

**Minutes of Meeting
Commissioners' Debriefing
November 16, 2015
2:30 p.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 Chief Deputy Assessor Richard Houser, Civil Deputy Prosecuting Attorney R. David Ferguson, Buildings & Grounds Director Shawn Riley, BOCC Administrative Supervisor Nancy Jones, Public Defender Administrative Supervisor II Jamie Woods, and Deputy Clerk Alicia Lynch. Also present was citizen Carla Woempner.

A. Call to Order: Chairman Dan Green called the meeting to order at 2:32 p.m.

B. Changes to the Agenda:

Commissioner Marc Eberlein suggested moving the Executive Session before the Board of Community Guardians.

C. Business:

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-Pending Litigation

Commissioner David Stewart moved to enter into Executive Session pursuant to Idaho Code §74-206(1)(f). Commissioner Eberlein 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.

The Board entered into Executive Session at 2:33 p.m.

Civil Deputy Prosecuting Attorney R. David Ferguson joined the Board in Executive Session at 2:33 p.m.

Attorney Scot D. Nass joined the Board in Executive Session via telephone conference at 2:33 p.m.

The Board exited Executive Session at 2:47 p.m.

Commissioner Stewart moved to authorize Commissioner Green to sign legal documents after review by the Board in Executive Session. Commissioner Eberlein 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.

Board of Community Guardians

Civil Deputy Prosecuting Attorney R. David Ferguson stated that Clerk Jim Brannon had inquired whether the Board of Community Guardians fell under the Open Meeting Laws. He explained this item had been put on the agenda by mistake as he was still gathering information and felt his legal opinion did not need to be addressed in a public meeting.

The Board agreed and asked that their discussion be regarded as a legal opinion request.

Mr. Ferguson exited the meeting at 2:54 p.m.

Public Defender Office Remodel

Buildings & Grounds Director Shawn Riley presented options to the Board for a remodel of the Public Defender Office in order to make room for an additional attorney and a legal assistant. He estimated a cost of \$3,000 to \$4,000 to make the changes but it would have to go out to bid if it was done during the winter.

The Board debated the urgency and merit of changing the building.

The Board directed Mr. Riley to contact Jim Koon, the property manager of the Public Defender Office building, to see if he would be amenable to changing the floor plan. If he was agreeable then Mr. Riley was instructed to return to the Board with quoted costs for the construction.

Mr. Riley and Public Defender Administrative Supervisor II Jamie Woods exited the meeting at 3:10 p.m.

Advisory Boards- County Web Pages/ Annual Appointments

Commissioner Eberlein stated that several citizens had complained that the Advisory Boards did not have complete web pages on the County Website. He suggested the Board Members and their terms of service be loaded as well as uploading the agendas, meeting schedules, and attachments. He stated he had discussed the issue with Information Systems Director James Martin who stated the space was available.

BOCC Administrative Supervisor Nancy Jones stated that the majority of the Advisory Boards did have a presence on the website but that an effort could be made to make that information more complete. She added that she would like to add introduction statements for each Advisory Board on their page as well.

Chairman Green stated that while it seemed a worthwhile effort the constant upkeep of the Advisory Boards online sounded like a full time position and he was not currently in favor of hiring a new person to see to this task.

Ms. Jones explained that an upcoming improvement to the bulletin Board in the first floor main hallway would be to make it a centralized information hub for all Advisory Boards. This would include the meeting schedules, informative statements, as well as applications to the Boards.

Ms. Jones advised the Board of the current applications received for the Advisory Boards.

The Board stated they would like to review the candidates for those Advisory Boards that received an excess of applications- Airport, North Idaho Fair, Noxious Weed, and Planning Commission. The Board directed staff to forward the applicable applications to the individual Commissioners for review.

Crisis Center Update

Commissioner Eberlein updated the Board regarding the November 3, 2015, board meeting for the new Crisis Center. He explained that the board discussed continued sustainability after the initial State funded period. He stated that Sheriff Wolfinger would bring to the Crisis Center Board statistical data regarding how many people his deputies previously processed that could have gone to the Center had it existed at the time. Commissioner Eberlein added the Center was staffed with doctors and support staff but was still seeking nurses.

Hayden/ Ramsey Road Open House

Chairman Green stated he would be attending the City of Hayden's open house as a citizen and not as a Commissioner. He welcomed his fellow Commissioners to attend but stated he did not want this to be a Board presence and therefore the meeting would not be clerked or recorded.

Legislative Luncheon

Chairman Green reviewed the updated Legislative Luncheon topics:

- Public Defender System
- Forest Health and Water Quality
- Personal Property Tax Exemptions
- Records Retention
- Local Improvement District Legislation brought forward by Chairman Green

And if time allows:

- Mobile Homes
- Net 9-1-1

Chief Deputy Assessor Richard Houser exited the meeting at 3:49 p.m.

FSA Committee Election

Chairman Green stated that there was one person on the Benewah/Kootenai County Farm Service Agency (FSA) Committee Election ballot. He explained it needed to be signed by the Board or a representative of Kootenai County.

Commissioner Stewart moved to approve Commissioner Green to sign the FSA Committee Election ballot. Commissioner Eberlein 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.

- D. 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.

Citizen Carla Woempner asked if the Commissioners were going to discuss URDs at the Legislative Luncheon.

Chairman Green stated that the County did not have any URDs so they were not discussing it at Legislative Luncheon.

Chairman Green adjourned the meeting at 3:58 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
