



# Lassen County

## Meeting Minutes Board of Supervisors

**DRAFT**

### *LASSEN COUNTY SUPERVISORS:*

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

---

Tuesday, October 8, 2024

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

---

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

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

**Present:** 5 - Chris Gallagher, Aaron Albaugh, Gary Bridges, Tom Neely and Jason Ingram

**Excuse:** 0

### **Pledge of Allegiance and Invocation**

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

### **ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

Supervisor Albaugh announced closed session was not held.

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

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

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

### **PUBLIC COMMENTS**

Acting Forest Supervisor for Lassen National Forest Terry Jones: Introduced District Ranger for Lake Almanor/Chester Russell Nickerson and District Ranger for Eagle Lake Bobette Jones. Acting Forest Supervisor Jones discussed the fire season, forest cleanup, staffing and stated they would be meeting with the Board of Supervisors on a regular basis.

### **UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Gallagher: 1) Thanked the board for his vacation to go deer hunting. Stated he was unsuccessful; 2) briefly discussed the Sheriff's Office online services that allowed the public to review reports pertaining to crimes and calls for service in their neighborhood. Requested a demonstration to the board.

Supervisor Bridges: 1) Attended a Cultural Competency meeting with Behavioral Health; 2) attended a Lassen Plumas Sierra Community Action Agency (LPSCAA) meeting; 3) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 4) attended the Concert on the Green at the Historic Courthouse; 5) attended the Behavioral Health 2024 Care Act Prelaunch Implementation meeting in Sacramento.

Supervisor Neely: 1) Attended a PSA 2 AAA meeting; 2) attended a second PSA 2 AAA meeting with Dignity Health; 3) assisted with the senior meal delivery at the Assembly of God Church; 4) will be attending an Air Pollution Control meeting; 5) announced the Blue Star Moms would be having a baked potato sale for \$12 on November 5, 2024, for election day.

Supervisor Ingram: 1) Attended a Sierra Alliance meeting; 2) spoke at Sunrise Rotary; 3) announced at the Herlong homecoming football game. Stated a second Herlong homecoming game would be on October 12, 2024; 4) attended a Lassen Links meeting; 5) attended the Blue Star Moms Bingo Night; 6) attended the 4H Achievement Night; 7) requested all departments to do quarterly reports; 8) will be attending an air pollution meeting.

Supervisor Albaugh: 1) Attended a solid waste meeting; 2) attended the Buck Hunters Ball. Wished everyone good luck if they haven't gotten their animal yet; 3) stated there had been a lot of discussion regarding transparency and how Lassen County is not transparent and said he disagreed with that statement 110%. Lassen County staff does a phenomenal job. If anyone were to ask a county department or himself a question they would truthfully answer. If any department was not being transparent they would need to contact their Board of Supervisor. Lassen County is a transparent organization. If you need to know something about a department go talk to them. These are all public funds. If there's any question speak with the Auditor's Office. The Board of Supervisors job is to do the budget and ask questions as matters arise. If you're not asking the questions shame on you. The transparency is there. We're not trying to hide anything. Supervisor Albaugh stated being a Board of Supervisor he prides himself on being open, transparent, and available. When someone questions the county's transparency and integrity, it doesn't set well.

## BOARDS AND COMMISSIONS

### CLEAR CREEK COMMUNITY SERVICES DISTRICT

SUBJECT: Consider making appointment(s) to fill vacancies on the Clear Creek Community Services District board created by resignations.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider appointing Joe Jimenez and Randy Meeks; term expirations December 6, 2024.

Attachments: [F1](#)

Supervisor Albaugh asked for an update regarding the appointments. CAO Egan stated currently the Clear Creek Community Services District (CSD) did not have a quorum due to resignations. The CSD required 3 board members for

a quorum and currently there were only two board members. The only provision to fill the vacancies was by appointed from the Board of Supervisors. CAO Egan informed the board the election in November had different candidates that would be appointed in lieu of election, than the applicants who were applying. Supervisor Gallagher stated the board appointed applicants would only sit on the CSD board until the election. Supervisor Neely asked if they would be appointed after the election was certified. Deputy Clerk of the Board Yderraga said the candidates would be appointed and sworn in on December 6, 2024, for two full term positions and one short term position. Brief discussion was held regarding payment of bills without a quorum and current applicants.

