

Minutes of Meeting
Human Resources: Personnel Changes
June 11, 2020
11:00 a.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Prosecutor Barry McHugh, Juvenile Detention Center (JDC) Director JT Taylor, JDC Assistant Director Linda Hoss, Finance Director Dena Darrow, Human Resources (HR) Director Sylvia Proud, HR Generalist – Employee Relations Kimberley Van Slate, Information Technology (IT) Director James Martin, IT Network Administrator Grant Kinsey, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Manager Nancy Jones and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action):**

Request for On-Call Stipends – Prosecutor’s Office

Prosecutor Barry McHugh requested the Board’s authorization to provide on-call stipends to be paid out of salary savings for attorneys that handle services outside normal business hours for law enforcement, such as requests for search warrants and arrest warrants.

Commissioner Leslie Duncan moved that the Board approve the request for on-call stipends for the Prosecutor’s Office as outlined in the documents presented. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

Prosecutor McHugh exited the meeting at 11:05 a.m.

Request for Performance Equity Based Pay Increase – Juvenile Detention

Juvenile Detention Center (JDC) Director JT Taylor asked the Board’s authorization to offer an equity based pay increase to a staff member.

Commissioner Duncan noted that the budget impact would be zero, including for next year.

Commissioner Duncan moved that the Board approve the request for performance equity based pay increase, as presented. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Mr. Taylor and JDC Assistant Director Linda Hoss exited the meeting at 11:07 a.m.

Executive Session pursuant to Idaho Code §74-206(1)(a) to consider hiring a public officer, employee, staff member, or individual agent. (Closed Session – Discussion Item)

Decisions/Direction (Open Session – Action Item)

No information requiring an Executive Session was submitted.

Request for Hiring Bonus – Information Technology

Information Technology (IT) Network Administrator Grant Kinsey requested the Board’s approval to offer a hiring bonus to promising candidate for an IT position based with KCSO. He noted that the position had been empty for about two years. He explained that the one-time bonus of \$1,000 would be contingent upon the person passing the background check and accepting the position.

Commissioner Duncan moved that the Board approve the request for hiring bonus for IT for \$1,000. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Request for Promotional Increase – Information Technology

IT Director James Martin requested the Board’s approval for a promotional increase for a staff member. He explained that the Tax and Assessment System Administrator planned to retire on July 17, 2020. He said they had an individual who had been in training to fill the position for five years. He asked for a salary of \$70,000 for the person, which was also included in their FY21 Budget request.

Commissioner Duncan moved that the Board approve request for promotional increase from Information Technology in the amount totalling \$70,000, to become effective on the pay period that most closely aligns with July 17, 2020. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

D. Public Comment (Discussion): 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 was no public comment.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 11:11 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
