

**Minutes of Meeting  
Commissioners' Debriefing  
March 25, 2019  
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 Finance Director Dena Darrow, Buildings & Grounds (B&G) Operations Manager Greg Manley, B&G Assistant Manager Tom Reed and Deputy Clerk Tina Ginorio. Also present was Planning & Zoning Commission Chair David Levine.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:04 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

**BOCC Office ADA-Compliant Door (Discussion)**

Chairman Fillios noted that the Board had previously received a quote of \$5,700 for the ADA-compliant door to be installed at the back entrance to the BOCC offices. Buildings & Grounds (B&G) Operations Manager Greg Manley said that Shawn Riley had not given him any information on this project yet. Finance Director Dena Darrow pointed out that the quote had been included in the Board's Business Meeting packet for tomorrow. She provided some supplemental information on possible funding sources for the project.

**Planning Commission request for County email addresses (Discussion)**

Chairman Fillios reminded the other Commissioners that BOCC Communications Manager Nancy Jones had previously raised concerns on whether Advisory Board Members should be given County emails to be used for all County business.

Planning & Zoning Commission Chair David Levine explained that he had been informed that, due to the Freedom of Information Act, Advisory Board Members could be required to provide access to their personal email accounts, if they used those accounts for County business. He noted that Ms. Jones had set up an email address to which all Advisory Board Members were instructed to send copies of all correspondence, but said he did not think this would fully protect them.

Commissioner Leslie Duncan suggested that the Board consult with Information Technology (IT) about the cost and feasibility of assigning County emails to the Advisory Board Members. For the immediate present, she suggested that each member create separate personal accounts for County business use only.

B&G Assistant Manager Tom Reed, Mr. Manley and Finance Director Dena Darrow exited the meeting at 11:14 a.m.

**Openings and Applicants for Parks & Waterways Advisory Board (Discussion)**

Commissioner Duncan reported that no information on additional applicants had been circulated although several applications for different Advisory Boards had been received. She said there was still one opening on Parks & Waterways and she hoped to receive some additional applications from the northern part of the County within the next two weeks. All three Commissioners agreed to leave the application process open and that any applications received would be circulated.

**Openings and Applicants for Natural Resources Advisory Board (Discussion)**

Commissioner Duncan reported that the situation for the Natural Resources Advisory Board was similar to that of Parks & Waterways.

**HARSB Update (Discussion)**

Commissioner Duncan reported that the HARSB (Hayden Area Regional Sewer Board) Budget would be submitted soon, probably with a small increase in cost to the County. She noted that there had been some changes to the construction agreement and said County Legal would attend a workshop about them. Chairman Fillios noted that the County still owned about 1% of HARSB. Commissioner Duncan stated it was not feasible for the County to extract itself from HARSB at this time.

- 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.

Chairman Fillios asked the status of the circulating of positions grade among the Elected Officials, as discussed in the most recent Elected Officials Meeting. Commissioner Duncan said that Human Resources (HR) was working on changing that policy. She also confirmed that Prosecutor Barry McHugh and HR Director Sylvia Proud were waiting for a decision from the Board on commissioning a study reexamining County wages in relation to market rates. Commissioner Duncan said she thought this was going to be addressed during the next week’s Human Resources Personnel Changes meeting.

- E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:26 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

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