

**Minutes of Meeting
Commissioners' Debriefing
March 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 2:00 p.m.

B. Introductions: There were no introductions made.

C. Changes to the Agenda: There were no changes made to the agenda.

D. New Business:

Civil Deputy Prosecuting Attorney John Cafferty joined the meeting at 2:03 p.m. to answer questions in regard to the Kobrick matter. Mr. Cafferty stated that a letter was sent to Ms. Simaytis, the Kobrick's attorney, and that the County is awaiting response. Mr. Cafferty also informed the Board that attorneys for Coeur d'Alene (CDA) Paving contacted him to ask procedural questions in regard to continuing discussion and mediation. The Board was open to continuing discussion, but noted that any change in decision (or rejection of a standing offer) would likely require another Public Hearing. Mr. Cafferty indicated that the County filed a petition response with the Court, and that CDA Paving may respond through next week. Mr. Cafferty exited the meeting at 2:09 p.m.

Commissioner Nelson asked to add an Executive Session to the agenda, in order to provide timely response to a consulting proposal that had been submitted.

Commissioner Green moved to amend the agenda to add an Executive Session pursuant to *Idaho Code* §67-2345(1)(a), to consider hiring a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in an elective office is being filled. Chairman Tondee seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

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

Commissioner Green moved to enter Executive Session pursuant to *Idaho Code* §67-2345(1)(a), to consider hiring a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in an elective office is being filled. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

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

Executive Session was entered into at 2:15 p.m. and exited at 2:30 p.m.

Chairman Tondee stated that the Board determined cause to continue their Executive Session until Legal counsel could be consulted, and that the continuation of the Executive Session would be pursuant to *Idaho Code* §67-2345(1)(a) and *Idaho Code* §67-2345(1)(b) upon continuation.

Commissioner Green moved to amend the agenda to include an Executive Session (in addition to *Idaho Code* §67-2345(1)(a), as stated in the previous motion) 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. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

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

BOCC Administrative Assistant Lori Cogley informed the Board that Attorney Peter Erbland was available and holding for a telephone conference with the Board.

Commissioner Nelson moved to enter Executive Session pursuant to *Idaho Code* §67-2345(1)(a), to consider hiring a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in an elective office is being filled, and 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. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

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

Executive Session was entered into at 2:36 p.m. and exited at 2:56 p.m.

Chairman Tondee stated that the Executive Session would be continued at 3:30 p.m.

The Board talked about the status of, and available funding for, the Building and Grounds Facility Project. Chairman Tondee stated that the lease on the current Building and Grounds location is scheduled to expire in December, 2013. Commissioner Nelson asked the Board to consider moving the Reprographics Department to the new Building and Grounds Facility, stating that she had spoken with Reprographics Supervisor David Reid, who was supportive of the concept. The Board discussed challenges and benefits of this suggestion, and the positive aspects of moving forward with construction of a Building and Grounds Facility and a Parking Structure as the first steps toward realization of the Facilities Master Plan. Issues of occupancy, ADA compliance, and additional design and scope adjustment costs were debated. Commissioner Nelson agreed to meet with Building and Grounds Operations Manager Shawn Riley and Mr. Reid in order to determine viability of this concept.

Chairman Tondee proposed a discussion of determining a policy with regard to savings from the Purchase Card (P-Card) program. Commissioner Nelson stated that Legal should be consulted in reference to the Solid Waste Department, due to the fact that they have a fee-based structure. The Board agreed that any savings should not be returned to individual departments, but should instead be used to reduce the citizens' property tax burden. Commissioner Nelson agreed to consult Legal for clarification on the potential Solid Waste issue.

The Board acknowledged that an overall directive for vacancy ads was probably necessary. Under discussion, the Board determined that Human Resources should be authorized to use full pay ranges or specific hiring rates for open position advertisements.

Commissioner Nelson noted that the County does not currently have licensing contracts with Case Management Systems, or with Integra (Paperclip), for use of their software products. Commissioner Nelson shared that Information Systems Director James Martin is researching options and may bring contracts before the Board for review.

Commissioner Green moved to enter Executive Session pursuant to *Idaho Code* §67-2345(1)(a), to consider hiring a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in an elective office is being filled, and 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. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Jones called the roll:

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

Chairman Tondee noted that Attorney Peter Erbland would be joining the Executive Session via telephone.

Executive Session was entered into at 3:53 p.m. and exited at 4:10 p.m.

E. Old Business:

The Board entered into conversation regarding the expenditures and processes that will be associated with adding Sheriff's Deputies to the County Administrative Building, to provide enhanced security for the public and staff. Commissioner Nelson shared information that she obtained from Captain Dan Soumas about the status of staff recruitments, as well as an estimated timeline for hiring, training, and goal completion. Fiscal considerations were analyzed, and Commissioner Nelson agreed to ask Captain Soumas for a cost breakdown by fiscal year.

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 5:01 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk