



# 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, August 11, 2026

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:01 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Maury Anderson, County Counsel Andrew Plett, 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

None.

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

County Counsel Plett 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 (if needed).
- 2) Liability Claim; - 1) Claimant: Shannon Parker, Workers Compensation Claim No. TIBZ-600235; Agency claimed against: Lassen County; 2) Liability Claim: - Claimant: Rob Gratriex, Workers Compensation Claim No. TIBY-600184; Agency claimed against: Lassen County; 3) Claimant: Victoria Wilson; Agency claimed against: Lassen County.

#### CLOSED SESSION

Closed session was held from 9:02 a.m. - 10:00 a.m.

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

Personnel/Risk Analyst Regina Schaap was present from 9:02 a.m. - 10:00 a.m. Owen Fennern, outside counsel of RTGR Law was present via teleconference from 9:02 a.m. - 9:16 a.m.

RECESS: 10:00 a.m. - 10:04 a.m.

**10:04 A.M. OPENING CEREMONIES****Pledge of Allegiance and Invocation**

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

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

County Counsel Plett 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 (if needed).

Direction to staff was given.

2) Liability Claim; - 1) Claimant: Shannon Parker, Workers Compensation Claim No. TIBZ-600235; Agency claimed against: Lassen County; 2) Liability Claim: - Claimant: Rob Gatriex, Workers Compensation Claim No. TIBY-600184; Agency claimed against: Lassen County; 3) Claimant: Victoria Wilson; Agency claimed against: Lassen County.

Item# 1 - Direction to staff was given; Item# 2 - Direction to staff was given;  
Item# 3 - No reportable action.

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

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

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

**PUBLIC COMMENTS**

Kim Page: Discussed animal dumping, spaying and neutering costs, and easement air pollution.

Senior Public Health Nurse Supervisor Morgan Pierce: Gave an update on the Back to School Bash held at Jensen Hall.

Samantha McMullen: Announced the Lassen High School Football Team was selling their annual Grizz Cards.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Ingram: 1) Attended a Lassen Transit Service Agency (LTSA) meeting; 2) attended a Lassen County Transportation Commission (LCTC) meeting; 3) announced he would be hosting town hall meetings in the fall; 4) announced the Milford Food Pantry would be open this Thursday; 5) thanked Public Health for the backpacks for students in South County.

Supervisor Scanlan: 1) Attended a Planning Commission meeting; 2) attended a Clear Creek Community Services District meeting; 3) met with constituents to discuss the quarry project; 4) attended an LTSA meeting; 5) attended an LCTC

meeting; 6) attended a Local Agency Formation Commission (LAFCo) meeting; 7) attended a Westwood Chamber of Commerce meeting; 8) toured the Westwood Community Center and Westwood Visitors Center with Public Works Director Amy Schmidt.

Supervisor Neely: 1) Attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 2) toured the Historic Courthouse; 3) will be attending a pool meeting.

Supervisor Albaugh: 1) Attended an LCTC meeting; 2) attended an LTSA meeting; 3) attended a Fall River/Big Valley Cattleman's meeting with the Shasta County Farm Bureau; 4) announced Lassen Community College was hosting a volleyball camp; 5) briefly discussed rural communities and the lack of sporting team participants.

## INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G3 - Road Equipment Operator Commercial Drivers License, for additional discussion.

## Approval of the Consent Agenda

**A motion was made by Supervisor Ingram, seconded by Supervisor Scanlan, 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

This item was pulled from the agenda.

## DISTRICT ATTORNEY

VICTIM/WITNESS GRANT APPLICATION REQUEST AND APPROVAL  
SUBJECT: Resolution approving the continuation/ undertaking of the Lassen County District Attorney's Victim/Witness Assistance Program to be funded utilizing reimbursable grant sources available through the State and Federal funds, administered by the California Office of Emergency Services (CalOES) for fiscal year 2026/2027.

FISCAL IMPACT: \$281,566, for Victim/Witness Grant; Fund/Budget Unit No. 108-0433. No impact to the General Fund.

ACTION REQUESTED: Adopt resolution.

Attachments: [G2](#)

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

## DEPARTMENT REPORTS

### PUBLIC WORKS DEPARTMENT

ROAD EQUIPMENT OPERATOR COMMERCIAL DRIVERS LICENSE  
SUBJECT: Authorize a Road Equipment Operator to attend Jiffy's Truck

School .

FISCAL IMPACT: Not to Exceed amount of \$4,800 out of Road Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: 1) Authorize a Road Equipment Operator to attend Jiffy's Truck School in Redding; and/or 2) provide direction to staff.

Attachments: [G3](#)

Supervisor Albaugh asked what were the consequences of failing the course. Director of Public Works Amy Schmidt stated if the employee failed they would have an opportunity to retest within ninety (90) days. A second failure would be termination and the employee would have to start over. Brief discussion was held pertaining to cost. Director Schmidt stated staff was required to be fully licensed within one (1) year of appointment.

**A motion was made by Supervisor Albaugh, 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

FAIR

LASSEN COUNTY FAIR BUILDING REDUCED FEE REQUEST

SUBJECT: Lassen County Fair Building reduced use fee request by Lassen Youth Wrestling Association for the 2026-2027 youth wrestling season.

FISCAL IMPACT: Potential reduced revenue.

ACTION REQUESTED: Request that the board consider selecting one of the following fee options: 1) Charge standard fee in the amount of \$200/day (\$1,000/week; \$16,000/season); or 2) a reduced fee in the amount of \$20/day (\$100/week; \$1,600/season), with availability to rent to other users with notice; or 3) waive all fees.

Attachments: [H1](#)

Fair Manager Bill Payer informed the board this item was a request from the Lassen Wrestling Association (LWA) to use the Floral Building at the fairground during their wrestling season. Fair Manager Payer read the three (3) payment options and recommended to the board a reduced fee in the amount of \$20/day (\$100/week; \$1,600/season). Brief discussion was held pertaining to utilities and cost. Consensus of the board was to charge a reduced fee in the amount of \$20/day (\$100/week; \$1,600/season).

SPEAKERS: LWA President Andrea Drake.

HEALTH & SOCIAL SERVICES

HOME VISITING CASE WORKER JOB DESCRIPTION

SUBJECT: Job description approval and position allocation for Home Visiting Case Worker within the Public Health Department of the Health and

Social Services Agency.

FISCAL IMPACT: Funds are budgeted within the California Home Visiting Funding Allocation for Fiscal Year 2026/2027 within the Public Health Fund/Budget Unit No. 110-0731 to support these positions.

ACTION REQUESTED: 1) Approve Home Visiting Case Worker Job Description; and 2) fund two (2) Full Time Employee (FTE) Home Visiting Case Worker positions.

**Attachments:** [H2](#)

Health and Social Services Personnel Coordinator Danielle Sanchez stated this item was to approve two (2) new case worker job descriptions for the California Home Visit Program. Personnel Coordinator Sanchez gave a brief overview of the program services provided and discussed staff case loads. Deputy CAO Samantha McMullen said the program was to assist families in thriving and ensuring young children were achieving developmental milestones. Additional discussion was held.

**A motion was made by Supervisor Ingram, 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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson: Nothing to report.

## ADJOURNMENT

There being no further business, the meeting is adjourned at 10:54 a.m.

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

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

ATTEST:

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