



**Lassen County**  
**Meeting Minutes**  
**Board of Supervisors**

**DRAFT**

*LASSEN COUNTY SUPERVISORS:*

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

Tuesday, June 11, 2019

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

**9:01 A.M. CALL TO ORDER**

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

Absent by Prearrangement: Supervisor Hammond.

**Present:** 4 - Jeff Hemphill, David Teeter, Aaron Albaugh and Chris Gallagher

**Absent:** 1 - Tom Hammond

**Excuse:** 0

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

CAO Egan announced the following closed session items:

- 1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: The Board convenes as Lassen County In-Home Supportive Services Public Authority. Service Employees International Union, Local 2015 vs Lassen County In Home Support Services Public Authority; California Public Employment Relations Board Case Number SA-CE-920-M. The Board reconvenes as the Board of Supervisors.
- 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: United Public Employees vs County of Lassen; Perb Case No. SA-CE-902-M.
- 3) Conference with Labor Negotiator Richard Egan: a) Lassen County Peace Officers Assn. (LCPOA).
- 4) Conference with Labor Negotiator Richard Egan: The Board convenes as Lassen County In-Home Supportive Services Public Authority for discussion with Richard Egan regarding Service Employees International Union (SEIU) Local 2015, on labor negotiations. The Board reconvenes as the Board of Supervisors.
- 5) Employee performance evaluation: 1) Veterans Services Officer.

**PUBLIC COMMENT**

None.

## CLOSED SESSION

Closed session was held from 9:03 a.m. - 9:29 a.m.

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

Veteran's Services Officer (VSO) Chris Mancebo was present from: 9:03 a.m. - 9:29 a.m.

RECESS: 9:29 a.m. - 9:34 a.m.

**9:34 A.M. OPENING CEREMONIES**

## ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced that closed session would be continued to the end of open session.

## AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

## PUBLIC COMMENTS

None.

## UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended a Lassen Local Agency Formation Commission (LAFCo) meeting; 2) will be having a community clean up in Westwood this Saturday, June 16, 2019; 3) requested to donate \$400 to the Westwood Chamber of Commerce for the Paul Bunyan Festival and \$400 to Westwood Agricultural Education, Inc. for the Farmers Market in Westwood from discretionary funds.

Supervisor Albaugh: 1) Stated the Bureau of Land Management (BLM) is gathering excess wild horses and requested a letter of support to be prepared; 2) congratulated the 2019 Lassen County High School graduates; 3) congratulated the newly appointed Senator Brian Dahle; 4) briefly discussed the mosquito epidemic in Bieber and mosquito abatement.

Supervisor Teeter: 1) Stated the Wine Walk of Historic Uptown Susanville that was held on Saturday, June 1, 2019, had 110 participants; 2) announced Lassen Land & Trails Trust Farmers Market opened on June 8, 2019; 3) attended the

local Eagle Scout Court of Honor ceremony; 4) will be attending a Susanville City Council meeting.

Supervisor Hemphill: 1) Announced that Ag Junction Company will be back in Lassen County to film additional footage for their commercial on hands free steering devices; 2) stated that the newspaper reported a jeep was stolen in Standish and residents were concerned of stolen mail. Supervisor Hemphill announced if there were any concerns, the residents could file a complaint with the Post Master in Reno, Nv.

## INFORMATION/CONSENT CALENDAR

### BOARD OF SUPERVISORS

#### Approval of the Consent Agenda

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

#### HIGH SPEED RAIL PROJECT

SUBJECT: Adoption of a Resolution supporting the Kern County Board of Supervisors' resolution requesting abandonment of the California High Speed Rail Project.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Resolution.

Attachments: [Admin High Speed Rail Resolution](#)

**This Resolution No. 19-026 was adopted on the Consent Agenda.**

### COUNTY ADMINISTRATIVE OFFICE

#### PERSONNEL REPORT

SUBJECT: Personnel Movement Report for April, 2019.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report Attach](#)

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

### COUNTY CLERK-RECORDER

A representative of the County Clerk-Recorder's office was not present. Supervisor Hemphill requested to have this item tabled to later in the agenda.

