



# 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, December 16, 2025

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:00 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Maury Anderson, County Counsel Gretchen Stuart, and Deputy Clerk of the Board Michele Yderraga.

County Counsel Andrew Plett was absent by prearrangement.

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

**Excuse:** 0

#### PUBLIC COMMENT

None.

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

CAO Anderson announced the following closed session items:

- 1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9.
- 2) Conference with Labor Negotiator Andrew Plett: a) Lassen County Peace Officers Association (LCPOA); and b) United Public Employees of California (UPEC).
- 3) Liability Claim; - 1) Claimant: Wayne Plaster, Agency claimed against: County of Lassen; and 2) Claimant: Walker Telecomm, Inc., Agency claimed against: County of Lassen.

#### CLOSED SESSION

Closed session was held from 9:02 a.m. - 9:40 a.m.

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

Personnel/Risk Analyst Regina Schaap was present from 9:02 a.m. - 9:40 a.m. Deputy CAO Samantha McMullen was present from 9:02 a.m. - 9:40 a.m.

RECESS: 9:40 a.m. - 9:49 a.m.

## 9:49 A.M. OPENING CEREMONIES

### Pledge of Allegiance and Invocation

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

### ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Anderson announced the following closed session items:

- 1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9.

No reportable action.

- 2) Conference with Labor Negotiator Andrew Plett: a) Lassen County Peace Officers Association (LCPOA); and b) United Public Employees of California (UPEC).

No reportable action.

- 3) Liability Claim; - 1) Claimant: Wayne Plaster, Agency claimed against: County of Lassen; and 2) Claimant: Walker Telecomm, Inc., Agency claimed against: County of Lassen.

No reportable action.

### AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

### PUBLIC COMMENTS

None.

### UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Scanlan: 1) Attended a Fair Advisory Board (FAB) meeting; 2) attended a Spalding Community Services District (CSD) meeting; 3) attended a California State Association of Counties (CSAC) and Rural County Representatives of California (RCRC) webinar; 4) stated he gave an incorrect date for the Westwood Chowder Cookoff. The event is scheduled for January 18, 2026, at the Westwood Visitor Center.

Supervisor Bridges: 1) Attended a Behavioral Health Advisory Board (BHAB) Brown Act training; 2) attended an RCRC Brown Act training regarding Senate Bill 707 (SB 707); 3) will be attending a Lassen-Plumas-Sierra Community Action Agency (LPSCAA) meeting.

Supervisor Ingram: 1) Refrigerator units would be delivered to the food pantry in Doyle; 2) attended the Janesville Light Parade event; 3) rang the bells for the Salvation Army; 4) announced there would be a food distribution in Doyle today from 12:00 p.m. - 2:00 p.m.; 5) attended the Herlong school faculty Christmas party; 6) announced there would be a food distribution in Milford; 7) wished everyone a Merry Christmas and Happy New Year.

Supervisor Albaugh: 1) Attended RCRC; 2) attended a Rural Advocacy Institute (RAI) meeting; 3) will be attending a meeting in Sacramento with California Natural Resources Secretary Wade Crowfoot, California Department of Fish and Wildlife (CDFW) Director Charlton Bonham, and environmentalists; 4) announced the county employee Mingle and Jingle Christmas Party would be held today at Jensen Hall; 5) announced today was the last board meeting of the year and wished everyone a Merry Christmas and Happy New Year.

Supervisor Neely: 1) Attended the Janesville Volunteer Fire Department Christmas Party; 2) attended the Janesville Light Parade event; 3) would be working on the senior nutrition program; 3) announced Supervisor Albaugh would be representing Lassen County in Sacramento on December 19, 2025, for the wolf meeting.

## MATTERS SET FOR TIME CERTAIN

### RECOGNITION AWARDS FOR DECEMBER

SUBJECT: Recognition awards for December.

FISCAL IMPACT: None.

ACTION REQUESTED: The Board of Supervisors present recognition awards to: 10 Years: Leslie Goni (Health and Social Services).

Supervisor Neely recognized the following employee: 10 Years: Leslie Goni (Health and Social Services).

### LASSEN COUNTY FAIR BUILDING REDUCED FEE REQUEST

SUBJECT: Lassen County fair building rental agreement fee waiver requested by Lassen Wrestling Association.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Adopt resolution; and 2) approve fee waiver request for Lassen Wrestling Association to occupy a fair building (Floral Building) for a limited term; and 3) authorize the County Administrative Officer or their Designee to execute the agreement.

