurring costs of \$10,788 to be paid out of the Fund/Budget Unit No. 100-311.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize the County Administrative Officer to execute the agreement; and/or 3) provide direction to staff.

Attachments: [H5](#)

CAO Anderson informed the board this item was for software that would allow the public to submit Public Request Act (PRA) requests via online through the county's website. The new program would also help to keep track of recent requests and easy access to duplicate requests. This program was supported by the County Clerk's office and other department heads. Extensive discussion was held regarding access, features, and cost.

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

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

**Absent:** 1 - Albaugh

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson: Nothing to report.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 10:39 a.m.

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Chairman of the Board of Supervisors

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

ATTEST:

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

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