



# Lassen County

## Meeting Minutes

### Board of Supervisors

*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*

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Tuesday, November 12, 2024

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:00 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, 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 Egan announced the following closed session item:

- 1) Conference with Labor Negotiator Scott McLeran: Lassen County Peace Officers Association Management Unit (LCPOMA).

#### CLOSED SESSION

Closed session was held from 9:03 a.m. - 9:07 a.m.

Present: Supervisors Gallagher, Bridges, Neely, Albaugh, and Ingram. Also present: CAO Egan, County Counsel Uhrhammer, and Deputy Clerk of the Board Yderraga.

Deputy CAO Tony Shaw was present from 9:03 a.m. - 9:07 a.m.

Labor Negotiator Scott McLeran was present via teleconference from 9:03 a.m. - 9:07 a.m.

RECESS: 9:07 a.m. - 9:30 a.m.

#### 9:30 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 item:

- 1) Conference with Labor Negotiator Scott McLeran: Lassen County Peace Officers Association Management Unit (LCPOMA).

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, Bridges, Neely, Albaugh and Ingram

PUBLIC COMMENTS

Jessica Wade: Discussed her J&J Performing Arts relationship with the fair.

David Teeter: Discussed the Chamber of Commerce Rebate Program and invited everyone to attend the Magical Country Christmas on December 7, 2024.

Sue Somerville: Discussed the amount of the invoice from J&J Performing Arts to monitor the gates at the Hidden Woods event and agreed with Supervisor Albaugh that the cost was excessive.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended a First5 meeting; 2) stated he was disappointed Measure V failed; 3) discussed gas prices in Lassen County and requested a letter to be sent to Governor Newsom regarding price gouging; 4) thanked all the Veterans for their services; 5) attended a transportation meeting.

Supervisor Bridges: 1) Attended the Honey Lake Power Biomass Day; 2) attended a Nortec meeting; 3) attended the Golden State Finance Authority (GSFA) meeting in Bieber regarding the pellet mill; 4) attended a Kirack training; 5) attended a second Kirack training; 6) attended the Veterans Day Parade and presented a proclamation to the Veterans; 7) requested to adjourn the meeting in memory of Rosemarie Bejcek; 8) announced he would not be present at the November 19, 2024, Board of Supervisors meetings as he would be attending the California State Association of Counties (CSAC) meeting.

Supervisor Neely: 1) Attended the Veterans Day Parade and stated he appreciated the sacrifices the Veterans and families gave to this country; 2) attended a Jolly Elders Senior Forum; 3) attended a transportation meeting; 4) requested to adjourn in memory of Rosemarie Bejcek and extended his gratitude and condolences to the family.

Supervisor Ingram: 1) Attended the Jolly Elders event in Janesville; 2) congratulated the Herlong Vikings on their football season; 3) thanked the voters,

the Elections Office, and Assistant Clerk/Recorder Sarah Howe for their diligent work in elections; 4) thanked District Attorney S. Melyssah Rios and Sheriff/Coroner John McGarva for getting Proposition 36 onto the ballot; 5) discussed his disappointment of not being invited to attend the Honey Lake Valley Biomass Event; 6) would be assisting in the setup of the Salvation Army Food Distribution Day in Ravendale on November 15, 2024.

Supervisor Albaugh: 1) Requested to adjourn the meeting in memory of Samantha Hogan; 2) attended the Veterans Day event in Bieber. Thanked Sheriff/Coroner John McGarva and two of his deputies for attending; 3) attended the Fall River Big Valley Cattlemen and Cattlewomens luncheon; 4) attended a transportation meeting. Thanked Supervisor Gallagher for his leadership over the years; 5) attended the Golden State Natural Resources (GSNR) meeting for public comment on the Draft Environmental Impact Report (DEIR) in Big Valley. Thanked the high school for hosting the zoom meeting for additional public comment for those who could not attend in person; 6) attended the Rural County Representatives of California (RCRC) Executive meeting; 7) attended the Rural Advocacy Institute (RAI) meeting; 8) thanked everyone who turned out to vote; 9) announced the catholic church had a furnace fire and lost their church; 10) congratulated the children of Lassen County that participated in the football and volleyball teams.

