

**Minutes of Special Meeting
Clerk
September 23, 2015
11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda item. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Assessor Mike McDowell, Chief Deputy Assessor Richard Houser, Mapping Manager Joseph Johns, Cadastral Mapping Specialist II/ Leadworker Vicki Williamson, Records Technician Paige Plew, and Deputy Clerks Theresa Atchley and Alicia Lynch. Commissioner Marc Eberlein was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 11:04 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. New Business:**

Discussion about the Kootenai County records destruction process

Assessor Mike McDowell said his department relied on records that were maintained by the Clerk/Recorder. He said he wanted assurance that the digitized records were inspected for quality control before the original records were destroyed.

Clerk Jim Brannon said no records were destroyed.

Chairman Green reminded those present that the Board had given the Clerk permission to ship some of the oldest Recorder's records to the Idaho State Historical Society in Boise once digitizing was complete.

Clerk Brannon stated that no original record was shipped to Boise without the digitized copy being checked for quality.

Civil Deputy Prosecuting Attorney Pat Braden entered the meeting at 11:27 a.m.

Clerk Brannon agreed to give the Assessor's department a list of records that were digitized.

The Board decided no changes to their earlier action were required.

- E. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

Chairman Green adjourned the meeting at 11:46 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
