



Lassen County

Meeting Minutes Board of Supervisors

DRAFT

LASSEN COUNTY SUPERVISORS:

DISTRICT 1 - CHRIS GALLAGHER - VICE CHAIRMAN; DISTRICT 2 - GARY BRIDGES; DISTRICT 3 - JEFF HEMPHILL; DISTRICT 4 - AARON ALBAUGH - CHAIRMAN; DISTRICT 5 - TOM HAMMOND

Tuesday, May 18, 2021

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:03 A.M. CALL TO ORDER

Present: Supervisors Gallagher, Bridges, Hemphill, Albaugh and Hammond.

Also Present: County Administrative Officer (CAO) Richard Egan, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

Present: 5 - Chris Gallagher, Gary Bridges, Jeff Hemphill, Aaron Albaugh and Tom Hammond

Excuse: 0

PUBLIC COMMENT

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 9:03 a.m. - 9:26 a.m.

Present: Supervisors Gallagher, Bridges, Hemphill, Albaugh and Hammond.

Also present: CAO Egan, Deputy CAO Tony Shaw, County Counsel Uhrhammer, and Deputy Clerk of the Board Yderraga.

RECESS: 9:26 a.m. - 9:32 a.m.

9:32 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

1. ANNOUNCEMENT OF ITEMS 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.

No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Albaugh requested to adjourn the meeting in memory of Robert Urricellqui, Lawrence "Larry" Kirby, Robert Gerig, and Roger Cruikshank.

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

Aye: 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended a California State Association of Counties (CSAC) training; 2) this week is National Peace Officers Memorial week. Appreciate all those who gave it all for us here in our country; 3) attended a Behavioral Health Advisory Board meeting with Supervisor Bridges; 4) the wolf from Oregon has migrated to Monterey County.

Supervisor Bridges: 1) Attended a Lassen County Fish and Game Commission meeting; 2) attended a call with CAO Egan with California Department of Corrections and Rehabilitation (CDCR) regarding California Correctional Center (CCC); 3) attended a Behavioral Health Advisory Board meeting.

Supervisor Hemphill: 1) It is Emergency Medical Services (EMS) week 2) attended an EMS meeting; 3) attended a PSA II Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 4) requested to have a letter written to Congressman Doug LaMalfa to support the Sierra Army Depot. They haven't received their funding.

Supervisor Hammond: Briefly discussed Sierra Army Depot funding.

Supervisor Albaugh: 1) Attended a mini track event for kindergarten through fifth grade in Bieber; 2) attended a Big Valley Groundwater Advisory Committee (BVAC) meeting; 3) acknowledged CAO Egan, and stated he had received a compliment through the Rural County Representatives of California (RCRC) on being an exceptional County Administrative Officer for this county.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G3 - Microsoft Enterprise Agreement and Item# G4 - Transportation; Supervisor Bridges pulled Item# G5 - Fleet, for further discussion.

Approval of the Consent Agenda

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

Aye: 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

BOARD OF SUPERVISORS

LETTER OF SUPPORT

SUBJECT: Letter of support for the Golden State Finance Authority's Rural California Broadband Strategic Planning application to the U.S. Department of Commerce, Economic Development Administration, to develop a Broadband Strategic Plan for Lassen County.

FISCAL IMPACT: Participation by Lassen County would require providing matching funds in the amount of \$25,000 from the Fiscal Year 2021/2022 budget and allocated from the county's share of Federal American Rescue Plan Act of 2021 funding.

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

Attachments: [210518 Golden State Finance Authority](#)

This Action Item was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

THIS ITEM WAS REMOVED FROM THE AGENDA

AUDITOR'S OFFICE

FUND CASH BALANCES

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of April, 2021.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 4-30-2021](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR'S OFFICE

PORTFOLIO

SUBJECT: Treasurer's Investment Report for April, 2021.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 4-30-2021](#)

This Action Item was approved on the Consent Agenda.