## BOARDS AND COMMISSIONS

HONEY LAKE VALLEY RESOURCES CONSERVATION DISTRICT (RCD)  
SUBJECT: Honey Lake Valley Resources RCD board member terms to expire.  
Three (3) terms to expire November 29, 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider re-appointing Robin Hanson, Jesse Claypool, and Laurie Tippin.

Attachments: [F1](#)

**A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that these Appointments be approved. The motion carried by the following vote:**

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

LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION (FIRST5)  
SUBJECT: Vacancy on the Lassen County Children & Families Commission (FIRST5).

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making appointment to Commissioner Section 3, term expiring December 31, 2025. (Applicant Andrea "Brie" Buckler).

Attachments: [F2](#)

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that this Appointment be approved. The motion carried by the**

**following vote:**

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

**COMMITTEE APPOINTMENTS**

**SUBJECT:** Annual Committee Appointments for 2023-2024

**FISCAL IMPACT:** None

**ACTION REQUESTED:** Make appointments to the following Boards, Committees and Commissions:

- 1. Rural County Representatives of California (RCRC)
  - a. California Non-Profit Corporation
  - b. One member of Board of Supervisors. One alternate from Board of  
CURRENT APPOINTMENT: Albaugh (R), Bridges (A)
  
- 2. Golden State Finance Authority (GSFA)
  - a. Government Code section 6500, Board of Directors
  - b. One member of Board of Supervisors. One alternate from Board of  
Supervisors  
CURRENT APPOINTMENT: Albaugh (R), Bridges (A)
  
- 3. Golden State Connect Authority (GSCA)
  - a. Government Code section 6500, Board of Directors
  - b. One member of Board of Supervisors. One alternate from Board of  
Supervisors  
CURRENT APPOINTMENT: Albaugh (R), Bridges (A)
  
- 4. Rural County Representatives of California (RCRC) Environmental  
Services Joint Powers Agency (ESJPA)
  - a. Government Code section 6500, Joint Powers Agency.
  - b. One member of Board of Supervisors. One alternate who is staff from Solid  
Waste.  
CURRENT APPOINTMENT: Albaugh (R), Bridges (1st A), Director of Public  
Works Pete Heimbigner (2nd A)

Supervisor Albaugh stated the year listed was incorrect and that it needed to read for year 2024-2025. Supervisor Albaugh expressed his interest to remain as the Primary Director for the four committees. Supervisor Gallagher made a motion to keep all the appointments the same as year 2023-2024.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Ingram to Appointment Supervisor Albaugh as the Regular Member and Supervisor Bridges as the Alternate Member for all four boards. The motion carried by the following vote:**

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

**INFORMATION/CONSENT CALENDAR**

Supervisor Ingram requested to pull Item# G1 - Personnel Report. Supervisor Neely requested to pull Item# G4 - Geographic Information Systems, Item# G5 - Financial Aid Program Agreement, and Item# G6 - Lead Correction Technician Reclassification.

**Approval of the Consent Agenda**

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

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

COUNTY ADMINISTRATIVE OFFICE

PEACE OFFICER MANAGEMENT ASSOCIATION

SUBJECT: Ratification of Side Letter of Agreement to negotiated Memorandum of Understanding (MOU) between County of Lassen and Peace Officer Management Association (POMA).

FISCAL IMPACT: Incremental increases over multiple budget units during the MOU term.

ACTION REQUESTED: Ratify Side Letter of Agreement with Lassen County Peace Officer Management Association amending: 1) Article 8.10 Professional Leave, specifying when the leave hours are created; and 2) Article 11.01 Health Insurance, increasing the county's monthly contributions to Medical and flex; and/or 3) provide direction to staff.

