

**Minutes of Meeting
Commissioners' Debriefing
April 29, 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 were Civil Deputy Prosecuting Attorney John Cafferty, Civil Deputy Prosecuting Attorney Pat Braden and Deputy Clerk Brandie Bradley.

A. Call to Order: Chairman Tondee called the meeting to order at 2:08 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:

Chairman Tondee 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 *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 Kobrick, Johnson, Coeur d'Alene Paving, Wurzburg and Kootenai County Emergency Medical Services Systems (KCEMSS).

Commissioner Green moved to enter into Executive Session §67-2345(1)(f) and §67-2345(1)(b) to discuss matters regarding Kobrick, Johnson, Coeur d'Alene Paving, Wurzburg and KCEMSS. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Executive Session was entered into at 2:12 p.m. Civil Deputy Prosecuting Attorney John Cafferty joined the meeting at 2:12 p.m. Civil Deputy Prosecuting Attorney Pat Braden joined the meeting at 2:22 p.m. Executive Session was exited at 2:42 p.m.

Chairman Tondee presented to the Board a letter from the Kootenai-Shoshone Soil and Water Conservation District (KSSWCD), which was addressed to the Kootenai County Aquifer Protection District. This letter thanked the Kootenai County Aquifer Protection District for their continued annual support of \$1000 for the KSSWCD water quality projects. These funds will be matched by the Idaho Soil & Water Conservation Commission. Chairman Tondee explained that a formal document of donation needs to be signed by the Board. This letter will verify the allocation of the funds to KSSWCD by Kootenai County, so they can receive the matching funds from the State of Idaho.

Commissioner Nelson moved to authorize Chairman Tondee to sign the letter on behalf of the Kootenai County Aquifer Protection District to fund the KSSWCD in the amount of \$1000. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Commissioner Green advised that the Kootenai County Sheriff's Office (KCSO) purchased video cameras for eight (8) vehicles that were recently added to the Sheriff's Office fleet. The purchase of these eight (8) cameras was separate from the other equipment that came with the vehicles, and was not included in the vehicle purchase price. The cost of these cameras was \$40,000, and Commissioner Nelson questioned whether these cameras should have gone to bid before they were purchased. Commissioner Green believes that this is an error on the part of KCSO and has the Sheriff's Office checking into this issue.

Commissioner Green informed the Board that he received an email from Court Appointed Special Advocate Association (CASA) Executive Director Dan English, regarding recently passed legislation that requires Judges to appoint attorneys to all children over the age of twelve (12), and some children under age twelve (12), that go through CASA. Commissioner Nelson explained that when this bill was first presented to the legislature, she contacted Mr. English and Public Defender John Adams to determine the impact that it would have on the County, as it is the financial responsibility of the County to provide the attorneys for these children. Commissioner Nelson advised that she did not receive a response from either Mr. English or Mr. Adams. Commissioner Nelson relayed that this bill depends on a robust CASA program, which currently does not exist in Kootenai County. Commissioner Nelson does not believe that all children over the age of twelve (12) will be appointed an attorney, and she expects that an attorney will only be appointed if the concerned parties do not agree. Chairman Tondee will contact Mr. Adams and get information as to how this bill will affect the Public Defender's Office, and Commissioner Green will contact Mr. English to gain a clear understanding of the anticipated needs of CASA.

Commissioner Nelson informed the Board that the KCSO has agreed to reduce the start up expenditures to add Patrol Deputies to the Administration Campus. As a result, \$73,000 will be required to begin the process this year, and the remaining expenditures will be moved to Fiscal Year 2014. KCSO recommends that this new security detail include three (3) deputies, and will agree to no less than two and one-half (2.5) deputies for this assignment. Once the Board approves these positions, the Sheriff's Office will draft an outline of the duties for these deputies. The Board discussed the other possible options for security at the Administrative Campus, and agreed that utilizing deputies was the best option. Chairman Tondee asked Commissioner Nelson to submit the documentation to KCSO to begin this process, based on the Board's approval.

Commissioner Nelson explained some verbiage changes that were made within the Expenditure Policy. The Board discussed the B budget expenditure limit of \$5000, and agreed that they want to set a policy to provide direction to the departments in regard to surplus funds. The Board agreed that single line item expenditures in excess of \$5000 will need to be approved by the Board. Commissioner Nelson will make the necessary changes to the policy and present a final copy for the Board's approval.

Commissioner Nelson questioned a Building and Grounds expenditure for six (6) locks. Chairman Tondee verified the cost at \$405 per lock, with an overall project cost of \$2745, to be installed at the District Court.

Commissioner Green presented a copy of the proposed PowerPoint presentation on Paid Time Off (PTO), which will be shown to the county employees. Commissioner Green asked the Board's opinion on the slide entitled "*Commissioners' Standpoint on PTO*". After discussing this slide, the Board decided that it should be removed from the presentation, as it may distract the employees from making a non-biased choice.

Commissioner Green discussed with the Board the KCSO Shift Differential. The Board discussed the possibility of changing the way overtime is paid for law enforcement employees. Currently KCSO staff that work over 80 hours are paid overtime, but the Board debated the possibility of overtime being paid for law enforcement staff that work over 86 hours in a pay period. This would provide a savings to the County that could be used to enhance shift differential pay for applicable KCSO staff. Commissioner Green will follow up with the Sheriff's Office regarding this change.

Commissioner Nelson informed the Board that a letter is being drafted by the Kootenai County EMS System's Joint Powers Board, to be addressed to Benewah County, regarding ambulance services that Kootenai County is providing to Benewah County residents. Commissioner Nelson advised that multiple attempts have been made to schedule a meeting to discuss these concerns, with no resolution. Commissioner Nelson believes that Kootenai County cannot afford to sustain these services, and explained that these issues are creating a potential liability for Kootenai County. Chairman Tondee and Commissioner Green expressed their confusion in regard to these new problems, as at their last meeting with the Benewah County Commissioners, it was agreed that a Memorandum of Understanding (MOU) was to be negotiated between Kootenai County and Benewah County to provide these emergency services. Commissioner Nelson explained that multiple issues have been presented, and she questioned Kootenai County's ability to continue to sustain these services without affecting services to Kootenai County residents. Chairman Tondee explained that Benewah County does not have any other resources to provide these services. Chairman Tondee and Commissioner Green both agreed that before the letter is sent to the Benewah County Commissioners, a phone call should be made to explain the situation. Chairman Tondee agreed to contact the Benewah County Commissioners, and ask them to set up a meeting with all parties concerned, to determine if these concerns can be resolved.

- 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 4:02 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Brandie Bradley, Deputy Clerk