A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges to appoint Joe Jimenez.

Supervisor Neely stated he had a hard time with the appointment as it would create chaos for the CSD. Supervisor Gallagher said it was hard to conduct business without a quorum. Supervisor Bridges asked Ms. Hunter if the CSD would be alright if this item were tabled to a later board meeting. Clear Creek CSD Chairman Kathy Hunter stated yes and informed the board there were additional applicants who wanted to apply.

Supervisor Gallagher made a subsequent motion to table this item until the October 22, 2024, board meeting. A second motion was made by Supervisor Bridges.

Supervisor Albaugh asked if this would be sufficient time for the County Clerk's office and CAO Egan to receive applications for October 22, 2024. CAO Egan stated the applications would need to be turned in no later than Friday, October 11, 2024, to be placed on the agenda. Deputy Clerk of the Board Yderraga stated the vacancies had been previously advertised and informed Ms. Hunter where the board applications could be found.

SPEAKERS: Julie Raymond, Kathy Hunter.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, to table this item to the October 22, 2024, Board of Supervisors meeting. The motion carried by the following vote:**

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

CALIFORNIA STATE ASSOCIATION OF COUNTIES (CSAC)  
APPOINTMENTS

SUBJECT: Annual Committee Appointments for 2024-2025

FISCAL IMPACT: None

ACTION REQUESTED: Make appointments to the following Board:

California State Association of Counties (CSAC)

- a. California Non-Profit Corporation
  - b. Shall not be less than one Supervisor for each member county.
- CURRENT APPOINTMENT: Bridges (R), Ingram (A)

Supervisor Albaugh stated it was the annual committee appointments for the following year and announced Supervisor Bridges was the primary. Supervisor Bridges stated he would like to remain as the primary. Supervisor Ingram stated he would like to remain as the alternate. Supervisor Neely stated he would like to be on the committee.

Supervisor Neely nominated Supervisor Bridges to be appointed as the primary board member.

**A motion was made by Supervisor Neely, seconded by Supervisor Gallagher to appoint Supervisor Bridges as the primary board member. The motion carried by the following vote:**

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

Supervisor Bridges made a motion to nominate Supervisor Neely as the alternate member. Supervisor Albaugh vacated as Chairman and seconded the motion. Supervisor Albaugh requested a roll call vote.

**A motion was made by Supervisor Bridges, seconded by Supervisor Albaugh to appoint Supervisor Neely as the alternate board member. The motion carried by the following vote:**

**Aye:** 3 - Bridges, Neely and Albaugh

**No:** 2 - Gallagher and Ingram

## **INFORMATION/CONSENT CALENDAR**

Supervisor Neely requested to pull Item# G1 - Lassen County Board of Supervisors Meeting Minutes of September 28, 2021, and Item# G3 Local Enforcement Agency Hearing Officer.

## **Approval of the Consent Agenda**

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

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

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF  
SEPTEMBER 24, 2024

SUBJECT: Meeting Minutes of September 24, 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

**These Minutes were approved on the Consent Agenda.**

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Lassen County Planning Commission Regularly scheduled meeting for October 1, 2024 has been cancelled.

b) Lassen County Behavioral Health Advisory Board meeting agenda for Tuesday, October 15, 2024.

Attachments: [G4](#)

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

COUNTY ADMINISTRATIVE OFFICE

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for August 2024.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

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

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS AMENDED MEETING  
MINUTES OF SEPTEMBER 28, 2021

SUBJECT: Amended Meeting Minutes of September 28, 2021. The "Administration - County Service Area #1 Honey Lake TV" item does not reflect an action. After reviewing the recording an action was taken and the item was approved.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve amendment.

Attachments: [Approved Mins \(2021-09-28\)](#)

[Amended Draft Mins](#)

Supervisor Neely stated he did not feel comfortable voting on the minutes as he wasn't a supervisor during this time. County Counsel Uhrhammer said he could

abstain from the vote. Supervisor Albaugh stated this item was being brought back due to an error for correction.

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

**Aye:** 4 - Gallagher, Albaugh, Bridges and Ingram

**Abstain:** 1 - Neely

#### PLANNING AND BUILDING SERVICES

##### LOCAL ENFORCEMENT AGENCY HEARING OFFICER

SUBJECT: Appointment of Robert Jordan Funk as local Enforcement Agency Hearing Officer for Solid Waste in accordance with Public Resources Code Section 44308 and repealing the Solid Waste Independent Hearing Panel.

