

**Minutes of Meeting**  
**Office of Emergency Management Update**  
**November 7, 2016**  
**9:30 a.m.**

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

- A. Call to Order:** Chairman Pro Tem Marc Eberlein called the meeting to order at 9:30 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:**

**Bayview Water & Sewer District Hazard Mitigation Grant Application**

OEM Director Sandy Von Behren said Timberlake Fire District tried to apply for a Hazard Mitigation Grant (HMGP) on behalf of Bayview Water & Sewer District (BWSD) for two generators that would supply power to water pumps. She said that since Timberlake Fire District was found to be ineligible to apply for the grant, the County could apply on behalf of BWSD. Ms. Von Behren said that the grant would cover 75% of the total cost of the project, and BWSD had agreed to pay the local share. She added that the generators would be added to the County's asset inventory.

Commissioner David Stewart pointed out that the County would be responsible for ongoing expenses concerning the generators if they were added to the County's asset inventory. Ms. Von Behren stated the County would enter into a grant agreement with BWSD that would minimize any burden to the County. Commissioner Stewart asked whether BWSD was a for-profit business that was not a municipality, and Ms. Von Behren confirmed she would find out. Commissioner Stewart stated that having the generators on the County's asset list would increase the County's liability, and Chairman Pro Tem Eberlein agreed. Chairman Pro Tem Eberlein directed Ms. Von Behren to ask Civil Deputy Prosecuting Attorney Jamila Holmes to attend the business meeting on November 8, 2016, for further discussion.

**Revision/ Homeland Security Grants**

Ms. Von Behren said OEM was working on revising the Fiscal Year (FY) 2015 and 2016 State Homeland Security Grant Programs (SHSP) in order to expend the older grant funding first. She said KCSO and the Coeur d'Alene Police Department Crisis Negotiation Team's crisis negotiation vehicle could be purchased from the FY 2015 funding.

**Planning Updates**

Ms. Von Behren discussed the Kootenai County Emergency Operations Plan that OEM was working on updating. She also discussed Emergency Operation Center (EOC) e-learning training classes that were available to EOC personnel.

**American Kennel Club (AKC) Pet Disaster Relief Grant Application**

Ms. Von Behren said the Coeur d’Alene Dog Fanciers were seeking emergency relief grant funding for a trailer. She said the Sheriff’s Office would apply for the grant, and AKC would facilitate the fund raising for the local share. Chairman Pro Tem Eberlein asked whether it was a private or Federal grant, and Ms. Von Behren confirmed she would find out.

**Cyber Security Workshop**

Ms. Von Behren said Information Systems Director James Martin would be facilitating County personnel cyber security training. She stated that OEM would like to host a cyber security workshop for the private industry.

**OEM Staffing Update**

Ms. Von Behren stated OEM’s new hire was currently in the background check process.

**Vacation**

Ms. Von Behren said KCSO Patrol Captain Andy Boyle would cover for her during her upcoming vacation time.

- 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 Pro Tem Eberlein adjourned the meeting at 10:15 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN PRO TEM

BY: \_\_\_\_\_  
Randi Davis, Deputy Clerk

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