DEPARTMENT REPORTS**INFORMATION SERVICES****MICROSOFT ENTERPRISE AGREEMENT**

SUBJECT: Request to Approve 3-Year Microsoft Enterprise Agreement.

FISCAL IMPACT: \$453,956.25 (annual payments of \$151,318.75) to be paid from the Non-Capitalized Equipment and the appropriation is included in the FY 2021 budget. Departments will be billed back their share of cost through the Cost Allocation Plan.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize CAO sign annual installment PO to Dell, the awarded Microsoft fulfillment partner.

Attachments: [Board Memo for Microsoft EA 051421](#)

[Lassen County PRE SIG - signed](#)

[Riverside County MSFT Enterprise Agreement fully signed](#)

[Microsoft Terms and Conditions May 2021](#)

Information Services (IT) Supervisor Jason Housel informed the Board this is the single largest purchase and single largest vendor relationship. It's an agreement with Microsoft that is fulfilled through a third party. IT Supervisor Housel stated Lassen County was modernizing the data center, databases, and increasing our security risk and posture with the email system. IT Supervisor Housel gave additional information pertaining to software, data systems and security.

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

Aye: 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

PUBLIC WORKS DEPARTMENT**TRANSPORTATION**

SUBJECT: Resolution certifying county maintained road mileage for 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Resolution.

Attachments: [doc01703220210514144048](#)

Supervisor Albaugh stated he pulled this item to discuss mileage on paved roads and wanted to know what was federally reimbursed. Director of Public Works Pete Heimbigner said he didn't know the number. Director Heimbigner stated most of the projects are local loads and subject to programming. There are different sources of funding from federal and state. State funding makes it easier to do the projects. Most of the Senate Bill 1 (SB1) funding is what projects have been completed with. The majority is based on funding through Cal Trans. Brief discussion was held.

A motion was made by Supervisor Hemphill, seconded by Supervisor Hammond, that this Resolution No. 21-017 be adopted. The motion carried by the following vote:

Aye: 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

SHERIFF'S DEPARTMENT

FLEET

SUBJECT: County vehicle fleet purchases.

FISCAL IMPACT: Purchases appropriated in 2020/2021, 2021/2022 budget.

ACTION REQUESTED: Authorize the purchase of ten (10) vehicles from the Department of General Services State Bid Contracts to be put into use at various County Departments.

Attachments: [SO](#)

Supervisor Bridges asked why the delivery charge for the Chevy Colorado was higher than the rest of the vehicles. Sheriff/Coroner Dean Growdon stated the Department of General Services contract out. One is a Southern California contract and the other contract is Northern California.

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

Aye: 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

RECESS: 9:59 a.m. - 10:00 a.m.

MATTERS SET FOR TIME CERTAIN

RETIREMENT PROCLAMATION

SUBJECT: Proclamation recognizing Howard Heard (Public Works - Road Department) on his retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

Attachments: [Proclamation 2021-Howard Heard](#)

Supervisor Albaugh presented a Proclamation to Howard Heard (Public Works / Road Department - not present) on his retirement from Lassen County. Road Field Supervisor Bob McGarva accepted on his behalf.

RECOGNITION COMMITTEE PRESENTATION

SUBJECT: 10 Years: Glenda Turnage (Health and Social Services - Behavioral Health); Joseph Vicondoa (Public Works - Road Department). 15 Years: Mike McGarva (Sheriff's Department); Shannon Parker (Sheriff's Department). 26 Years: Marian Tweddell (Courts).

FISCAL IMPACT: None.

ACTION: Present award.

Supervisor Albaugh recognized the following employees: 10 Years: Glenda Turnage (Health and Social Services / Behavioral Health); Joseph Vicandoa (Public Works / Road Department). 15 Years: Mike McGarva (Sheriff's Office); Shannon Parker (Sheriff's Office - not present) Sheriff/Coroner Dean Growdon accepted on his behalf. 26 Years: Marian Tweddell (Courts - not present).

