

Robert Burroughs, District 1  
Tom Walker, District 2, Vice Chair  
Steve Zane, District 3  
Matt Hansen, District 4, Chairman  
Greg Jones, District 5



Gabriel Hydrick  
Chief Administrator

Margaret Long  
County Counsel

Sean Houghtby  
Clerk of the Board  
(530) 527-3287

**Present:** Supervisor Greg Jones, Supervisor Rob Burroughs, Vice Chair Tom Walker, Chairperson Matt Hansen, and Supervisor Steve Zane

Chairman Hansen presided. Present in the chambers were Clerk of the Board Sean Houghtby by Deputy Megan Wilbanks, County Counsel Margaret Long, and Chief Administrator Gabriel Hydrick.

## **9:00 AM CALL TO ORDER / PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT**

A resident wished everyone a merry Christmas and congratulated Supervisor Zane on his appointment. She also commented that she received more donated Christmas lights.

A resident commented on the former District 3 Supervisor, issues in Rancho Tehama, and addressed Supervisor Zane about his appointment.

A resident welcomed Supervisor Zane and thanked the County's Public Works staff for their collaboration on the improvements to Baker Road.

A resident commented on cannabis regulations.

A resident commented on his previous arrest and interactions with County staff.

A resident commented on the previous speaker's experience.

### **ANNOUNCEMENT OF AGENDA CORRECTIONS**

Item 32 was pulled by the department.

### **PREVIOUS REPORTABLE ACTIONS FROM CLOSED SESSION**

#### **22. CLOSED SESSION**

**25-2042**

a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6)

Agency Negotiators: Gabriel Hydrick

Employee: Health Services Agency Executive Director

**Reportable Action:** Direction was given to the negotiator

## **23. CLOSED SESSION**

**25-2139**

- a) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (54956.9
- (d) (2) (Union Pacific Railroad))

**Reportable Action:** Direction was given to staff

## **BOARD OF SUPERVISORS STANDING AND AD HOC COMMITTEE**

Public Works Committee (Standing) (Hansen, Walker) - Met and discussed deployment of the Bailey bridge.

Veterans Halls Advisory Committee (Standing) (Burroughs, Jones) - Has not met.

Public Safety Tax Initiative Working Group (Burroughs, Jones) - Has not met.

Personnel Procedures & Guidelines Ad Hoc Committee (Burroughs, Walker) - Has not met.

City of Red Bluff/Tehama County Ad Hoc Committee (Walker, Burroughs) - Has not met.

Rent Control Ordinance Ad Hoc (Jones, VACANT) - Has not met.

## **REPORTS OF MEETINGS ATTENDED INCLUDING AB1234**

Supervisor Zane – None

Supervisor Jones - None

Supervisor Burroughs - Public Works Committee. He also thanked staff for working on recent flooding issues and recognized them for all the important work completed during 2025.

Supervisor Walker - None

Supervisor Hansen - Public Works Committee.

## **ANNOUNCEMENTS BY COUNTY DEPARTMENTS**

Child Support Services Director Tonya Moore informed the Board that she will travel to Washington, D.C., from January 27–30, 2026, to attend the National Child Support Enforcement Association's Policy Forum. Her travel expenses will be covered by state and federal funds.

Social Services Director Bekkie Emery reported that the State has approved a \$1.25 wage supplement increase and advised the Board that the minimum wage will also increase effective

January 1, 2026, impacting IHSS provider wages. She further indicated that she will return to the Board in May or June to seek approval for a second round of proposed increases.

Chief Probation Officer Pam Gonzalez announced a series of upcoming parenting classes, which are free of charge, and include dinner and childcare. She also shared a new recruitment flyer for a Juvenile Detention Officer and provided an update on current recruitment efforts.

Administrative Services Director/Interim Public Works Director Tom Provine announced that bids for the Veteran's Hall Remodel project were recently opened and provided an update on Bailey Bridge repairs. He further reported that the State approved a cost-share waiver to cover 75% of costs incurred for tree falling and removal related to the Park Fire.

Clerk & Recorder Sean Houghtby provided the Board with an update on the implementation of a new electronic filing option through NetFile for campaign finance statements and Form 700 (Conflict of Interest) filings.

Agricultural Commissioner Tom Moss welcomed Supervisor Zane and invited him to visit the Ag Department. He also reported on a meeting he attended in Sacramento regarding wolf activity and monitoring.

