

**Minutes of Meeting
Business Meeting
September 30, 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, Sergeant Ryan Higgins, 9-1-1 Director Lieutenant Matt Street, Adult Misdemeanor Probation Director Kevin Creighton, Historical Preservation Commission Grant Representative Colleen Allison, Board of Commissioners Administrative Secretary Teri Johnston, Undersheriff Daniel Mattos, Solid Waste Director Cathy Mayer, Legal Assistant Barb Nyquist, Human Resources Director Skye Reynolds, Captain John Holecek, Treasurer Tom Malzahn, Chief Deputy Assessor Rich Houser, Civil Deputy Prosecuting Attorneys Pat Braden and R. David Ferguson, and Deputy Clerk Brandie Bradley.

- A. Call to Order:** Chairman Tondee called the meeting to order at 2:04 p.m.
- B. Pledge of Allegiance:** 9-1-1 Director Lieutenant Matt Street led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Tondee read the items listed on the Consent Calendar.

Minutes of Meetings

08/27/2014	Budget Public Hearing
08/28/2014	Kootenai County Surplus Property Discussion
09/12/2014	Kootenai County Transit Update
09/16/2014	Business Meeting
09/19/2014	Customer Service Discussion
09/19/2014	Community Development Update
09/19/2014	Executive Session §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.
09/22/2014	Airport Advisory Board Update
09/22/2014	Faye Krueger – Regional Forester Northern Division
09/22/2014	Community Development Update

Board Actions

Affidavit of Treasurer’s Report: September 26, 2014

Board of Commissioners’ Signing/MSF14-0003 Hidden Hills-Hauser; Annual Special Event Locations/Ordinance 473 aka ORA14-0002

BOCC Signatures for Indigent Cases September 18, 2014, through September 24, 2014

Commissioner Green moved to approve the Consent Calendar as read into the record by Chairman Tondee. Commissioner Nelson 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.

D. Payables List: Chairman Tondee presented the Payables List for September 22, 2014, through September 26, 2014.

Commissioner Nelson moved to approve the Payables summary for September 22, 2014, through September 26, 2014, in the amount of \$535,545.29, as well as Jury Panel Payments in the amount of \$2,581.12. 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.

E. Changes to the Agenda: Chairman Tondee noted that the discussion about Contract/New Dawn/Justware Case Management System/Information Systems was not ready for discussion and needed to be removed from the agenda.

Commissioner Green moved that the discussion about Contract/New Dawn/Justware Case Management System/Information Systems be removed from the agenda. 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.

F. Old Business: There was no old business discussed.

G. New Business:

Contract/Janitorial Services/TESH/Solid Waste

Solid Waste Director Cathy Mayer asked the Board to consider two (2) Janitorial Services Contracts between Kootenai County (Solid Waste) and TESH, Inc. to provide janitorial services at the Ramsey and Prairie Transfer Stations. TESH Inc. will receive \$677 per month in exchange for services provided at the Prairie Transfer Station and \$972 per month for services performed at the Ramsey Transfer Station. These contracts will be effective December 1, 2014, through November 30, 2015.

Commissioner Nelson moved to approve the two (2) Janitorial Services Contracts between Kootenai County (Solid Waste) and TESH Inc. 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.

Maintenance Agreement/Motorola/KCSO/9-1-1

9-1-1 Director Lieutenant Matt Street requested that the Board approve the renewal of the Maintenance Agreement between Kootenai County (9-1-1) and Motorola Solutions Services. Lieutenant Street explained that this agreement outlines the terms and conditions under which Motorola Solutions Services will provide maintenance and support for the radio systems, consoles, and infrastructure that is currently in use at the 9-1-1 Communications Center and remote radio sites. The annual cost for these services is \$127,330.68 and the agreement will be in effect from October 1, 2014, through September 30, 2015.

Commissioner Nelson moved to approve the Maintenance Agreement between Kootenai County (9-1-1) and Motorola Solutions Services. 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.

Software License and Service Agreement/Priority Dispatch (Pro-QA)/KCSO/9-1-1

Lieutenant Street asked the Board to consider the Software License and Service Agreement between Kootenai County (9-1-1) and Priority Dispatch. This agreement allows for the purchase and use of the Pro-QA determinate based system software. The annual cost for these services is \$245,585, which includes the quality assurance component.

Commissioner Green moved to approve the Software License and Service Agreement between Kootenai County (9-1-1) and Priority Dispatch. 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.

Quote and Purchase Addendum/Spillman/KCSO/9-1-1

Lieutenant Street requested that the Board approve the purchase of the Spillman Server Interface that is required to ensure that Pro-QA will be operational with the current systems used by the 9-1-1 Communications Center. The total cost for this purchase is \$39,271.

