

**Minutes of Meeting
Business Meeting
October 14, 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 Kootenai County Emergency Medical Services System Chief Chris Way, Sheriff Ben Wolfinger, Parks and Waterways Administrative Assistant Ranell Schwartz, Information Systems Director James Martin, Office of Emergency Management Director Sandy Von Behren, Human Resources Director Skye Reynolds, Grants Compliance Officer Jody Bieze, Juvenile Detention Director J.T. Taylor, Legal Assistant Barb Nyquist, Civil Board of County Commissioners Administrative Secretary Teri Johnston, Deputy Prosecuting Attorney R. David Ferguson, and Deputy Clerk Daniel Robertson.

- A. Call to Order:** Commissioner Todd Tondee called the meeting to order at 2:01 p.m.
- B. Pledge of Allegiance:** Chairman Tondee led the Pledge of Allegiance.
- C. Approval of Consent Calendar:** Chairman Tondee read the items listed on the Consent Calendar.

Minutes of Meetings

09/26/14 Commissioners' Debriefing
09/29/14 Commissioners' Debriefing
09/30/14 Business Meeting
09/30/14 Tax Exempt Applications
10/01/14 Elected Officials
10/01/14 Requests for Cancellation of Taxes
10/01/14 Water Adjudication Discussion
10/01/14 Department Heads
10/02/14 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.
10/06/14 Community Development Update
10/07/14 PRC Recommendations
10/07/14 Executive Session 67-2345(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated (potential discrimination).

Board Actions

Affidavit of Treasurer's Report: 10/01/2014 through 10/10/2014

Certificate of Substantial Completion/Architects West/Ancillary Services Building

BOCC Signatures for Indigent Cases 10/02/2014 through 10/08/2014

Commissioner Nelson moved to approve the Consent Calendar as read into the record by Chairman Tondee. Commissioner Green seconded the motion. There being no discussion, Deputy Clerk Robertson 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 October 6, 2014, through October 10, 2014. He noted that this included checks for Fiscal Years (FY) 2014 and 2015.

Commissioner Green moved to approve the Payables Summary for October 6, 2014, through October 10, 2014, in the amount of \$1,676,714.15. Commissioner Nelson seconded the motion. There being no discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

E. Changes to the Agenda: Chairman Tondee requested that the items for the Camtek award bid, the Canfield Butte Special Use Permit, and the tax deed bid for AIN 194294 be pulled from the agenda.

Commissioner Green moved to pull the discussion items for the Camtek award bid, the Canfield Butte Special Use Permit, and the tax deed bid for AIN 194294 from the agenda. Chairman Tondee amended the motion to move item ten (10) to be discussed as the second item of business. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson 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:

Public Hearing: Budget Amendment FY2015/Kootenai County Emergency Medical Services System (KCEMSS)

The Board met to conduct a Public Hearing, for which notice was given in the *Coeur d'Alene Press* on September 26, 2014, and October 3, 2014, pursuant to *Idaho Code* §31-1604 and §31-1605, for the purpose of receiving public comment on amendments to the FY15 Kootenai County Emergency Medical Services System (KCEMSS) budget.

Chairman Tondee officially opened the Public Hearing at 2:05 p.m.

KCEMSS Chief Chris Way declared that the purchase of new ambulances budgeted in FY14 were not able to be completed and would be completed in FY15 instead. He also stated that KCEMSS had ordered a staff vehicle in FY14, which was not delivered until FY15 and should be paid for using FY15 funds. He requested that \$485,000 be carried forward from the FY14 budget to the FY15 budget to cover these expenses. He further requested the transfer of \$335,652 from the cash reserves in order to outfit the new ambulances. He noted that there was approximately \$3.2 million in the cash reserves, and that there would still be above the limits set by the Fund Balance Policy after this transfer. The previously approved KCEMSS FY15 budget was in the amount of \$6,971,438.77 and this amendment would increase that amount by \$820,652, for a total amended budget of \$7,792,090.77. Chief Way clarified there would be no additional tax levies for this amendment.

Chairman Tondee opened the floor for public comment.

There were no comments in favor.

There were no neutral comments.

There were no opposing comments.

There was no rebuttal by Chief Way.

Commissioner Nelson moved to close the Public Hearing for amending the FY15 KCEMSS budget. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

The Public Comment portion of the hearing was closed at 2:08 p.m.

Commissioner Green moved to approve the amended FY15 KCEMSS budget. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

Chairman Tondee closed the Public Hearing at 2:09 p.m.

Resolution 2014-67/Type IV Incident Management Team (IMT)/Office of Emergency Management/Kootenai County Medical Services System/KCSO

Sheriff Ben Wolfinger asked the Board to adopt Resolution 2014-67 in order to establish a Type Four (IV) Incident Management Team (IMT) to handle emergency situations in the County. This resolution would also appoint the Sheriff or his or her designee as the Commander of the IMT and would authorize the Director of the Office of Emergency Management (OEM) to provide support to the IMT. Commissioner Nelson inquired about what the next step would be, should this resolution be adopted. Chief Way responded that the next step would be to choose team members. He also stated that the prospective members have already been trained.

