



# Lassen County

## 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*

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Tuesday, April 8, 2025

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:31 A.M. OPENING CEREMONIES

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: Interim County Administrative Officer (ICAO)/Director of Planning and Building Services Maury Anderson, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

**Present:** 5 - Mike Scanlan, Gary Bridges, Tom Neely, Aaron Albaugh and Jason Ingram

**Excuse:** 0

#### Pledge of Allegiance and Invocation

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

#### ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Supervisor Neely announced closed session was not held.

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

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

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

#### PUBLIC COMMENTS

Agricultural Commissioner Craig Hemphill: Discussed the grasshopper issue in Lassen, Siskiyou, and Modoc Counties.

#### UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Scanlan: 1) Had intentions on attending the Planning Commission meeting, however it was cancelled due to a power outage; 2) attended an Airport Land Use Committee meeting; 3) attended a Clear Creek Community Services District board meeting with the new appointments; 4) met with Fort Sage Family Resource Center; 5) met with PG&E representatives with Office of Emergency Services (OES) Chief Silas Rojas and ICAO Maury Anderson

regarding power within the community; 6) met with Lake Forest Fire Protection District regarding issues in Lake forest; 7) will be attending an Air Pollution District meeting.

Supervisor Bridges: Attended a Lassen-Plumas-Sierra Community Action Agency (LPSCAA) meeting.

Supervisor Ingram: 1) Attended the Blue Star Mom's Bingo event; 2) thanked the Lassen County Republican Committee for conducting a meeting; 3) attended an air flight refresher training; 4) attended a food distribution in Ravendale. Thanked Carla McDonald; 5) thanked Mr. Blackburn for the invitation to the Real Men Read event; 6) Behavioral Health will be hosting a town hall meeting in Herlong; 7) announced the Westwood Pig Out event will be held on Friday, April 11, 2025; 8) the Walk A Mile event will be held on April 12, 2025; 9) Riverside County Sheriff Chad Bianco will be at the fairground on June 6, 2025, for the Campaign Stop; 10) will be attending an air pollution meeting this afternoon; 11) the 3rd annual career event will be held on April 23, 2025.

Supervisor Albaugh: 1) Attended a Solid Waste meeting; 2) stated it would be good to hear Agricultural Commissioner Craig Hemphill's discussion of the grasshopper issue; 3) attended a Rural County Representatives of California (RCRC) meeting.

Supervisor Neely: 1) Will be attending an air pollution meeting; 2) the Blue Star Mom's event went well. Becky Neely thanked the community for their support; 3) Lassen County Veterans Stand Down Day would be held on May 17, 2025, from 9:00 a.m. - 3:00 p.m. at the Lassen County Fairgrounds; 4) will be attending a Mental Health Services Stake Holder meeting at 1400 Chestnut Street, Suite A, from 3:00 p.m. - 5:30 p.m. Another meeting will be held in Herlong on April 9th, 2025, at 9:00 a.m.

## INFORMATION/CONSENT CALENDAR

Supervisor Scanlan requested to pull Item# G1 - Discretionary Funds - Supervisor Ingram, Item# G12 - Discretionary Funds - Supervisor Albaugh, and Item# G13 - Discretionary Funds - Supervisor Bridges. Supervisor Albaugh requested to pull Item# G5 - Personnel Report, and Item# G8 - Lassen County Board of Supervisors Meeting Minutes of March 18, 2025. Supervisor Bridges requested to pull Item# G7 - Lassen County Board of Supervisors Minutes of March 11, 2025.

## Approval of the Consent Agenda

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

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

COUNTY ADMINISTRATIVE OFFICE

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](#)

**This Resolution No. 25-010 was adopted on the Consent Agenda.**

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](#)

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

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](#)

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

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](#)

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

- 9 This item was removed from the agenda.

**This Minutes was approved on the Consent 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](#)

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

#### 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](#)

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

#### DEPARTMENT REPORTS

##### BOARD OF SUPERVISORS

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.

Supervisor Scanlan asked what was the budgeted amount for discretionary funds. Supervisor Ingram stated \$20,000. Supervisor Albaugh said every supervisor was allocated \$4000 each. Supervisor Scanlan asked what the remaining balance was. ICAO Anderson said he would get the information and report back.

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

#### COUNTY ADMINISTRATIVE OFFICE

##### PERSONNEL REPORT

SUBJECT: Personnel Movement Report for February, 2025.

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** [Personnel Report](#)

Supervisor Albaugh stated he pulled this item for discretionary purposes and compared the hires to the losses. Supervisor Neely said they needed to evaluate as to why staffing could not be retained and requested to have the conversation agendized.

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

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

#### COUNTY CLERK-RECORDER

##### 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](#)

Supervisor Bridges stated he pulled this item as a portion of the Unagendized Reports in the minutes were missing and he had discussed the error with Deputy Clerk of the Board Yderraga.

