

**Minutes of Meeting
Elected Officials
December 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 items. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Assessor Mike McDowell, Chief Deputy Assessor Richard Houser, Sheriff Ben Wolfinger, Undersheriff Dan Mattos, Treasurer Steve Matheson, Chief Deputy Treasurer Laurie Thomas, Prosecutor Barry McHugh, Chief Deputy Prosecutor Barry Black, Coroner Warren Keene, Human Resources Director Skye Reynolds, Grants Management Office (GMO) Director Jody Bieze, Project Specialist Kimberly Hobson, Transit Program Specialist Corey Clarke, and Deputy Clerks Alicia Lynch and Cecilia Sweet. Also present was Coeur d'Alene Press staff writer Brian Walker.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:02 a.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Business:**

Transit System Service & Fare Equity Analysis

Transit Program Specialist Corey Clarke presented the project overview and future goals of the County's Citylink transit system. He stated that Citylink had not grown much in the time it had been serving the County. He said GMO was working with David Evans and Associates Inc. and listed four plans for the Citylink system:

- Service and Fare Equity Analysis
- Intelligent Transit System
- Regional Transit Plan
- Paratransit Bus Request for Proposal (RFP)

Sheriff Ben Wolfinger stated he supported an Intelligent Transit System as it was convenient and offered additional security.

GMO Director Jody Bieze explained that the Regional Transit Plan did not require the County to expand the current bus system but allowed it to be connected to other bus systems in the regions as a hub/destination.

Assessor Mike McDowell asked if there was a visual distinction between the County's Citylink buses and the tribes' Citylink buses as there could be a perception issue, implying that County buses take citizens directly to casinos. Ms. Bieze stated that currently there was no distinction, but the goal was to make the buses visibly distinct.

Commissioner Eberlein said that he would like to see the buses running on holidays as citizens have come to rely on the system for transportation.

Ms. Bieze stated that the transit system was a joint effort between the County, the tribe, Kootenai Health, as well as other partners. She explained that the majority of the funding was federal with in-kind matches made by the organizations working together. She said, in response to a question, to her knowledge the Tribe was not backing away from Citylink.

Mr. Clarke stated the goals for Citylink were to increase efficiency, effectiveness, and safety.

Ms. Bieze stated that no funds are currently required from the County for the purchase of new paratransit buses.

Ms. Bieze, Ms. Hobson, and Mr. Clarke exited the meeting at 9:27 a.m.

Vacation Buy Out/ Compensatory Time

Chief Deputy Treasurer Laurie Thomas stated that the Treasurer's office used limited compensatory time so that no staff member had an abundance of time accrued. The Clerk and the Assessor stated their departments used it in a limited capacity as well. Assessor McDowell gave the example of using compensatory time for employees who worked four ten-hour days who would otherwise be short two hours on a holiday without the ability to earn compensatory time.

Undersheriff Dan Mattos stated the Sheriff's policy clearly states compensatory time has no dollar value and was forfeited if the employee was terminated or transferred. He added that the accrual of KCSO compensatory time was capped at 240 hours.

Chairman Green stated he felt it was disingenuous to offer five weeks of vacation to tenured employees, but not allow them to take it because the department was short staffed. Commissioner Eberlein pointed out that a bailiff had been hired to provide coverage for the other bailiffs to take their vacation.

Human Resources Director Skye Reynolds explained that this issue was not limited to the public sector, but was also common in the private sector. She stated to avoid maintaining the current problem the County could either hire staff to cover the vacations or reduce the vacation benefits. She added that she was not in favor or reducing benefits.

Clerk Jim Brannon provided documentation estimating what it would cost if the County bought back 40 hours, as per the policy manual, from every employee with 120-239 hours of vacation, as well as every employee with over 240 hours of vacation. He stated that the estimated total loaded buyout would cost the County \$358,306.17. He clarified this number did not cover compensatory time. Clerk Brannon added that this number did not include the scenario where the County could elect to buyout all accrued hours over 240. He stated the current policy 317(3) does not clarify that only employees with a week's worth of accrued hours can receive a buyout equal to one week. He said the way the policy currently read implied that if an employee had over 120 hours they could get a buyout for a week even if they had accrued less than 40 additional hours.

The Elected Officials discussed the issue at length.

Ms. Raffee exited the meeting at 9:51 a.m.

Idaho Code §67-1401(7)

Prosecutor Barry McHugh stated that a question had arisen regarding attorney/client privilege if the County requested legal advice from the Attorney General. He stated that the County was not a client of the Attorney General and did not fall under attorney/client privilege. Prosecutor McHugh was advised if the County needed confidentiality then any request to the Attorney General should state Idaho Code §67-1401(7), but he also advised against relying on it.

Prosecutor McHugh exited the meeting at 9:57 a.m.

- 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. There were no public comments.

Chairman Green adjourned the meeting at 10:02 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
