

Minutes of Meeting
FY2020 Preliminary Budget Review – Prosecutor
May 16, 2019
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 Prosecutor Barry McHugh, Administrative Supervisor Patti Surplus, Legal Assistant Kelli Kittilstved, Juvenile Diversion Supervisor Douglas Hall, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Budget Accountant Michelle Chiaramonte, Human Resources (HR) Director Sylvia Proud and Deputy Clerk Ronnie Davisson.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:03 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

FY2020 Budget Review – Prosecutor (Discussion)

Prosecutor Barry McHugh introduced Administrative Supervisor Patti Surplus and explained that she would be retiring later in the year after 33 years of service at the County; he then introduced Legal Assistant Kelli Kittilstved who would be taking Ms. Surplus's position upon her retirement. He also introduced HR Director Sylvia Proud and Juvenile Diversion Supervisor Douglas Hall.

Mr. McHugh pointed out that his Operating Budget were fairly close to FY19, but pointed out some increases in Civil related to a renewed contract fee as well as decreases in the Criminal division. Ms. Proud explained that HR had moved the fees for their PlanSource software to Fund 14, which was why there was a decrease shown. Mr. McHugh spoke to the personnel budget and explained they were requesting two new attorneys and one legal secretary.

The Board and the attendees had a brief discussion on the contingency fund; Commissioner Duncan asked if expert witness fees were spent out of contingency, how it would be considered transparent if there was no designation of the usage. Ms. Darrow explained that there was a budgeted contingency amount to cover any overage and if a certain budget was overspent, they could apply dollars from the contingency fund. Mr. McHugh said that it was easy for him to justify specific costs when he was required to ask the Board for spending authority. The Board decided to look deeper into contingency funds and discuss it further later.

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 were no public comments.

E. Adjourn: Chairman Fillios adjourned the meeting at 1:32 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
