

**Minutes of Meeting
Commissioners' Debriefing
March 11, 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 2:02 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:**
The Board discussed the proposed District Court realignment, including possibly shifting responsibilities to Judge Haynes. Chairman Tondee agreed to schedule a meeting with Clerk Cliff Hayes and Judge Lansing Haynes to determine the division of responsibilities and whether or not the realignment can move forward.

The Board discussed security in the Administration Building, noting that it is the only main campus building that does not have any manner of enhanced security (e.g. screeners, bailiffs). In response to a Board request, Sheriff Ben Wolfinger provided two security proposals, one that would transition all Security Screeners into Deputies, and one that would increase security by placing full-time Deputies in the Administration Building (including one Deputy to rove all parts of the main campus). Details including budgetary concerns, staffing needs, logistics, and intent were discussed at length. The Board determined that the second option was more feasible. Commissioner Nelson said she would contact Sheriff Wolfinger and Judge Haynes to ask specific questions and request changes to the proposal.

Commissioner Green mentioned that a discrepancy still exists in regard to collection of Airport sewer fees. Chairman Tondee agreed to speak to Stephanie Oliver from the Hayden Area Regional Sewer Board (HARSB) and to Airport Director Greg Delavan, to establish the official policy for sewer fee collection.

Commissioner Green stated that he had spoken with Clerk Cliff Hayes, who indicated that there had been no communication from Treasurer Tom Malzahn to discuss daily account access and review. Chairman Tondee agreed to speak to both Mr. Hayes and Mr. Malzahn to determine if this issue has been addressed.

Chairman Tondee informed the Board that a proposed change request is pending for the JustWare contract, to address the initiation phase delay. The planning phase, which was scheduled to begin in September, 2012, is now scheduled to begin on March 25, 2013. Commissioner Nelson spoke to the need to update the written timeline to reflect the revised schedule, including maximum completion dates for each part of Phase I. Chairman Tondee reviewed the timeline, which includes up to 180 days for the planning phase, up to 60 days for training, and up to 60 days for the configuration phase. New Dawn Technologies estimates the total time for Phase I completion to be six (6) to nine (9) months from

the start of the planning phase. Chairman Tondee agreed to contact Information Systems Director James Martin to request a clarified process timeline.

Commissioner Green shared ideas he had recently discussed with Risk Management Technician Julie Kamps. They determined that Risk Management seminars would be more effective if meeting notices were targeted to those most directly involved in the discussion topic. Ms. Kamps also asked if the Board would be interested in having First Aid training sessions available to staff members (even those who do not need certification as part of their employment). Commissioner Green asked if it would be worthwhile to centralize the certification process through Risk Management. Commissioner Green said he would ask Ms. Kamps for a list of employees who are required to obtain certification, who is paying for that training, and how that is coordinated with Risk Management.

The Board discussed a new Hayden Lake Ordinance that will help establish a no wake zone. Commissioner Green agreed to contact Parks and Waterways Director Nick Snyder to request pictures or information that would clarify the terms of the Ordinance.

Commissioner Nelson expressed frustration that the five (5) reserved law enforcement parking spaces are frequently unused, while parking is such a pronounced issue on the campus. The Board discussed reducing the number of reserved spaces, or expanding usage of those spaces to include other staff. The Board determined that they would provide security with a list of other vehicles that are authorized to use those spaces, including Board of County Commissioners vehicles.

Chairman Green requested that the Board enter Executive Session, pursuant to *Idaho Code* §67-2345(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent, and pursuant to *Idaho Code* §67-2345(1)(f) to communicate with legal counsel for the public agency, to discuss the legal ramifications of, and legal options for, or controversies not yet being litigated but imminently likely to be litigated, in regard to the Kobrick Tax Deed Sale. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

Commissioner Green: Aye
Commissioner Nelson: Aye
Chairman Tondee: Aye
The motion carried.

Executive Session was entered into at 3:23 p.m. Civil Deputy Prosecuting Attorney John Cafferty joined the meeting at 3:30 p.m. Executive Session was exited at 3:57 p.m.

The meeting was adjourned at 3:57 p.m.

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.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk