



Lassen County

G2

Meeting Minutes Board of Supervisors

DRAFT

LASSEN COUNTY SUPERVISORS:

*DISTRICT 1 - CHRIS GALLAGHER; DISTRICT 2 - GARY BRIDGES - CHAIRMAN; DISTRICT 3 - TOM NEELY;
DISTRICT 4 - AARON ALBAUGH - VICE CHAIRMAN; DISTRICT 5 - JASON INGRAM*

Tuesday, September 12, 2023

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:30 A.M. OPENING CEREMONIES

Present: Supervisors Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Richard Egan, and Deputy Clerk of the Board Michele Yderraga.

Supervisor Gallagher and County Counsel Amanda Uhrhammer were absent by prearrangement.

Present: 4 - Aaron Albaugh, Gary Bridges, Tom Neely and Jason Ingram

Absent: 1 - Chris Gallagher

Excuse: 0

Pledge of Allegiance and Invocation

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

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Closed session was not held.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Neely: 1) Attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) Senior Medicare seminar; 2) will be attending an air

pollution meeting today; 3) attended the Annual 9/11 Memorial Ceremony at the City of Susanville Fire Hall.

Supervisor Ingram: 1) Will be attending the air pollution meeting; 2) located a Type 3 engine for the Doyle Fire Department; 3) attended a Sierra Alliance meeting; 4) working on a waste energy project in Herlong; 5) runway meetings being scheduled; 6) acknowledged Director of Public Works Pete Heimbigner regarding the new play structure in Doyle; 7) South County sports sponsorship program is over \$5,000 now. Need to raise \$7,000-\$10,000 for sports programs; 8) watching for illegal grows up north.

Supervisor Albaugh: 1) Spent a lot of time at the Modoc fair; 2) will be having a town cleanup in Little Valley; 3) will be attending A Rural County Representatives of California (RCRC) meeting. Will be putting together a gift basket from Lassen County if anyone would want to donate.

Supervisor Bridges: 1) Attended the PSA2 AAA information seminar with Supervisor Neely; 2) attended the Annual 9/11 Memorial Ceremony with Supervisor Neely; 3) attended a Behavioral Health Advisory Board meeting; 4) will be attending RCRC in Monterey the week of September 17; requested to adjourn in memory of Jim Williams, Bill Waltman, Brandon Micone.

BOARDS AND COMMISSIONS

LASSEN COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

SUBJECT: Six (6) vacancies on the Behavioral Health Advisory Board Category 3.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making appointments. (Andrea Hernandez and Mike Hernandez).

Attachments: [F1 Attach](#)

CAO Egan stated this item was to consider making appointments. Currently there were six vacancies and two applicants. Supervisor Bridges informed the board the two applicants were husband and wife.

A motion was made by Supervisor Albaugh, seconded by Supervisor Ingram, that these Appointments be approved. The motion carried by the following vote:

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

INFORMATION/CONSENT CALENDAR

Supervisor Neely requested to pull Item# G4 - Board of Supervisors Meeting Minutes of August 15, 2023. Supervisor Albaugh requested to pull Item# G6 - Community Social Services Agreement with Communities United for Children and Families (Fort Sage), Item# G7 - Community Social Services Agreement with Communities United for Children and Families (Westwood), Item# G8 -

Approval for New United Public Employees of California Job, and Item# G9 - Behavioral Health Agreement with Grandcare, LLC.

Approval of the Consent Agenda

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

BOARD OF SUPERVISORS

LETTER OF SUPPORT

SUBJECT: Approval of a letter of support for Golden State Connect Authority's application to the Federal Fund Account/Last Mile program administered by the California Public Utilities Commission for funding to expand broadband infrastructure in Lassen County.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve and authorize the Chair to execute.

Attachments: [Admin Letter of Support GSCA FFA LAST MILE Attach](#)

This Action Item was approved on the Consent Agenda.

LETTER TO LASSEN NATIONAL FOREST

SUBJECT: Approval of a comment letter to the Lassen National Forest concerning the Pikes Point Low Water Board Ramp Project by the Lassen National Forest, Eagle Lake Ranger District.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve and authorize Chairman to execute.