Commissioner Nelson moved to approve the purchase of the Spillman Server Interface for the 9-1-1 Operations Center. 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.

Dispatch Agreement/Coeur d'Alene Tribe/KCSO/9-1-1

Lieutenant Street asked that the Board consider the Dispatch Agreement between Kootenai County (9-1-1) and the Coeur d'Alene Tribe. Under this agreement the County provides telephone, radio communication, and access service for the Tribe through the 9-1-1 Communications Center. The Tribe will pay the County \$51,337.13 for these dispatch services. This agreement becomes effective on October 1, 2014, and will expire on September 30, 2015.

Commissioner Green moved to approve the Dispatch Agreement between Kootenai County (9-1-1) and the Coeur d'Alene Tribe. 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.

Lease Agreement/Blackwell Marina/KCSO

Sergeant Ryan Higgins requested that the Board approve the Lease Agreement between Kootenai County (Sheriff’s Office) and Hagadone Hospitality Co. Under this agreement the County would lease Boat Slip Number YC04, which is located at the Blackwell Island Marina, for a period of one (1) year commencing on November 1, 2014, and ending on October 31, 2015. The annual cost of this lease is \$6,180.

Commissioner Nelson moved to approve the Lease Agreement between Kootenai County (Sheriff’s Office) and Hagadone Hospitality Co. for a boat slip located at the Blackwell Island Marina. 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.

Renewal/Jail Healthcare Contract/Correctional Healthcare Companies/KCSO

Captain John Holecek asked the Board to consider the Agreement for Inmate Health Care Services between Kootenai County (Sheriff’s Office) and Correctional Healthcare Companies, Inc. Under this agreement Correctional Healthcare Companies, Inc. will provide health care to inmates and detainees of the Kootenai County Jail. The cost to the County for these services is \$1,018,713.60 annually. This agreement will be in effect from October 1, 2014, through September 30, 2015.

Commissioner Green moved to approve the Agreement for Inmate Health Care Services between Kootenai County (Sheriff) and Correctional Healthcare Companies, Inc. 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.

Agreement to Provide Law Enforcement Services/Silverwood/KCSO

Undersheriff Dan Mattos presented the Agreement to Provide Law Enforcement Services between Kootenai County (Sheriff’s Office) and Silverwood, Inc. Undersheriff Mattos explained to the Board that under this agreement the Sheriff’s Office will provide enhanced law enforcement services in the general area of the Silverwood Theme Park during the 2014 Halloween season for the “Scarywood” event. Silverwood, Inc. agrees to reimburse the County for overtime expenditures in the amount of \$6,500 to \$8,000 for these services. This agreement will be effective on October 2, 2014, and will terminate on November 1, 2014.

Commissioner Nelson moved to approve the Agreement to Provide Law Enforcement Services between Kootenai County (Sheriff’s Office) and Silverwood, Inc. 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.

~~Contract/New Dawn/Justware Case Management System/Information Systems—Pulled~~

WSCA Account Enrollment Form/Verizon Wireless/Veterans Services Office

Commissioner Nelson presented, for consideration, the Western States Contracting Alliance (WSCA) #1907 Authorized User Agreement between Kootenai County (Veterans' Services) and Verizon Wireless. She explained that this agreement would allow for the purchase and use of a mobile Wi-Fi hotspot device for the Veterans' Services Office when they are conducting outreach, and home and medical facility visitations. The cost for these services is \$39.99 per month and this agreement would be in effect until October 31, 2016.

Commissioner Green moved to approve the WSCA Authorized User Agreement between Kootenai County (Veterans' Services) and Verizon Wireless. 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.

Grant Application/DVC/D9 Program Grant/GMO/Adult Misdemeanor Probation

Adult Misdemeanor Probation Director Kevin Creighton asked the Board to authorize the Fiscal Year 2014 (FY14) STOP Violence Against Women Act Grant Program application. This application will be submitted to the United States Department of Justice and if approved these grant funds will be used to fund the Domestic Violence Court Probation Officer position and for the implementation of a Canine (K-9) program for Adult Misdemeanor Probation (AMP). The Board advised that further discussion would be necessary before they would approve implementation of the K-9 Program. Mr. Creighton advised that the anticipated program start date is October 2015.

Commissioner Green moved to approve the FY14 STOP Violence Against Women Act Grant Program application for Adult Misdemeanor Probation. 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.

