

**Minutes of Meeting
Commissioners' Debriefing
June 16, 2014
2:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee and Commissioner Dan Green met to discuss the following agenda items. Also present was Deputy Clerk Brandie Bradley. Commissioner Jai Nelson was excused.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:03 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:**
Commissioner Green provided an overview of topics that were discussed at the Idaho Association of Counties Conference (IACC) which he attended. Commissioner Green noted that the IACC Budget has been reduced. Topics of interest included:
- Public Defenders Resolution
 - National Monuments Resolution
 - Fuel Taxes Resolution
 - Hospital Tax Exemption Resolution
 - Changing Law Clerks to Staff Attorneys
 - Planning and Zoning Commissioners Resolution
 - Board of Equalization Training
 - House Bill 560 Webinar
 - Public Defender Reform
 - Attorney Pay Rates
 - Electronic Records Retention
 - Catastrophic Board Settlement Approvals
 - Defense Scholarships

Commissioner Green advised that he would update Commissioner Nelson on these topics as well.

Commissioner Green stated that the counter offer that the Board submitted for the Coeur d'Alene North office space was rejected by the owner Carol Lundgren-Alford. Ms. Lundgren-Alford has offered to discuss other space that is available in the building. The Board agreed to explore other space available in the Coeur d'Alene North building provided that the space will meet the needs of the County. The Board discussed the option of reviewing other locations, such as the space that was recently vacated in the Spokesman-Review building. Commissioner Green will follow-up with Ms. Lundgren-Alford on the counter offer and the realtor on other available space.

Commissioner Green advised that the Airport has not requested enough grant match funds for Fiscal Year 2015 (FY15) for land acquisition. The Board agreed that a meeting needs to be scheduled with Airport Director Greg Delavan to discuss the properties that the Airport is acquiring and the intended uses of these properties.

The Board briefly discussed the proposal to change the Office of Emergency Management from the direct supervision of the Board of County Commissioners to the Sheriff's Department. Both Commissioner Green and Chairman Tondee agreed that additional information needed to be obtained before this item was ready for discussion.

Chairman Tondee advised that the only regular meeting that is held by the Board is the weekly Business Meeting and this meeting is defined by statute. All other meetings that are held by the Board are considered "Special Meetings".

Chairman Tondee explained that he has been working with Grants Compliance Officer Jody Bieze to develop a training to provide clear direction to individuals that have administrative access to the Grant Management Office (GMO) folder as part of their grant management responsibilities. This training will be conducted in the latter part of July 2014. All staff members that have grant management responsibilities will be required to attend this training.

Chairman Tondee inquired about Advisory Board term limits and how they impact the Advisory Boards with prior term limits as opposed to Advisory Boards without prior term limits. The Board agreed that current members that are serving on Advisory Boards that did not previously have term limits will be treated as if they are serving their first term on that Advisory Board. Members that are currently serving on Advisory Boards that had term limits in place will continue to serve until their current term is set to expire. The Board decided that they would like the Commissioners' Staff to provide a list of expiring members in October of each year for the Commissioners to review.

Chairman Tondee stated that Administrative Assistant Nancy Jones had made a request to reallocate \$25,000 from cost center 8900 New Programs to cost center 8226 Community Support, which the Board approved. Ms. Jones is now asking the Board for direction to complete the reallocation. The Board agreed that Ms. Jones should route a letter for approval to the Board for signatures. Chairman Tondee agreed to provide this direction to Ms. Jones.

Commissioner Green advised that it does not appear that there is an accurate accounting or tracking for County revenue funds. Commissioner Green stated that he has had some discussions with the Clerk's Office in regard to this process and would like further discussions to take place. Chairman Tondee noted that additional work needs to be done on payment details for the taxing districts as well.

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 3:13 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
