

Minutes of Meeting
Office of Emergency Management Update
October 3, 2016
9:30 a.m.

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Office of Emergency Management (OEM) Director Sandy Von Behren, citizen Bob Bingham, and Deputy Clerks Randi Davis and Lisa Music. Commissioner David Stewart was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:30 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Staffing Update

OEM Director Sandy Von Behren reported a second Preparedness Coordinator applicant did not pass the background check. She said there was another competent applicant available to fill the position. Chairman Green asked whether the new applicant had been offered the position, and Ms. Von Behren confirmed she had.

OEM Jimmy

Chairman Green discussed the 1999 GMC Jimmy that was used by OEM. He said that it was in need of a new engine that could cost approximately \$4,000, and that the Sheriff's Office had a Dodge Dakota that could be loaned to OEM if necessary. He suggested the possibility of leasing a vehicle for six months until more grant money was available to purchase a vehicle. Commissioner Marc Eberlein suggested renting a vehicle, and was unsupportive of repairing the Jimmy. Chairman Green agreed.

Chairman Green directed Ms. Von Behren to contact KCSO Lieutenant Stuart Miller concerning the use of the Dodge Dakota, and also to contact Grants Management Office (GMO) Director Jody Bieze concerning using Fiscal Year 2016 grant funds to purchase a vehicle. Ms. Von Behren confirmed she would, and would also provide lease and rental costs.

Plans

Ms. Von Behren said the department emergency plans had been delayed because OEM was currently understaffed. Chairman Green asked whether a former employee could be contracted for work, and Ms. Von Behren confirmed she could with Board approval. Chairman Green directed Ms. Von Behren to contact the previous Preparedness Coordinator, and to provide costs and a timeline for the work to be completed through contract.

Cyber Security

Ms. Von Behren stated OEM was working with Karen Thurston from the University of Idaho to schedule and sponsor Cyber Security Training for County employees. Chairman Green suggested Ms. Von Behren collaborate with Information Systems Director James Martin to implement the training instead, and Commissioner Eberlein agreed.

- F. 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 9:59 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Randi Davis, Deputy Clerk
