



Lassen County

Meeting Agenda

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, April 8, 2025

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

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.

*Next Resolution in line for adoption: No. 25-009

*Next Ordinance in line for adoption: No. 2025-03

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).

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.

10:25 a.m.: RECESS

E. STUDY SESSION

F. BOARDS AND COMMISSIONS

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

BOARD OF SUPERVISORS

- 1 DISCRETIONARY FUNDS - SUPERVISOR INGRAM
SUBJECT: Request to designate: 1) \$500 to the Lassen County Farm Bureau for the Scholarship Program; 2) \$500 to the Lassen Grizzly Claybreakers; 3) \$500 to the Doyle Seniors; 4) \$500 to the Lassen Sportsman's Club Fishing Derby; 5) \$250 to the Shaffer School Parent Teacher Organization (PTO); 6) \$500 to the Susanville Indian Rancheria POW WOW.
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.
ACTION REQUESTED: Approve expenditures.

COUNTY ADMINISTRATIVE OFFICE

- 2** RESOLUTION FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
SUBJECT: Resolution required by law articulating the employer contributions for medical care for employees and annuitants as negotiated by collective bargaining agreements for Road Workers Association (LCRWA); Management and Professionals Association (MPA); Appointed/Elected/Confidential; Peace Officers Association Supervisors (POASU); Deputy Sheriffs Association (LCDSA); and Peace Officer Association Management (POAMA).
FISCAL IMPACT: Varied over multiple budget units.
ACTION REQUESTED: 1) Adopt resolution; and 2) authorize the Chairman to execute; and/or 3) provide direction to staff.
- Attachments:** [250408 CalPERS Resolution Equal Amt for EEs and Annuitants](#)
- 3** MEMORANDUM OF UNDERSTANDING
SUBJECT: Ratification of Memorandum of Understanding (MOU) between County of Lassen and Lassen County Deputy Sheriff's Association (LCDSA) effective January 1, 2025 through December 31, 2026.
FISCAL IMPACT: Varied over multiple budget units.
ACTION REQUESTED: 1) Ratify MOU with Lassen County Deputy Sheriff's Association; 2) Authorize Chairman and County Administrative Officer to execute; and/or 2) provide direction to staff.
- Attachments:** [250408 DSA MOU - FINAL](#)
- 4** SIDE LETTER AGREEMENT
SUBJECT: County of Lassen and Lassen County Peace Officer Association Side Letter of Agreement specifying how Dispatchers will be assigned to and compensated for a 12.25-hour shift schedule.
FISCAL IMPACT: Undetermined.
ACTION REQUESTED: 1) Approve Side Letter of Agreement; and 2) authorize the Chairman and County Administrative Officer to execute; and/or 3) provide direction to staff.
- Attachments:** [250408 POA Side Letter-Dispatcher Schedule FINAL](#)
- 5** PERSONNEL REPORT
SUBJECT: Personnel Movement Report for February, 2025.
FISCAL IMPACT: None.
ACTION: Receive and file.
- Attachments:** [Personnel Report](#)

- 6** PRISON TRIAL COSTS REIMBURSEMENT
SUBJECT: Recap of High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2024 through February, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Costs](#)

COUNTY CLERK-RECORDER

- 7** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 11, 2025
SUBJECT: Meeting Minutes of March 11, 2025.
FISCAL IMPACT: None
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-03-11](#)

- 8** LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 18, 2025
SUBJECT: Meeting Minutes of March 18, 2025.
FISCAL IMPACT: None
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-03-18](#)

- 9** This item was removed from the agenda.

HEALTH AND SOCIAL SERVICES

- 10** FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND REDWOOD TOXICOLOGY LABORATORY, INC
SUBJECT: First Amendment to the Agreement between Lassen County and Redwood Toxicology Laboratory, Inc. for Substance/Toxicology Testing Services and Supplies in the Amount of \$45,000 for the Term of July 1, 2022, through June 30, 2025.
FISCAL IMPACT: There is No Fiscal Impact to the General Fund. Funding for this Agreement will be paid from the Community Social Services Fund/Budget Unit No. 120-8531.
ACTION REQUESTED: 1) Approve the First Amendment to the Agreement with Redwood Toxicology Laboratory, Inc.; and 2) authorize the County Administrative Officer or Designee to execute the Agreement.

