

**Minutes of Meeting
Commissioners' Debriefing
February 25, 2013
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 Nancy Jones.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:07 p.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes made to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Commissioner Nelson shared that House Bills 148 and 149, which address legislative changes in regard to juvenile court proceedings and legal representation, are progressing through the State Legislature, and that, if passed, the economic impact to Kootenai County could be significant. Commissioner Nelson indicated that this legislation may require restructuring within the Prosecutor's Office, in order to manage the resulting caseload increase.

Commissioner Nelson updated the Board with respect to the Clark case, which is due to go to court in April. Commissioner Nelson stated that court-appointed Attorney Sean Walsh has projected legal fees of approximately \$95,000. The Board discussed estimated costs, and determined that Reprographics should be authorized to provide services to Mr. Walsh, in order to help mitigate printing costs.

Commissioner Nelson presented budget projections and project ideas that were supplied by Juvenile Detention Director JT Taylor. The Board discussed the anticipated budget and carryover fund balances, as well as lottery dollars that could be used by the Juvenile Probation Department, or be used as a Justware Phase II allocation, if the project moves forward. The Board discussed funding of several Justice Fund projects, and determined that \$70,000 of available lottery funds should be specifically budgeted toward Justware Phase II project. Commissioner Nelson also provided an update about specific challenges related to Prison Rape Elimination Act (PREA) compliance, including staffing, transport, and budget projections.

Commissioner Nelson reported that the Fair Board has requested assistance preparing an American with Disabilities Act (ADA) compliance plan. Chairman Tondee explained that an evaluation completed by Paul Matthews Architects, PLLC, has already outlined the projects that are necessary to achieve compliance, and that it is now the responsibility of the Fair Board to prioritize and budget for those improvements. Commissioner Nelson agreed to follow up with the Fair Board.

Chairman Tondee informed the Board that Mr. Jeff Ferrari has expressed an interest in County owned property located near Twin Lakes. Completion of a planning review established that the parcel in question provides sole access to another, larger parcel that is also County owned. The Board determined that an easement on this property should be established, that the properties should be held as assets until such time as they can be sold together. This issue is to be added to the Business Meeting agenda for next week so the tax bid submitted by Mr. Ferrari can be acknowledged and declined.

In a discussion with Panhandle Area Council, Commissioner Green addressed the issue of sharing Federal Transit Authority Grant Administration Fees. The Board agreed that accepting twenty-five percent (25%) of the fee would be sufficient.

Commissioner Green met with Chief Deputy Clerk Pat Raffee and County Assistance Manager Todd Rickard to clarify the intent of the Memorandum of Understanding (MOU) with Kootenai Medical Center (KMC). Mr. Rickard indicated that rebate funds total approximately 1.1 million dollars, and Commissioner Green directed those funds to be held as a credit balance. Commissioner Green will follow up with Kootenai Medical Center to discuss the direction of the MOU, and to obtain specific contact information for the appropriate KMC representatives who can best assist Mr. Rickard and Ms. Raffee in the future.

The Board discussed specific wording of the Strategic Plan, adjusting terminology to reflect that the dates and goals included are to be used as an outline and guide, and not as definitive project timeline. Further conversation addressed ways to accurately reflect realistic goals, including discussion of the long-term plan for Parks and Waterways. Commissioner Green suggested the addition of a disclaimer that will establish Strategic Plan goals as aspirations, not completely determined projects.

Chairman Tondee shared that he has been working on the District Court realignment, which would adjust budget processes and procedures for District Court and the Clerk. The Board discussed concerns expressed by Clerk Cliff Hayes, and challenges involved with implementing these changes. Chairman Tondee agreed to discuss this topic with Judge Haynes to gain additional views and clarifications.

In regard to the status of the US Bank Contract renewal, Chairman Tondee asked for direction from the Board. The Board discussed the need to schedule a meeting with the Auditor, Treasurer, and Clerk in order to generate precise bank authorization protocols, and decided to move forward with the contract renewal after this has been established.

The Board discussed questions surrounding forfeiture funds, including ownership and whether or not the County can direct use of these assets. Commissioner Nelson stated that she and Clerk Hayes reviewed applicable statutes and found that regulations are in place that might help determine handling of these funds. Commissioner Green said he would contact Prosecutor Barry McHugh for clarification.

Commissioner Green informed the group that BDPA has submitted their final contract proposal in regard to the Salary Survey, and that he will follow up to have this item added to the Business Meeting agenda.

Commissioner Green initiated discussion of County investments and bonding requirements, and the benefits of having an advisor to assist with these matters. Commissioner Nelson stated that she has requested input from Treasurer Tom Malzahn, but has not received a response. The Board agreed that it would be prudent to gather information from the investment representatives from Zions Bank and to gather information from Legal.

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 4:33 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk