

Minutes of Meeting
Third Floor Secured Access Discussion
April 9, 2015
3:30 p.m.

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Marc Eberlein, and Commissioner Dan Green met to discuss the following agenda items. Also present were Buildings and Grounds Director Shawn Riley, Chief Civil Deputy Prosecuting Attorney Barry Black, Administrative Assistant Nancy Jones, and Deputy Clerk Mary Enquist.

A. Call to Order: Chairman David Stewart called the meeting to order at 3:32 p.m.

B. Introductions: There were no introductions made.

C. Changes to the Agenda: There were no changes to the agenda.

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

E. New Business:

Discussion with Buildings and Grounds Director Shawn Riley and Chief Civil Deputy Prosecuting Attorney Barry Black regarding the secured access to the BOCC and Civil Division offices

Buildings and Grounds Director Shawn Riley said the security system update has been completed and is operational. Mr. Riley asked the Board who they want to have access to the BOCC's and Prosecutor's offices on the third floor. Chief Civil Deputy Prosecuting Attorney Barry Black reminded attendees of the ILETS requirements regarding the sensitive information on the Prosecutor's staff computers, and said in order to become ILETS approved a person needs to be fingerprinted and have their background checked.

The Commissioners discussed allowing access to only certain staff who have already been ILETS approved, and that everyone else would need to be allowed entry by the BOCC staff at the front reception desk. The Board's final decision of staff allowed access to the BOCC and Prosecutor's offices on the third floor are:

- BOCC Staff
- Prosecutor Barry McHugh
- Patti Surplus
- Buildings and Grounds staff
- Three Sheriff's Deputies on rotation at the second floor reception desk
- Information Services' Grant Kinsey, Ben Stallings, Chris Klingler and Bob Otto
- Adult Misdemeanor Probation staff
- Civil Deputy Prosecuting Attorney Jamila Holmes
- Cleaning service/janitorial personnel

F. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

Chairman Stewart adjourned the meeting at 4:00 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Mary Enquist, Deputy Clerk