Attachments: [Side Letter Attach](#)

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

DISTRICT ATTORNEY

FIFTH AMENDMENT AGREEMENT PRISON PROSECUTION

SUBJECT: Request to amend agreement between the County of Lassen and Jordan Funk for prison prosecution, increase fees to align wit recently increased prison defense fees.

FISCAL IMPACT: No impact to County General Fund, the contract is reimbursed through California Department of corrections and Rehabilitation.

ACTION REQUESTED: Authorize the County Administrative Officer and the Board Chairman to execute the amendment.

Attachments: [DA Memo to BOS](#)  
[Fifth Amended Contract Prison Prosecution Jordan Funk](#)  
[General Order 2024-06](#)

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

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen Transit Service Agency Regular Meeting Agenda for November 4, 2024.
- b) Lassen County Planning Commission Regular Meeting Agenda for November 5, 2024.
- c) Planning and Service Area 2 Area Agency on Aging (PSA 2 AAA) Meeting Agenda for October 25, 2024.

Attachments: [Misc Corr](#)

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

**DEPARTMENT REPORTS**

BOARD OF SUPERVISORS

PERSONNEL REPORT  
 SUBJECT: Personnel Movement Report for September 2024.  
 FISCAL IMPACT: None.  
 ACTION: Receive and file.

Attachments: [Personnel Report](#)

Supervisor Ingram stated he pulled this item as he had never seen this report before. Deputy Clerk of the Board Yderraga informed Supervisor Ingram this report was on the agenda monthly. Supervisor Ingram stated he would like to have the department heads report to the board regarding goals, job vacancies, job losses, and retention. CAO Egan stated based on the report there were more hires than losses. Brief discussion was held pertaining to job vacancies. Supervisors Albaugh and Bridges agreed it wasn't good use of staff time to have the department heads report to the board regarding vacancies and retention as percentages could be calculated with the Personnel Report.

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

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

**MATTERS SET FOR TIME CERTAIN**

UNITED STATES FOREST SERVICES  
 SUBJECT: Report of activity.  
 FISCAL IMPACT: None.  
 ACTION REQUESTED: Receive report.

United States Forest Service (USFS) District Ranger for Eagle Lake Bobbette Jones informed the board this item was an update for the Eagle Lake area. District Ranger Jones discussed the Dixie Fire Post Fire Recovery, facilitated a presentation to bring the community stakeholders and partners current with

projects, roadside hazard, vegetation and landscape projects, power line joint project with Eagle Lake, Hat Creek, and Westwood, prescribed burns, under burns, and hazard tree removal. Lassen National Forest Acting Forest Supervisor Tara Jones informed the board she had attended the California Reassociation Meeting in Sacramento, visited Honey Lake Power, was continuing to work on the 5 year program, working on analysis tools, previous treatments, State Highway 44 treatment, fuel breaks, and stated the job for the Forest Supervisor had not yet been permanently filled. Extensive discussion was held pertaining to each project, wildlife, and boat ramps.

## DEPARTMENT REPORTS - CONTINUED

### PLANNING AND BUILDING SERVICES

#### GEOGRAPHIC INFORMATION SYSTEMS

SUBJECT: Second Amendment to contract with Geographic Technologies Group, adding \$30,000 to the contract for a total cost of \$145,000.

FISCAL IMPACT: \$30,000 appropriated in Organization 100681, Object 302300.

ACTION REQUESTED: 1) Approve amendment; and 2) authorize the Chairman to execute the Second Amendment.

