



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 15, 2024

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:02 A.M. CALL TO ORDER

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

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session item.

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

CLOSED SESSION

Closed session was held from 9:02 a.m. - 9:30 a.m.

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.

Director of Public Works Pete Heimbigner was present from 9:02 a.m. - 9:30 a.m.

Deputy Director of Public Works Kayla Neely was present from 9:02 a.m. - 9:30 a.m.

Deputy CAO Tony Shaw was present from 9:02 a.m. - 9:30 a.m.

10:25 a.m.: RECESS

9:38 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

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

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan 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.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended an Air Pollution Control District meeting.

Supervisor Bridges: 1) Attended a NorCal EMS meeting; 2) will be attending a Behavioral Health Advisory Board meeting.

Supervisor Neely: 1) Attended an air pollution meeting; 2) announced the Lassen Fire Safe Council meeting would be held on October 16, 2024, at 5:30 p.m. at the Susan River Fire Hall.

Supervisor Ingram: 1) Thanked Michael Rose for his sports sponsorship; 2) announced Herlong won the football game against Big Valley, Division 2; 3) attended the air pollution board meeting; 4) attended the NorCal EMS meeting; 5) announced he would be attending the Bridging the Gap event at Lassen Community College on October 18, 2024; 6) requested to donate \$500 to the Long Valley Charter School and \$500 to the Milford Community Association from discretionary funds.

Supervisor Albaugh: 1) Announced Big Valley High School football was in Division 7; 2) adjourned in memory of Cliff Carpenter and Karen Fouch.

INFORMATION/CONSENT CALENDAR**Approval of the Consent Agenda**

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

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

CHILD SUPPORT SERVICES

PLAN OF COOPERATION

SUBJECT: Plan of Cooperation.

FISCAL IMPACT: There is no impact to the general fund; there is no net increase.

ACTION REQUESTED: Authorize the Child Support Director's signature on the 2025 Fiscal Year Plan of Cooperation between the Department of Child Support Services and California Department of Child Support Services.

Attachments: [DCSS Attach](#)

This Action Item was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

This item was removed from the agenda.

DEPARTMENT REPORTS

SHERIFF'S DEPARTMENT

DISPATCHER FULL-TIME EQUIVALENT INCREASE

SUBJECT: The Sheriff's Office is requesting the addition of two (2) full-time equivalent positions (FTE) in the classification of Dispatcher.

FISCAL IMPACT: Based on the time it takes to complete the hiring process with testing and backgrounds, we do not anticipate having these positions filled immediately, possibly closer to mid-year. Based on that, the anticipated fiscal impact for both positions will be \$72,659.

ACTION REQUESTED: 1) Authorize the addition of two full-time equivalent positions for Dispatcher; and 2) authorize the increase in allocation for Fund/Budget Unit No. 130-0523 in the amount of \$72,659; and/or 3) provide direction to staff.

Attachments: [SO Attach](#)

Sheriff/Coroner John McGarva informed the board this item was to add two full time positions for Dispatcher. Sheriff McGarva stated he had to make some modifications to the scheduling to dispatcher hours and realized the additional positions were needed. CAO Egan discussed budget appropriation changes and vacancy savings. Sheriff McGarva gave a brief summary of dispatcher duties, scheduling, salary, and personnel procedure. Brief discussion was held pertaining to personnel procedure prior to board adoption of new positions.

SPEAKERS: Eileen Spencer.

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

MATTERS SET FOR TIME CERTAIN

ALLIANCE FOR WORKFORCE DEVELOPMENT, INC.

SUBJECT: Annual Update: Business and Job Seeker service for program year 2023-2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Attachments: [LASSEN BOS 2023-2024 Presentation](#)

[Lassen BOS Report 23-24](#)

Alliance For Workforce Development Business Services Manager James Cox introduced himself and thanked Supervisor Bridges for attending the Nortec meetings. Mr. Cox gave an extensive report of the 2023/2024 program year that included business and job seeker services, employment statistics, clients served, occupational trainings, Lassen County partners, adult and dislocated worker programs, youth programs, grants, and future plans for the 2024/2025 year. Mr. Cox informed the board Alliance For Workforce Development had relocated to 1626 B Main Street, Susanville. Discussion was held. Sheriff/Coroner John McGarva stated the Sheriff's Office had previously worked with Alliance For Workforce Development and he looked forward to continue working with them.

CAO Egan was absent from 10:06 a.m. - 10:08 a.m.

DEPARTMENT REPORTS - CONTINUED

PLANNING AND BUILDING SERVICES

MULTI-JURISDICTIONAL LOCAL HAZARD MITIGATION PLAN

SUBJECT: Receive report on the draft Multi-jurisdictional (Lassen County, City of Susanville, and Susanville Indian Rancheria) Local Hazard Mitigation Plan.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) provide direction ; and 3) direct staff to submit the draft document to the California Office of Emergency Services and the Federal Emergency Management Agency.