**A motion was made by Supervisor Bridges, seconded by Supervisor Albaugh, that these Minutes be approved as amended. The motion carried by the following vote:**

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

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](#)

Supervisor Albaugh stated he pulled the minutes due to an error in the Minutes and said he had spoken with Deputy Clerk of the board Yderraga regarding the corrections. An error was made in the original vote on the Planning and Building Services Water Year 2024 Annual Report for the Big Valley Groundwater Basin. The original motion was made by Supervisor Ingram. A subsequent motion was made by Supervisor Albaugh and seconded by Supervisor Bridges.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, that these Minutes be approved as amended. The motion carried by the following vote:**

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

BOARD OF SUPERVISORS

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.

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

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.

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

#### OFFICE OF EMERGENCY SERVICES

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](#)

Office of Emergency Services (OES) Chief Silas Rojas informed the board this item was the contract for a three-year agreement to continue services for an Office of Emergency Services Chief for Lassen County. OES Chief Rojas stated the county had been in contract with the Office of Emergency Services for fourteen (14) years. OES Chief Rojas explained the purpose of the cost increase was due to increasing salaries and benefits. Historically, the billing amount had never reached the "not to exceed" limit. Funding came from different sources such as Health and Social Services and grant funding. The last fiscal year, the county contribution was approximately \$50,000. Supervisor Albaugh asked what services were provided. OES Chief Rojas said there were multiple purposes such as disaster recovery, Emergency Medical Care Committee (EMCC) meetings, manage the Ambulance Exclusive Operating Area (EOA) and the Lassen County Emergency Operating Plan (EOP), coordinating with Planning and Building Services, the Sheriff's Office, Health and Social Services, draft task force, on scene response, large scale sheltering, evacuations, and grant management, to name a few. Director of Community Social Services (CSS) Jayson Vial discussed the assistance from OES Chief Rojas regarding the recent flooding in the Big Valley area. Cal Fire Unit Chief for Lassen and Modoc Counties Eric Ewing discussed the role of OES Chief Rojas for Cal Fire. Sheriff/Coroner John McGarva discussed the close relationship between the Sheriff's Office and OES Chief Rojas. Discussion was held pertaining to additional services provided and budget.

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

#### SHERIFF'S DEPARTMENT

**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](#)

Sheriff/Coroner John McGarva informed the board this item was for radio console upgrades for the Dispatch Center. The current console had been used since 2017. The purchase was for software, equipment, and to add an additional fourth dispatcher. Funding was allocated in the budget. Supervisor Albaugh asked how long the Dispatcher Center would be without a radio. Sheriff McGarva stated they wouldn't be offline since the consoles wouldn't be down all at once. The life expectancy for the consoles were between 8-10 years. 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:** 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

**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](#)

Sheriff/Coroner John McGarva stated this item was to discuss the gray wolves. Sheriff McGarva stated the wolves had been active since 2015-2016 and has had multiple conversations and meetings with the California Department of Fish and Wildlife (CDFW). Sheriff McGarva said there were concerns about the class of wolves being an endangered species. In 2020 multiple letters had been sent to CDFW and the Fish and Game Commission. Since 2020, the wolf issue has gotten more serious as the years progressed. There were multiple depredations in the Dixie Valley and Big Valley areas with seven (7) total kills since November 2024. Sheriff McGarva discussed protected species, wolf pack increases, mountain lions, black bears, and apex predators in surrounding counties. Sheriff McGarva stated all surrounding counties were continuing to work together to plan an approach to the wolf situation. Sheriff McGarva had also met with CDFW and stated it was unproductive. Sheriff McGarva discussed CDFW's recommendations, public concerns and safety, ranchers, livestock and federal law. Additional discussion was held.



SPEAKERS: Wyatt Hanson, Christian Siemer.

#### COUNTY ADMINISTRATIVE OFFICE

##### 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](#)

Personnel/Risk Analyst Regina Schaap informed the board this item was a resolution with related attachments to publicly make available pay schedules per CalPers to comply with the Public Employee Retirement System. Per the previous County Administrative Officer's contract approved in December 2024, and the most recent retired County Administrative Officer, both contracts were not in compliance as notified by CalPers. The pay schedules now include classifications, range, steps, salary, hourly and biweekly wages. Personnel/Risk Analyst Schaap stated there were other bargaining units that would be brought back in phases for board approval. The item presented today only pertained to Department Heads, Elected Officials, and Confidential Employees. ICAO Anderson thanked Personnel/Risk Analyst Schaap for her diligent work as this was a monumental effort. Brief discussion was held.