**Attachments:** [BOS 11-12 packet Contract 2nd Amend GTG](#)

Supervisor Neely asked if the \$145,000 was the total amount to complete the project. Director of Planning and Building Services Maury Anderson informed the board this item was the second amendment to the contract and the \$30,000 had already been appropriated in the budget for this item. Supervisor Neely stated the county needed more help from the contractor. Director Anderson reminded the board he had previously recruited for a GIS Coordinator but wasn't getting any response and the board created the GIS Management position. The recruiting was unsuccessful. Director Anderson stated if he had an active Management Coordinator, the county would be able to complete some of the tasks instead of a consultant. Currently the consultant was finishing up tasks that were assigned to them within the contract and the staff report presented in the packets described what the \$30,000 allocation would be finishing. Director Anderson said he was strategizing on sharing an employee from another county to assist with the GIS process until a Management Coordinator could be hired. Additional discussion was held.

CAO Egan was absent 10:31 a.m. - 10:33 a.m.

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

**Aye:** 4 - Gallagher, Bridges, Albaugh and Ingram

**Nay:** 1 - Neely

## SHERIFF'S DEPARTMENT

## FINANCIAL AID PROGRAM AGREEMENT

SUBJECT: Board Resolution for 2025/2026 Application for Financial Aid and Financial Aid Program Agreement, State of California Department of Parks and Recreation, Division of Boating and Waterways.

FISCAL IMPACT: Potentially provide \$45,640 to the Lassen County Sheriff's Office for Boating Patrol Services for the 2025/2026 Fiscal Year.

ACTION REQUESTED: 1) Adopt Resolution; and 2) approve the Financial Aid Application to the State of California, Department of Parks and Recreation, Division of Boating and Waterways for program participation in the 2025/2026 Fiscal Year; and 3) authorize the Sheriff to execute the Application for Financial Aid for 2025/2026 Fiscal Year on behalf of Lassen County authorizing program participation.

Attachments: [doc06142320241102150914](#)

Sheriff's Lieutenant (Lt) Wes Gray informed the board this item was the annual resolution to apply for boating funds for Boating and Waterways and was requesting approval of the board. Supervisor Neely asked if the funding also included patrolling and safety equipment. Lt. Gray confirmed.

CAO Egan was absent from 10:39 a.m. - 10:42 a.m.

**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, Neely, Albaugh and Ingram

## LEAD CORRECTIONAL TECHNICIAN RECLASSIFICATION

SUBJECT: The Sheriff's Office is requesting to reclassify the full-time equivalent position of Lead Correctional Technician from Range 16 to Range 18.

FISCAL IMPACT: The reclassification of the Lead Correctional Technician was reviewed and allocated for in the 2024/2025 budget year. No additional impact to the General Fund is anticipated.

ACTION REQUESTED: 1) Approve the reclassification of the Lead Correctional Technician from a Range 16 to a Range 18; and/or 2) provide direction to staff.

Sheriff/Coroner John McGarva informed the board this item was for a reclassification of a Lead Correctional Technician to increase the range from a Range 16 to a Range 18 due to an oversight when the job classification was created. Sheriff McGarva discussed the job duties of this position. 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, Bridges, Neely, Albaugh and Ingram

RECESS: 10:43 a.m. - 10:50 a.m.

**DEPARTMENT REPORTS - CONTINUED**

BOARD OF SUPERVISORS

AGRICULTURAL COMMISSIONER REAPPOINTMENT

SUBJECT: Reappointment of Lassen County Agricultural Commissioner/Sealer of Weights and Measures Craig Hemphill to serve a further term of four years through November 12, 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve appointment.

Attachments: [BOS Ag Comm Attach](#)

Supervisor Albaugh stated this item was being pulled as it wasn't agendized correctly. This item would be re-agendized for the November 19, 2024, Board of Supervisors meeting.

COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE COMMITTEE

SUBJECT: Appoint regular and alternate appointees to Community Corrections Partnership Executive Committee

FISCAL IMPACT: None. ACTION REQUESTED: Make appointment to the following:

ACTION REQUESTED: Make appointment to the following:

- 1) Community Correction Partnership Executive Committee
    - a) California Penal code Sections 1230 and 12301(b)
    - b) Department Head of the County Department of Social Services or County Department of Behavioral Health
- CURRENT APPOINTMENTS: Health and Social Services Director.