Commissioner Nelson moved to adopt Resolution 2014-67 to establish an IMT. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

~~Award Bid/Camtek, Inc./Juvenile Detention Center/Buildings & Grounds—Pulled~~

~~Special Use Permit/National Forest System/Canfield Butte Communication Site/KCSO/9-1-1 Pulled~~

Lease Agreement/Fernan Docks/CdA Rowing Association/Parks & Waterways

Parks and Waterways Administrative Assistant Ranell Schwartz asked the Board to approve the lease agreement between Kootenai County (Parks and Waterways) and Coeur d' Alene (CdA) Rowing Association, Inc, for mooring space. The cost of the lease is \$100 per year.

Commissioner Green moved to approve the lease agreement between Kootenai County and the CdA Rowing Association in the amount of \$100 per year. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Adult Misdemeanor Probation Director Kevin Creighton entered the meeting at 2:15 p.m. and Chief Deputy Prosecutor Barry Black entered the meeting at 2:20 p.m.

Change Orders Eight (8) and Nine (9)/New Dawn/Justware Case Management System/ Information Systems

Information Systems Director James Martin requested approval of changes eight (8) and nine (9) to the contract with New Dawn for the Justware Case Management System software. Change eight (8) would extend the preferential pricing agreement to October 31, 2014. Change nine (9) would act as the notice to proceed with Phase Two (2) of the project. Chairman Tondee requested clarification on why the preferential pricing agreement is only being extended to the end of October, since Phase One (1) would not be complete at that time. Mr. Martin stated that Phase Two (2) will not begin until a mutually agreed upon time, after Phase One (1) is complete, and that these change orders will lock in the price, but would also obligate the Board to approve Phase Two (2). The Board discussed the project with the Adult Misdemeanor Probation Director Kevin Creighton and Chief Deputy Prosecutor Barry Black and inquired about their levels of satisfaction with the contractor and the software. The consensus was very positive.

Commissioner Nelson moved to approve Change Orders eight (8) and nine (9) for the contract with New Dawn. Commissioner Green seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

Grant Awards/Emergency Management Performance Grant (EMPG)/Homeland Security Grant Program (HSGP)/Resolution 2014-68 Designation of Sub-Grant Point of Contact/Grant Management Office

Emergency Management Director Sandy Von Behren asked the Board to approve the 2014 Emergency Management Performance Grant (EMPG) in the Amount of \$90,888.77 with a local match of \$90,888.77. The match is included in the budget for the Office of Emergency Management (OEM). She also requested approval of the Homeland Security Grant Program (HSGP) with a performance period of September 1, 2014 through July 30, 2016 in the amount of \$184,140.30, with no match. She further requested that the Board adopt Resolution 2014-16, to appoint herself as the sub-grant point of contact for these grants, a new procedure that has been requested by the Department of Homeland Security. She also asked the Board to approve the Memorandum of Understanding between Kootenai County (OEM) and the Idaho Bureau of Homeland Security to set forth the terms for the administration of the HSGP grant funds.

Commissioner Green moved to approve the EMPG award in the amount of \$90,888.77, the HSGP award in the amount of 184,140.30, to adopt Resolution 2014-68 appointing Ms. Von Behren as the point of contact for these grants, and to approve the Memorandum of Agreement between Kootenai County (OEM) and the Idaho Bureau of Homeland Security. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

Contract/American Mobile Drug Testing – A Drug Free Alliance/Human Resources

Human Resources Director Skye Reynolds asked the Board to approve the contract with American Mobile Drug Testing for drug testing services. Ms. Reynolds notified the Board that there is a typo in the contract as to the number of drugs to be tested for, which she apologized for not noticing earlier. Chairman Tondee indicated that there also may have been an error on the pricing sheet of the Contract, which was the page requiring Board member signatures. The Board directed Ms. Reynolds to get a corrected contract and to bring it to a future Business Meeting for discussion.

Commissioner Green moved to continue discussion on this item to a future Business Meeting at a date and time uncertain. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

~~Tax Deed Bid/C3480001015B/AIN 194294~~ Pulled

Kootenai County Oversight Procedures/Transit

Grants Compliance Officer Jody Bieze requested that the Board approve the Kootenai County Transit System oversight procedures for submission to the Federal Transit Administration (FTA). These procedures were due to the FTA on the same date as this meeting (October 14, 2014).

Commissioner Green moved to approve the Kootenai County oversight procedures. Chairman Tondee seconded the motion, allowing for further discussion time. After Commissioner Nelson finished reviewing the document there were no further discussions and Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

Amendment/Alcohol Monitoring Systems/SCRAM/Adult Misdemeanor Probation

Mr. Creighton requested that the Board approve the amendment to the contract between Kootenai County (Adult Misdemeanor Probation) and Alcohol Monitoring Systems, Inc. This amendment includes pricing for optional Ethernet connectivity for the SCRAM Continuous Alcohol Monitoring equipment sets. This would act as an alternative to phone lines.

Commissioner Green moved to approve the amendment to the SCRAM Systems contract between Kootenai County (AMP) and Alcohol Monitoring Systems, Inc. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Robertson called the roll:

Commissioner Nelson: Aye
Commissioner Green: Aye
Chairman Tondee: Aye

The motion carried.

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 2:43 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Daniel Robertson, Deputy Clerk