#### MINUTES

SUBJECT: Meeting minutes of May 21, 2019 and June 4, 2019.

FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2019-05-21](#)  
[DRAFT MINS 2019-06-04SPEC](#)

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

#### PRISON TRIAL COSTS

PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS  
SUBJECT: Recap of CCC Prison and High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2018 through April, 2019.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trail Costs Attach](#)

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

#### SHERIFF'S DEPARTMENT

ADMINISTRATION SERVICES  
SUBJECT: Delegation of Board authority, on a one-time basis only, to hire a sergeant applicant at higher than a C step.  
FISCAL IMPACT: None. Appropriation in place already.  
ACTION REQUESTED: Authorize the County Administrative Officer, on a one-time basis only, to make an employment offer above a C step.

Attachments: [SO Admin Attach](#)

**This Action Item was approved on the Consent Agenda.**

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Central Valley Regional Water Quality Control Board Public Meeting Notice and Agenda for June 6 and June 7, 2019.
- b) Susanville City Council Meeting Agenda for June 5, 2019.
- c) Lassen Local Agency Formation Commission (LAFCo) Regular Meeting Agenda for June 10, 2019.
- d) Lassen County Behavioral Health Advisory Board meeting agenda for June 10, 2019.
- e) Lassen County Planning Commission Agenda for June 4, 2019.
- f) Susanville City Council Special Meeting Agenda for May 23, 2019.
- g) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Advisory Council Meeting Agenda, May 31, 2019.
- h) Honey Lake Valley Resource Conservation District Meeting for May 23, 2019.
- i) Lassen County Technical Advisory Committee Meeting Agenda for June 6,

2019.

Attachments: [Misc Corr](#)

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

## DEPARTMENT REPORTS

### AUDITOR'S OFFICE

#### PRICE PAIGE AND CO CONTRACT

SUBJECT: Approve contract amendment for Price Paige and Co for audit services for 2018/19 Fiscal Year (FY) and 2019/20 (FY) audits with option to extend for 3 more years.

FISCAL IMPACT: Budgeted out Fund/Budget Unit No. 100-0101, costs included in the countywide cost allocation plan.

ACTION REQUESTED: 1) Approve Third Contract Amendment with Price Paige and Co. for 2018/19 FY and 2019/20 FY Audits, with the option to extend another 3 years at the Boards discretion; or 2) provide direction to staff.

Attachments: [Auditor Price Paige Attach](#)

Supervisor Albaugh asked about the Auditor's computer program integration and current cost. Auditor Diana Wemple gave a brief overview of the cost and billing process. Auditor Wemple also informed Supervisor Albaugh that the new program has not been fully integrated.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

### COUNTY CLERK-RECORDER

Supervisor Hemphill requested to have this item tables until a representative from the office was present.

### HEALTH AND SOCIAL SERVICES

#### BEHAVIORAL HEALTH

SUBJECT: Agreement with Jackson and Coker Locum Tenens, LLC.

FISCAL IMPACT: There is no impact to County General Fund. The Behavioral Health Department will seek Medi-Cal reimbursement for eligible expenditures and fund the remainder of the contract out of Fund/Budget Unit No. 110-751 and 110-771.

ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize the County Administrative Officer to execute the Agreement.

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

Supervisor Albaugh questioned the amount per hour and stated \$269 per hour is an over inflated price. Director of Health and Social Services Barbara Longo agreed. Supervisor Gallagher suggested to contract with the local prisons. Discussion was held.

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

**Aye:** 3 - Hemphill, Teeter and Gallagher

**Nay:** 1 - Albaugh

**Absent:** 1 - Hammond

**AGREEMENT**

**SUBJECT:** Agreement with Spare-A-Dime, Inc.

**FISCAL IMPACT:** There is no impact to County General Fund. The Behavioral Health Department will use Mental Health Services Act (MHSA) funding.

