

**Minutes of Meeting  
Elected Officials  
August 17, 2016  
9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda items. Also present were Assessor Mike McDowell, Chief Deputy Assessor Richard Houser, Treasurer Steve Matheson, Sheriff Ben Wolfinger, Undersheriff Dan Mattos, Coroner Warren Keene, Chief Deputy Clerk Pat Raffee, Human Resources (HR) Director Skye Reynolds, and Deputy Clerk Alicia Lynch. Also present was citizen Bob Bingham. Commissioner Marc Eberlein was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:00 a.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Business:**

**2016 Employee Benefits Open Enrollment**

HR Director Skye Reynolds presented an overview of the upcoming Employee Benefits Open Enrollment including:

- Performance evaluation tool kits available to managers
- Preview of health insurance monthly premiums
- eSuite enrollment to be held September 1<sup>st</sup> through September 30<sup>th</sup>
- Unchanged plan costs for prescriptions, dental, vision, life insurance, and employee assistance programs
- Voluntary Insurance to be offered through Unum Providence
- Benefits and Wellness Fair to be held on September 7<sup>th</sup>

Treasurer Steve Matheson inquired whether the Elected Officials still retained the autonomy to distribute the 2% merit increases. Chairman Green replied that each Elected Official was provided a pool of funds to distribute as the individual Elected Official saw fit.

Assessor Mike McDowell asked whether employees needed to enter their biometric information before enrolling in benefits or if they could be done at the same time. Ms. Reynolds said the websites for the data different, so entries would be separate.

Chief Deputy Prosecutor Barry Black entered the meeting at 9:10 a.m.

Chief Deputy Clerk Pat Raffee noted the presentation appeared to elevate employee contributions for Health Benefits by focusing only on the increased amount rather than the total. She said the Fiscal Year 2017 Proposed Budget legal notice gave totals, and employee contributions were 19% of the total cost, and the County's contribution was 81%.

Undersheriff Dan Mattos requested additional clarification regarding the County's shift from Aflac to Unum Providence. Ms. Reynolds replied that Internal Revenue Service (IRS) pre-tax deduction requirements made the County responsible for all pre-tax deductions, and that employees could still keep their Aflac policies if they wished, and get direct billing to their homes.

Assessor McDowell exited the meeting at 9:19 a.m.

**Voter Registration**

Ms. Raffee apprised the Elected Officials of the Clerk's plan to get voters to register before the Presidential election. She said that in the 2012 Presidential election, 8,411 citizens registered to vote on Election Day, which created long lines at the polls. She said that citizens that have moved within the year or changed their names would be required to re-register. Chairman Green asked where citizens should turn in the voter registration cards. Ms. Raffee said all registrations needed to be returned to the Elections office.

**Idaho Association of Counties (IAC) Board Nomination**

Chairman Green informed the Elected Officials that both Commissioner Marc Eberlein and Prosecutor Barry McHugh had expressed interest in the open IAC Board position. He reported Prosecutor McHugh said he would support Commissioner Eberlein taking the position.

Sheriff Ben Wolfinger nominated Commissioner Eberlein as the County's IAC Board representative. Treasurer Matheson seconded the nomination. Chairman Green called for a vote; all Elected Officials present were in favor and the motion carried.

- 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 9:29 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

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

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