

**Minutes of Meeting
Commissioners' Debriefing
March 18, 2019
11:00 a.m.**

The Kootenai County Board of Commissioners: Chair Pro Tem Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Human Resources (HR) Director Sylvia Proud, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Chairman Chris Fillios was excused.

- A. Call to Order:** Chair Pro Tem Leslie Duncan called the meeting to order at 11:02 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

Televised Meetings (Discussion): Changes based on initial test

Chair Pro Tem Duncan asked Commissioner Bill Brooks for his impressions after reviewing the initial test of videotaping a BOCC meeting. Commissioner Brooks said he felt they did not need an active camera operator; it would cost the County money and he felt that the still focus view was completely adequate to their needs. He suggested that they try to have a verbal crawl added to the bottom of the screen noting where relevant documents could be located. He remarked that BOCC Communications Manager Nancy Jones had done an excellent job learning to manage the camera system.

Quarterly Jail Inspection Update (Discussion)

Chair Pro Tem Duncan reported that she had toured the whole Jail, both old and new sections, and had been very impressed. Commissioner Brooks said he intended to do the same as soon as possible. He added that he was particularly interested in inspecting their health center.

Budget Philosophies for 2019 (Discussion)

Chair Pro Tem Duncan stated that her view of the upcoming Budget proceedings was that they needed to pay attention first to those services that the County was mandated to provide. Commissioner Brooks remarked that quality of life services would be considered second, with the idea of limiting spending on optional services.

Chair Pro Tem Duncan asked Human Resources (HR) Director Sylvia Proud when a recommendation regarding employee compensation might be received. Ms. Proud said she had been working with Prosecutor Barry McHugh and HR Generalist – Benefits & Compensation Dorothy Cross to generate a proposal. She stated she hoped a draft would be available to the Board by early June 2019.

Chair Pro Tem Duncan asked Finance Director Dena Darrow to share her impressions of the best course of action to pursue regarding Capital Projects. Ms. Darrow said that, in the past, Capital Projects were paid for through the Fund Balance account. She remarked that some Capital projects were recurring, like vehicle purchases for KCSO, and needed to have a sustainable funding source that could be counted upon year after year. Ms. Darrow suggested that the Commissioners consider those building projects that the County will absolutely require within the next five years and begin working toward funding those now. Both Commissioners agreed that economizing now to begin saving for planned building projects would be wise.

Commissioner Brooks specifically praised Chief Deputy Clerk Jennifer Locke, Ms. Darrow, Ms. Proud and BOCC Senior Business Analyst Nanci Plouffe for the work they have done to prepare the Commissioners for the challenge of the Budget season.

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): Chair Pro Tem Duncan adjourned the meeting at 11:25 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

LESLIE DUNCAN, CHAIR PRO TEM

BY: _____
Tina Ginorio, Deputy Clerk
