

Minutes of Meeting
Adult Misdemeanor Probation
July 18, 2016
9:30 a.m.

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda item. Also present were Human Resources (HR) Director Skye Reynolds, Adult Misdemeanor Probation (AMP) Probation Supervisor Melissa Miller, and Deputy Clerk Alicia Lynch. Commissioner Marc Eberlein was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:34 a.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Old Business:** There was no old business discussed.
- D. New Business:**

AMP Recruitment Process Discussion

HR Director Skye Reynolds provided the Board a list of locations HR had posted the AMP Director position, and said the posting would close August 3, 2016. She reported that five applications had been received; two from previous applicants and one with prior AMP Director experience. She informed the Board that a meeting was scheduled to discuss the applicants on August 8, 2016. Ms. Reynolds requested Board direction regarding the background check for the position.

Commissioner David Stewart stated he was in favor of a full background check done by the Sheriff's office. Chairman Green asked what kind of background check Juvenile Probation and Juvenile Detention required. He also expressed concerns that the Sheriff's office might not be willing to do the background check.

AMP Probation Supervisor Melissa Miller explained that former AMP Director Kevin Creighton had implemented the full background check for the AMP staff because they carried firearms. She noted that Juvenile Probation did not carry firearms but she was unable to speak to their background needs. Ms. Miller expressed concerns with the length of time a full background check would take.

Commissioner Stewart said he would meet with Captain Andy Deak to discuss the Sheriff's office conducting the background check.

No decisions were made.

- 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. There were no public comments.

Chairman Green adjourned the meeting at 9:49 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
