

**Minutes of Meeting  
Commissioners' Debriefing  
April 18, 2016  
3:00 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 Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Finance Director Dena Darrow, Coroner Warren Keene, Prosecutor Barry McHugh, Buildings & Grounds Director Shawn Riley, Solid Waste Director Cathy Mayer, Principal Planner Lauren Chaffin, Human Resources Director Skye Reynolds, BOCC Administrative Supervisor Nancy Jones, and Deputy Clerk Alicia Lynch. Also present were citizen Tina Kunishige and Coeur d'Alene Press Staff Writer Brian Walker.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 3:00 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Business:**

**Finance Director Introduction**

Clerk Jim Brannon introduced the new Finance Director Dena Darrow, a licensed CPA and former employee of Itron, Inc. All participants present introduced themselves to Ms. Darrow.

Human Resources Director Skye Reynolds, Solid Waste Director Cathy Mayer, and Principal Planner Lauren Chaffin exited the meeting at 3:04 p.m.

**Lock Replacement Proposal**

Buildings & Grounds Director Shawn Riley explained that the Treasurer, Recorder, Auditor, and County Assistance had been working together since the active shooter exercise and had found a security weakness regarding the locks on the departments' outer doors. He said that while the Clerk was willing to pay for the new locks out of the Clerk's Budget, he said that the issue affected the majority of departments in the Administrative Building because it was the only County building that did not have security screening. He said that the locks were not in Buildings & Grounds five year plan and that he may need to request Contingency Funds at the end of Fiscal Year 2016.

Commissioner David Stewart asked if a Maglock system would be more cost effective than the proposed \$715 for deadbolts. Mr. Riley replied that the BOCC's Maglock had cost approximately \$1,800 and said, in his opinion, that the deadbolts were the most cost effective solution to the problem. He added that a Maglock would require the police to break down doors versus unlocking a deadbolt with a key. Commissioner Stewart asked what benefit the new locks would provide. Mr. Riley explained that the current locks required the operator to open the door to an outside threat in order to

engage the lock; the new locks would allow the operator to lock the door from within the department without drawing the shooter's attention by opening the door.

Chairman Green directed Mr. Riley to send a memo to the Board documenting the expense.

### **Coroner Space Needs**

Coroner Warren Keene explained that Spokane County Coroner's office provided morgue and pathology services to all Idaho's Northern Counties except Latah. He advised that Spokane's capacity to assist when counties exceeded their own capacity would become maxed out within the next three to five years. He requested the County consider expanding the Coroner's office to include a morgue either at the Jail or at the Elections building. Coroner Keene emphasized that Spokane's contract with the County could be terminated with 90 days' notice.

Mr. Riley explained that the Coroner's office would need public access which could compromise jail security.

Chairman Green said that he would rather grow fund balances and deal with the expansion at a later date versus expanding now when the Board was supporting several other capital projects. He added that he was open to discussion but at this time he was unwilling to commit County dollars.

Treasurer Steve Matheson entered the meeting at 3:14 p.m.

Prosecutor Barry McHugh exited the meeting at 3:21 p.m.

Mr. Riley exited the meeting at 3:23 p.m.

### **Idaho Fish and Game Land Acquisition**

Chairman Green said that Idaho Fish and Game had requested a letter from the Board supporting an exchange of Kootenai County wet lands for Benewah County timber lands. He said he had no opinion on the matter. Commissioner Stewart inquired if there would be an impact to the tax payers. Commissioner Eberlein replied that he had received communication from a citizen against the exchange and said he would like to explore the topic further. Commissioner Stewart said he would be open to a meeting with Idaho Fish and Game before making a decision.

Chairman Green directed staff to request a meeting with Idaho Fish and Game.

- 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 3:28 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

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

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