Attachments: [230822 Pikes Point Low Water Boat Ramp Project](#)

This Action Item was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

This item was removed from the agenda.

HEALTH AND SOCIAL SERVICES

MENTAL HEALTH SERVICES ACT PLAN UPDATE FOR FISCAL YEAR 2020/2021 & 2021/2022

SUBJECT: Mental Health Services Act (MHSA) Plan Update for Fiscal Year (FY) 2020/2021 & 2021/2022.

FISCAL IMPACT: There is no fiscal impact.

ACTION REQUESTED: Adopt the FY 2020/2021 & 2021/2022 MHSA Three-Year Plan Update and approve its submission to the Mental Health

Services Oversight and Accountability Commission (MHSOAC).

Attachments: [G5-BOS MHSA Plan 2020.2021 2021.2022 09.12.23](#)

This Action Item was approved on the Consent Agenda.

PLANNING AND BUILDING SERVICES

COUNTY SURVEYOR

SUBJECT: Resolution to approve Parcel Map No. 2022-003, a parcel map for Segregation of Homesite for Laurence and Denice Crabtree, husband and wife as joint tenants, located in a portion of Section 17, Township 38 North, Range 8 East, Mount Diablo Base and Meridian, in Lassen County, California.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

Attachments: [G10](#)

This Action Item was approved on the Consent Agenda.

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS/ROAD

SUBJECT: Bid Award: Heating Oil-Diesel #2 for County Facilities.

FISCAL IMPACT: Funding is budgeted within the utility line item of various departments.

ACTION REQUESTED: Award bid for Heating Oil-Diesel #2 for various County facilities to Harbert Oil Company Inc., the lowest bidder, in the amount of \$0.327/gallon for Susanville area and \$0.377/gallon for Westwood area (firm margin above OPIS).

Attachments: [PW Heating Oil Attach](#)

This Action Item was approved on the Consent Agenda.

PUBLIC WORKS/ROAD DEPARTMENT

SUBJECT: Bid Award: Liquid Propane for County Facilities.

FISCAL IMPACT: Funding is budgeted within the utility line item of various departments.

ACTION REQUESTED: Award bid for Liquid Propane for various County facilities to Amerigas, the lowest bidder, in the amount of \$0.37/gallon (firm margin above BPN) for all areas including Bieber, Doyle, Herlong, Janesville, Ravendale, Standish, Susanville and Westwood.

Attachments: [PW Liquid Propane Attach](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Virtual Executive Board Meeting agenda for August 25, 2023.
- b) Lassen County Architectural Review Committee Meeting Agenda for August 17, 2023.
- c) Community Survey: Housing Affordability in Lassen County hosted by Lassen County Health and Social Services.
- d) Lassen County Behavioral Health Advisory Board meeting agenda for September 11, 2023.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 15, 2023
SUBJECT: Meeting Minutes of August 15, 2023.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

Supervisor Neely said in his Unagendized Report it stated that he requested a letter of support for the forest service boat ramp and that was incorrect. Supervisor Neely said he was requesting a letter of opposition regarding the boat ramp. CAO Egan stated the request was for a letter of opposition and not a letter of support. Deputy Clerk of the Board Yderraga confirmed.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

HEALTH AND SOCIAL SERVICES

COMMUNITY SOCIAL SERVICES AGREEMENT WITH COMMUNITIES UNITED FOR CHILDREN & FAMILIES (FORT SAGE)
SUBJECT: Agreement between Lassen County Health and Social Services and Communities United for Children & Families (The Fort Sage Family Resource Center) to assist clients in our rural community with public assistance services and poverty reduction programs for the term of July 1, 2023, through June 30, 2024 and a Maximum Contract Amount of \$50,000.
FISCAL IMPACT: This will be paid from Community Social Services Fund/Budget Unit No. 120-0852.
ACTION REQUESTED: 1) Approve Agreement with Communities United for