**A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, that this Resolution No. 25-009 be adopted. The motion carried by the following vote:**

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

#### HEALTH & SOCIAL SERVICES

##### 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](#)

Interim Public Health Director Danielle Sanchez stated this position was for a

Health and Social Services Personnel Coordinator and to rehire a prior employee at a Step G. The applicant had twelve years experience with Lassen County and San Bernardino County. Director of Community Social Services Jayson Vial stated he had confirmed with Lassen WORKs Program Manager Yvonne Hawkes, and she was also interested in retaining the applicant. Program Manager Hawkes said the applicant had previously worked for Lassen WORKs. The applicant could enhance what the department had been searching for. The applicant is familiar with the programs that were being used in the Fiscal Department. Interim Public Health Director Sanchez said this would be a significant hire and funding was available within the budget. 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:** 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

**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](#)

Interim Public Health Director Danielle Sanchez stated this item was pertaining to Public Health grant funding. In March 2024, the California Department of Public Health (CDPH) received noticed from the Centers for Disease Control (CDC) to immediately stop some of the Public Health funding streams. Lassen County had four (4) identified funding streams. Work was to cease effective March 24, 2025, and the county had thirty (30) days to finalize the grants and submit any invoices. Loss of funding impacted other county departments and grants totaled approximately \$5,500,000. Interim Public Health Director Sanchez discussed realignment funds, Heluna Health, and the invoicing process. Brief discussion was held.

**SPEAKERS:** John Everett.

**RECESS:** 11:26 a.m. - 11:32 a.m.

## **DEPARTMENT REPORTS - CONTINUED**

### **PUBLIC WORKS DEPARTMENT**

#### **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](#)

Director of Public Works Pete Heimbigner informed the board this item was a railroad crossing improvement project on Hackstaff Road off of the Doyle Loop. Public Works was coordinating with the railroad and Caltrans staff to begin the project. The county's portion was to do the paving up to the crossing. Three (3) bids were received with Hat Creek Construction being the lowest. The project would take approximately one week with some grinding, paving and overlay work. 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:** 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

COUNTY COUNSEL

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](#)

County Counsel Uhrhammer stated this was an update on direction given to staff pertaining to recruitment of a County Administrative Officer (CAO) with an outside recruiter. A quote was attached. County Counsel Uhrhammer said she felt some of the recruitment process could be done in house. Outside recruiter bids were ranging between \$20,000-\$35,000. ICAO Anderson added they had looked at out of state quotes for comparison. Discussion was held pertaining to the different outside agencies. Sheriff/Coroner McGarva recommended staff to

research the longevity of CAO's that were selected by these firms. Supervisor Neely stated he was not in favor of using an outside entity to recruit as the retention was low and the cost was high. Supervisor Albaugh said it was a tough position to fill, expensive, time consuming and suggested further discussion should be held pertaining to the recruitment process. Supervisor Ingram said he felt it was bad morale to look outside of the county. Supervisor Bridges said he agreed with Sheriff McGarva and would rather try to recruit in house. Supervisor Neely said he previously stated direction to staff was to research an outside recruiting agency. After reading through the job descriptions perhaps the firms could recruit applicants and the county would take care of the vetting. Consensus of the board was to agendize this item in closed session for further discussion.

## BOARD OF SUPERVISORS

### 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.

Supervisor Ingram stated he brought this item back for discussion and thanked Amanda Eder for live streaming the board meetings. Discussion was held pertaining to Granicus, Microsoft Teams, the Owl, cost, Americans with Disabilities Act (ADA) compliancy, shared responsibilities, and staff. Supervisor Scanlan said he believed this wasn't a transparency issue, it was a matter of accessibility. ICAO Anderson stated the Information Services Department (ISD) was currently focusing on updating the county's firewall. ICAO Anderson said if it were the pleasure of the board, he would have a discussion with ISD regarding live steaming and report back to the board. Supervisor Neely stated the board had committed to live streaming when the board relocated back to the Historic Courthouse. Supervisor Neely stated it was not necessary to spend additional funding to have live streaming in the current Board Chambers. The county had already dedicated funding to go to the Historic Courthouse for live streaming. Supervisors Ingram and Scanlan stated they liked ICAO Anderson's suggestion to speak with ISD and report back to the board. Supervisor Bridges stated he would like to table this topic for one month. Supervisors Albaugh and Neely recommended to table this item until staff moved back to the Historic Courthouse. Additional discussion was held.

SPEAKERS: Susan Somerville, John Everett, Tom Wasson.

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

ICAO Anderson reported: 1) Met with PG&E and the Government Affairs representative. The PG&E representative wanted to schedule a meeting to give a presentation to the board; 2) met with Frontier regarding fiber optics in portions of the City of Susanville and unincorporated areas of the county.

**ADJOURNMENT**

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

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

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

ATTEST:

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