

**Minutes of Special Meeting
Employee Recognition Committee
January 28, 2016
11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner Marc Eberlein met to discuss the following agenda item. Also present were Human Resources (HR) Director Skye Reynolds, Employee Recognition Committee (ERC) Chairman Elizabeth MacGregor, BOCC Administrative Supervisor Nancy Jones and Deputy Clerk Cecilia Sweet. Commissioner David Stewart was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 11:00 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. New Business**

Meeting with ERC Chairman Elizabeth MacGregor to discuss:

Employee of the Year recommendation

ERC Chairman Elizabeth MacGregor informed the Board of the ERC's selection process and revealed the recommendation for Employee of the Year.

Chairman Green requested the Employee of the Year not be disclosed in the minutes to keep the announcement a surprise.

Annual luncheon

Ms. MacGregor announced this year's annual luncheon would be at Fedora restaurant on Friday, February 26, 2016 at 12:00 p.m. She mentioned the guest list would include the Commissioners, the employees of the month for 2015 and ERC members.

New ERC members

She announced the new ERC members: KCSO Sergeant Brad Cox, County Assistance Manager Shelly Amos, BOCC Administrative Supervisor Nancy Jones and Assessor Administrative Secretary Reba Grytness. She added this would bring their membership to 13.

Commissioner Eberlein moved to approve the new ERC members: Brad Cox, Shelly Amos, Nancy Jones and Reba Grytness. Chairman Green seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

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

The motion carried.

Drawing amongst nominators for a \$25 gift card

Commissioner Eberlein stated for the record that Deputy Clerk Cecilia Sweet drew Captain Andy Deak's name for the \$25 gift card.

- 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.

Ms. MacGregor mentioned she received a suggestion to recognize a whole department's hard work, and she confessed, she did not know how to proceed.

HR Director Skye Reynolds suggested the person write the department's recognition in the employee newsletter.

Chairman Green adjourned the meeting at 11:14 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Cecilia M. Sweet, Deputy Clerk