Change Order #11R2/Ancillary Services Building/Elmer Construction/Architects West/Buildings and Grounds

Buildings and Grounds Operations Manager Shawn Riley requested that the Board approve Change Order Number 11R2 for the Ancillary Services Building. Mr. Riley explained that this is the second revision to this change order, which will allow for modifications to the electrical system to retrofit equipment in the Ancillary Services Building. The total cost for these services is \$2,996.79, but Mr. Riley advised the Board that Architects West will reimburse the County in the amount of \$1,821.30 to compensate for Trindera Engineering's electrical design oversights.

Commissioner Nelson moved to approve Change Order Number 11R2 for the Ancillary Services Building. 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.

FY2015 General Pay Plan and KCSO Matrix/Human Resources

Human Resources Director Skye Reynolds asked the Board to consider the proposed Fiscal Year 2015 (FY15) General Pay Plan and Sworn Officer Matrices for the Sheriff's Office.

Commissioner Green moved to adopt the FY15 General Pay Plan and Sworn Officer Matrices for the Sheriff's Office. 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.

Engagement Agreement/Hay Group/Human Resources

Ms. Reynolds requested that the Board approve the Engagement Agreement between Kootenai County (Human Resources) and Hay Group, Inc. This agreement establishes the guidelines for job evaluation training and consulting services, which will be provided to the Human Resources Department. The anticipated cost of the training and course materials is \$6,800 and consulting fees will be assessed on an as needed basis. This agreement will be effective on October 1, 2014, and will expire on September 30, 2015.

Commissioner Nelson moved to approve the Engagement Agreement between Kootenai County (Human Resources) and Hay Group, Inc. 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.

CLG Grant Application/Historic Preservation Commission/Grant Management Office

Historical Preservation Commission Grant Representative Colleen Allison asked the Board to approve the Certified Local Government (CLG) Grant Application for the Historical Preservation Commission. Ms. Allison explained that funds received from this grant award would be used to conduct a preliminary site survey of the Pend Oreille Area in Kootenai County, to determine if this site will qualify as a historic location.

Commissioner Green moved to approve the CLG Grant Application for the Historical Preservation Commission. 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.

Conflict Contract/Romero/Board of Commissioners

Commissioner Nelson presented the Public Defender Conflict Contract between Kootenai County (Board of County Commissioners) and Robert R. Romero. Commissioner Nelson explained that the Judicial Selection Committee has recommended Mr. Romero to be approved for Category B (Conventional Criminal) and C (Child Protection and Juvenile Matters, and Mental Health) cases. This contract will be in effect from October 1, 2014, through September 30, 2015.

Commissioner Green moved to approve the Public Defender Conflict Contract between Kootenai County (Board of County Commissioners) and Robert R. Romero. 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.

Conflict Contract Renewals/Cooper/Pierce/Board of Commissioners

Commissioner Nelson presented contract renewals for the Public Defender Conflict Contracts between Kootenai County (Board of County Commissioners) and Daniel Cooper and Douglas Pierce. She explained that both of these attorneys were recommended by the Judicial Selection Committee and were previously approved by the Board. These contracts will be in effect from October 1, 2014, through September 30, 2015.

Commissioner Green moved to approve the Public Defender Conflict Contracts between Daniel Cooper and Douglas Pierce. 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.

Annexation/Arend/Kootenai County Fire and Rescue

Civil Deputy Prosecuting Attorney R. David Ferguson recommended that the Board approve a request to annex AIN 166084, a property owned by Patrick and Suzanne Arend, into the Kootenai County Fire District. Mr. Ferguson explained that the request submitted by Mr. and Ms. Arend had already been approved by the Fire District Commissioners.

Commissioner Green moved to approve annexation of property owned by Patrick and Suzanne Arend into the Kootenai County Fire District. 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.

Resolution 2014-64/Surplus Property/Treasurer

Treasurer Tom Malzahn requested that the Board adopt Resolution 2014-64, which declares as surplus one (1) XIDEX IC 3310 Camera. Mr. Malzahn explained that this camera, asset tag 1601, has not been used by the Treasurer's Office since 1999 and the location of the camera is unknown. Mr. Ferguson recommended that the Resolution be amended to include language to indicate that the location of the item is unknown and that this item will be removed from the County's Asset List.

Commissioner Green moved to adopt Resolution 2014-64, once amended, to declare one (1) XIDEX IC 3310 Camera as lost and authorize the removal of this item from the County's Asset List. 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. Staff Reports: Lieutenant Street advised that it appears that drug forfeiture money can be used for Special Weapons and Tactics (SWAT) training, but he is currently waiting for confirmation from the Department of Justice.

H. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

The meeting was adjourned at 3:14 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