## **CONSENT AGENDA**

A motion was made by Vice Chair Walker, seconded by Supervisor Jones, to approve the Consent Agenda. The motion carried by the following vote:

**RESULT:** APPROVED THE CONSENT AGENDA  
**MOVER:** Tom Walker  
**SECONDER:** Greg Jones  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane

1. **GENERAL WARRANT REGISTER - 11/30/25 - 12/13/25** **25-2165**
2. **PROBATION** **25-2133**
  - a) AGREEMENT - Request approval and authorization for the Chief Probation Officer to sign the agreement with His Ideas, Inc. for the purpose of providing evidence-based substance use counseling and related support to youth served by Tehama County Probation, effective upon date of signing and shall terminate 9/30/27  
Enactment No: MISC. AGR 2025-369
3. **SOCIAL SERVICES** **25-2183**
  - a) AGREEMENT - Request approval and authorization for the Director, or their designee, to sign the Memorandum of Understanding with Northern Rural Training and Employment Consortium for the purpose of coordinating access to local services, effective 7/1/25 and shall terminate 6/30/28  
Enactment No: MISC. AGR 2025-370
4. **PUBLIC WORKS** **25-2142**
  - a) AGREEMENT - Request approval and authorization for the Interim Director to sign the agreement with Peerless Building Maintenance Company for the purpose of

providing janitorial services in the amount of \$2,661.20 monthly with the maximum compensation not to exceed \$38,000, effective 1/1/26 and shall terminate 12/31/26, with two one-year extension options

Enactment No: MISC. AGR 2025-371

**5. PUBLIC WORKS 25-2159**

a) ROAD AGREEMENT - Request approval and authorization for the Interim Director to sign Amendment No. 3 to Road Agreement 2023-3, as amended by Road Agreement 2025-1 and Road Agreement 2025-5, with Consor Engineering for the purpose of providing construction management services related to the Evergreen Road at South Fork Cottonwood Creek Bridge Replacement Project; thereby lengthening the Performance Period for an additional 60 days from 1/31/26, to 4/1/26

Enactment No: ROAD AGR 2025-011

**6. HEALTH SERVICES AGENCY / PERSONNEL 25-2163**

a) OTHER THAN "A" STEP - Request approval to appoint the applicant as a Case Resource Specialist I, Range 22, Step B, effective 12/30/25, or upon successful completion of all pre-employment requirements

**7. HEALTH SERVICES AGENCY / PERSONNEL 25-2177**

a) OTHER THAN "A" STEP - Request approval to appoint the applicant as an Epidemiologist, Range 44, Step B, effective upon successful completion of all pre-employment requirements

**8. HEALTH SERVICES AGENCY / MENTAL HEALTH 25-2171**

a) Request confirmation of an application submitted by the Tehama County Health Services Agency (TCHSA) for the California Department of Health Care Services (DHCS) for grant funding under the Justice-Involved Reentry Initiative Capacity Building Program, Round 3, in the amount of \$839,484

Enactment No: MISC. AGR 2025-372

**9. HEALTH SERVICES AGENCY / MENTAL HEALTH 25-2173**

a) AGREEMENT - Request approval and authorization for the Executive Director to sign the Agreement and necessary attachments with The California Department of Health Care Services (DHCS) for the Zero-Cost Vehicle Use Agreement, effective 7/1/25 and shall terminate on 6/30/31

Enactment No: MISC. AGR 2025-373

**10. HEALTH SERVICES AGENCY / MENTAL HEALTH 25-2174**

a) AGREEMENT - Request approval and authorization for the Executive Director to sign Agreement 11645-TC-QM-25/26 with the California Mental Health Services Authority (CalMHSA) for participation in the Healthcare Effectiveness Data and Information Set ("HEDIS") program with total funding in the amount of \$25,920, effective 1/1/26 and shall terminate 12/31/29

Enactment No: MISC. AGR 2025-374

**11. HEALTH SERVICES AGENCY / MENTAL HEALTH 25-2175**

a) AGREEMENT - Request approval and authorization for the Director to sign the agreement with Record Xpress of California, LLC for the purpose of providing secure

on-site document shredding services and shredded document storage and transfer to recycling facilities, at the rates listed in Exhibit "B" with maximum compensation not to exceed \$15,000, effective 7/1/25 and shall terminate 6/30/28

Enactment No: MISC. AGR 2025-375

**12. HEALTH SERVICES AGENCY / CLINIC 25-2179**

a) AGREEMENT - Approval and authorization for the Executive Director to sign the grant agreement with Partnership HealthPlan of California for participation in their Provider Recruitment Program (PRP), effective 7/1/25 and shall terminate on 6/30/26

