

**Minutes of Meeting**  
**FY2020 Budget Deliberations**  
**June 21, 2019**  
**9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Senior Staff Accountant Mel Merrifield, Coroner Dr. Warren Keene, Sheriff Ben Wolfinger, Undersheriff Dan Mattos, Assessor Rich Houser, Administrative Manager Reba Grytness, Information Technology (IT) Network Administrator Grant Kinsey, Application Systems Manager Matt Snow, Human Resources (HR) Director Sylvia Proud, Resource Management Office (RMO) Senior Program Manager Kimberli Riley and Deputy Clerk Ronnie Davisson. Also present was Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:08 a.m.
- B. Introductions**
- C. Changes to the Agenda (Action):** There were no changes to the agenda.
- D. Action Items:**

**Final Payroll Budget Increases (Based on Pay Period #12)**  
**Wage Study Discussion**

Finance Director Dena Darrow said that if the Board were to stick with the 2% wage increase for the employees, the total would be \$634,189. She then pointed out that if the Board were to fund the wage study all in one year, it would cost approximately \$2,653,607.

**Continue Discussion of Items to Cut from New Asks**

IT Network Administrator Grant Kinsey discussed several of the IT requests; Bomgar Remote System for the Sheriff's Office, Dual Shield Advanced Authentication, and an upgrade to TRAKiT. Ms. Darrow pointed out that there was \$600,000 set aside for IT Capital Planning and mentioned that the Board could consider funding the Bomgar Remote System and Dual Shield Authentication with those dollars.

Community Development Director David Callahan entered the meeting at 9:20 a.m.

Mr. Callahan spoke to the upgrade to TRAKiT for \$47,500. He explained that the system was at the end of its useful life and had problems that could not be fixed. Application Systems Manager Matt Snow said that even by upgrading the system, it still would not fix the problems it had and that they had started looking at replacement systems. Further, they were anticipating \$210,000 for a brand new system implementation the following year. Both Mr. Snow and Mr. Callahan said the TRAKiT upgrade could be cut from the budget for FY20, so long as the Board was aware they would need \$210,000 in FY21 for a

new system. The Board was amenable to their request and opted to cut the upgrade from the budget for \$47,500.

Mr. Snow and Mr. Callahan exited the meeting at 9:31 a.m.

Ms. Darrow asked Assessor Rich Houser to speak to his requests. Mr. Houser explained that Spokane County would be implementing Mobile Assessor in November 2019. He explained the benefits of the program, noting it would be a big time saver. Commissioner Leslie Duncan said that Mr. Houser had sold her on the program the first time he spoke to it; the only reservation was the cost of the program. He said that they have Fund 46, which was the Assessor's Revaluation Fund and proposed they use those dollars to fund the program in its entirety. He then suggested that the two vehicles they requested, as well as the vehicle the County Surveyor had requested, could be funded out of Fund 46, and they **would have** a healthy balance left over. Commissioner Duncan asked about ongoing costs of the Mobile Assessor program and Mr. Houser said it was approximately \$28,000 annually and that Fund 46 should be able to cover that cost.

Mr. Kinsey exited the meeting at 10:37 a.m.

Mr. Houser spoke to the Fleet Management recommendations and explained which vehicles could be sent to salvage or moved to other departments. Undersheriff Dan Mattos inquired about the patrol car request and Contractor Shawn Riley said they had begun negotiations with Ford on the leasing options. After lengthy discussion on countywide vehicle requests, Ms. Darrow said she would cut one Transit Van from the requests and use \$700,000 as a placeholder for vehicle leasing.

Chairman Fillios recessed the meeting at 9:59 a.m.

Chairman Fillios reconvened the meeting at 10:14 a.m.

Upon reconvening the meeting the Board discussed their Community Support allocations and if they wished to increase or decrease any amount. They opted to increase their allocation to Safe Passage by \$1000; Commissioner Duncan said she would reach out to Heritage Health to discuss what monetary figure would be satisfactory to them.

Commissioner Duncan moved on to discuss the wage study and suggested funding the results over two years as opposed to funding it all in one year. She explained that if it were to occur over two years, some BOCC departments and the Elected Officials could be funded in the second year, which would give the employees the confidence that the wage study would in fact be funded. Chairman Fillios agreed with Commissioner Duncan on the two-year implementation, but only for Elected Officials, so the Board could focus on a one-year implementation for everyone else.

Commissioner Duncan discussed the Coroner Lab and explained that based on all other budgetary requests in the current Fiscal Year, she was not favorable to funding the Coroner Lab or the design fees associated with the lab. Contractor Shawn Riley pointed out that the lab would be considered a specialty, which would require a specific type of architect to design the lab, much like what had to be done with the Jail Expansion. He

pointed out that it would also increase the cost. Commissioner Duncan said she did not believe the County could fund the ongoing expenses of a lab; however, she did not see any of the numbers associated with ongoing costs, she just did not want to promise design fees since she felt there were other items of more importance. Commissioner Bill Brooks spoke in favor of design fees for the lab; however, none of the Board agreed that it was a top priority for them. Ms. Darrow suggested readdressing the Coroner Lab request later so more research could be performed. She then asked Coroner Dr. Warren Keene whether he knew of any labs comparable to what he was requesting and if so, to put her in contact with those labs to help obtain numbers for projection purposes.

Commissioner Duncan asked Clerk Jim Brannon about his recent meeting with State Senator Mary Souza and Representative Jim Addis regarding Medicaid Expansion and asked for his thoughts. Clerk Brannon explained that it was unknown as of yet how Medicaid Expansion would affect the counties, but mentioned that police holds would still be mandated and the counties would still be required to pay for them. He also said that the usage of Fund 40 (the County's Indigent Fund) would have to be closely monitored.

Undersheriff Dan Mattos and Sheriff Ben Wolfinger spoke briefly about the Holiday Buy Back Program and said they were not asking for more money for the Holiday Buy Back; Commissioner Duncan asked for the Holiday Buy Back to be part of future scenarios.

- E. **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 were no public comments.
  
- F. **Adjourn (Action):** Chairman Fillios adjourned the meeting at 11:27 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

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