FISCAL IMPACT: Funds are appropriated in approved Fiscal Year 2024/2025 budget.

ACTION REQUESTED: 1) Receive report; and 2) adopt resolution.

**Attachments:** [G-3 LEA Hearing Officer Packet](#)

Supervisor Neely asked what the purpose was to have a hearing officer for solid waste. Director of Planning and Building Services Maury Anderson stated the Planning and Building Services Department was required by CalRecycle to have either a hearing panel or a hearing officer. Although Planning and Building Services had never conducted a hearing, it was still mandated by the state. Director Anderson stated it was easier to have a hearing officer rather than a hearing panel due to the requirements to be a board member. Jordan Funk was already contracted with Planning and Building Services as the Hearing Officer, the Local Enforcement Agency Hearing Officer function was an addition to Mr. Funk's duties. Supervisor Neely asked if the additional duties would cost the county. Director Anderson said as Mr. Funk was already contracted with the county there would not be any additional salary. The hearing officer duties for this board would be considered other duties as assigned. Brief discussion was held.

**A motion was made by Supervisor Neely, seconded by Supervisor Bridges, that this Resolution No. 24-047 be adopted. The motion carried by the following vote:**

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

#### SHERIFF'S DEPARTMENT

##### MILITARY EQUIPMENT USE POLICY

SUBJECT: Ordinance to adopt a Military Equipment Use Policy pursuant to Assembly Bill 481 (AB481).

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Waive the second reading, and adopt the ordinance; and/or 2) provide direction to staff.

**Attachments:** [SO Attach](#)

Sheriff's Lieutenant Michael Carney informed the board this item was to adopt an ordinance that was introduced to the board on September 24, 2024, and stated he was willing to discuss the item again.

**A motion was made by Supervisor Ingram, seconded by Supervisor Gallagher, that this Ordinance No. 2024-11 be adopted. The motion carried by the following vote:**

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

AUDITOR/CONTROLLER/TREASURER/TAX COLLECTOR

FISCAL YEAR 2023/2024 END OF YEAR BUDGET MODIFICATIONS

SUBJECT: Fiscal Year 2023/2024 End of Year Budget Modifications.

FISCAL IMPACT: No further fiscal impact.

ACTION REQUESTED: 1) Increase appropriation in Fair Fund/Budget Unit No. 175-1751 by \$120,258.12; and 2) transfer cash from Fund# 100 in the amount of \$295,000 To Fair Fund# 175; and/or 3) provide direction to staff. (4/5 vote required).

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

Auditor/Controller/Treasurer/Tax Collector Nancy Cardenas informed the board there would be additional end of year modifications for a future board meeting but today would be solely for the fair. Auditor/Controller Cardenas gave a brief explanation of budget appropriation and stated the previous Fair Manager went over appropriation by \$120,000. That amount was more than what the board had approved for the fair's 2023/2024 fiscal year budget and would have to transfer from the General Funds to bring the balance to zero. Auditor/Controller Cardenas went over the last four years of the fair's fund balances. Supervisor Albaugh asked if the fair overspent by \$400,000. Auditor/Controller Cardenas said that was between the two fiscal years, the dollar amount today was what ended for June 30, 2024. Supervisor Neely stated the request today was for the board to approve a \$295,000 transfer from General Fund to bring the fair's balance to zero. Auditor/Controller Cardenas stated yes, or the board could provide direction to staff leaving the balance in the negative. All bills for the last fiscal year have been paid and probably came out of the General Fund. Auditor/Controller Cardenas discussed the purchasing policy, entertainment ticket sales, contracts and said she asked an outside auditor to do the county's financial statement this year. CAO Egan stated this item was only pertaining to the 2023/2024 fiscal year and discussed discretionary funds. Extensive discussion was held pertaining to the fair's fund balances, the Hidden Woods event, ticket sales, fair operations, and interest rates.

**Supervisor Neely made a motion to keep the fair's fund balance in the negative and to come back at a later date with a total dollar amount.**

**The motion died for lack of a second.**

CAO Egan explained to the board that if they waited to do the transfer for the 2024/2025 budget to supplement losses from the Hidden Woods event, the fund would eventually run to a zero balance again and there wouldn't be funding to pay bills or payroll. Supervisor Albaugh asked the amount requested today would take the balance to zero to close out the 2023/2024 fiscal year.

