

**Minutes of Meeting
Commissioners' Debriefing
November 14, 2012
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present was Deputy Clerk Pamela Bogaert.

A. Call to Order: Chairman Tondee called the meeting to order at 2:04 p.m.

B. Introductions: There were no introductions made.

C. Changes to the Agenda: For good faith reasons, Commissioner Nelson requested that discussion of the Contract issue, the Kootenai County 150th Anniversary celebration, Sterling Codifiers, a Food Drive and the Strategic Plan be added to the Agenda.

Commissioner Green moved to add to the agenda whatever Commissioner Nelson wishes to discuss until 4:00 p.m. today. Commissioner Nelson seconded the motion. There being no further discussion Deputy Clerk Bogaert called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

D. Old Business: There was no old business discussed.

E. New Business:

Commissioner Nelson presented the Board with a spreadsheet, prepared by the Clerk's office, identifying current Kootenai County contracts. Clerk Hayes informed the Commissioner that all contracts must have a beginning and end date and should be signed by the Vendor prior to being presented to the Board. Commissioner Nelson advised the Board that Accounting Clerk Stephanie Clark has updated the spreadsheet to include categories required by the Board and that it would be possible to add even more qualifiers, if needed. The Board discussed follow up and maintenance of the contract database and agreed that Chairman Tondee would ask the Clerk if it would be possible for Ms. Clark to alert the Board to expiring contracts on a monthly basis.

Commissioner Nelson advised the Board that invoices totals from the Conflict Attorneys is approximately \$25,000 this month; where in the past invoices have averaged \$16,000 per month. The Commissioner assured the Board that she will be monitoring the situation.

Commissioner Nelson advised the Board that she would like to spearhead a Countywide Food Drive to benefit the Coeur d'Alene and Post Falls Food Banks. Records Clerk Kathleen Lankford has agreed to organize the effort for the Sheriff's Department campus. Commissioner Nelson further suggested some sort of recognition should be made for the department that contributes the most items.

Commissioner Green informed the Board that Mr. Rob Moser has applied to be a member of the Historic Preservation Commission and suggested that Mr. Moser could be of assistance to Commissioner Nelson with the Kootenai County 150th Anniversary Celebration. Chairman Tondee noted that in December and January several Advisory Board seats will expire and agreed to provide the Board with a complete list of expiring seats as well as copies of applications currently on file for their review.

Commissioner Nelson asked that the Board consider the next two (2) years and what they would like to accomplish. It was the Commissioner's suggestion that the Board set four (4) or five (5) priority items and a brief discussion of what those items could be followed. Commissioner Green was in favor of making Paid Time Off (PTO) one of those items and had several ideas for implementation. Chairman Tondee suggested that the Board schedule a separate meeting to bring forward each Board Member's top two (2) or three (3) issues.

The Board agreed that early closure will take place on the day after Thanksgiving, Christmas Eve and New Year's Eve, 2012. Nonessential departments will close at 3:00 p.m. and employees will have the choice of losing two (2) hours' pay, taking vacation time or making up the lost time in advance.

Chairman Tondee noted that the Idaho Association of Counties (IAC) webinar has been paid for and IAC will issue a new training link each month. The Board agreed that Information Systems Director James Martin will issue an email to all Department Heads when a new link is published.

Commissioner Green suggested that the Legislators be invited to "spend a day in the life of a Commissioner" and attend Indigent and Land Use meetings.

There was a brief discussion regarding the format of the Auditor's report, to be made under oath, of the financial condition of the County for the 2012 fiscal year as prescribed by the Board of County Commissioners.

F. Staff Reports: There were no staff reports.

G. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 3:41 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Pamela B. Bogaert, Deputy Clerk