Attachments: [D2](#)

Fair Manager Bill Payer informed the board he was returning after direction from the board with a contract and resolution authorizing the Lassen Wrestling Association use of the Floral Building at the fair ground. The contract was for a one year non-inclusive term and the resolution authorized CAO Anderson to execute the agreement. Discussion was held.

**A motion was made by Supervisor Bridges, seconded by Supervisor Ingram, that this Action Item be approved and Resolution No. 25-030 be**

**adopted. The motion carried by the following vote:**

**Aye:** 4 - Scanlan, Bridges, Neely and Ingram

**Nay:** 1 - Albaugh

CAL FIRE LASSEN MODOC UNIT, UNIT CHIEF INTRODUCTION

SUBJECT: Introduction of the newly appointed Lassen Modoc Unit Chief.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive presentation.

CalFire Unit Chief for the Lassen Modoc Unit Eric Ewing informed the board he was present to give an update on the fire season, announce his retirement and to introduce the new Unit Chief. Chief Ewing discussed the current fire season and stated CalFire had selected Joshua Kern as the Unit Chief for the Lassen Modoc Unit. Chief Kern introduced himself and gave a brief overview of his background. The board and CAO Anderson thanked Chief Ewing for his service to Lassen County.

## INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G2 - Lassen County Board of Supervisors Meeting Minutes of December 9, 2025, and Item# G4 - County Surveyor.

Supervisor Neely pulled Item# G5 - Agreement Extension Between Lassen County and the Lassen Superior Court.

## Approval of the Consent Agenda

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

### PERSONNEL REPORT

SUBJECT: Personnel Movement Report for November, 2025.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [12082025 LASSEN county](#)

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

## DISTRICT ATTORNEY

CHILD ADVOCACY CENTER (CAC) GRANT RFA APRIL 1, 2026 - MARCH 31, 2027

SUBJECT: Approve the submission of the Request for Application and the Resolution approving the undertaking of the Lassen County District Attorney's Mikailia Child Advocacy Center Program to be funded through the

State of California administered by the California Office of Emergency Services.

FISCAL IMPACT: Expenses are paid out of 108438 and reimbursed through grant funds. No impact to county General Fund.

ACTION REQUESTED: Adopt resolution.

Attachments: [G3](#)

**This Resolution No. 25-031 was adopted on the Consent Agenda.**

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:  
a) Lassen County Fair Regular Meeting Agenda for December 9, 2025.  
b) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting Agenda for December 18, 2025.

Attachments: [G6](#)

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

#### DEPARTMENT REPORTS

##### COUNTY CLERK-RECORDER

##### LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF DECEMBER 9, 2025

SUBJECT: Meeting Minutes of December 9, 2025.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [G2](#)

Supervisor Albaugh stated he pulled this item as there was an incorrect vote on page 8 of the Meeting Minutes under the Tax Sale item. The second motion was made by Supervisor Ingram. Deputy Clerk of the Board Yderraga said she made the correction.

**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

##### PLANNING AND BUILDING SERVICES

##### COUNTY SURVEYOR

SUBJECT: Resolution to approve Parcel Map No. 2023-001 for Pamela Lynne Forgash and Jesse Paul Forgash, being a proposed minor land division of real property that is located in a portion of Section 14, Township 28 North, Range 13 East, Mount Diablo Base and Meridian, in Lassen County, California.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

Attachments: [G4](#)

Supervisor Albaugh asked why this item had to go to board if it was already approved by the Planning Commission. County Surveyor Don Willis stated all parcel maps had to be approved by the Board of Supervisors for recordation. This was standard process. Brief discussion was held.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, that this Resolution No. 25-032 be adopted.**

**The motion carried by the following vote:**

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

#### PROBATION DEPARTMENT

##### AGREEMENT EXTENSION BETWEEN LASSEN COUNTY AND THE LASSEN SUPERIOR COURT

SUBJECT: Agreement extension between Lassen County and the Lassen Superior Court for pre-trial services through Senate Bill (SB) 129 of the Budget Act of 2021, to extend the contract term to June 30, 2027.

FISCAL IMPACT: Revenue Agreement for Probation Fund/Budget Unit No. 145-0561. The allocation awarded will continue to be split on a 70/30% basis in accordance with the parameters set by the Judicial Council of California (JCC) as long as funding continues.

ACTION REQUESTED: 1) Approve; and 2) authorize the chairman to execute the agreement extension.

Attachments: [G5](#)

Chief Probation Officer Jennifer Branning informed the board this item was a Memorandum of Understanding (MOU) with the Superior Court to provide pretrial services. Grants get awarded to the courts and the courts are required to have a contract with Probation Departments to provide pretrial services and supervision for those recently arrested. Probation provides supervision, the state awards the courts grants, and the courts pay the Probation Department for services. Additional discussion was held.

**A motion was made by Supervisor Albaugh, 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

#### SHERIFF'S DEPARTMENT

##### EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)

RESOLUTION FOR THE ADDITIONAL EQUIPMENT GRANT

SUBJECT: The Lassen County Sheriff's Office is requesting the Lassen

County Board of Supervisors approve a resolution to accept the additional funding from the Board of State and Community Corrections (BSCC) for the JAG equipment grant.

FISCAL IMPACT: No fiscal impact to the general fund.

ACTION REQUESTED: 1) Approve the proposed resolution accepting the award from the Byrne JAG Program authorizing the County Administrative Officer to execute agreement documents; and/or 2) provide direction to staff.

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

Sheriff/Coroner John McGarva informed the board this item was an amended resolution to accept funding for Edward Byrne Assistance Grant. This grant funded a lot of youth services programs. The prior resolution was adopted in 2023 and had the previous County Administrative Officer listed.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Scanlan, that this Resolution No. 25-033 be adopted.**

**The motion carried by the following vote:**

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

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)  
BUDGET APPROPRIATION INCREASE FOR ADDITIONAL EQUIPMENT  
GRANT**

SUBJECT: The Lassen County Sheriff's Office is requesting to increase the appropriation and revenues to the JAG budget, Fund/Budget Unit No. 182-0544 in the amount of \$21,915 to allocate for the JAG equipment grant funding.

FISCAL IMPACT: Offsetting expenditures and revenues for Fund/Budget Unit No. 182-0544 in the amount of \$21,915 for a total appropriation of \$406,953.

ACTION REQUESTED: 1) Approve the appropriation and revenue increase in the amount of \$21,915 to Fund/Budget Unit No. 182-0544 (4/5th vote required) for a total appropriation of \$406,953; and/or 2) provide direction to staff.

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

Sheriff/Coroner John McGarva stated this item was funding from the Justice Assistant Grant (JAG) for equipment. The appropriation was to upgrade radio equipment and was working toward purchasing a new vehicle. Brief discussion was held pertaining to line items of the budget.

**A motion was made by Supervisor Bridges, 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

**CALIFORNIA DEPARTMENT OF JUSTICE FOR TOBACCO  
ENFORCEMENT PREVENTION**

**SUBJECT:** The Lassen County Sheriff's Office is requesting the Lassen County Board of Supervisors to approve a resolution to accept the funding from the California Department of Justice for Tobacco Enforcement and Prevention.

**FISCAL IMPACT:** Revenue to Fund/Budget Unit No. 129-0538 in the amount of \$725,492. The funding will be expended from the same budget unit. Funding will be received and expended in Fiscal year 2026-2027.

**ACTION REQUESTED:** 1) Approve the proposed resolution accepting the award from the California Department of Justice; and 2) authorize the Chairman to execute the Memorandum of Understanding (MOU) with Department of Justice (DOJ); and/or 3) provide direction to staff.

**Attachments:** [H3](#)

Sheriff/Coroner John McGarva informed the board this item was to renew and apply for the Tobacco and Prevention Grant. This grant provided for decoy operations and school instruction on tobacco prevention. The board commended Sheriff McGarva on his staff.

**SPEAKERS:** Nicky Jerrell, Jessica Goni, Bridget Skillingstad.

**A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, that Resolution No. 25-034 be adopted. The motion carried by the following vote:**

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

**REQUEST TO APPROVE BUDGET APPROPRIATION FOR BUDGET 185-0547**

**SUBJECT:** The Lassen County Sheriff's Office is requesting to adopt the budget appropriation and revenues for Fund/Budget Unit No. 185-0547 for the Community Funding Project.

**FISCAL IMPACT:** Offsetting expenditures and revenues for Fund/Budget Unit No. 185-0547 in the amount of \$1,147,477. Grant funded, no general fund impact.

**ACTION REQUESTED:** 1) Approve the appropriation and revenue increase for Fund/Budget Unit No. 185-0547 for Fiscal Year 2025/2026 in the amount of \$1,147,477 (4/5th vote required); and or 2) provide direction to staff.

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

Sheriff/Coroner John McGarva stated this item was a new budget line to allocate funding for communications that was not previously approved by the board. Sheriff McGarva briefly discussed the communications grant, mountain top infrastructures, and locations. The request was for the board to approve the budget line so funding could be allocated. Additional discussion was held pertaining to the 911 system.

