



Lassen County

Meeting Agenda

Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

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

Tuesday, May 12, 2020

9:00 AM

Lassen County Fairgrounds
Jensen Hall
195 Russell Ave
Susanville, CA 96130

ADDRESSING THE BOARD

*Any person desiring to address the Board shall first secure permission of the presiding officer.

*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or lcclerk@co.lassen.ca.us.

*Next Resolution in line for adoption: No. 20-023

*Next Ordinance in line for adoption: No. 2020-01

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

A. 9:00 A.M. CALL TO ORDER

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)

2. CLOSED SESSION

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

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

2) Conference with Labor Negotiator Richard Egan: a) Lassen County Peace Officers Supervisors Association (LCPOSA), and b) Lassen County Peace Officers Management Association (LCPOMA).

B. 9:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION
2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
3. PUBLIC COMMENTS
4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

C. PUBLIC HEARINGS

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

- 1 10:00 a.m.: TITLE III
SUBJECT: Approve and allocate Title III funds as requested from the Lassen County Fire Safe Council Inc. in the amount of \$25,500 for a firewise community program and development of community wildfire protection plans from Title III funds.
FISCAL IMPACT: To be paid from Fund/Budget Unit No. 142-0023, Federal Title III.
ACTION REQUESTED: 1) Receive public comment; and 2) approve and allocate Title III funds in the amount of \$25,500 as an advance to the Lassen County Fire Safe Council Inc. to implement the firewise community program and development of community wildfire protection plans; and 3) authorize the CAO to execute an agreement by and between the County and the Lassen County Fire Safe council in the amount of \$25,500 to implement the firewise community program and development of community wildfire protection plans.

Attachments: [200512 Title III Packet](#)

D. MATTERS SET FOR TIME CERTAIN

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1 10:15 a.m.: PROBATION / HEALTH AND SOCIAL SERVICES
SUBJECT: Resolution for the National Foster Care Month. The US Government and the State of California designate the month of May as National Foster Care Month. The attached resolution recognizes May as Foster Care Month in Lassen County.
FISCAL IMPACT: None.
ACTION REQUESTED: Adopt Resolution.

Attachments: [Prob HSS May Foster Care Mo Attach](#)

10:25 a.m.: RECESS

E. STUDY SESSION

F. BOARDS AND COMMISSIONS

G. INFORMATION/CONSENT CALENDAR

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

COUNTY CLERK-RECORDER

- 1 MEETING MINUTES
SUBJECT: Meeting Minutes of April 28,2020, and May 1, 2020.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2020-04-28](#)
[DRAFT MINS 2020-05-01](#)

DISTRICT ATTORNEY

- 2 DEPUTY DISTRICT ATTORNEY HIRING STEP
SUBJECT: Hire of Deputy District Attorney (DDA) IV/V Salary Step D.
FISCAL IMPACT: No additional impact to the General Fund. Position is budgeted for with salary savings from prior vacancies.
ACTION REQUESTED: Approve staff hire of DDA IV/V at step D.

Attachments: [DA Memo DDA Hire](#)

- 3 PRISON PROSECUTION RENEWAL CONTRACT RENEWAL
SUBJECT: Amendment to the agreement by and between Lassen County and Jordan Funk for Prison Prosecution.
FISCAL IMPACT: No impact to General Fund.
ACTION REQUESTED: 1) Approve amendment; and 2) authorize the CAO and Chairman to execute.

Attachments: [DA Prison Prosecution](#)

HEALTH AND SOCIAL SERVICES

- 4 PUBLIC HEALTH
SUBJECT: Service Agreement with Shasta County to facilitate Regional Epidemiological Activities.
FISCAL IMPACT: There is no impact to County General Funds. Costs are covered by Public Health funds.
ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize the County Administrative Officer to execute the amendment.

Attachments: [HSS PH Shasta Epidemiological 05.12.2020](#)

- 5 GRANTS AND LOANS
SUBJECT: Agreement #20-HHAP-00024 with State of California for Homeless Housing, Assistance and Prevention (HHAP).
FISCAL IMPACT: There is no impact to the County General fund. This is a Revenue Agreement.
ACTION REQUESTED: 1) Approve Agreement; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [HSS GLD Agreement # 20-HHAP-00024 05.12.2020](#)

- 6 PUBLIC HEALTH GRANT AGREEMENT
SUBJECT: Grant Agreement #19-10860 with California Department of Public Health for Infectious Disease Prevention and Control.
FISCAL IMPACT: There is no impact to the County General fund. This is a Revenue Agreement.
ACTION REQUESTED: 1) Approve Agreement; and 2) authorize the County Administrative Officer to execute the agreement.

Attachments: [BOS PH Grant # 19-10860 05.12.2020](#)

- 7 COMMUNITY SOCIAL SERVICES
SUBJECT: Memorandum of Understanding with Northern Rural Training and Employment Consortium (NoRTEC).
FISCAL IMPACT: There is no impact to County General Fund. Costs are covered by Community Social Services funding.
ACTION REQUESTED: 1) Approve Agreement; and 2) authorize the County Administrative Officer and Chairman to execute the Agreement.

Attachments: [BOS CSS Nortec MOU 05.12.2020](#)

PROBATION DEPARTMENT

- 8 PROGRAM SERVICES MANAGER
SUBJECT: Review and approve new job description for Program Services Manager. This is a reclassification of the Day Reporting Center Coordinator position.
FISCAL IMPACT: Salary savings of \$1,209 in Probation Fund/Budget Unit No. 145-0561 for Fiscal Year 2019/2020.
ACTION REQUESTED: Approve Job description for Program Services Manager.