Children and Families (The Fort Sage Family Resource Center).; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G6-BOS CUCF Fort Sage 09.12.23](#)

Supervisor Albaugh stated he had the same question for Item# G6 and Item# G7. Supervisor Albaugh said he thought the family resource centers were dissolved. Assistant Director/Personnel Coordinator Danielle Sanchez informed the board the resource centers were still active. Health and Social Services (HSS) stopped funding the centers a few years ago due to staffing. HSS now contracts with the resource centers. Once a month staff goes into the resource centers to assist the public with applications for Medi-Cal, CalFresh, Cash Aid. This is a way to reimburse staff for their time with assisting people to fill out applications. Brief discussion was held.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

COMMUNITY SOCIAL SERVICES AGREEMENT WITH COMMUNITIES UNITED FOR CHILDREN & FAMILIES (WESTWOOD)

SUBJECT: Agreement between Lassen County Health and Social Services and Communities United for Children & Families (The Westwood Family Resource Center) to assist clients in our rural community with public assistance services and poverty reduction programs for the term of July 1, 2023, through June 30, 2024 and a Maximum Contract Amount of \$50,000.

FISCAL IMPACT: This will be paid from Community Social Services Fund/Budget Unit No. 120-0852.

ACTION REQUESTED: 1) Approve Agreement with Communities United for Children and Families (The Westwood Family Resource Center).; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G7-BOS CUCF Westwood 09.12.23](#)

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

APPROVAL FOR NEW UNITED PUBLIC EMPLOYEES OF CALIFORNIA JOB CLASSIFICATION

SUBJECT: New United Public Employees of California (UPEC) Job Classification - Services Support Specialist I/II/III within the Lassen WORKs division of the Health and Social Services Agency.

FISCAL IMPACT: Funding for this classification is included in Fund/Budget Unit No. 120-0852.

ACTION REQUESTED: 1) Approve new job classification for the budget funded position of Services Support Specialist I/II/III.

Attachments: [G8-BOS CSS SSS Job Classification 09.12.23](#)

Supervisor Albaugh asked when did United Public Employees of California (UPEC) start giving job descriptions. Assistant Director/Personnel Coordinator Danielle Sanchez stated UPEC didn't give job descriptions. This item falls under the UPEC classification. The job descriptions were specific to Lassen Works and Health and Social Services follow the process whenever hiring for Community Social Services (CSS). It creates a hardship when county level doesn't match those in the Merit System. The Ranges are the same as the current positions. It's a new classification to mirror the UPEC Bargaining Unit. Brief discussion was held.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

BEHAVIORAL HEALTH AGREEMENT WITH GRANDCARE, LLC
SUBJECT: Agreement between Lassen County and GrandCare, LLC for providing a fully featured technology point of care to support aging and healing in place for Behavioral Health clients from July 1, 2023, to June 30, 2024, in the amount of \$38,440.

FISCAL IMPACT: This will be paid from Behavioral Health Fund/Budget Unit No. 110-751 and Mental Health Services Act Fund/Budget Unit No. 164-0752.

ACTION REQUESTED: 1) Approve the Agreement with GrandCare, LLC.; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [G9-BOS GrandCare, LLC 09.12.23](#)

Supervisor Albaugh asked if this was for computers. Assistant Director/Personnel Coordinator Danielle Sanchez stated the computers were tablets to take into homes for clients. This helps Behavioral Health meet the needs of their clients. This has been ongoing the past 6-7 years. Supervisor Albaugh asked about the number of units, maintenance, and support. Director of Behavioral Health Tiffany Armstrong stated there were two sets of units. a set for Covid and a set that was pre-Covid. 11 Units were requested pre-Covid and 50 additional units were requested during Covid for a total of 61 tablets. Brief discussion was held.

A motion was made by Supervisor Albaugh, seconded by Supervisor Ingram, that this Action Item be approved. The motion

carried by the following vote:

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

PROBATION DEPARTMENT

MEMORANDUM OF UNDERSTANDING (MOU)

SUBJECT: MOU between Lassen County and Shasta County for detained juveniles in Juvenile Hall.