Attachments: [G10- BOS CSS Redwood Toxicology 4.8.25](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 11 ACTION REQUESTED: Receive and file the following correspondence:
- a) Lassen County Planning Commission Regular Meeting Agenda for April 1, 2025.
 - b) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Advisory Council Meeting agenda for March 28, 2025.
 - c) Lassen County Fish and Game Commission Regular Meeting Minutes for January 16, 2025.
 - d) Notice of Fair Advisory Board meeting scheduled for April 8, 2025, at 5:30 p.m.
 - e) Lassen County Behavioral Health Advisory Board Meeting Agenda for April 14, 2025.

Attachments: [MISC CORR](#)

BOARD OF SUPERVISORS

- 12 DISCRETIONARY FUNDS - SUPERVISOR ALBAUGH
SUBJECT: Request to designate: 1) \$250 to the Lassen Sportsman's Club Fishing Derby; 2) \$500 to the Big Valley Bullseyes.
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.
ACTION REQUESTED: Approve expenditures.
- 13 DISCRETIONARY FUNDS - SUPERVISOR BRIDGES
SUBJECT: Request to designate: 1) \$250 to the Lassen Sportsman's Club Fishing Derby.
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.
ACTION REQUESTED: Approve expenditure.

H. DEPARTMENT REPORTS

OFFICE OF EMERGENCY SERVICES

- 1 CONTRACT WITH CALFIRE FOR OFFICE OF EMERGENCY SERVICES (OES) CHIEF
SUBJECT: Three-year agreement for continuing services for an Office of Emergency Services Chief for Fiscal Year (FY) 2025/2026 for \$406,029, FY 2026/2027 for \$418,210, and FY 2027/2028 for \$430,756.
FISCAL IMPACT: Total cost not to exceed of \$1,254,995, with a 3% increase each year, to be paid out of General Fund and HSS with partial reimbursement from Emergency Management Performance Grant.
ACTION REQUESTED: 1) Approve contract; and 2) authorize the County Administrative Officer to execute; and/or 3) provide direction to staff.

Attachments: [250408 OES Chief Contract 2025-2028](#)

SHERIFF'S DEPARTMENT

- 2** RADIO CONSOLE UPGRADE
SUBJECT: The Sheriff's Office is requesting to purchase software to upgrade the radio consoles in the Lassen County Sheriff's Dispatch Center
FISCAL IMPACT: Amount not to exceed \$125,000 from Sheriff's Fund/Budget Unit No. 130-0523.
ACTION REQUESTED: 1) Authorize the purchase in an amount not to exceed \$125,000; and/or 2) provide direction to staff.

Attachments: [Board Packet](#)

- 3** GRAY WOLF UPDATE
SUBJECT: Overview and update concerning the gray wolf in Lassen County.
FISCAL IMPACT: No fiscal impact.
ACTION REQUESTED: 1) Receive Informational Report; and/or 2) provide direction to staff.

Attachments: [SO Gray Wolf Attach](#)

COUNTY ADMINISTRATIVE OFFICE

- 4** CALPERS PUBLICLY AVAILABLE PAY SCHEDULES
SUBJECT: Resolution revising, adopting and providing to CalPERS Publicly Available Pay Schedules (PAPS) for Appointed Department Heads, Confidential Employees and Elected Officials which comply with compensation reporting requirements under Public Employees' Retirement Law (PERL) and California Code of Regulations section 570.5 (CCR 570.5).
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Adopt resolution; and/or 2) provide direction to staff.

Attachments: [04042025154755](#)

HEALTH & SOCIAL SERVICES

- 5** HIRING OF SUPERVISING INTEGRATED CASE WORKER
SUBJECT: Hiring of Rebekah Spiess at a Management Professional Association (MPA) Range 20, Step G for the Supervising Integrated Case Worker position at Lassen WORKs.
FISCAL IMPACT: There is no impact to the County General Fund. Community Social Services / Lassen WORKs Fund/Budget Unit No. 120-0855 has sufficient funds budgeted within the Fiscal Year 2024/2025 to support this request.
ACTION REQUESTED: 1) Authorize the hiring at the G Step.

