

**Minutes of Special Meeting  
University of Idaho Extension Office  
October 16, 2015  
9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda item. Also present were Finance Director Sondra Emerson, Civil Deputy Prosecuting Attorneys Pat Braden and R. David Ferguson, and Deputy Clerks Theresa Atchley and Alicia Lynch.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:01 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. New Business:**

**Address the budget/ finance matter of the University of Idaho Extension Office carrying funds over from year to year.**

The Board discussed the amendment to the Kootenai County- University of Idaho Extension Office Agreement, allowing for the University of Idaho to carry over funds from year to year.

Finance Director Sondra Emerson raised the concern that the County currently does not receive financial documentation from the Extension office. The Board agreed that a financial review of the Extension office's published financial records would be appropriate.

Chairman Green stated that because the County gives a gross allotment to the Extension office the County does not recover the remaining funds. He added this is the same process as used with other agencies the County gives money to in this way.

Civil Deputy Prosecuting Attorney Pat Braden supported the amendment and the financial review. He said this change to the memorandum would make the County's interactions more consistent with how it deals with similar agencies. He added the funds are for expenses pertaining to the Extension office and not other University programs.

Commissioner Marc Eberlein moved to approve signing the amendment to the Kootenai County-University of Idaho Extension Office Agreement. Commissioner David Stewart seconded the motion. There being no further discussion, Deputy Clerk Lynch called the roll:

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

The motion carried.

**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 9:14 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Alicia Lynch, Deputy Clerk

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