Attachments: [BOS 10-15-24 HMP Packet H-2](#)

Deputy Director of Planning and Building Services Gaylon Norwood read the action requested and informed the board he had been meeting with the planning team to work on an updated Multi-Jurisdictional Local Hazard Mitigation Plan. The updated mitigation plan was similar to the plan that was adopted in 2019 with a few changes but was primarily the same. Brief discussion was held

pertaining to electric vehicles. Supervisor Albaugh asked about the timeline the mitigation plan was due. Deputy Director Norwood said the sooner the better as the current mitigation plan expired in January 2024. Comments were received from the Office of Emergency Services and the plan needed to be submitted to the Susanville Indian Rancher (SIR) and the City of Susanville for review. Deputy Director Norwood stated it wasn't a requirement to submit to the draft mitigation plan board, SIR, or the city but felt it would be wise to keep everyone informed.

HEALTH & SOCIAL SERVICES

AGREEMENT BETWEEN LASSEN COUNTY AND 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, 2024, to June 30, 2025, for a Maximum Contract Amount of \$513,360.

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

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

Attachments: [H3-BOS BH Spare-A-Dime, Inc. 24.25](#)

CAO Egan informed the board this item was a proposed contract continuing the relationship with Spare-A-Dime, Inc. to operate the Judy's House drop in center for the referenced fiscal year. There was no cost increase or decrease. CAO Egan briefly discussed the services provided by Judy's House. Supervisor Bridges stated Judy's House has a representative attend the Behavioral Health Advisory Board meetings to give a monthly report. Brief discussion was held.

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 - Gallagher, Albaugh, Bridges, Neely and Ingram

PUBLIC WORKS DEPARTMENT

SUSANVILLE VETERANS MEMORIAL BUILDING REDUCED FEE REQUEST

SUBJECT: Susanville Veterans Memorial Building reduced fee request by Lassen Family Services.

FISCAL IMPACT: Potential reduced revenue.

ACTION REQUESTED: Request that the board consider selecting one of the following fee options: 1) Charge standard fee in the amount of \$1,340; or 2) a reduced fee in the amount of \$521; or 3) waive all fees.

Attachments: [PW Attach](#)

Director of Public Works Pete Heimbigner stated this item had been brought to board every year since 2015 from Lassen Family Services to request a decrease or fee waiver to rent the Veterans Building for the Dancing For A Brand New Me event. The packet showed the cost for full price, reduced price, or to waive the fee. The reduced fee covered operational costs only. Supervisor Albaugh asked if Lassen Family Services took care of the building and cleaned after the event. Director Heimbigner said they had been great to work with and never had any issues. Lassen Family Services was required to place a deposit and agree to the terms and conditions to return the building to it's pre-existing condition. Jenny Hoffman from Lassen Family Services gave a brief overview of the event and stated the annual event was to create domestic violence awareness. The event was a two night showing the weekend of October 18, 2024. Brief discussion was held regarding the event. The consensus of the board was to approve the item at the reduced fee.

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

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

COUNTY ADMINISTRATIVE OFFICE

MEMORANDUM OF UNDERSTANDING

SUBJECT: Ratification of Memorandum of Understanding (From date of ratification 2024 - June 30, 2027) between County of Lassen and Lassen County Management and Professionals Association (LCMPA).

FISCAL IMPACT: Varied over multiple budget units.

ACTION REQUESTED: 1) Receive report; and 2) ratify Memorandum of Understanding with Lassen County Management and Professionals Association.

Attachments: [2024-2027 MPA MOU 10-9-24 Final Word \(clean\) RS Edits](#)

Supervisor Neely recused himself and was absent from The Board Chambers from 10:40 a.m. - 10:44 a.m.

CAO Egan stated the negotiation was successful and a draft Memorandum of Understanding (MOU) had been provided. The bargaining unit had approved the MOU.

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

Recuse: 1 - Neely

FAIR MANAGER JOB DESCRIPTION

SUBJECT: Approval of Fair Manager Job Description.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve Job Description; and/or 2) provide direction to staff.

Attachments: [H6](#)

CAO Egan stated this item was being brought back after the requested changes were made to the job description. Supervisor Albaugh stated he appreciated the changes but didn't necessarily agree with the revisions. Supervisor Albaugh said he was fine with the Fair Manager reporting to the Board of Supervisors however he warned the board on the type of relationship the board members created with staff. Supervisor Gallagher also stated he didn't agree with the changes. Supervisor Ingram said he liked the updated job description. Supervisor Albaugh warned the board again the job description revision could create division amongst the Board of Supervisors as well and briefly discussed filed grievances. Supervisor Bridges stated he agreed with Supervisor Albaugh. Supervisor Albaugh said the job description should be returned to how it originally was written. Deputy CAO Shaw stated he expressed concern that if the Fair Manager was to report to the County Administrative Officer, it could be a conflict with the Fair Advisory Board as they were appointed by the Board of Supervisors. Additional discussion was held regarding the Fair Advisory Board and other county boards.

SPEAKERS: Mike Scanlan.

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

Aye: 2 - Neely and Ingram

Nay: 3 - Gallagher, Albaugh and Bridges

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan announced: 1) The draft Environmental Impact Report (EIR) for the Golden State Natural Resources (GSNR) project in Bieber was scheduled to be released on October 22, 2024; 2) thanked the board for adjourning in memory of Karen Fouch. CAO Egan stated she was a good friend, a wonderful department head, and he will miss her.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:00 a.m. in memory of Karen Fouch and Cliff Carpenter.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board