

Minutes of Meeting
Office of Emergency Management
April 3, 2020
1:00 p.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 Treasurer Steve Matheson, Chief Deputy Treasurer Laurie Thomas, Chief Deputy Assessor Joe Johns, Specialized Appraisal Manager Jeff Hurt, Information Technology (IT) Director James Martin, IT Network Administrator Grant Kinsey, Buildings & Grounds (B&G) Operations Manager Greg Manley, Office of Emergency Management (OEM) Preparedness Coordinator Tiffany Westbrook and Deputy Clerk Tina Ginorio. Also present was North Idaho Fair General Manager Alexcia Jordan. Commissioner Bill Brooks, Ms. Thomas, Ms. Jordan, Mr. Johns, Mr. Hurt, Mr. Manley, Mr. Kinsey and Mr. Martin were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:00 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

Potential Relocation of Kootenai County Emergency Operations Center to Kootenai County Administration Building (Action)

Office of Emergency Management (OEM) Preparedness Coordinator Tiffany Westbrook reported that concerns had arisen about the location of the EOC (Emergency Operations Center) in the basement of the Sheriff's building. She explained that they had twenty or more people working in too small a space to allow proper social distancing. She added that deputies and staff also passed through the area frequently, increasing exposure risks. She said they would like to transfer to EOC to Meeting Rooms 1A, 1B and 2 on the first floor of the Administrative Building.

Commissioner Leslie Duncan remarked that some business was conducted in those rooms on a regular basis, so she was not sure this would be a good location for the EOC. She reported that there was space available at the Fairgrounds.

North Idaho Fair General Manager Alexcia Jordan confirmed that there was a suitable building available for the EOC.

Ms. Westbrook conveyed the EOC's objections to being placed at the Fairgrounds.

Commissioner Bill Brooks asked whether the empty Shopko building could be used.

Information Technology (IT) Network Administrator Grant Kinsey stated that the Shopko building could not be connected to the County's network, so that would not work. He said that he could connect the Fairgrounds to the network. He predicted it would cost between \$2,000 and \$3,000 and would probably take a couple of weeks to complete.

Treasurer Steve Matheson and Chief Deputy Assessor Joe Johns voiced objections to the use of the meeting rooms at the Administrative Building. There was general agreement that this would not be a preferred choice.

Ms. Westbrook stated she would report the information and suggestions to the EOC staff and ask for their input.

There was general agreement that further conversation and negotiation would be required to decide on a new location for the EOC. It was agreed that a second meeting would be scheduled, if necessary.

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 1:27 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
