

**Minutes of Special Meeting
District Court
September 25, 2015
10:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda items. Also present were Buildings & Grounds Director Shawn Riley, Adult Misdemeanor Probation (AMP) Director Kevin Creighton, Administrative Supervisor Lori Dahmer, Probation Supervisor Melissa Miller, Chief Deputy Prosecutor Barry Black, Trial Court Administrator First Judicial District Karlene Behringer, Domestic Violence Coordinator PJ Miller, Senior Staff Accountant Kimberli Price, and Deputy Clerks Theresa Atchley and Alicia Lynch.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 10:00 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:**

Chairman Green proposed adding a possible AMP relocation to the agenda as all parties concerned were present and the Commissioners would not be present the week of September 28, 2015.

Commissioner Stewart made a motion that the possible AMP relocation item be added to the agenda. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion carried.

- D. New Business:**

Discussion of \$500,000 Office on Violence Against Women (OVW) Justice for Families Grant:

- a. Domestic Violence Coordinator (contract position versus Kootenai County employee)**

Trial Court Administrator First Judicial District Karlene Behringer asked the Board for permission to use a portion of OVW grant money to pay for Domestic Violence Coordinator PJ Miller's position as it had for the past three years and to also consider transitioning Ms. Miller into a Kootenai County employee. She added that the proposed \$56,650 salary and additional \$20,897 in benefits were based on state-wide standards for the position. Ms. Behringer also specified that Ms. Miller is the only Domestic Violence Coordinator in the state that is not employed by a County.

The Board expressed concerns with the amount of the Grant being used for the salary of one employee as it was much higher than the average County wage for similar positions.

Chairman Green stated concerns about having a contract employee working in a County office and whether it would pass an IRS inspection. He asked Ms. Miller what her thoughts were on being a contract employee as opposed to being a County employee.

Domestic Violence Coordinator PJ Miller stated that would prefer to be a County employee.

Senior Staff Accountant Kimberli Price gave examples of the County's pay grading process stating that a County employee in a similar position would be making \$37,773. Ms. Price continued that taking Ms. Miller's experience into account the most she could make as a County employee would be \$45,344.

Ms. Behringer volunteered to contact the State to extend their current contract with Ms. Miller's for one additional month to give Human Resources time to research making Ms. Miller a County employee. Chairman Green stated that he would speak to Human Resources Director Skye Reynolds about what was needed to make Ms. Miller a County employee.

b. AMP Position

Mr. Creighton asked the Board to consider using a remainder of the grant to cover a part-time position the County was originally going to fund. He explained that 95% of the salary for the part time position would be covered by the Grant. He detailed that the position would be for 29 hours at \$19.90 per hour and the County would pay for the PERSI (Public Retirement System of Idaho) benefits.

Ms. Price said the loaded cost of this position would be \$36,019, which according to the adopted FY16 budget left approximately \$14,000 to be covered by the County in benefits. Chairman Green stated he thought tracking the money would be easier if it all came from the Grant and suggested that Mr. Creighton and Ms. Price work together to get the Grant to cover the entirety of the cost. Commissioner Eberlein agreed that it would be easier to track and cover this position if it was a grant position.

Mr. Creighton requested that the savings to the County in using this grant to fund the part time position be used to pay for a canine (K-9) for AMP. He stated the estimated initial cost of the dog would be \$14,000 to \$15,000, and each additional year the dog was in service would be an expense of \$2,000. Mr. Creighton also added that the Sheriff's office had sent a memo stating they had a retired K-9 vehicle they would be willing to allocate to AMP. He explained that AMP already had a place to keep the dog and they had done their research on dog handling.

Commissioner Eberlein moved to change the funding of AMP position #187018 to a Grant funded position and authorized \$15,000 for the addition of a K-9. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Atchley called the roll:

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

The motion passed.

Possible AMP Relocation

Chairman Green outlined a past issue concerning finding a Judge an office and having to move Ms. Behringer to an inconvenient location. He suggested reallocating office space and moving AMP for security reasons to the Administrative Annex building.

Commissioner Eberlein asked how all of the departments would make the move work. The Board asked Buildings & Grounds Director Shawn Riley to begin compiling information on space layout, costs, security concerns, Public Defender’s empty offices, potentially a space for Ms. Behringer, and a timeline of the move.

Discussion

Ms. Behringer brought a concern about safety regarding a door in the Public Defender’s office the Bailiffs cannot unlock. Mr. Riley explained that the Public Defender’s office requested the door be that way and were aware that they had limited their security by the request.

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 10:47 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk

BY: _____
Theresa Atchley, Deputy Clerk