FISCAL IMPACT: Regular Expenditure to Probation 145-0561. Contract not to exceed \$250,000 per fiscal year.

ACTION REQUESTED: Authorize the County Administrative Officer and Chairman of the Board to approve and execute the agreement.

Attachments: [Prob Attach 1](#)

[Prob Attach 2](#)

Chief Probation Officer Jennifer Branning stated this was an annual contract with Shasta County for juvenile detention. Supervisor Albaugh asked what other counties are Lassen contracted with. Chief Branning said Sonoma, Butte, Tehama, and Shasta. It depends on which county will accept the juvenile, however Shasta County is called first. There has been a lot of success with juveniles in the Shasta County facility. At times a county will say no due to population or behavioral issues. Chief Branning informed the board the cost was similar for each county. Brief discussion was held.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

HEALTH & SOCIAL SERVICES

PUBLIC HEALTH GRANT AGREEMENT# 23-10320 FOR CAL-FRESH HEALTHY LIVING PROGRAM

SUBJECT: Grant Agreement #23-10320 between The California Department of Public Health and Lassen County Public Health implementing the CalFresh Healthy Living Program total Grant amount of \$584,604 for the term of October 1, 2023 through September 30, 2026.

FISCAL IMPACT: There is no impact to County General Funds. This is a revenue agreement.

ACTION REQUESTED: 1) Approve Grant Agreement #23-10320; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [H2-BOS PH Agreement #23-10320 09.12.23](#)

Assistant Director/Personnel Coordinator Danielle Sanchez informed the board Public Health had a booth at the farmers market. A booth was created this year to have children plant their own fruits and vegetables. A total of 4,425 individuals had been reached through this program. Different programs have been presented at the schools in Lassen County that teach children on healthy snacks and drinks. Brief discussion was held.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

BEHAVIORAL HEALTH AGREEMENT WITH SPARE-A-DIME, INC
SUBJECT: Agreement between Lassen County and Spare-a-Dime, Inc. to provide an After-Hour Drop-In-Center for individuals who don't meet the criteria for psychiatric holds but still have crisis issues as well as other supportive services including educational groups and peer support for the term of July 1, 2023, to June 30, 2024, for a Maximum Contract Amount of \$513,360.

FISCAL IMPACT: This will be paid from Behavioral Health Fund/Budget Unit No. 110-0751 and Mental Health Services Act Fund/Budget Unit No. 164-0752.

ACTION REQUESTED: 1) Approve the Agreement with Spare-a-Dime, and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [H3-BOS Spare-A-Dime 09.12.23](#)

Assistant Director/Personnel Coordinator Danielle Sanchez informed the board this item provides an after hours drop in center for individuals who do not meet the criteria for psychiatric holds and are having crisis issues. Director of Behavioral Health Tiffany Armstrong stated Judy's House has been an absolute success for Behavioral Health. Judy's House was put together by a grant to prevent and reduce the number of hospitalizations, emergency room visits, and jail. This program has been in effect for a number of years. Director Armstrong also stated Judy's House had received 973 visits with 323 unduplicated people in the last year. This program had been well received with a lot of larger counties reaching out to Lassen for information on how to start this program for their county. Discussion was held.

SPEAKERS: Andrea Hernandez, Mike Hernandez, Sherry Ferrell.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

INFORMATION SERVICES

CONTRACT FOR ALARM SECURITY SERVICES

SUBJECT: Contract for Alarm Security Services with Current Electric and Alarm.

FISCAL IMPACT: Not to exceed \$34,964 through June 30, 2024.

ACTION REQUESTED: 1) Adopt resolution allowing sole source vendor, Current Electric and Alarm, to provide security alarm services to the county; and 2) approve contract and authorize the County Administrative Officer to execute.