Auditor/Controller Cardenas stated yes, however there may be more invoices coming in for the current fiscal year. Discussion was held pertaining to the reason as to whether or not approve the request. CAO Egan stated he recommended to approve the item to close out 2023/2024 fiscal year.

Regardless of the action taken today, the audit will show an over expenditure of the approved budget. Brief discussion was held regarding the future audit.

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

**Aye:** 4 - Gallagher, Albaugh, Bridges and Ingram

**Nay:** 1 - Neely

RECESS: 10:55 a.m. - 11:01 a.m.

#### OFFICE OF EMERGENCY SERVICES

##### FIRE WARDEN RESOLUTION

SUBJECT: Update to the Lassen County Fire Warden Resolution #83/84-47 dated 1983.

FISCAL IMPACT: None

ACTION REQUESTED: 1) Receive report; and 2) adopt the Lassen County Fire Warden Resolution.

**Attachments:** [Fire Warden Resolution Board Packet](#)

Office of Emergency Services (OES) Chief Silas Rojas informed the board this item was an update to the Fire Warden Resolution that was last adopted in 1983. OES Chief Rojas stated the original resolution gave some authorization to the Fire Warden and the updated resolution doesn't have any control over local districts, it just helped to provide coordination, training, and extended authority to the Fire Warden to require or suspend burn permits. OES Chief Rojas explained state and local responsibilities, and the revised resolution required burn permits county wide including the special districts. Fire Warden Eric Ewing gave a brief overview of the process and stated this resolution would formalize it.

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



**Neely, that this Resolution No. 24-048 be adopted. The motion carried by the following vote:**

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

**REGULATIONS FOR OUTDOOR BURNING ORDINANCE**

**SUBJECT:** An ordinance authorizing the Lassen County Fire Warden to require burn permits and suspend burn permits in unincorporated areas or Lassen County designated Local Responsibility Area.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** 1) Receive report; and 2) introduce and waive the first reading; and/or 3) provide direction to staff.

**Attachments:** [Regulations for Outdoor Burning Ordinance Board Packet](#)

Office of Emergency Services (OES) Chief Silas Rojas stated the map in the packet showed the local responsibility areas. This resolution was the second part of the Fire Warden Resolution. The Fire Warden has the authorization to require and suspend burn permits. This ordinance would make it an infraction to burn without a burn permit, burn in violation of a burn permit, or burn during a burn suspension. OES Chief Rojas stated burn permits could be obtained online or at the CalFire Office.

**A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, to Introduce and Waive the first reading. The motion carried by the following vote:**

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

**FLOCK GROUP INC. BID AWARD**

**SUBJECT:** Contract with Flock Group Inc. for the amount of \$98,950 from Fund/Budget Unit No. 185-0540.

**FISCAL IMPACT:** No impact to general fund. Project will be reimbursed by grant funding. Expenditure budgeted for in the current Fiscal Year 2024/2025 budget.

**ACTION REQUESTED:** 1) Award the bid to Flock Group Inc., in the amount of \$98,950 for thirteen (13) fixed automated license plate readers (ALPR); and 2) authorize the County Administrative Officer to execute the contract.

**Attachments:** [Flock Memo](#)

[Flock Contract Vendor Signed](#)

Office of Emergency Services (OES) Chief Silas Rojas stated this item was for a bid award to Flock Group Inc. to install thirteen automated license plate readers throughout the county. This was a two year fully funded agreement with the option to extend funded out of a Homeland Security Grant. The agreement also included equipment updates, vandalism, damages, and repair at no additional cost. The cameras would have the capability to read license plates and to report to deputies in the event of criminal activity. The cameras would also be able to identify a vehicle by the size, shape, and color. OES Chief Rojas said

there were a few surrounding counties with the same readers and they had the capability to share information with each county. Sheriff/Coroner John McGarva stated OES Chief Rojas and Sheriff's Lieutenant Michael Carney have found suitable locations and thanked OES Chief Rojas and Lt. Carney for their work on this item. Supervisor Neely asked what would the cost be after the two years expired. Sheriff McGarva stated the Sheriff's Office would build the annual cost into their budget. The cost after the two year contract would be approximately \$59,000.