**ACTION REQUESTED:** 1) Approve the Agreement; and 2) authorize the County Administrative Officer to execute the Agreement.

**Attachments:** [HSS Spare a Dime Attach](#)

Director of Health and Social Services Barbara Longo gave a brief overview of the Spare-A-Dime program and the benefits it will have within the community of Lassen County. Director Longo is hoping to have this program in place as soon as possible. Discussion was held.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

**SHERIFF'S DEPARTMENT**

**BASIC SHERIFF'S ACADEMY**

**SUBJECT:** Training request for Sheriff Recruits to attend the Basic Law Enforcement Academy at Butte College from July 1 through December 6, 2019.

**FISCAL IMPACT:** \$23,820 County cost from the Patrol Fund/Budget Unit No. 130-0522.

**ACTION REQUESTED:** Authorize the training and approve the full per diem amount to be provided prior to the start of the course.

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

CAO Egan stated there was a minor typo on the staff report. The correct amount should read as \$12,000 (not \$6,000) for a total amount of \$29,820 and the remainder of the report is valid.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

COUNTY CLERK-RECORDER - CONTINUED

REGISTRAR OF VOTERS

SUBJECT: Resolution of the Board of Supervisors Authorizing the County to enter into an agreement with the California Secretary of State for State Funds to be used for Voting System Modernization.

FISCAL IMPACT: Previously approved Help America Vote Act (HAVA) funds can be used for the County's dollar-for-dollar matching funds, creating no impact to the General Fund.

ACTION REQUESTED: Adopt Resolution.

**Attachments:** [Clerk SOS Resolution - voting system replacement](#)

[Clerk Attach 20190528171235191](#)

[Clerk Attach 20190528171548224](#)

[Clerk SOS Resolution - voting system replacement \(2\)](#)

Supervisor Albaugh asked what the consequences would be if this item wasn't approved. County Clerk-Recorder Julie Bustamante stated the funding from Help America Vote Act (HAVA) would be reclaimed and Lassen County would not be allowed to vote. County Counsel Burns also stated the Secretary of State's office would force the county to comply. County Clerk-Recorder Bustamante gave a brief overview of the voting system modernation being required by the Secretary of State. Discussion was held.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Teeter, that this Resolution No. 19-028 be adopted. The motion carried by the following vote:**

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

AUDITOR'S OFFICE

PRISON PROSECUTION FUND INCREASE

SUBJECT: Approve increase to appropriation and estimated revenue for

\$185,000.

FISCAL IMPACT: All expenditures are reimbursed by the State, unless denied.

ACTION REQUESTED: Increase Fund/Budget Unit No. 107-0421 by \$185,000 and estimated revenues by \$185,000, to cover increased costs. (4/5's vote required).

**Attachments:** [AudScans20190605145255](#)

Auditor Diana Wemple gave a brief overview of the prison prosecution costs and reimbursement. Brief discussion was held.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

#### COUNTY ADMINISTRATIVE OFFICE

##### RECOMMENDED BUDGET

SUBJECT: Resolution adopting the Recommended Budget for the fiscal year July 1, 2019 - June 30, 2020.

FISCAL IMPACT: Adoption of the recommended budget allows departments to continue operations prior to the adoption of the final budget.

ACTION REQUESTED: Adopt Resolution.

**Attachments:** [Admin Recommended Budget Memo 190611](#)  
[Admin Resolution Adopting the Recommended Budget 19-20](#)

Assistant to the CAO Julie Morgan requested the Board to adopt the resolution approving the recommended budget for Fiscal Year 2019/20 while the final budget is being completed. Brief discussion was held.