Attachments: [BOS Community Correction Partnership Executive Committee Attach](#)

[1](#)

[BOS Community Correction Partnership Executive Committee Attach](#)

[2](#)

Deputy CAO Tony Shaw informed the board there was a vacancy on the Community Corrections Partnership Executive Committee and was requesting appointment by the Board of Supervisors. The appointment could be the Director of Health and Social Services or the Director of Behavioral Health. Deputy CAO Shaw stated historically it had been the Director of Health and Social Services and was making the recommendation to appoint Director of Community Social Services Jayson Vial. Director Vial said he was willing to accept the appointment and it would be easier for him to attend meetings. Director Vial stated he and Director of Behavioral Health Tiffany Armstrong

agreed on the appointment.

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

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

COUNTY COUNSEL

2023/2024 LASSEN COUNTY GRAND JURY RESPONSE

SUBJECT: Lassen County Board of Supervisors response to the 2023-2024 Lassen County Grand Jury Report.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive response; and 2) authorize Chairman and the County Administrative Officer to execute letter and send reply; and/or 3) provide direction to staff.

Attachments: [241112 Grand Jury Response 2023-2024-Final](#)

CAO Egan informed the board this item was required responses to the Grand Jury Report from the Board of Supervisors and the County Administrative Officer. Supervisor Albaugh thanked CAO Egan and stated the responses were justified and correct. Supervisor Albaugh also thanked the Grand Jury for their commitment and civil duty. Supervisor Gallagher agreed with Supervisor Albaugh. Brief discussion was held.

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

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

DISTRICT ATTORNEY

DISTRICT ATTORNEY

SUBJECT: Department Update.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive Report.

District Attorney (DA) S. Melyssah Rios gave a detailed update of the activities in the District Attorney's Office. DA Rios reported on felony and misdemeanor cases, jury trials, staffing, case loads, contracted staff pay, and reporting. DA Rios also discussed the passing of Proposition 36 and should go into effect as early as December 18, 2024. Supervisor Ingram thanked DA Rios for her diligent work on Proposition 36. Additional discussion was held pertaining to recruitment.

FAIR

MASON ENTERTAINMENT EXPENDITURE APPROVAL

SUBJECT: Approval of two invoices for Mason Entertainment for services rendered at the Hidden Woods Music Festival.

FISCAL IMPACT: No additional impact. Expenditures budgeted for in the FY 24/25 budget.

ACTION REQUESTED: 1) Approve expenditures in the amount of \$31,750 and/or 2) provide direction to staff.

**Attachments:** [241112 Fair Packet Mason Entertainment](#)

Interim Fair Manager Samantha McMullen stated she was only addressing the \$31,000 expenditure for Mason Entertainment and briefly discussed Fair Fund No. 175. The function of Mason Entertainment was to secure entertainment for the fair, worked with scheduling and helped the county engage in contracts. Supervisor Albaugh asked how much of the money was spent for the Hidden Woods Festival without a contract. Interim Fair Manager McMullen stated \$117,000, and she would have contracted for these expenditures. CAO Egan informed the board the amount did not include all of the expenses of the festival. The dollar amount presented did not include expense for use of the facility, staff, insurance and utilities. The board thanked Interim Fair Manager McMullen for taking on the responsibility of the fair. Interim Fair Manager McMullen thanked the fair staff for their diligent work. Additional discussion was held.

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

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

BUDGET MODIFICATION FOR TRACTOR PURCHASE

SUBJECT: Increase Fair Expenditures and Revenues Amounts for Tractor Purchase.

FISCAL IMPACT: No impact to General Fund, expenditures are offset by grant reimbursement.

ACTION REQUESTED: 1) Increase expenditure appropriation to Fund 175 by \$29,905 (4/5ths vote required); and 2) increase revenue appropriation to Fund 175 by \$33,524 and/or; 3) provide direction to staff.