SPEAKERS: Road Field Supervisor Bob McGarva, Sheriff/Coroner Dean Growdon, Clinical Supervisor Scott Nordstrom.

DEPARTMENT REPORTS - CONTINUED

BOARD OF SUPERVISORS

SUPERVISOR ALBAUGH

SUBJECT: Fair Manager Blue Grass Festival update.

FISCAL IMPACT: \$30,000.

ACTION REQUESTED: 1) Approve expenditure; and/or 2) provide direction to staff. (4/5 vote required).

Fair Manager Kaitlyn Downing gave a brief overview of the Blue Grass Festival scheduled for June 2021. Fair Manager Downing informed the Board tickets were on sale and was still in the process of recruiting sponsors. This event is profitable to the City of Susanville and Lassen County as sales tax revenue increased approximately \$10,000, from non-locals shopping in Lassen County during the last Blue Grass Festival. Fair Manager Downing stated the festival attendance consists primarily of a non-local elderly crowd and was currently working on ideas to recruit more locals and younger audience to attend. CAO Egan gave an explanation of the action requested.

Supervisor Albaugh thanked Fair Advisory Board Member Dan Douglas and urged Fair Manager Downing to seek advice from the Fair Advisory Board or the Board of Supervisors if she had any concerns. Supervisor Albaugh asked about the office staff and the fair contract. Fair Manager Downing stated she currently had extra help in the office and a new employee was hired and would begin work on May 24, 2021. Fair Manager Downing discussed the current fair contract and scheduled events for the fair.

Additional discussion was held regarding Cal Fire, Sheriff's Posse, Junior Rodeo, car races, and maintenance at the fair ground.

SPEAKERS: Fair Advisory Board Member Dan Douglas, Fair Advisory Board Member Tom Neely.

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, Bridges, Hemphill, Albaugh and Hammond

VETERANS SERVICES

VETERANS SERVICES OFFICER

SUBJECT: Veterans Burial Policy.

FISCAL IMPACT: To be determined.

ACTION REQUESTED: Direction to staff.

Veterans Services Officer (VSO) Chris Mancebo informed the Board the Veterans Services Department and Public Works manage the veterans cemetery. Recently he had been receiving more requests for National Guard and Reservists to receive a free plot in the veterans cemetery as active duty members. In the Rules and Regulations the National guard and Reserves are not considered active duty members unless they have reached twenty years in their career or were deployed. VSO Mancebo stated Lassen County has been following this guideline. Director of Public Works Pete Heimbigner discussed the cemeteries and available plots in Lassen County. Discussion was held regarding rules and regulations. Supervisor Albaugh requested to have this item agendaized for additional discussion.

SPEAKERS: Gary Felt.

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Participated in a call with Senator Brian Dahle and Assemblywoman Meghan Dahle arranged with the Governor's office regarding the California Correction Center (CCC) closure. CAO Egan stated the call consisted of himself, Senator Dahle, Assemblywoman Dahle, California Department of Corrections and Rehabilitation (CDCR) staff, and CDCR Secretary Kathleen Allison. Union representation was not present on the call. CAO Egan stated he articulated the position of Lassen County and informed CDCR their decision was not sound or procedural. The analysis he has viewed contradicts CDCR's decisions, the lack of transparency and have been close to no response to these issues. CAO Egan also suggested to use a portion of CCC to expand High Desert State Prison (HDSP). CDCR indicated no interest. CAO Egan said he would reconvene with Senator Dahle, Assemblywoman Dahle, and others to discuss the next steps. Brief discussion was held; 2) announced he would not be present the week of May 23, 2021.

Deputy CAO Tony Shaw stated he would not be present the afternoon of May 25, 2021, and May 26, 2021, and Supervisor Bridges would be having a town hall meeting on May 27th, 2021, at Jensen Hall.

ADJOURNMENT

There being no further business, the meeting is adjourned at 10:59 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board