

# TEHAMA COUNTY BOARD OF SUPERVISORS

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

Board Chambers  
727 Oak Street, Red Bluff, CA 96080  
(530) 527-4655  
<http://www.tehama.gov>

## AGENDA FOR TUESDAY, DECEMBER 30, 2025

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The Board of Supervisors welcomes you to their meetings which are regularly scheduled for each Tuesday. Your participation and interest are encouraged and appreciated. Members of the public may address the Board from the podium on items on the agenda when the matter is called. The Board reserves the right to limit the time devoted to any item on the agenda and to limit the time of any speaker.

The Board wishes to ensure that business is conducted in an orderly fashion and the public is asked to be courteous and polite when addressing the Board and to be respectful to others attending the Board meeting. The Board has adopted a Code of Conduct for the public attending these meetings. The Code of Conduct is posted in the Chambers and online at <https://www.tehama.gov/wp-content/uploads/2025/09/PUBLIC-CODE-OF-CONDUCT.pdf>. Any disorderly conduct which disrupts, disturbs, or otherwise impedes the orderly conduct of the Board meeting is prohibited.

Members of the public who are unable to attend in person may participate, listen and watch in the following ways:

- 1) To participate in the Board meeting, the public may listen and comment over the phone by calling: (530) 212-8376, conference code 933876. Press 5\* to raise your hand to comment.
- 2) Members of the public who are unable to attend in person may watch and listen via the web at: <https://tehamacounty.legistar.com/Calendar.aspx>. To comment on an upcoming agenda item, call (530) 212-8376, conference code 933876. Press 5\* to raise your hand to comment at the time the item is called.

The audio and live video streaming is being offered as a convenience. The Board meeting will continue even if there is a disruption. If there is a disruption, the public is encouraged to consider an alternate option listed above. If you have trouble connecting or accessing the meeting, contact the Board office for assistance at (530) 527-4655.

Please refer to the last page of the agenda for information on how to participate in the

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meeting, as well as the various options being made available for members of the public to provide comment.

The County of Tehama does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County's ADA Coordinator: Tom Provine, County of Tehama, 727 Oak St., Red Bluff, CA 96080, Phone: (530) 527-4655. Individuals with disabilities who need auxiliary aids and/or services or other accommodations for effective communication in the County's programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Board of Supervisors meetings, please contact the ADA Coordinator two business days prior to the day of the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator.

The Agenda is divided into two sections:

**CONSENT AGENDA:**

These items include routine financial and administrative actions and are usually approved by a single majority vote. Any Board member, staff member or interested person may request that an item be removed from the Consent Agenda for discussion on the Regular Agenda.

**REGULAR AGENDA:**

These items include significant financial and administrative actions of special interest that are usually approved individually by a majority vote. The Regular Agenda also includes noticed hearings and public hearings. The times on the agenda are approximate.

**9:00 AM CALL TO ORDER / PLEDGE OF ALLEGIANCE****PLEASE TURN OFF OR MUTE YOUR CELL PHONE****PUBLIC COMMENT**

This is a time set aside for members of the public to directly address the Board of Supervisors on any item of interest to the public that is within the subject matter jurisdiction of this board. No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of section 54954.2 of the government code. This board has chosen to exercise its discretion and limit each speaker to three (3) minutes. Public Comment may be limited to the first 30 minutes of the meeting and if there are more speakers than this time limit will allow, the Chair may request that remaining speakers wait until the end of the meeting, at which point public comment may be reopened.

Members of the public will be allowed to address the Board of Supervisors regarding items appearing on the agenda at the time the item is called.

**ANNOUNCEMENT OF AGENDA CORRECTIONS**

**PREVIOUS REPORTABLE ACTIONS FROM CLOSED SESSION****BOARD OF SUPERVISORS STANDING AND AD HOC COMMITTEE**

Receive reports from the following standing and ad hoc committees, and discussion and possible direction to the committees regarding future meetings and activities within each committee's assigned scope:

**Public Works Committee (Standing) (Hansen, Walker)**

**Veterans Halls Advisory Committee (Standing) (Burroughs, Jones)**

**Public Safety Tax Initiative Working Group (Burroughs, Jones)**

**Personnel Procedures & Guidelines Ad Hoc Committee (Burroughs, Walker)**

**City of Red Bluff/Tehama County Ad Hoc Committee (Walker, Burroughs)**

**Rent Control Ordinance Ad Hoc (Jones, VACANT)**

**REPORTS OF MEETINGS ATTENDED INCLUDING AB1234****ANNOUNCEMENTS BY COUNTY DEPARTMENTS**

This is an opportunity for a County Department to provide information to the Board and the general public. These announcements are to be as brief and concise as possible and not used to seek direction from the Board.