Enactment No: MISC. AGR 2025-376

**13. HEALTH SERVICES AGENCY / CLINIC 25-2180**

a) AGREEMENT - Request approval and authorization for the Executive Director to sign Amendment No. 2 to Misc. Agreement 2023-355 with Partnership HealthPlan of California (PHP) for the Professional Services Agreement, thereby allowing Tehama County to participate in the Primary Care Provider (PCP) Quality Incentive Program (QIP), effective 1/1/26 through 12/31/26

Enactment No: MISC. AGR 2025-377

**14. HEALTH SERVICES AGENCY / PUBLIC HEALTH 25-2181**

a) AGREEMENT - Request approval and authorization for the Executive Director to sign the Agreement 25-10633, with the California Department of Public Health, for the purpose of providing funding in the amount of \$485,096 to conduct activities necessary to expand, train, and sustain the disease intervention specialist (DIS) workforce effective 7/1/25 and shall terminate 6/30/30

Enactment No: MISC. AGR 2025-378

**15. PERSONNEL / HEALTH SERVICES AGENCY 25-2155**

a) Request approval to reclassify one (1.00) full-time Office Assistant II to Health Services Assistant I, one (1.00) Extra-Help Office Assistant II to Extra-Help Health Services Assistant I, and one (1.00) Extra-Help Office Assistant III to Extra-Help Health Services Assistant II, effective 1/1/26

**16. ADMINISTRATION 25-2176**

a) AGREEMENT - Request approval and authorization for the Chair to sign the Agreement with the Los Molinos Chamber of Commerce for rent in the amount of \$200 per month through 1/1/2026, at which time the rate shall increase to \$250 per month for the use of the room identified as "Room #3" (306 square feet) located in the Los Molinos Veterans Hall, effective 8/1/25 and shall terminate 7/31/28 (*Subject to receipt of required insurance documentation*)

Enactment No: MISC. AGR 2025-379

**17. COMMITTEES & COMMISSIONS 25-2104**

a) COMMUNITY ACTION TRIPARTITE ADVISORY BOARD - One (3) three-year appointment to fill the expired term of Andrea Martin as a Low-income representative with the new term expiring 12/31/2028 (Interested person: Andrea Martin)

b) COMMUNITY ACTION TRIPARTITE ADVISORY BOARD - One (3) three-year appointment to fill the expired term of Laura Sullivan as a Private Sector representative

with the new term expiring 12/31/2028 (Interested person: Laura Sullivan)

**18. ADMINISTRATION 25-2156**

a) Request approval and authorization for the Chairman to sign the Certification Statement regarding composition of the Local Child Care Planning Council (LPC) 2026 membership

**19. COMMITTEES & COMMISSIONS 25-2194**

a) LOCAL CHILD CARE PLANNING COUNCIL - One (1) appointment to fill the expired term of Tori Prest, with new said term set to expire 12/31/2029  
(Interested Person: Tori Prest)

b) LOCAL CHILD CARE PLANNING COUNCIL - One (1) appointment to fill the expired term of Lisa DeFonte, with new said term set to expire 12/31/2029  
(Interested Person: Lisa DeFonte)

**20. APPROVAL OF MINUTES 25-2198**

a) Waive the reading and approve the minutes of the regular meetings held:  
1) 11/18/2025  
2) 11/25/2025  
3) 12/09/2025

**REGULAR AGENDA**

**RECESS to convene as the Tehama County Air Pollution Control District**

**21. TEHAMA COUNTY AIR POLLUTION CONTROL DISTRICT - Air 25-2141**  
**Pollution Control Officer Joseph Tona**

a) Request Adoption of SMS/MMS Messaging Privacy Policy

**RESULT:** APPROVE

**MOVER:** Greg Jones

**SECONDER:** Rob Burroughs

**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane

b) Request Adoption of SMS/MMS Terms of Service

**RESULT:** APPROVE

**MOVER:** Tom Walker

**SECONDER:** Rob Burroughs

**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane

**ADJOURN to reconvene as the Tehama County Board of Supervisors**

**22. ADMINISTRATION/ SOCIAL SERVICES/ DISTRICT ATTORNEY/ 25-2098**  
**HEALTH SERVICES AGENCY**

a) Request approval of certificates recognizing the following employees for their years of faithful and dedicated service to the County of Tehama:

1) ADMINISTRATION - Thomas Provine, 10 years

- 2) SOCIAL SERVICES
  - a) Eric Sutter, 15 years
  - b) Evelyn Mora-Tello, 10 years

- 3) DISTRICT ATTORNEY - Bretton McAllister, 10 years

County Administrator Gabriel Hydrick recognized Tom Provine and provided background on his ten years of service with County Administration. He described Tom as a valuable source of information who is creative, resourceful, and solution-oriented, and highlighted several special projects Tom has overseen, as well as his appointment as Interim Public Works Director.