Attachments: [Prob Program Services Manager Job Description 5-12-20](#)
[Prob Lassen Draft job description Program Services Mgr Job Description -apprc](#)

SHERIFF'S DEPARTMENT

- 9 ADMINISTRATION
SUBJECT: Authorization to purchase handheld and vehicle radios in the amount of \$43,367.01 from Motorola Solutions, Inc. Two quotes were obtained. Motorola Solutions Inc. was the lowest quote and was able to quote the radios based on a competitively bid, mass purchasing agreement (H-GAC, Houston-Galveston Area Council).
FISCAL IMPACT: The funds expended from the Sheriff's Equipment Replacement Fund/Budget Unit No. 185-0540, will be reimbursed through the SHSGP Program.
ACTION REQUESTED: Authorize the Sheriff's Office to purchase equipment.

Attachments: [SO Attach](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 10 ACTION REQUESTED: Receive and file the following correspondence:
a) Susanville City Council Special Meeting Agenda for May 6, 2020.
b) Susanville City Council Special Meeting Agenda for April 29, 2020.
c) Lassen County Technical Advisory Committee Meeting Agenda for May 7, 2020.
d) Lassen County Planning Commission Meeting Agenda for May 5, 2020.

Attachments: [MISC CORR](#)

BOARD OF SUPERVISORS

- 11 COVID-19
SUBJECT: Resolution to Governor Gavin Newsom regarding continued closure of Lassen County because of Covid-19.
FISCAL IMPACT: Undetermined.
ACTION REQUESTED: Adopt Resolution.

H. DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

- 1** ELECTION MANAGEMENT EQUIPMENT PURCHASE
SUBJECT: Replacement of Lassen County voting system, including all ballot tabulation and accessible equipment, with a system certified pursuant to the California Voting System Standards.
FISCAL IMPACT: \$241,287 from Fund/Budget Unit No. 100-0392 Maintenance-Computer Equipment. State and Federal Help America Vote Act (HAVA) funds will reimburse the county.
ACTION REQUESTED: 1) Authorize the Registrar of Voters permission to deviate from the County Purchasing Policy for a one-time purchase of new vote tabulation system; 2) approve and authorize the CAO to sign the System Purchase Order for elections Management Workstation (EMS) for the amount of \$9,727.89; and 3) approve and authorize the CAO to sign Sales Order Agreement for voting system tabulation and accessibility equipment in the amount of \$233,352.63 with election Systems & Software, LLC.

Attachments: [board letter for GEMS replacement](#)
[ES&S Contract 2020](#)
[Attachments](#)

PUBLIC WORKS DEPARTMENT

- 2** HISTORIC COURTHOUSE RENOVATION DEMOLITION PHASE
SUBJECT: Bid award for Lassen County Historic Courthouse Renovation Project - Demolition Phase.
FISCAL IMPACT: Funding is available within the current 2019/2020 Fiscal Year (FY) Courthouse Square Construction Fund/Budget Unit No. 154-1541.
ACTION REQUESTED: 1) Award the contract to Bowen Engineering and Environmental, the lowest bidder meeting the specifications in the amount of \$493,000; and 2) authorize the Director of Public Works to sign the Agreement (agreement has been approved by County Counsel); and 3) authorize the Director of Public Works to authorize Change Orders up to a "not-to-exceed" amount of \$100,000 (approximately 20%) or a total contract not-to-exceed cost of \$593,000.

Attachments: [Courthouse Renov Demol Attach](#)

- 3** SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

2020 PROPOSED MEETINGS:

May 19, 2020 – 9:00 a.m. – Board Meeting
May 26, 2020 – 9:00 a.m. – Board Meeting
June 2, 2020 – No Board Meeting
June 9, 2020 – No Board Meeting
June 16, 2020 – 9:00 a.m. – Board Meeting
June 23, 2020 – 9:00 a.m. – Board Meeting
June 30, 2020 – 9:00 a.m. – Board Meeting
July 7, 2020 – No Board Meeting
July 14, 2020 – 9:00 a.m. – Board Meeting
July 21, 2020 – 9:00 a.m. – Board Meeting
July 28, 2020 – 9:00 a.m. – Board Meeting
August 4, 2020 – No Board Meeting
August 11, 2020 – 9:00 a.m. – Board Meeting
August 18, 2020 – 9:00 a.m. – Board Meeting
August 25, 2020 – 9:00 a.m. – Board Meeting
September 1, 2020 – No Board Meeting
September 8, 2020 – 9:00 a.m. – Board Meeting
September 15, 2020 – 9:00 a.m. – Board Meeting
September 22, 2020 – 9:00 a.m. – Board Meeting
September 29, 2020 – No Board Meeting
October 6, 2020 – 9:00 a.m. – Board Meeting
October 13, 2020 – 9:00 a.m. – Board Meeting
October 20, 2020 – 9:00 a.m. – Board Meeting
October 27, 2020 – No Board Meeting
November 3, 2020 – No Board Meeting
November 10, 2020 – 9:00 a.m. – Board Meeting
November 17, 2020 – 9:00 a.m. – Board Meeting
November 24, 2020 – 9:00 a.m. – Board Meeting
December 1, 2020 – No Board Meeting
December 8, 2020 – 9:00 a.m. – Board Meeting
December 15, 2020 – 9:00 a.m. – Board Meeting
December 22, 2020 – 9:00 a.m. - Board Meeting

ADJOURNMENT