

**Minutes of Meeting
Commissioners' Debriefing
May 19, 2014
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 Buildings and Grounds Operations Manager Shawn Riley, Finance Director David McDowell, and Deputy Clerk Brandie Bradley.

A. Call to Order: Chairman Tondee called the meeting to order at 2:06 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: No old business was discussed.

E. New Business:

Chairman Tondee advised that he had attended a meeting with the Idaho Department of Environmental Quality (DEQ) and BNSF Railway. At that meeting BNSF had advised that they would like to begin making quarterly payments to the County as their existing agreement with DEQ will be ending. Chairman Tondee made a suggestion that these funds be given to the Aquifer Protection District to manage the aquifer. DEQ will still continue to oversee and monitor the facility, but the Aquifer Protection District will manage the funds for aquifer protection.

Finance Director David McDowell exited the meeting at 2:15 p.m.

Chairman Tondee explained that the City of Coeur d'Alene and the City of Post Falls submitted nominations for members to serve on the Next Generation 9-1-1 Committee. The City of Coeur d'Alene recommended Kirk Johnson. The City of Post Falls recommended John Mittman and Dave Williamson. Chairman Tondee stated that he discussed the potential nominees with Information Systems Director James Martin and Network Administrator Grant Kinsey and they had recommended Kirk Johnson and Kootenai County 9-1-1 Communications Services Manager Robert Kesson to serve on this committee. The Board agreed that Mr. Johnson and Mr. Kesson would be appointed to serve on the Next Generation 9-1-1 Committee.

Civil Deputy Prosecuting Attorney Darrin Murphey joined the meeting at 2:26 p.m.

The Board inquired about the need to proceed with the jail deactivation proposal. Mr. Murphey stated that Bond Attorney Stephanie Bonney has advised that a jail deactivation plan is not necessary to obtain Judicial Confirmation. Mr. Murphey explained that his opinion was that a parachute plan was beneficial to the process, but not required. The Board agreed to postpone awarding a contract to deactivate the jail until a date uncertain.

Applications Systems Manager Carrie Cole joined the meeting at 2:30 p.m.

Mr. Murphey and Buildings and Grounds Operations Manager Shawn Riley exited the meeting at 2:40 p.m.

Ms. Cole explained that she had spoken with Integra Paperless Solutions about the Maintenance Agreement for the County's scanners. It was determined that it would be more expensive to opt out of the Maintenance Agreement and go to an as needed basis for service calls. The Board agreed that it would be in the best interest of the County to renew the annual contract for maintenance of the scanners. The finalized contract will be presented to the Board at the Business Meeting to be held on May 28, 2014.

Ms. Cole exited the meeting at 2:48 p.m.

Chairman Tondee advised that Bonner County would like to host a Coordination Training Program and is seeking support from each of the five (5) northern counties. Bonner County is requesting that each county contribute \$1,000 to reserve up to five (5) seats for the training session. The course will be instructed by American Stewards. The Board agreed that representatives from Kootenai County should attend the Coordination Training Program.

Chairman Tondee stated that room for additional staff is available at the new location that is being considered for the Public Defender's Office. The Public Defender has requested additional staff in their Fiscal Year 2015 Budget. The Board discussed the existing walls and offices and remodeling that needs to be done. Commissioner Nelson advised that she is not supportive of moving forward with relocating the Public Defender's Office if a reduction of costs cannot be achieved by vacating the building currently being used by the Public Defender's Office. The Board discussed options for the existing building which included the Grant Management Office, Adult Misdemeanor Probation, and County Assistance. Chairman Tondee and Commissioner Green supported moving forward with making an offer on the available office space at the Coeur d'Alene North Building.

Commissioner Nelson requested that an Executive Session be added to the agenda. The Board agreed to add this item to the end of the meeting.

The Board discussed the email that was received from Office of Emergency Management Manager Sandy Von Behren inviting the Board to attend a meeting on Thursday, May 29, 2014, to discuss the Courthouse Campus Emergency Plan. Commissioner Nelson explained that Lieutenant Stuart Miller will be presenting the Sheriff's Operational Plan at the Elected Officials Meeting to be held on May 28, 2014. Commissioner Nelson advised that she would like to see coordinated efforts between Ms. Von Behren and the Sheriff's Office. Chairman Tondee noted that any changes to the existing plan would need to be adopted by the Board.

Commissioner Nelson moved 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. Commissioner Green seconded the motion. There being no 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 3:27 p.m. and exited at 4:00 p.m. No decision was made by the Board.

F. Staff Reports: Board of County Commissioners Administrative Assistant Nancy Jones joined the meeting at 4:01 p.m. Ms. Jones advised the Board that the Board’s signatures were needed on the Full Reporting Acknowledgment Letter for submission to the Public Employees Retirement System of Idaho (PERSI). Ms. Jones explained that the Board previously discussed the acknowledgment, but the signed acknowledgment had not been returned to PERSI.

Commissioner Green moved that the Board authorize Chairman Tondee to sign the Full Reporting Acknowledgment Letter to be submitted to PERSI. 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.

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,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