Attachments: [H-4 Alarm Contract Memo to Board 091223](#)

[H-4 Contract Current Electric 2023-2024](#)

[ResolForm for Current Electric 091223](#)

Information Services Department (ISD) Supervisor Jason Housel gave a brief overview of the alarm security company and the purchasing policy. ISD Supervisor Housel informed the board the "Not to Exceed" amount had increased and the physical address on the contract for the contractor needed to be updated. Supervisor Albaugh asked if this alarm was solely for the elevator or if it included the entire Historic Courthouse. ISD Supervisor Housel stated it was the elevator only. CAO Egan said this was an interim step. Currently each department contracted out for individual services creating many contracts. Direction to ISD was to consolidate those contracts to have better control rather than to have multiple contracts. Brief discussion was held.

Supervisor Albaugh made a motion to approve the contract with the amendment to the "Not to Exceed" amount for \$34,964 and to correct the address on the contraction. Supervisor Ingram seconded the motion.

A motion was made by Supervisor Albaugh, seconded by Supervisor Ingram, to approve this item as amended and to adopt Resolution No. 23-048. The motion carried by the following vote:

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

UPDATE ON NEW PHONE SYSTEM

SUBJECT: Update to Installation of new Phone System.

FISCAL IMPACT: No additional appropriation is being requested.

ACTION REQUESTED: Receive report.

Attachments: [H-5 Phone System Update 091223](#)

Information Services Department Supervisor Jason Housel gave a detailed update on the county's new phone system. There would be training schedules for

staff to attend. The public has been notified of the date and time the county was targeting to port phone numbers from Frontier to Telepacific. ISD Supervisor discussed the transition process that was scheduled for September 28, 2023, at 12:00 p.m. and the benefits of the transition. Supervisor Albaugh asked if there were going to be different phone numbers. ISD Supervisor Housel stated everyone would have the same numbers and briefly discussed a main county phone number. Additional discussion was held.

RECESS: 10:24 a.m. - 10:31 a.m.

JOB DESCRIPTION CHANGES

SUBJECT: Revised Job Description within IT for General United Public Employees of California (UPEC).

FISCAL IMPACT: For incumbents who qualify it represents approximately 10% wage increase.

ACTION REQUESTED: Request that the Board of Supervisors approve the job description for Technical Support Specialist (TSS) I/II (Range 17/19) to include a TSS III in the series at Range 21.

Attachments: [H-6 TSS Job Description Memo to Board_091223](#)
[H-6 TSS Job Description_091223](#)

Information Services Department Supervisor Jason Housel informed the board this item was a revised job description for the Technical Support Specialist and gave a brief overview of the positions. This position had not been dramatically changed since 2001 with a slight change in 2016. Supervisor Albaugh asked what the changes were. ISD Supervisor Housel said a Technician III had been added with additional experience or certification, three years in ISD with at least two years at a Technician II. This revised job description salary increase had been budgeted for the 2023/2024 Fiscal Year. Brief discussion was held.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

PLANNING AND BUILDING SERVICES

CODE ENFORCEMENT

SUBJECT: Proposed Ordinance revising Chapter 1.18 (Public Nuisances) by adding Section 1.18.105 (Issuance and Recordation of Notices of Violation) to the Lassen County Code. The ordinance would allow recordation of a Notice of Violation for public nuisances confirmed by the County hearing officer that the property owner/responsible party fail to abate as ordered.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) waive the second reading and adopt the ordinance.

Attachments: [H7](#)

Director of Planning and Building Services Maury Anderson read the agenda item and reminded the board this item was introduced on August 22, 2023. CAO Egan informed the board this ordinance allowed the lien to survive property transfer.

SPEAKERS: Elaine Jacobs.

A motion was made by Supervisor Ingram, seconded by Supervisor Neely, that this Ordinance No. 2023-07 be adopted. The motion carried by the following vote:

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS/ROAD

SUBJECT: Susanville Veterans Memorial Building Reduced Use Fee Request by Lassen County Chamber of Commerce.

FISCAL IMPACT: Potential reduced revenue.

ACTION REQUESTED: That the Board consider selecting one of the following fee options: 1) Charge standard fee in amount of \$380; or 2) a reduced fee in the amount of \$150; or 3) waive all fees.