Mr. Provine thanked the County for the past ten years and shared his enthusiasm for continuing to foster positive relationships with departments and the Board.

Social Services Director Bekkie Emery spoke about Eric Sutter, describing him as loyal and dedicated to those he serves. She reported that he has assisted more than 100 families in the community by helping guide children and foster families to work together.

Ms. Emery also described Evelyn Mora-Tello's experience working with Social Services, noting her transition into adoptions and the dedication and honor with which she serves the families she supports. She highlighted Evelyn's bilingual skills as a valuable asset to the department, as she frequently assists the front counter with translation services, and described her as hardworking, organized, responsible, reliable, and professional.

Ms. Mora-Tello thanked the Board for recognizing her service to the community.

District Attorney Matt Rogers spoke about Bretton McAllister's experience with the District Attorney's office and described him as a leader in the organization with a great sense of humor.

Mr. McAllister thanked the Board for recognizing his service to the community.

**RESULT:** APPROVE  
**MOVER:** Greg Jones  
**SECONDER:** Tom Walker  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane

- b) Request approval of retirement awards recognizing the following employees for their many years of faithful and dedicated service to the County of Tehama:

- 1) DISTRICT ATTORNEY - Kevin Hale

- 2) HEALTH SERVICES AGENCY- Deana Gee

District Attorney Matt Rogers recognized Kevin Hale on his retirement, noting that he has served the community for nearly 30 years. He highlighted Mr. Hale's extensive

experience with the County, including his work in a variety of roles and his leadership in managing multiple teams and grant projects.

Chief Wing also provided details on Mr. Hale's experience working for the County. He commented that Mr. Hale leaves a legacy of excellence and some big shoes to fill.

Chair Hansen spoke about his experience working with Mr. Hale at the Red Bluff Police Department and expressed his appreciation for Mr. Hale's service to the community.

Kevin Hale thanked the Board for the recognition and expressed his gratitude for the opportunity to serve the County.

Health Services Agency Director Jayme Bottke recognized Deana Gee for her decades of administrative and fiscal leadership. She highlighted Ms. Gee's experience with the Health Services Agency, noting her integral role in implementing CalAIM payment reform and managing complex billing and coding processes.

**RESULT:** APPROVE

**MOVER:** Greg Jones

**SECONDER:** Tom Walker

**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane

## **10:02 A.M. RECESS**

## **10:06 A.M. RECONVENE**

### **23. VICTIM WITNESS / PERSONNEL - Victim Witness Advocate Jeff Eldred 25-2084**

a) RESOLUTION - Request adoption of a resolution amending Reso #2025-074, the FY 25/26 Position Allocation List (PAL), by deleting 1.00 FTE Victim Witness Advocate I/II (Limited Term) allocation and adding 2.50 FTE Victim Witness Advocate I/II allocations in Budget Unit 2011 and by increasing the Victim Witness Coordinator allocation from 0.10 FTE to .50 FTE in Budget Unit 20114, effective 12/30/25

**RESULT:** APPROVE

**MOVER:** Tom Walker

**SECONDER:** Rob Burroughs

**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane

Enactment No: RES NO. 2025-109

### **24. PERSONNEL / LAW LIBRARY - County Librarian Alicia Meyer 25-2150**

a) RESOLUTION - Request adoption of a resolution amending Resolution #2025-074, the FY 25/26 Position Allocation List (PAL), by increasing the FTE for the Law Library Clerk from .40 FTE to .50 FTE, effective 10/5/25

**RESULT:** APPROVE



**MOVER:** Rob Burroughs  
**SECONDER:** Greg Jones  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker,  
Chairperson Hansen, and Supervisor Zane  
Enactment No: RES NO. 2025-110

**25. ASSESSOR - Assessor Burley Phillips 25-2162**

a) AGREEMENT - Request approval and authorization for the Assessor to sign the Memorandum of Understanding for cost sharing with the California Assessors' Association, in partnership with the California Board of Equalization, to provide access and maintenance to digital forms through department website for \$1,150, effective upon signing and shall terminate 6/30/26

In response to Supervisor Walker, Assessor Burley Phillips noted that 147 unique forms will be made available, each accompanied by instructions to help the community understand their contents.