Attachments: [H5- BOS HSS G Step Supervising ICW 04.08.2025](#)

- 6** PUBLIC HEALTH FUNDING
SUBJECT: Staff report to the Board of Supervisors regarding multiple grant funding streams being terminated by the Centers for Disease Control (CDC) and the California Department of Public Health (CDPH).
FISCAL IMPACT: Unknown.
ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

Attachments: [H6 - BOS PH Grant Funding 04.08.24](#)

PUBLIC WORKS DEPARTMENT

- 7** HACKSTAFF RAILROAD CROSSING IMPROVEMENT PROJECT
SUBJECT: Bid Award for Public Road Crossing Improvement Project on Hackstaff Road
FISCAL IMPACT: Funding is available within the current 2024/2025 Fiscal Year Road Construction Fund/Budget Unit No. 122-1222.
ACTION REQUESTED: 1) Award the contract for "Public Road Crossing Improvement Project on Hackstaff Road" to Hat Creek Construction & Materials, Inc., the low bidder meeting the specifications in the amount of \$379,379; and 2) authorize the Director of Public Works to sign 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 \$37,938 (approximately 10%) or a total contract not-to-exceed cost of \$416,717.

Attachments: [doc02160320250402113621](#)

COUNTY COUNSEL

- 8** COUNTY ADMINISTRATIVE OFFICER RECRUITMENT
SUBJECT: Discussion regarding the County Administrative Officer recruitment.
FISCAL IMPACT: Unknown.
ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

Attachments: [County Administrative Officer '25](#)
[Yolo County County Administrator](#)
[Monterey County County Administrative Officer](#)
[Lassen County County Administrative Officer Recruitment Proposal](#)

BOARD OF SUPERVISORS

9

SUPERVISOR INGRAM

SUBJECT: Discussion and direction to staff regarding live streaming of Board of Supervisors Meetings from the Board of Supervisors Chambers at 707 Nevada Street, Susanville.

FISCAL IMPACT: Initial impact of approximately \$20,000 in one-time fees and hardware/equipment costs, and reoccurring fees of approximately \$10,000 annually.

ACTION REQUESTED: 1) Direct staff to create a new project to provide live streaming of the Board of Supervisors meetings from the Board of Supervisors Chambers located at 707 Nevada Street, Susanville; and/or 2) provide direction to staff.

COUNTY ADMINISTRATIVE OFFICE

10

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

PROPOSED MEETING DATES FOR 2025:

April 15, 2025 – 9:00 a.m. – Board Meeting
April 22, 2025 – 9:00 a.m. – Board Meeting
April 29, 2025 – No Board Meeting
May 6, 2025 – No Board Meeting
May 13, 2025 – 9:00 a.m. – Board Meeting
May 20, 2025 – 9:00 a.m. – Board Meeting
May 27, 2025 – 9:00 a.m. – Board Meeting
June 3, 2025 – No Board Meeting
June 10, 2025 – 9:00 a.m. – Board Meeting
June 17, 2025 – 9:00 a.m. – Board Meeting
June 24, 2025 – 9:00 a.m. – Board Meeting
July 1, 2025 – No Board Meeting
July 8, 2025 – 9:00 a.m. – Board Meeting
July 15, 2025 – 9:00 a.m. – Board Meeting
July 22, 2025 – 9:00 a.m. – Board Meeting
July 29, 2025 – No Board Meeting
August 5, 2025 – No Board Meeting
August 12, 2025 – 9:00 a.m. – Board Meeting
August 19, 2025 – 9:00 a.m. – Board Meeting
August 26, 2025 – 9:00 a.m. – Board Meeting
September 2, 2025 – No Board Meeting
September 9, 2025 – 9:00 a.m. – Board Meeting
September 16, 2025 – 9:00 a.m. – Board Meeting
September 23, 2025 – 9:00 a.m. – Board Meeting
September 30, 2025 – No Board Meeting
October 7, 2025 – No Board Meeting
October 14, 2025 – 9:00 a.m. – Board Meeting
October 21, 2025 – 9:00 a.m. – Board Meeting
October 28, 2025 – 9:00 a.m. – Board Meeting
November 4, 2025 – No Board Meeting
November 11, 2025 – No Board Meeting (Holiday)
November 18, 2025 – 9:00 a.m. – Board Meeting
November 25, 2025 – 9:00 a.m. – Board Meeting
December 2, 2025 – No Board Meeting
December 9, 2025 – 9:00 a.m. – Board Meeting
December 16, 2025 – 9:00 a.m. – Board Meeting
December 23, 2025 – 9:00 a.m. – Board Meeting

ADJOURNMENT