

**Minutes of Meeting
Commissioners' Debriefing
January 12, 2015
1:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda items. Also present were Chief Deputy Clerk Pat Raffee, Buildings and Grounds Director Shawn Riley, Chief Deputy Prosecutor Barry Black, Civil Deputy Prosecuting Attorneys Pat Braden, R. David Ferguson and Jamila Holmes, Legal Assistant Barb Nyquist, Administrative Assistant Nancy Jones, and Deputy Clerk Mary Enquist. Also present were citizens Tina Kunishige, Verland Woempner, Brent Regan, Bob Bingham, NWPOA Director Carla Woempner, and Coeur d'Alene Press Reporter David Cole.

- A. Call to Order:** Chairman Pro Tem Green called the meeting to order at 1:32 p.m.
- B. Introductions:** Chairman Pro Tem Green welcomed Commissioner Eberlein and Commissioner Stewart, and the attendees introduced themselves.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Business:**

Nomination/Appointment of Board Chair, pursuant to Idaho Code §31-705

Chairman Pro Tem Green explained the duties and responsibilities and then asked for a nomination to elect the Board Chair, pursuant to *Idaho Code §31-705*.

Commissioner Eberlein moved to elect Commissioner Stewart as Board Chair. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

Commissioner Eberlein: Aye
Commissioner Stewart: Aye
Chairman Pro Tem Green: No

The motion carried.

Commissioner Representation/Logos Assignments

Administrative Nancy Jones explained to Commissioner Eberlein and Chairman Stewart about the Commissioners' Representation assignment list and Commissioner Green did an overview of each assignment. Chairman Stewart asked the other Board members to say which assignment each preferred. After completion, Chairman Stewart read the list into record.

Commissioner Green moved to accept the Commissioner Representation List, update the Logos and Department Head Assignments, and have the BOCC staff contact the various departments, elected officials and Boards. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Aye
Chairman Stewart: Aye

The motion carried.

Commissioner Green said that a Chairman Pro Tem should be appointed to the Board.

Commissioner Eberlein moved to appoint Commissioner Green as Chairman Pro Tem. Chairman Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

Commissioner Eberlein: Aye

Commissioner Green: Aye

Chairman Stewart: Aye

The motion carried.

Board Administration/Procedural Review

a. BOCC Processes and Staff Discussion

Ms. Jones discussed the BOCC administration and procedural review with the Board.

b. BOCC Calendar and Scheduling

Ms. Jones said she wants to have all of the agendas and notices come to her for the next couple of weeks, she will then forward them to Administrative Secretary Stephanie Clark for distribution. The Board discussed meeting with the Department Heads in the next few weeks and Ms. Jones said she will schedule the meetings. Ms. Jones told the Board that she is the contact person for the public records requests made of the BOCC.

c. Buildings and Grounds/Office Updates Discussion

Buildings and Grounds Director Shawn Riley said that Commissioner Eberlein has requested that a window be installed in his office door. Commissioner Green asked Mr. Riley to bring samples of three different sizes to compare. The Board agreed to put the doors back on the break room and asked Mr. Riley to install them.

d. BOCC Priorities and Goals

Commissioner Eberlein presented his priorities and goals as Commissioner, including:

- Financial Accountability, Transparency and Accuracy. The BOCC will conduct a comprehensive review of County finances with the goals of identifying issues regarding accountability, transparency and accuracy and developing policies to address those issues.
- County Jail. The BOCC will review the requirements and forecasts for the County jail infrastructure requirements and develop options for addressing any needed change.
- Land Use Code. The BOCC will perform a comprehensive review of all community development plans, policies and ordinances with the goals of ensuring conformance to the Idaho statute, the preservation of private property rights, ensuring the economic prosperity of the County and protecting the environment from abuse and neglect.
- Salaries and Wages. The BOCC will review the policies and procedures for setting and adjusting salaries and wages with the goal of ensuring that County employees are fairly and competitively compensated.
- Inter and Intra Department Communication. The BOCC will review and propose policies for improving communications within departments, between departments and with the public.

- Community Relations. The BOCC will expand efforts to encourage public participation in public meetings and will review and revise policies and standards to emphasize the duty of County employees to serve the good people of Kootenai County.

The Board discussed increasing communication to the public.

Commissioner Eberlein wanted to make a Resolution of the BOCC priorities and goals that he read into the record. Ms. Jones suggested that it be a Proclamation instead.

Executive Session pursuant to 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 pending litigation, or controversies not yet being litigated but imminently likely to be litigated. (USA v. 5294 Bandy Road.

Commissioner Green moved that the Board enter Executive Session pursuant to *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 pending litigation. Commissioner Eberlein seconded the motion. There being no discussion, Deputy Clerk Enquist called the roll:

Commissioner Eberlein: Aye
 Commissioner Green: Aye
 Chairman Stewart: Aye

The motion carried.

The Board entered into Executive Session at 4:23 p.m. Civil Prosecuting Attorney Pat Braden joined the Board in Executive Session.

The Board exited Executive Session at 4:43 p.m.

Commissioner Green made a motion to designate Chairman Stewart to be the County representative at the settlement conference on Wednesday, January 14, 2015. Commissioner Eberlein seconded the motion. There be no further discussion, Deputy Clerk Enquist called the roll:

Commissioner Eberlein: Aye
 Commissioner Green: Aye
 Chairman Stewart: Aye

The motion carried.

F. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue.

Some citizens suggested the BOCC calendars and agendas could be posted in a more timely manner, and one recommended videotaping Commissioner meetings for the public to view. Chairman Stewart thanked the citizens for their points of view.

Chairman Stewart adjourned the meeting at 4:45 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Mary Enquist, Deputy Clerk
