

**Minutes of Meeting**  
**Human Resources: Personnel Changes**  
**April 23, 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 Public Defender Anne C. Taylor, Human Resources (HR) Director Sylvia Proud, HR Generalist – Employee Relations Kimberley Van Slate, Finance Director Dena Darrow, Solid Waste (SW) Director Cathy Mayer, Civil Deputy Prosecuting Attorneys Darrin Murphey and R. David Ferguson, BOCC Communications Manager Nancy Jones and Deputy Clerk Tina Ginorio. Commissioner Bill Brooks, Mr. Ferguson and Ms. Mayer attended via teleconference.

- A. Call to Order:** Chairman Chris Fillios 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 (Action Items):**

**Request to Adopt Grade, Heavy Equipment Mechanic – Solid Waste**

Human Resources (HR) Generalist – Employee Relations Kimberley Van Slate requested the Board’s approval to adopt Grade 8 for the Solid Waste Heavy Equipment Mechanic position. She stated that the item had been circulated to the other Elected Officials and no objections had been voiced. She added that the change from Grade 7 to Grade 8 would become effective with the start of FY21 on October 1, 2020.

Commissioner Leslie Duncan moved that the Board approve the new grade for Heavy Equipment Mechanic to be effective FY21. 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.

Solid Waste (SW) Director Cathy Mayer commented that this change would affect four positions. She said the employees would be moved from Grade 7 to the equivalent percentage of market in Grade 8.

**Request for Employee Return to Work Plan – Public Defender**

Commissioner Duncan moved that the Board enter into Executive Session pursuant to Idaho Code §74-206(1)(a). 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.

The Board entered into Executive Session at 11:05 a.m. with Civil Deputy Prosecuting Attorneys R. David Ferguson and Darrin Murphey present.

**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)**

**Executive Session pursuant to Idaho Code §74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. (Closed Session – Discussion Item)**

**Decisions/Direction (Open Session – Action Item)**

**Request to Hire Outside Counsel – Public Defender (Action)**

**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)**

The Board exited Executive Session at 11:28 a.m.

Commissioner Duncan moved that the Board exit Executive Session under Idaho Code §74-206(1)(b) with no decisions made and staff to proceed as discussed. 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.

Commissioner Duncan moved that the Board exit Executive Session under Idaho Code §74-206(1)(a) for the Request to Hire Outside Counsel, under Idaho Code §74-206(1)(a) with no decisions being made in session, and further move that, due to a conflict with the Prosecutor, outside counsel be hired. 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 11:30 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

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