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

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

#### BOARD OF SUPERVISORS

##### LASSEN COUNTY FAIR DEPARTMENT

SUBJECT: Discussion and direction to staff regarding Lassen County Code Section 2.06.035(a) Powers and Duties of County Administrative Officer regarding the fair department and Lassen County Fair Manager job description.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Review and discuss county code and job description; and 2) provide direction to staff.

**Attachments:** [H6](#)

CAO Egan stated this item was a request from the board regarding the structure of the county government as it relates to the Fair Manager. Currently the Fair Manager reports to the Board of Supervisors and a request was made to change that. Supervisor Ingram said in the current job summary it stated the Fair Manager confers with the County Administrative Officer but reports to the Board of Supervisors. There is ambiguity as to what administrative supervision is and said this was a contradiction. CAO Egan said this has been interpreted to mean reporting to personnel management, purchasing management, and county counsel authority. This is how it's been interpreted until very recently. It's an ambiguity that needed to be updated and was not a contradiction. Supervisor Ingram stated Hidden Woods contracts were signed by county counsel and the board was not informed. County Counsel Uhrhammer stated for clarification that she does not sign the contracts, she approved the contracts as to legal form. County Counsel Uhrhammer said she approved contracts for process and sends back to the department head and then to the board. The contracts approved by county counsel are for only legal format. CAO Egan explained the process of how a contract proceeds to board. Supervisor Ingram stated again that county counsel had signed contracts for Hidden Woods in February and he was unaware of the contract until a few weeks before the event. County Counsel Uhrhammer reiterated to Supervisor Ingram that she did not in fact execute any

contracts, that her sole purpose was to only approve as to form for legalities. Not for budgetary purposes. Supervisor Ingram stated county counsel knew the contract was for \$85,000. Supervisor Albaugh stated it was the department heads responsibility to assure the contracts go to the board. Supervisor Ingram stated if the department reported to the board they should not be supervised by the CAO. If that were, they would've found out about the contracts before August and that was the issue he had with the job description. Supervisors Albaugh and Gallagher disagreed with Supervisor Ingram's statement. Supervisor Albaugh explained the purpose of delegation to the CAO. CAO Egan stated he preferred direction from the board to go one way or the other and to be brought back. Discussion was held pertaining to county code. Supervisor Gallagher stated the Fair Manager should report to the executive. Supervisor Neely agreed. Additional discussion was held pertaining to the Fair Advisory Board. CAO Egan stated if no action was taken today, he would prefer direction for clarification on the job description. The Fair Manager should report to one or the other, not both. There would be no action on the change, just clarification of the job description. County Counsel Uhrhammer instructed to include report requirements and clarification on fair policies. Additional discussion was held.

SPEAKERS: Mike Scanlan.

#### HEALTH & SOCIAL SERVICES

##### AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND NORTH VALLEY BEHAVIORAL HEALTH, LLC

SUBJECT: Amendment to the Agreement between Lassen County and North Valley Behavioral Health, LLC to provide acute psychiatric inpatient care to the residents of Lassen County in the amount of \$400,000.00 for FY 2024/2025.

FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0751, 110-0771, 164-0752, and 165-0751.

ACTION REQUESTED: 1) Approve the Amendment to the Agreement with North Valley Behavioral Health LLC.; and 2) authorize the County Administrative Officer to execute the Amendment.

**Attachments:** [H7-BOS BH North Valley Behavioral Health, LLC 1st Amend 10.08.24](#)

Director of Health and Social Services Barbara Longo gave a brief description of the services being provided and stated they continued to have court ordered placements to acute care treatment centers. The cost for services for patient placement was \$1200 per day. Supervisor Neely asked if the contract had a preference on certain facilities. Director Longo informed the board the current patient was very difficult and a lot of facilities would not accept this placement. The facility the Behavioral Health contracted with was willing to accept the patient. Brief discussion was held regarding funding. This item was an amendment to the current contract.

**A motion was made by Supervisor Bridges, seconded by Supervisor**

**Ingram, that this Action Item be approved as amended. The motion carried by the following vote:**

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

BEHAVIORAL HEALTH AMENDMENT TO AN AGREEMENT BETWEEN LASSEN COUNTY AND KINGS VIEW PROFESSIONAL SERVICES  
SUBJECT: Amendment to the Agreement between Lassen County and Kings View Professional Services to provide electronic Health Record System (EHRS) support services for the maximum amount of \$508,073.00 for Fiscal Year 2024/2025.