**A motion was made by Supervisor Teeter, seconded by Supervisor Gallagher, that this Resolution No. 19-027 be adopted. The motion carried by the following vote:**

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

##### NORTHERN CALIFORNIA EMERGENCY MEDICAL SERVICES, INC (NORCAL EMS)

SUBJECT: Modification of Agreement for EMS Services between Northern California EMS, Inc. (NorCal EMS), and Lassen County establishing terms and conditions for NorCal EMS to act as the Local EMS Agency for Lassen County for the term of July 1, 2019, through June 30, 2020.

FISCAL IMPACT: Annual payment of \$30,183.60 to be paid from



Fund/Budget Unit No. 100-0101.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize the Chairman to sign.

**Attachments:** [Admin NorCal EMS Agreement 2019](#)

CAO Egan gave a brief overview of the amendment being made to the Northern California Emergency Medical Services, Inc (NORCAL EMS) contract. CAO Egan stated that the contract has remained the same since 2010. Brief discussion was held.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

#### PLANNING AND BUILDING SERVICES

BIG VALLEY GROUNDWATER BASIN ADVISORY COMMITTEE (BVAC)  
SUBJECT: Memorandum of Understanding (MOU), between Lassen County and Modoc County, forming the Big Valley Groundwater Basin Advisory Committee (BVAC) to advise the Lassen and Modoc Groundwater Sustainability Agencies during the development of the Big Valley Groundwater Basin Groundwater Sustainability Plan.

FISCAL IMPACT: Anticipated funding through a proposition 1 Sustainable Groundwater Planning grant.

ACTION REQUESTED: 1) Receive report; and 2) authorize the Chairman to execute the MOU.

**Attachments:** [PB BVAC MOU 6-11-19 pckt](#)

Assistant Planning and Building Director Gaylon Norwood gave an extensive report of the Memorandum of Understanding between Lassen and Modoc County forming the Big Valley Groundwater Basin Advisory Committee. Discussion was held.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

RECESS: 10:32 a.m. - 10:39 a.m.

#### PUBLIC WORKS DEPARTMENT

HERLONG ONE STOP

SUBJECT: Bid Award for Herlong One Stop Remodel Project.  
FISCAL IMPACT: Funding is available within the current 2018/19 Fiscal Year (FY) Mental Health Services Act Fund/Budget Unit No. 164-0752. Future board action specific to this funding source may be required to process progress payments as project transitions into 2019/20 FY.  
ACTION REQUESTED: 1) Award the contract for "Lassen County Herlong One Stop Remodel Project" to Don M Lazorko Construction, Inc. the lowest bidder meeting the specifications in the amount of \$192,871; and 2) authorize the Director of Public Works to sign the Agreement; and 3) authorize the Director of Public Works to authorize Change Orders up to a "not-to-exceed" amount of \$10,000 (approximately 5%) or a total contract not-to-exceed cost of \$202,871.

Attachments: [PW One Stop Attach](#)

Deputy Director of Facilities Maintenance Peter Heimbigner gave a detailed report of the current status on the One Stop renovation in Herlong. Brief discussion was held regarding local hiring.

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

**Aye:** 3 - Hemphill, Teeter and Albaugh

**Nay:** 1 - Gallagher

**Absent:** 1 - Hammond

## MATTERS SET FOR TIME CERTAIN

### HISTORIC COURTHOUSE

SUBJECT: Presentation of Lassen County Courthouse Square Due Diligence Report.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive presentation; and 2) accept report; and/or 3) provide direction to staff.

Attachments: [D1 Attach Lassen CHSq Due Diligence FINAL DRAFT Report 190315](#)

Nick Docous of Lionakis gave an extensive power point presentation of the due diligence report for the Lassen County Courthouse Square. Mr. Docous discussed the background, history and designer of the courthouse and the Annex building. Mr. Docous also reviewed the major modifications, mechanical and electrical upgrades. The current structure was discussed as well as the installation of an elevator. Extensive discussion was held.

