



## Lassen County

# DRAFT

### Meeting Minutes

### Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

DISTRICT 1 - CHRIS GALLAGHER; DISTRICT 2 - DAVID TEETER; DISTRICT 3 - JEFF HEMPHILL;  
DISTRICT 4 - AARON ALBAUGH - CHAIRMAN; DISTRICT 5 - TOM HAMMOND

Wednesday, June 14, 2017

8:30 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

#### 8:30 A.M. CALL TO ORDER

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond.  
Also Present: County Administrative Officer (CAO) Richard Egan, County Counsel Robert Burns and Deputy Clerk of the Board Michele Yderraga.

Supervisor Albaugh was absent from 8:36 a.m. - 8:39 a.m.

#### OPENING CEREMONIES

Pledge of Allegiance.

#### PUBLIC COMMENT

No public comment.

#### INTRODUCTION TO THE BUDGET PROCESS BY COUNTY ADMINISTRATIVE OFFICER (CAO) RICHARD EGAN.

CAO Egan gave a brief description of the budget presentations scheduled and what to expect from each department presentation. Discussion was held.

SPEAKER: Assistant to the CAO Julie Morgan

#### DEPARTMENT PRESENTATIONS

#### RECESS: 8:55 a.m. - 9:01 a.m.

#### SHERIFF'S DEPARTMENT

#### SHERIFF

Attachments: Sheriff

Sheriff Dean Growdon presented the department's budget presentation.  
Discussion was held.

SPEAKER: Captain Kevin Jones.

#### DISTRICT ATTORNEY

DISTRICT ATTORNEY

Attachments: 2017-2018 FY DA Budget

District Attorney Stacy Montgomery presented the department's budget presentation. Discussion was held.

SPEAKERS: Auditor Diana Wemple, Lassen County Victim/Witness Program Coordinator Latoya Salas and District Attorney (DA) Program Coordinator Michelle Latimer.

**RECESS: 10:37 a.m. - 10:41 a.m.**

PROBATION DEPARTMENT/JUVENILE HALL

PROBATION / JUVENILE HALL

Attachments: Probation Juvenile Hall

Chief Probation Officer Jennifer Branning presented the department's budget presentation. Discussion was held.

SPEAKERS: Sheriff Dean Growdon, Auditor Diana Wemple, Executive Assistant to the Chief Probation Officer Jessica Valdovinos, District Attorney Stacy Montgomery.

County Counsel Burns was absent from 10:41 a.m. - 10:43 a.m.

**RECESS: 11:28 - 11:33 a.m.**

PUBLIC DEFENDER

PUBLIC DEFENDER

Attachments: Public Defender

Senior Deputy Public Defender presented the department's budget presentation. Discussion was held.

CAO Egan departed at 12:14 p.m.

**RECESS 12:17 p.m. - 1:30 p.m.**

Supervisor Gallagher departed for the day at 12:17 p.m.  
CAO Egan returned at 1:30 p.m.

HEALTH AND SOCIAL SERVICES

HEALTH AND SOCIAL SERVICES

Attachments: HSS FY 17-18 Budgets - 1  
HSS FY 17-18 Budgets - 2  
HSS FY 17-18 Budgets - 3

Director of Health and Social Services Melody Brawley presented the department's budget presentation. Discussion was held.

SPEAKERS: Health and Social Services Chief Fiscal Manager Yvonne Smith.

CAO Egan was absent from 1:50 p.m. - 1:51 p.m.

#### ADMINISTRATIVE SERVICES

##### ADMINISTRATIVE SERVICES DEPARTMENTS

Administration, Auditor, County Counsel, Personnel. In the event of a delay, these departments may be called to fill in at any time.

Attachments: Admin Budgets  
Personnel Budget  
County Counsel  
Auditor

CAO Egan presented the Administration and Personnel Departments budget presentations. Discussion was held.

SPEAKER: Assistant to the CAO Julie Morgan.

**THE BOARD WILL ADJOURN MEETING TO 9:00 a.m. JUNE 15, 2017 AT 707 NEVADA ST, SUSANVILLE, CA 96130.**

The Board adjourned at 3:10 p.m. and will reconvene at 9:00 a.m. June 15, 2017 at 707 Nevada St, Susanville, Ca.

#### DEPARTMENT PRESENTATIONS

The Board reconvened at 8:59 a.m., June 15, 2017.

Present: Supervisors Gallagher, Teeter, Hemphill and Hammond. Absent: Supervisor Albaugh. Also Present: CAO Egan, County Counsel Burns and Deputy Clerk of the Board Yderraga.

#### PLANNING AND BUILDING SERVICES

##### PLANNING AND BUILDING

Attachments: PB BudgetFY17-18 6-15-17

Director of Planning and Building Services Maurice Anderson presented the department's budget presentation. Discussion was held.

SPEAKER: Eileen Spencer.

CHILD SUPPORT SERVICES

CHILD SUPPORT

Attachments: 170512 Child Support Bud 001

Budget Report PowerPoint

Child Support Services Director Kelley Cote presented the department's budget presentation. Discussion was held.

COUNTY COUNSEL

County Counsel Burns presented the department's budget presentation. Brief discussion was held.

Brief recess: 9:47 a.m. - 9:48 a.m.

SPEAKERS: Eileen Spencer.

COUNTY COUNSEL

**RECESS: 9:55 a.m. - 9:58 a.m.**

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS / ROAD DEPARTMENT

Attachments: Public Works Budget Presentation-Part 2

Public Works Budget Presentation-Part 1

Public Works Director Larry Millar presented the department's budget presentation. Discussion was held.

SPEAKER: Deputy Public Works Director for Facilities Peter Heimbigner.

COUNTY CLERK-RECORDER

CLERK / ELECTIONS

Attachments: CLERK RECORDER 17-18 Budgets

RECORDER 17-18 Restricted Trust Funds

County Clerk/Recorder Julie Bustamante presented the department's budget presentation. Discussion was held.

SPEAKER: Eileen Spencer.

ASSESSOR'S OFFICE

ASSESSOR

Attachments: Assessor

Assessor Dan Schlueter presented the department's budget presentation. Brief discussion was held.

AUDITOR'S OFFICE

Auditor Diana Wemple presented the department's budget presentation. Discussion was held.

AUDITOR

TREASURER/TAX COLLECTOR

TREASURER / TAX COLLECTOR

Attachments: Treasurer Tax Collector

Treasurer/Tax Collector Nancy Cardenas presented the department's budget presentation. Discussion was held.

SPEAKER: Eileen Spencer.

**RECESS: 11:56 A.M. - 1:03 P.M.**

AGRICULTURAL COMMISSIONER

AGRICULTURE COMMISSIONER

Attachments: Agriculture Commissioner 17-18 PC a  
Agriculture Commissioner 17-18 PC  
Agriculture Commissioner 17-18 PC complete  
Cover Photo

Agriculture Commissioner Craig Hemphill presented the department's budget presentation. Discussion was held.

CAO Egan was absent from 1:03 p.m. - 1:05 p.m.

COOPERATIVE EXTENSION

1:30 p.m. COOPERATIVE EXTENSION

Attachments: 2017 Lassen Budget

Cooperative Extension Agent David Lile presented the department's budget presentation. Brief discussion was held.

FAIR

FAIR

Attachments: Fair

Fair Manager Jim Wolcott presented the department's budget presentation. Discussion was held.

SPEAKER: Assistant to the CAO Julie Morgan.

## ADJOURNMENT

There being no further business, the meeting is adjourned at 2:06 p.m.

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

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

ATTEST:

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