

**Minutes of Meeting  
Commissioners' Debriefing  
July 20, 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 Sheriff Ben Wolfinger, Buildings and Grounds Director Shawn Riley, Human Resources Director Skye Reynolds, Civil Deputy Prosecuting Attorney Darrin Murphey, and Deputy Clerk Meshell Missler. Also present was citizen Bob Bingham. Commissioner Marc Eberlein was excused.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 3:00 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. New Business:**

**Towing Contract**

Sheriff Ben Wolfinger said the County's Towing Contract was up for renewal and there was no cost to the County. The Board discussed and directed staff to research previous commitments before renewing the contract.

**Evacuation Drills**

Buildings and Grounds Director Shawn Riley discussed with the Board the best time to practice evacuation drills. The Board said a further discussion is needed with Office of Emergency Management Director Sandy Von Behrens.

**Human Resources Communication to Employees**

Human Resources Director Skye Reynolds requested the Board's approval to communicate directly with employees through email, and said currently this communication is required to go through the Information Systems Director. The Board agreed.

**Mercer Annual Statement of Work**

Ms. Reynolds presented the Mercer Statement of Work for the Board to review and said it would be presented at a future Business meeting.

**HRA VEBA Annual Certification**

Ms. Reynolds requested the Board's review and approval to sign the annual certification for the Health Reimbursement Account (HRA), and said the account manages employee sick time. Ms. Reynolds said the Affordable Care Act requires the HRA to provide this certification stating the County is not depositing funds for employees that do not have health insurance. Ms. Reynolds said this would be presented at a future Business meeting.

**Public Record Request Follow Up – Employee Survey**

Ms. Reynolds said a public records request has been received requesting the results from the recent Employee Salary Surveys. She alerted the Board that due to restrictions set forth in the contracts, she is unable to fulfill the request. After further discussion the Board agreed.

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

Citizen Bob Bingham requested the Board to adopt a policy allowing County contracts and requests for proposals (RFP) to be available to the public. He said this would be more transparent and preemptive, if this information was on the website available to the tax payer.

**Executive Session §74-206(1)(f) (Hauser Gun Club)**

Commissioner Green moved that the Board enter Executive Session pursuant to *Idaho Code §74-206(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.*

Chairman Stewart seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

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

The motion carried.

The Board entered into Executive Session at 3:31 p.m. and Civil Deputy Prosecuting Attorney Pat Braden joined the Board in Executive Session.

The Board exited Executive Session at 3:42 p.m. and no direction was given.

Chairman Stewart adjourned the meeting at 3:43 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: \_\_\_\_\_  
Meshell Missler, Deputy Clerk

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