

Minutes of Meeting
FY2016 Proposed Jail Budget Changes
July 28, 2015
4:00 p.m.

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Senior Staff Accountant Kimberli Price, Undersheriff Dan Mattos, Sheriff's Major Kim Edmondson, Captain John Holecek, 9-1-1 Lieutenant Director Matt Street, Staff Accountants Nancy Curotto and Melissa Merrifield, and Deputy Clerk Meshell Missler. Also present were citizen Tina Kunishige, and bail bond agents Frank Davis, Russell McHenry, and Toni Meyer.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 4:00 p.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Sheriff's Major Kim Edmondson and Captain John Holecek discussed with the Board the Jail's Commissary account internal audit findings and the impact on the overall Jail's FY2016 Budget. After some discussion, the Board agreed to accept the Jail's FY2016 Budget requests amended as follows:

- Transfer \$90,000 from Commissary phone sales revenue to the BOCC General Fund
- Cut the Commissary inmate use expense from \$85,000 to \$25,000
- Delete the Commissary clothing repair expense of \$2,700
- Increase the Jail Budget school contracted meals revenue to \$71,000
- Add \$67,000 to the Jail inmate supplies budget

Commissioner Green moved to tentatively adopt the Jail's Commissary proposed FY2016 Budget with the amendment to transfer \$90,000 from phone sales revenue to the BOCC General Fund, cut the inmate use expense from \$85,000 to \$25,000, and cut clothing repair expense of \$2,700; and amend the Sheriff's Jail budget by budgeting \$71,000 in revenues for school contracted meals and add \$67,000 for inmate supplies expense to be funded out of the Justice Fund. Commissioner Eberlein seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

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

The motion carried.

9-1-1 Lieutenant Director Matt Street requested the Board's approval to expense 9-1-1 funds in FY2015, but said this item was not on the agenda. The Board decided to add the discussion to the agenda because the FY2015 Budget numbers will affect the FY2016 Budget.

Commissioner Green moved to amend the agenda to incorporate 9-1-1 discussion regarding additional funding to be expended for FY2015. Commissioner Eberlein seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

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

The motion carried.

Lieutenant Street requested the Board’s approval for the purchase of a Spillman Data Module called Quickest Route that interacts with the Automatic Vehicle Locator software. He said the program is \$32,296 and would be used by the Fire Department and Emergency Medical Services responders. The Board discussed at length the multiple Spillman products.

Commissioner Eberlein moved to approve the Spillman Data Module Quickest Route for \$32,296 be expended for FY2015 and the software maintenance cost of \$3,544 be expended in FY2016. Commissioner Green seconded the motion. There being no further discussion. Deputy Clerk Missler called the roll:

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

The motion carried.

Commissioner Green moved to eliminate the capital request for Pro QA Software component in the amount of \$40,645 for the Sheriff’s 9-1-1 FY2016 Budget. Further discussion continued and Lieutenant Street said the Pro QA purchase contract was signed by the previous Board and the County had already agreed to this purchase. There was no second to the motion. The motion failed.

The Board requested Lieutenant Street to provide a copy of the Pro QA contract and documentation showing what this program provides.

Deputy Clerk Missler exited the meeting and Deputy Clerk Theresa Atchley joined the meeting at 5:15 p.m.

Lieutenant Street exited the meeting at 5:20 p.m.

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

Bail bonds agent Frank Davis commented on the accounting methods of the Auditor’s office in regards to the Jail’s Commissary. The Board thanked Mr. Davis for his comments.

Chairman Stewart adjourned the meeting at 5:34 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Meshell Missler, Deputy Clerk

BY: _____
Theresa Atchley, Deputy Clerk