**CONSENT AGENDA**

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
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
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

**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

**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

**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

**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

**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

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- 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
- 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
- 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
- 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*)
- 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
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**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  
b) Request Adoption of SMS/MMS Terms of Service

**ADJOURN to reconvene as the Tehama County Board of Supervisors****22. ADMINISTRATION/ SOCIAL SERVICES/ DISTRICT ATTORNEY/  
HEALTH SERVICES AGENCY [25-2098](#)**

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

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

**23. VICTIM WITNESS / PERSONNEL - Victim Witness Advocate Jeff [25-2084](#)**

**Eldred**

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

**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

**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

**26. HEALTH SERVICES AGENCY / PERSONNEL - Executive Director Jayme Bottke [25-2178](#)**

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

**27. HEALTH SERVICES AGENCY / PERSONNEL - Executive Director Jayme Bottke [25-2170](#)**

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

**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

**29. COMMUNITY ACTION AGENCY / PERSONNEL - Social Services Director Bekkie Emery [25-2096](#)**

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

**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)**

**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.

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

**32. FLOOD CONTROL AND WATER CONSERVATION DISTRICT - Senior Deputy County Counsel Daniel Klausner**

**25-2164**

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

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

**FUTURE AGENDA ITEMS**

Future Agenda Items is an opportunity for a Board member to present a topic to the full Board and County Departments and allow the Board to express majority that staff should be directed to address the issue and bring it back to the full Board as an agendaized matter. This is not a time for the Board to address the merits or express their opinions on the issue but solely to decide if staff should expend resources in researching and preparing documents for consideration at a public board meeting. More complex issues may result in a future study session.

**ADJOURN**

Any written materials related to an open session item on this agenda that are submitted to the Board of Supervisors, and that are not exempt from disclosure under the Public Records Act, will be made available for public inspection at the Tehama County Clerk of the Board of Supervisors Office, 633 Washington St., Rm. 12 (P.O. Box 250), Red Bluff, California, 96080, (530) 527-3287 during normal business hours.

The deadline for items to be placed on the Board's agenda is 5 p.m. on the Wednesday Thirteen days prior to the meeting on Tuesday, unless a holiday intervenes. Items not listed on the Agenda can only be considered by the Board if they qualify under Government Code Section 54954.2(b) (typically this applies to items meeting criteria as an off-agenda emergency).

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS PURSUANT TO GOVERNMENT CODE SECTION 84308:**

Members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment



contracts), franchises, discretionary land use permits and other entitlements if the Board member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item since January 1, 2023. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of the Board of Supervisors prior to the subject hearing or by verbal disclosure at the time of the hearing.

### **WAYS TO PARTICIPATE, WATCH AND LISTEN DURING THE MEETING:**

- 1) Attend in person in Board Chambers, Tehama County Administration Building, 727 Oak St., Red Bluff, CA 96080.
- 2) Listen and comment over the phone by calling: (530) 212-8376, conference code 933876. Press 5\* to raise your hand to comment.
- 3) Watch live video and listen at: <https://tehamacounty.legistar.com/Calendar.aspx>. To comment on an upcoming agenda item, call (530) 212-8376, conference code 933876. Press 5\* to raise your hand to comment at the time the item is called.

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### **PROVIDE PUBLIC COMMENT BEFORE THE MEETING BY:**

- 1) Writing a letter to the Board of Supervisors at PO Box 250, Red Bluff, CA 96080.
- 2) Emailing: [tcbos@tehama.gov](mailto:tcbos@tehama.gov). Written or emailed public comments received by 4:00 p.m. the day prior to the meeting will be provided to the Board members electronically or in written format and will become part of the public record.

### **PROVIDE PUBLIC COMMENT DURING THE MEETING BY:**

- 1) In-Person: Board Chambers, Tehama County Administration Building, 727 Oak St., Red Bluff, CA 96080: Members of the public can provide comment in-person inside the Board of Supervisors' Chambers.
- 2) Over the Phone: Members of the public can call (530) 212-8376, conference code 933876. Press 5\* to raise your hand to comment. The public will be placed in a call-in queue until they are permitted into the meeting for comment.

COMMUNICATIONS received by the Board of Supervisors are on file and available for review in the Office of the Clerk of the Board.

MINUTES, AGENDAS, AGENDA MATERIAL, and ARCHIVED MATERIAL is available on our

website at <https://tehamacounty.legistar.com/Calendar.aspx>