**RESULT:** APPROVE  
**MOVER:** Greg Jones  
**SECONDER:** Rob Burroughs  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker,  
Chairperson Hansen, and Supervisor Zane  
Enactment No: MISC. AGR 2025-380

**26. HEALTH SERVICES AGENCY / PERSONNEL - Executive Director 25-2178**  
**Jayne Bottke**

a) OTHER THAN "A" STEP-Request approval to appoint the applicant as a Licensed Vocational Nurse II, Range 32, Step C, effective upon successful completion of all pre-employment requirements

**RESULT:** APPROVE  
**MOVER:** Rob Burroughs  
**SECONDER:** Greg Jones  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker,  
Chairperson Hansen, and Supervisor Zane

**27. HEALTH SERVICES AGENCY / PERSONNEL - Executive Director 25-2170**  
**Jayne Bottke**

a) AGREEMENT - Request approval and authorization for the Chairperson to sign an Employment Agreement with Rosa Cumpston for the position of Tehama County Health Services Agency Assistant Executive Director, Administration, effective 1/1/26 through 12/31/29

**RESULT:** APPROVE  
**MOVER:** Rob Burroughs  
**SECONDER:** Tom Walker  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker,  
Chairperson Hansen, and Supervisor Zane  
Enactment No: MISC. AGR 2025-381

- 28. COMMUNITY ACTION AGENCY- Executive Director Bekkie Emery 25-2167**  
a) AGREEMENT - Request approval and authorization for the Executive Director to sign the agreement with Partnership HealthPlan of California to provide Enhanced Care Management services, effective upon date of approval and will automatically renew annually thereafter unless terminated
- In response to Supervisor Burroughs, Social Services Director Bekkie Emery explained that the agreement does not have an auto renew clause and that any price increases are dependent on Federal action and the amount of reimbursement received.
- RESULT:** APPROVE  
**MOVER:** Greg Jones  
**SECONDER:** Tom Walker  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane  
Enactment No: MISC. AGR 2025-382
- 29. COMMUNITY ACTION AGENCY / PERSONNEL - Social Services 25-2096**  
**Director Bekkie Emery**  
a) RESOLUTION - Request adoption of a resolution amending Reso #2025-074, the FY 25/26 Position Allocation List (PAL), by adding one (1.00 FTE) Community Services Family Partner, effective 12/30/25
- RESULT:** APPROVE  
**MOVER:** Greg Jones  
**SECONDER:** Tom Walker  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane  
Enactment No: RES NO. 2025-111
- 30. PUBLIC WORKS - Interim Director Tom Provine 25-2169**  
a) TRANSFER OF FUNDS: PUBLIC WORKS, B-28, From General Fund / Fund Bal (101-301900), \$235,000; to Contingency (1109-59000), \$235,000, from Contingency (1109-59000), \$235,000, to Professional Services (2074-53230), \$235,000 **(Requires 4/5's vote)**
- RESULT:** APPROVE  
**MOVER:** Tom Walker  
**SECONDER:** Rob Burroughs  
**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker, Chairperson Hansen, and Supervisor Zane
- 31. PERSONNEL / SHERIFF - Sheriff Dave Kain 25-2138**  
a) Request approval to authorize payment of accrued vacation hours exceeding the 240 maximum accrual limit in accordance with Article 21.6 of the Memorandum of Understanding between Tehama County and the Tehama County Deputy Sheriff's Association for three (3) Tehama County Sheriff's Office employees in various budget units, totaling approximately \$5,581.20.
- RESULT:** APPROVE  
**MOVER:** Tom Walker

**SECONDER:** Rob Burroughs

**AYES:** Supervisor Jones, Supervisor Burroughs, Vice Chair Walker,  
Chairperson Hansen, and Supervisor Zane

**~~RECESS to convene as the Flood Control and Water Conservation District~~**

**~~32. FLOOD CONTROL AND WATER CONSERVATION DISTRICT 25-2164~~**

~~Senior Deputy County Counsel Daniel Klausner~~

~~a) RESOLUTION Request adoption of a resolution consenting County Counsel  
advising and representing the El Camino Irrigation District and waving any actual or  
potential conflicts of interest~~

**~~ADJOURN to reconvene as the Tehama County Board of Supervisors~~**

**FUTURE AGENDA ITEMS**

None.

**ADJOURN**

10:27 A.M. There being no further business before the Board, the meeting was adjourned.

ATTEST: January 2, 2026

APPROVED

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

SEAN HOUGHTBY, Clerk  
of the Board of Supervisors

by \_\_\_\_\_