

**Minutes of Meeting  
Sheriff's Office  
June 19, 2018  
3:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Marc Eberlein, Commissioner Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda item. Also present were Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Financial Performance & Compliance Senior Manager Kimberli Riley, KCSO Sheriff Ben Wolfinger, KCSO Undersheriff Dan Mattos, KCSO Captain Lee Richardson, KCSO Captain John Holecek and Deputy Clerk Tina Ginorio. Also present were Kootenai County Residents Leslie Duncan and Ruben Miranda.

- A. **Call to Order:** Chairman Marc Eberlein called the meeting to order at 3:32 p.m.
- B. **Changes to the Agenda:** There were no changes to the agenda.
- C. **Action:**

**FY18 Budget Allocation and Anticipated Over-budget Projections**

KCSO Sheriff Ben Wolfinger told the Board he received a memo from the Auditor's Office dated June 8, 2018 describing the critical status of the Jail Operations B Budget. He noted that, as of June 18, 2018, the Auditor's Office estimated the Budget would be \$981,737.40 in deficit by the end of FY2018. Sheriff Wolfinger explained that the problem stems primarily from the size of the Jail's inmate population. He pointed out that they have no control over the number of inmates admitted to the Jail and could only make estimates for the future based on past numbers. He provided the Board with a Jail Operations and Overcrowding Program Summary dated June 18, 2018 that projected Contracted Medical Services would be over budget by \$402,924.65, Contracted Food Services would be over budget by \$98,518.00 and Housing would be over budget by \$480,294.75. Finance Director Dena noted that the estimated total deficit figures were based on current trends. Clerk Jim Brannon added that those trends do not take into account that summer is traditionally an even busier season for the Jail.

Chairman Eberlein inquired how much was spent on Out-of-County Housing in FY2017 and FY2018. Sheriff Wolfinger replied that about \$1.3 million was spent in FY2017 and about \$1.366 million was projected for FY2018.

Chairman Eberlein asked what was left in the Jail's A Budget. Sheriff Wolfinger replied that he had not looked at A Budget figures before the meeting because he had come with the intent of working on a B Budget issue. Commissioner Bob Bingham remarked that the overtime costs were very high at the Jail. Sheriff Wolfinger agreed and said Jail overtime was projected by the end of FY2018 to come to about 236% over originally planned costs. Commissioner Bingham commented that this could have been reduced if the Jail had been successful in bringing in additional staff sooner. KCSO Undersheriff Dan Mattos agreed with his statement, but said none of the issues the department was

facing resulted from errors being made. He said the problem could not be avoided, based on circumstances encountered.

Sheriff Wolfinger suggested that the Board open the FY2018 Budget and put enough money from Fund Balance into the Jail's B Budget Account to cover these expenses.

Chairman Eberlein asked where the corrective funding had come from in FY2017, when the Sheriff's Office had faced a similar shortfall. Sheriff Wolfinger said part of it came from the A Budget and part from Fund Balance. Chairman Eberlein explained that this was why he was interested in how much of their A Budget would be exhausted in FY2018.

Clerk Brannon suggested the Commissioners allow Financial Performance & Compliance Senior Manager Kimberli Riley to outline her plan. Ms. Riley explained that about \$600,000 in Jail Expansion staffing dollars were being held in the Justice Fund. She said the Auditor's Office was told to place the funds there until the Expansion positions were filled. Ms. Riley suggested that some of those funds could be moved into the Jail's B Budget. Additionally, she proposed that she go through all of the Sheriff's accounts to see if there were surpluses in any other areas that could be redirected towards the deficits.

KCSO Undersheriff Dan Mattos told the Board that they still have six openings for Control Room Operators and seven for Detention Deputies. Ms. Riley cautioned that, even with some shifting around, there might still be a need to backfill their Budget partially from the Fund Balance. She said she could have the required analysis completed by Friday, June 22, 2018. Chairman Eberlein said, if this were possible, the material could be put on the next Commissioners' Debriefing on Monday, June 25, 2018.

Commissioner Bingham asked Sheriff Wolfinger to review a letter dated July 13, 2017, in which the Sheriff had spoken of working to cut his B Budget by a total of about \$106,000. Commissioner Bingham asked if the items discussed had ultimately been cut. Sheriff Wolfinger stated he did not recall the specifics of the letter at this point, but would respond once he reviewed the letter.

- D. Public Comment:** 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.

Chairman Eberlein adjourned the meeting at 4:08 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

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

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