

**Minutes of Meeting
Commissioners' Debriefing
January 11, 2016
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 Assessor Mike McDowell, Chief Deputy Assessor Richard Houser, Undersheriff Dan Mattos, Major Neal Robertson, Major Kim Edmondson, Grants Management Director Jody Bieze, Office of Emergency Management Director Sandy Von Behren, Buildings & Grounds Director Shawn Riley, Civil Deputy Prosecuting Attorney Darrin Murphey, County Assistance Manager Shelly Amos, Benefits/ Risk Management Specialist Dorothy Cross, BOCC Administrative Supervisor Nancy Jones, and Deputy Clerks Alicia Lynch and Cecilia Sweet. Also present was citizen Tina Kunishige.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 2:32 p.m.
- B. Changes to the Agenda:** Undersheriff Dan Mattos requested that item KCSO Employment Contracts be moved up on the agenda as he had an appointment at 3:00 p.m.

Commissioner Marc Eberlein moved to make item KCSO Employment Contracts the first item of discussion. Commissioner David Stewart seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

C. Business:

KCSO Employment Contracts

Civil Deputy Prosecutor Darrin Murphey requested authorization to move forward with three, possibly four, lawsuits regarding the reimbursement of funds for training deputies who have left the County. He explained because the Board directs all lawsuits on behalf of the County he needed authority to move forward with legal proceedings.

Commissioners Stewart and Eberlein both expressed reservations regarding giving approval when they did not know the circumstances or have any background on these types of proceedings.

The Board directed staff to add an Executive Session to the calendar, so the Board could hear the specifics before making a decision.

Undersheriff Dan Mattos and Mr. Murphey exited the meeting at 2:38 p.m.

National Association of Counties (NACo) Discounts

Commissioner Eberlein said that he had received an email from NACo regarding discounted insurance available through the County for all County residents. He stated he passed this information on to Benefits/ Risk Management Specialist Dorothy Cross and asked that she research the programs and present them to the Board.

Benefits/ Risk Management Specialist Dorothy Cross said that the insurance was only accepted by a very limited number of local providers. She said there was no cost to the County for offering the programs; the citizens would be paying for the services. She added that the cost to the County would be in administering the program. Ms. Cross said she could not estimate what the impact would be without knowing the interest from the population.

Chairman Green pointed out that administering insurance to 700 employees took five staff members. He stated that administering benefits to even 5% of the County would be an enormous undertaking.

The Board thanked Ms. Cross for her research but decided against administering the NACo program.

Remodel Projects- Post Falls DMV/ Evidence

Buildings & Grounds Director Shawn Riley informed the Board that the Request For Qualifications (RFQ) for the Post Falls DMV and the Evidence Storage had been approved by legal. He requested clarification whether the remodel of the Evidence Storage included the construction of a 30' x 60' pole barn.

The Board decided to keep the pole barn in the Evidence Storage remodel project.

Jail Expansion Request for Qualifications (RFQ) Review

Mr. Riley explained to the Board that the RFQ for the Jail Expansion would not be able to provide cost estimates for the four scenarios originally requested:

- 100 Hard cells and 25-30 bed medical unit
- 150 Hard cells and 25-30 bed medical unit
- 200 Hard cells and 25-30 bed medical unit
- 250 Hard cells and 25-30 bed medical unit

He said the information could be provided after a vendor was selected. He informed the Board that he was removing this portion from the RFQ. Mr. Riley asked if the Jail Expansion RFQ would include the relocation of the maintenance shed currently in the plotted expansion area.

The Board agreed to add the rebuilding of the maintenance shed to the RFQ.

Mr. Riley informed the Board he had made the approved changes to the Evaluation Criteria and Weighing portion of the RFQ.

The Board agreed to the changes.

Mr. Riley stated he would either bring the completed RFQ to a future Commissioners' Debriefing meeting, or email it to the Board when all the changes had been made.

Mr. Riley, Major Neal Robertson, Major Kim Edmondson exited the meeting at 2:56 p.m.

ignite CDA/ Transit Center

Grants Management Office (GMO) Director Jody Bieze stated that ignite CDA had published their budget in August 2015, and that \$250,000 was available for potential improvement to the Citylink system in the Riverstone area. She asked the Board if they would support GMO pursuing these funds.