**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

RECESS: 11:09 a.m. - 11:15 a.m.

**HEALTH & SOCIAL SERVICES****FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND COMMUNITY MEDICAL SPECIALISTS INC.**

**SUBJECT:** First Amendment to the Agreement between Lassen County and Community Medical Specialists for after-hour emergency responses. This Amendment is to correct the term from February 01, 2025, through June 30, 2026, to the correct term of July 01, 2025, through June 30, 2026.

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

**ACTION REQUESTED:** 1) Approve the First Amendment Agreement with Community Medical Specialists Inc.; and 2) authorize the County Administrative Officer to execute the Amendment.

**Attachments:** [H6- BOS BH Community Medical Specialists, Inc \(5150\) 1st Amend](#)  
[12.16.25](#)

Director of Behavioral Health Tiffany Armstrong informed the board this item was being brought back as there was an error on the term dates when the agreement was originally approved. The corrected dates were July 1, 2025 - June 30, 2026.

**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

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN LASSEN COUNTY AND COMMUNITY MEDICAL SPECIALISTS INC**

**SUBJECT:** First Amendment to the Agreement between Lassen County and Community Medical Specialists for professional psychiatric services. This Amendment is to correct the term from February 01, 2025, through June 30, 2026, to the correct term of July 01, 2025, through June 30, 2026.

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

**ACTION REQUESTED:** 1) Approve the First Amendment to the Agreement with Community Medical Specialists Inc.; and 2) authorize the County Administrative Officer to execute the Amendment.

**Attachments:** [H7- BOS BH Community Medical Specialists, Inc \(Psych\) 1st Amend](#)  
[12.16.25](#)

Director of Behavioral Health Tiffany Armstrong stated this item was also being brought back as there was an error on the term dates when the agreement was originally approved. The corrected dates were July 1, 2025 - June 30, 2026.

**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

**AGREEMENT BETWEEN KINGS VIEW PROFESSIONAL SERVICES AND LASSEN COUNTY**

**SUBJECT:** Agreement between Lassen County and Kings View Professional Services to provide Electronic Health Record System (EHRS) support services for the term of July 1, 2025, through June 30, 2028, and a maximum amount of \$1,222,501.22.

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

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

**Attachments:** [H8- BOS BH Kings View Professional Services \(EHR\) 12.16.25](#)

Director of Behavioral Health Tiffany Armstrong stated this item was a contract with Kings View Professional Services to provide an electronic health records and billing system. Director Armstrong said this agreement would continue services with Kings View and she was very happy with their services. Director Armstrong gave a brief overview of services provided. County Counsel Stuart explained contract language to the board. Supervisor Albaugh stated a dollar amount was not listed under the Cyber Liability section. County Counsel Stuart said an amount should have been indicated. Additional corrections were noted in the contract. The board gave direction to Director Armstrong to have the contract re-reviewed by county counsel and return to the board at a later date with revisions for approval.

FAIR

**AWARD CARNIVAL CONTRACT TO WOLD AMUSEMENTS INC.**

**SUBJECT:** Award three-year carnival contract for the Lassen County Fair for 2026 - 2028 with an option to extend for up to an additional three (3) years.

**FISCAL IMPACT:** Annual revenue from operation of the carnival during the Lassen County Fair.

**ACTION REQUESTED:** 1) Receive recommendation of the Lassen County Fair Advisory Board and Fair Manager; and 2) award carnival contract to Wold Amusements Inc; and 3) authorize the Chairman to execute the contract; and/or 4) provide direction to staff.

**Attachments:** [H5](#)

CAO Anderson informed the board Fair Manager Bill Payer was unable to attend and gave a brief overview of the item. The item presented was a three (3)

year contract for carnival services to Wold Amusements Inc. A Request For Proposal (RFP) was released in December and Wold Amusement was the only bidder. Wold Amusement Inc. had been used for carnival services for the last six (6) years and was recommended by the Fair Advisory Board. Additional discussion was held pertaining to complimentary tickets.

**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

#### SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson reported: 1) An offer had been made for the Geographic Information System (GIS) position within Planning and Building Services, and the applicant had formally accepted the offer; 2) wished everyone a Merry Christmas and Happy New Year; 3) reminded staff of the Christmas party at Jensen Hall; 4) announced the Board of Supervisors meeting on December 23, 2025, would not be called.

#### ADJOURNMENT

There being no further business, the meeting is adjourned at 11:43 a.m.

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Chairman of the Board of Supervisors

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

ATTEST:

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Michele Yderraga, Deputy Clerk of the Board