Attachments: [PW Chamber of Commerce Attach](#)

Director of Public Works Pete Heimbigner read the subject of the item and informed the board the Lassen County Chamber of Commerce would be doing an event at the Veteran's Memorial Hall and they were requesting all fees to be waived. Director Heimbigner stated there were three options. To charge the standard fee, give a reduced fee, or completely waive the fee. Supervisor Albaugh asked if the Lassen County Chamber of Commerce received a PG&E settlement. CAO Egan confirmed the chamber did, however local government did not. Supervisor Neely asked if the \$150 fee paid for overhead costs. Director Heimbigner stated yes and Public Works required the chamber to provide their own insurance. Supervisor Albaugh asked the amount of the settlement and why they were wanting the fees waived. Kelly Ackley from the Lassen County Chamber of Commerce stated they received \$250,000 due to losing tourism because of the Dixie fire. The hall was being used for a member dinner appreciation. Brief discussion was held.

SPEAKERS: Denise Pickens.

A motion was made by Supervisor Ingram, seconded by Supervisor

Neely, to approve this item to the reduced fee amount. The motion carried by the following vote:

Aye: 3 - Bridges, Neely and Ingram

Nay: 1 - Albaugh

Absent: 1 - Gallagher

PUBLIC WORKS/ROAD

SUBJECT: Susanville Veterans Memorial Building Reduced Use Fee Request by Lassen Family Services.

FISCAL IMPACT: Potential reduced revenue.

ACTION REQUESTED: That the Board consider selecting one of the following fee options: 1) Charge standard fee in amount of \$380; or 2) a reduced fee in the amount of \$150; or 3) waive all fees.

Attachments: [PW Lassen Family Svcs Attach](#)

Director of Public Works Pete Heimbigner informed the board this was a fee waiver request for the Veteran's Memorial Hall by Lassen Family Services for the Dancing for a Brand New Me event. This will be the tenth annual performance. Last year they asked for a no fee waiver due to not being able to utilize the year prior due to Covid. Prior to that, they received the reduced fee. Supervisor Bridges asked if they left the hall clean when they leave. Director Heimbigner said yes. Brief discussion was held.

SPEAKERS: Cassie with Lassen Family Services, Desiree Miller.

A motion was made by Supervisor Neely, seconded by Supervisor Ingram, to approve this item for a reduced fee of \$508. The motion carried by the following vote:

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

SHERIFF'S DEPARTMENT

CONTRACT HOUSING OF INMATES

SUBJECT: The Plumas County Sheriff's Office has submitted a request to house female inmates at the Lassen County Jail.

FISCAL IMPACT: Revenue to Fund/Budget Unit No.130-0525 based on the amount of inmates housed at the facility. Estimated revenue based on housing four inmates is \$182,500.

ACTION REQUESTED: Authorize the Chairman of the Board of Supervisors and the Lassen County Sheriff to execute the agreement.

Attachments: [SO Attach](#)

Sheriff's Captain John McGarva informed the board this item was a contract to

house inmates for Plumas County. On August 22, 2023, Plumas County Sheriff Steve Clark asked if Lassen could house female inmates due to staffing at Plumas County Jail. Female staff is required when female inmates are incarcerated and Plumas County did not have female staffing readily available. Captain McGarva briefly discussed the Memorandum of Understanding and current staffing issues at all the county jails in California. Captain McGarva also discussed the return policy of inmates, and day to day needs. Plumas County Sheriff Steve Clark thanked the board for having him present and briefly discussed female inmate population in the Plumas County Jail. Female population in Plumas was typically between 2-4 inmates. Plumas County Sheriff Clark also discussed staffing issues and current hiring. Brief discussion was held.

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

Aye: 4 - Albaugh, Bridges, Neely and Ingram

Absent: 1 - Gallagher

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: Would be attending the Rural County Representatives of California (RCRC) meeting in Monterey, Ca.

ADJOURNMENT

There being no further business, the meeting is adjourned at in memory of Jim Williams, Bill Waltman, and Brandon Micone.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board