Chairman Green stated that ignite CDA Executive Director Tony Berns had told him the ignite CDA Board was considering potentially donating \$250,000 to the Citylink system, but that it was not a budgeted item. Chairman Green said based on his conversation with Mr. Berns he did not think this was a grant.

The Board decided not to pursue ignite CDA funds.

Ms. Bieze and Chief Deputy Assessor Richard Houser exited the meeting at 3:08 p.m.

Advisory Board Update

Administrative Supervisor Nancy Jones said open positions remained on three Advisory Boards. She asked if the Commissioners would like to reconsider candidates who had applied for other Boards, or if the Board would like to solicit new applicants. Ms. Jones added that some of the Advisory Board Chairs had applicants in mind that were not on file.

Neither Chairman Green nor Commissioner Stewart were in favor of appointing people who had not gone through the application process.

Commissioner Eberlein suggested staff email the applicants on file asking them to rank order the remaining Board openings on which they would be willing to serve.

The other Commissioners agreed to Commissioner Eberlein's proposal and directed staff to email the applicants asking for a reply by 5:00 p.m. January 22, 2016.

Court Appointed Special Advocates (CASA) Contract

Ms. Jones stated that statute mandated the County supply an attorney to CASA, funded by the County. She said 15 months ago, the County contracted with Anderson Palmer George Walsh & Taylor PLLC to represent CASA; that there had been no complaints with the service, and their fees were a flat rate. Ms. Jones asked the Board if they would support the contract's continuation.

Commissioner Stewart moved to authorize Chairman Green to sign the CASA contract renewal. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Office of Emergency Management (OEM) Clerk Position Request

Chairman Green reminded the Board they had requested OEM Director Sandy Von Behren provide what the cost would be to make a part-time employee a full-time employee. He said that over the years Ms. Von Behren had made several requests for additional personnel and had been short-staffed for some time.

Commissioner Stewart clarified that the difference in pay would be \$5,888.85 annually for fiscal year 2017.

The Board approved the request and directed Ms. Von Behren to deliver a status change form to Human Resources.

Ms. Cross, Ms. Von Behren, and County Assistance Manager Shelly Amos exited the meeting at 3:19 p.m.

Idaho Panhandle National Forest Plan/ Mueller Request

Chairman Green stated that Benewah County citizen Tim Mueller had asked the Board to join the lawsuit against Idaho Panhandle National Forest and the Kootenai National Forest. He stated that Mr. Mueller's argument was that the Regional Forester had not participated in local plan coordination. Chairman Green said he'd been informed that the coordination had been appropriate, so he did not personally support Mr. Mueller's claim but wanted to inform his fellow Commissioners of the request.

Commissioner Stewart said he was against supporting Mr. Mueller's challenge.

Commissioner Eberlein said he would speak to Mr. Mueller, so he could make an informed opinion.

Commissioner Eberlein moved to continue the discussion of the Idaho Panhandle National Forest Plan/ Mueller Request to the Commissioners' Debriefing on January 25, 2016. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

State of the County Planning

Chairman Green asked his fellow Commissioners what they would discuss at the February 24, 2016, State of the County presentation to the Coeur d'Alene Chamber.

Commissioner Eberlein stated he would speak on the lakes management plan, the basin commission, and the jail.

Commissioner Stewart said he would give a recap of the year including the following topics:

- Board of Equalization
- Budget Process
- Tax Cancellations
- Indigent Process
- Land Use
- Cape Horn Fire
- Snowstorm & Windstorm
- Sheriff Pay Raises
- Crimes

Chairman Green stated he would speak about the Budget, County Finances, and the Fund Balance. He added that the Question & Answer portion went well last year and he would like to see that open communication again this year.

The Board agreed they liked the Question & Answer portion.

Fleet Management & Draft Vehicle Policy Updates

Chairman Green asked if the Board would support the draft of the vehicle policy updates. He stated his main concerns were the undefined requirements for employee's driver's license and insurance, as well as inconsistent vehicle usage.

Commissioner Stewart expressed concerns regarding refitting cars for patrol and then turning them around for County employees.

Assessor Mike McDowell said he was concerned that limiting the model of cars would restrict competitive purchasing and could exclude local dealers.

Commissioner Eberlein stated he would support moving forward but he wanted more research on the consistent vehicle usage.

- 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 4:00 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk

By: _____
Cecilia Sweet, Deputy Clerk