

**Minutes of Meeting
Commissioners' Debriefing
February 18, 2015
3:00 p.m.**

The Kootenai County Board of Commissioners: Chairman David Stewart and Commissioner Dan Green met to discuss the following agenda items. Also present were Clerk Jim Brannon, Staff Accountant Kimberli Price, Sheriff Ben Wolfinger, Undersheriff Dan Mattos, Sheriff's Deputy Detective Kevin Mumford, Grants Management Office Director Jody Bieze, Civil Deputy Prosecuting Attorney Pat Braden, and Deputy Clerk Mary Enquist. Commissioner Eberlein was excused.

- A. Call to Order:** Chairman Stewart called the meeting to order at 3:03 p.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** Chairman Stewart said that there was a change to the agenda to add a discussion of First Transit/Grants Management Office.

Commissioner Green moved that the agenda be amended to add a discussion of First Transit. Chairman Stewart seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

Commissioner Eberlein: Excused

Commissioner Green: Aye

Chairman Stewart: Aye

The motion carried.

- D. Business:**
Grants Management Office/First Transit Discussion

Grants Management Office Director Jody Bieze said that on January 9, 2015 the Board directed the Grants Management office to request documentation from First Transit to substantiate their expenses. Ms. Bieze said she received a portion of the documentation, so Ms. Bieze again contacted First Transit who will provide more information tomorrow, February 19, 2015. Ms. Bieze said she will continue to update the Board on this matter.

Public Records Request Policy and Form

Civil Deputy Prosecuting Attorney Pat Braden asked the Board whether they would like a Public Records request policy drafted. Chairman Stewart asked Mr. Braden if a policy could require the public to fill out a request form. Mr. Braden said the law allows contacting the person making the request to ask for further detail, but does not allow mandating that a form be used. Commissioner Green asked Mr. Braden to prepare the public records request policy draft and present it at the next Elected Officials meeting on February 25, 2015.

Public Information Officer Discussion

Clerk Jim Brannon said that the Clerk's office would like to hire a Public Information Officer (PIO) to deal with public records requests and press releases. Mr. Brannon said there needs to be a central area that the public requests go through instead of each department duplicating these requests. Mr. Brannon said that he is going to discuss this topic at the next Elected Officials meeting on February 25, 2015.

Sheriff's Pay Discussion

Sheriff Ben Wolfinger presented a wage/benefits spreadsheet for Detention Sergeants to the Board. Sheriff Wolfinger said that when his original pay raise proposal was calculated, 11 Detention Sergeants were missed, and that the additional annual cost with benefits, less one deputy, will be \$22,504.86. Sheriff Wolfinger admitted his mistake and asked the Board to approve these additional pay increases. Commissioner Green said that he was not in favor of the increase because of compression and budget reasons.

Chairman Stewart moved to approve the pay increase for 11 Sheriff Detention Sergeants that were missed in the pay increases previously approved on February 12, 2015. There was no second of the motion. Chairman Stewart tabled the discussion.

Commissioner Eberlein entered the meeting at 4:01 p.m.

Chairman Stewart re-opened the Sheriff's pay discussion. Undersheriff Dan Mattos updated Commissioner Eberlein on the earlier discussion because Sheriff Wolfinger had to leave the meeting.

Chairman Stewart moved to approve the pay increase for 11 Sheriff Detention Sergeants that were missed in the pay increase approved on February 12, 2015. Commissioner Eberlien seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll:

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

The motion carried.

Sustainability Plan Meeting Recap

Commissioner Eberlein said the Airport Advisory Board kicked off the Sustainability Plan.

Idaho Panhandle Forest Meeting Recap

Commissioner Green said that at the Idaho Panhandle Forest meeting on Friday, February 13, 2015, one of the counties in District One is preparing to sue the Idaho Panhandle Forest Service. He recommended the Kootenai County's Board of Commissioners not to co-fund the suit as it is not a good use of County funds.

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

Chairman Stewart adjourned the meeting at 4:33 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Mary Enquist, Deputy Clerk