FISCAL IMPACT: This Agreement will be paid from Behavioral Health Fund/Budget Unit No. 110-0751, 110-0771 and 164-0752.

ACTION REQUESTED: 1) Approve the Amendment to the Agreement with Kings View Professional Services; and 2) authorize the County Administrative Officer to execute the amendment.

**Attachments:** [H8- BOS BH Kings View Professional Services \(EHR\) 1st Amend 10.8.24](#)

Director of Health and Social Services Barbara Longo informed the board this item was an amendment to the contract with Kingsview Professional Services. The contract was with Behavioral Health for the electronic record system. Behavioral Health had been contracted with this group for a couple of years and they had been doing a good job. There was an increase to the cost due to additional clients. Brief discussion was held pertaining to funding.

Supervisor Ingram was absent from 12:09 p.m. - 12:10 p.m.

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

FAIR

FAIR EXPENDITURES FROM THE HIDDEN WOODS FESTIVAL

SUBJECT: Approval of Hidden Woods expenditures.

FISCAL IMPACT: Expenditures in the amount of \$82,824.46 to be paid from Fund 175.

ACTION REQUESTED: 1) Approve expenditures in the amount of \$82,824.46; and/or 2) provide direction to staff.

**Attachments:** [241008 Fair Packet-Hidden Woods](#)

Interim Fair Manager/Budget Analyst/Executive Assistant to the CAO Samantha McMullen stated there was a comprehensive memo of actions that needed to be taken and asked the board if they had any questions or needed additional clarification. Brief discussion was held regarding contracts for entertainment and public relations. Interim Fair Manager McMullen informed the board there were a

number of items for the festival that could've have been cut and recommended to correct the wrong so the fair can move forward. Discussion was held regarding the budget. Interim Fair Manager McMullen recommended to the board to have this conversation again in six months. CAO Egan informed the board the expense report that was in their packet had not yet been paid. Interim Fair Manager McMullen said the numbers were approximates as she was still working on the expenditures and was going through every event do provide a Profit and Loss analysis. Auditor/Controller/Treasurer/Tax Collector Nancy Cardenas discussed the process of contracts. Contracts are to be viewed by the County Administrative Officer, sent to the board for approval and then received by the Auditor's Office. Auditor/Controller Cardenas stated everyone should meet with the fair in February to discuss any upcoming contracts and what their plans were. Communication was lacking with the previous Fair Manager and she did not follow the procurement policy. Auditor/Controller Cardenas reiterated the issue was a lack of communication and everyone played a part in the loss. All that was left to do was to fix the issue and try to move forward. Auditor/Controller Cardenas informed the board she would be meeting with the Fair Manager in February to discuss contracts, funds and expenditures. Communication between staff would ensure this issue would not arise in the future.

Supervisor Bridges was absent from 12:11 p.m. - 12:14 p.m.

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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Informed the Board the Director of Child Support Services had announced her retirement and County Administration had begun the recruitment process. The Board of Supervisors would be appointing the department head; 2) announced there was a concern mentioned at a prior board meeting pertaining to the Veterans Services Office being closed. Our Lassen Works team was coordinating with Modoc and Plumas Counties to obtain in-person services for Lassen County Veterans. There was a poster at the Veterans Hall detailing on where additional services could be found; 3) stated the notion of transparency had been raised by one of the Board of Supervisors and he took personal offense and insult to the notion that the county and it's leaders were somehow not transparent. CAO Egan stated the vast majority down to the individual employee that worked at the county that he came in contact with was very transparent and forthright with information even when it was unpopular, up into the highest levels including the department heads. CAO Egan said he took personal insult to the false statement that was put out that the county was not transparent and believed the statement was destructive, untrue,

and frankly offensive. CAO Egan stated the definition of projectionism was when people accuse you of things they're actually doing, it could be a defense mechanism called projection. Projection is a psychological mechanism where people unconsciously attribute their own thoughts or inadequacies to others. It can be a way of people to avoid taking responsibility for their own actions.

## ADJOURNMENT

There being no further business, the meeting is adjourned at 12:38 p.m.

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

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

ATTEST:

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