## DEPARTMENT REPORTS - CONTINUED

### SHERIFF'S DEPARTMENT

**SHERIFF FEES**

SUBJECT: Ordinance amending Title 3 of the Lassen County Code pertaining to Sheriff Fees.

FISCAL IMPACT: Undetermined-anticipated revenue.

ACTION REQUESTED: 1) Introduce and read (or waive reading); and/or 2) provide direction to staff.

**Attachments:** [SO Sheriff Fees](#)

Captain John Bohl gave a brief overview of the fee schedule that was submitted with a time study. CAO Egan also added that fees were vetted through the Budget Committee and the Auditor's review. Discussion was held.

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

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

**COUNTY COUNSEL****HEMP AND CANNABIS**

SUBJECT: Amendment to Titles 1, 3, 6, and 19 of the Lassen County Code to allow Industrial Hemp cultivation, to establish a tax rate for such activity to exempt it from the County right to farm protections and to renumber some provisions related to nuisance abatement.

FISCAL IMPACT: Undetermined.

ACTION REQUESTED: 1) Read (or waive reading) and introduce draft ordinance; and/or 2) provide direction to staff.

**Attachments:** [Hemp 2019](#)

County Counsel Burns gave an overview of the changes that were made per the Board's direction of the draft ordinance for Titles 1, 3, 6, and 19. Discussion was held regarding zoning, complying with federal and state regulations, nuisance abatements, land use and Measure M. Supervisor Hemphill reminded the Board that the ordinance can be amended at a later date. Discussion was held.

**SPEAKERS:** Carrie Cobb.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Teeter, to waive reading and introduce draft ordinance. The motion carried by the following vote:**

**Aye:** 4 - Hemphill, Teeter, Albaugh and Gallagher

**Absent:** 1 - Hammond

## COUNTY ADMINISTRATIVE OFFICE

## SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Has requested all departments to review their budget and to see where they can save or add revenue. There may be a possible change to the Juvenile Hall due to low population. CAO Egan has been speaking with the Chief Probation Officer Jennifer Branning of possible partnering with other counties and close the Hall in Susanville. Possible savings of \$500,000 - \$700,000 per year if the Hall is closed; 2) informed everyone that Senator Brian Dahle would be sworn in at noon on Wednesday, June 12, 2019, in Sacramento.

RECESS: 11:55 a.m. - 12:03 p.m.

## CLOSED SESSION

Closed session was held from 12:03 a.m. - 12:34 p.m.

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

Director of Health and Social Services Barbara Long was present from 12:03 p.m. - 12:09 p.m.

The Board recessed as the Board of Supervisors and Convened as Lassen County In Home Support Services (IHSS) Public Authority at 12:23 p.m.

The IHSS Public Authority adjourned and the Board of Supervisors reconvened at 12:34 p.m.

1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: The Board convenes as Lassen County In-Home Supportive Services Public Authority. Service Employees International Union, Local 2015 vs Lassen County In Home Support Services Public Authority; California Public Employment Relations Board Case Number SA-CE-920-M. The Board reconvenes as the Board of Supervisors.

No reportable action.

2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: United Public Employees vs County of Lassen; Perb Case No. SA-CE-902-M.

No reportable action.

3) Conference with Labor Negotiator Richard Egan: a) Lassen County Peace Officers Assn. (LCPOA).

No reportable action.

4) Conference with Labor Negotiator Richard Egan: The Board convenes as Lassen County In-Home Supportive Services Public Authority for discussion with Richard Egan regarding Service Employees International Union (SEIU) Local 2015, on labor negotiations. The Board reconvenes as the Board of Supervisors.

No reportable action.

Employee performance evaluation: 1) Veterans Services Officer.

A motion was made and seconded that the Veteran's Services Officer receive an excellent evaluation. The motion carried by a unanimous vote.

## ADJOURNMENT

There being no further business, the meeting is adjourned at 12:36 p.m.

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

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

ATTEST:

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