**Attachments:** [241112 Fair Packet Tractor Purchase](#)

Interim Fair Manager Samantha McMullen informed the board the new tractor arrived and everyone was very excited. \$12,000 was allocated for the purchase and the full amount should have been allocated. Interim Fair Manager McMullen stated this was a common mistake and was missed during the budget process. Supervisor Neely mentioned the Carl Moyer Program and stated it was in the county's best interest to take advantage of replacing older equipment. Brief discussion was held.

**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, Neely, Albaugh and Ingram

HEALTH & SOCIAL SERVICES

APPOINTMENT TO PARTNERSHIP HEALTHPLAN OF CALIFORNIA COMMISSION

SUBJECT: Appointment of a Primary and Alternate to the Partnership HealthPlan of California Commission.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Appoint Ryan Nowling, Chief Executive Officer with Northeastern Rural Health Clinic to serve as the Lassen County Primary Representative on the Partnership HealthPlan of California Commission; and 2) appoint Ian Lloyd, Director with Women, Infants and Children (WIC) to serve as the Lassen County Alternate Representative on the Partnership HealthPlan of California Commission.

Attachments: [Partnership HealthPlan Attach](#)  
[H7-BH Partnership Appointment 11.12.24](#)

Health and Social Services Deputy Director/Personnel Coordinator Danielle Sanchez stated this item was brought before the board in July to adopt an ordinance for the Partnership Health Plan Commission that allowed Health and Social Services to appointment two (2) board members to the commission. The recommendation was to appoint Ryan Nowling as the primary board member and Ian Lloyd was the alternate board member. Brief discussion was held. District Attorney S. Melyssah Rios recommended the appointment of Ian Lloyd.

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

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

COUNTY ADMINISTRATIVE OFFICE

HEALTH AND SOCIAL SERVICES REORGANIZATION

SUBJECT: Discussion and possible direction to staff regarding reorganization of Health and Social Services (HSS) Administration.

FISCAL IMPACT: Minimal impact to the general fund to be identified and provided to the board if action is required.

ACTION REQUESTED: Approve appointment.

Attachments: [241112 Board Memo-HSS Restructuring](#)

CAO Egan stated a detailed memo was included in the board's packet for a discussion regarding the re-organization of the Department of Health and social Services (HSS). HSS was the largest department in the county with 160 employees and holding the largest budget. Currently the department was organized as a super department with three (3) main divisions. CAO Egan

informed the board HSS Director Barbara Longo had announced her upcoming departure from the county and recommended to divide the super department into three (3) departments. Director Longo briefly discussed her sudden resignation and stated she would be working with County Administration with the restructure of this department. Discussion was held pertaining to education requirements, certifications, training, and experience. CAO Egan stated he recommended the draft recommendation and would like to see the department reorganized into three (3) departments. Currently there are three (3) incumbents and the recommendation was to grant the Director positions to the incumbents or new applicants. Supervisor Bridges stated he would like to see education requirements for the administrative positions which included Behavioral Health, Public Health and Community Social Services. Director Longo stated her department always looked at education and experience or a combination of both. Supervisor Bridges agreed with certain positions, however the positions being focused on today the educational aspect was important. CAO Egan reiterated this item was for conversation and direction only. Staff input would be solicited from the three (3) divisions. Extensive discussion was held pertaining to budget, staffing, reporting, new positions, and fiscal department. Deputy CAO Tony Shaw discussed staff responsibilities within the department and stated the primary goal was to provide services to the people of Lassen County. Extensive discussion was held. The consensus of the board was to proceed with CAO Egan's recommendation.

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: Department of Child Support Services interviews were scheduled for the November 26, 2024, board meeting.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 12:19 p.m. in memory of Rosemarie Bejcek and Samantha Hogan.

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

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

ATTEST:

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