

Minutes of Meeting
FY20 Budget Deliberations
July 12, 2019
9:00 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 Assessor Rich Houser, Sheriff Ben Wolfinger, Undersheriff Dan Mattos, Captain Kim Edmondson, Captain John Holecek, Sergeant Ryan Miller, Deputy Zachary Sifford, Administrative Assistant Tammy Exley, Prosecutor Barry McHugh, Administrative Supervisor Patti Surplus, Legal Assistant Kelli Kittilstved, Human Resources (HR) Director Sylvia Proud, HR Generalist – Benefits & Compensation Dorothy Cross, Coroner Dr. Warren Keene, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Court Services Director Marissa Garza, Court Services Manager Kally Young, Chief Deputy Treasurer Laurie Thomas, Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, Solid Waste Director Cathy Mayer, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, BOCC Senior Business Analyst Nanci Plouffe, and Deputy Clerk Ronnie Davisson. Also present were Contractor Shawn Riley and citizens John Robideaux, Jeff Tyler, Bob Norris, and Joe Whipple.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:04 a.m.
- B. Introductions**
- C. Changes to the Agenda (Action):** There were no changes to the agenda.
- D. Business (Action Items):**

University of Idaho Extension Office Representative Sharla Wilson entered the meeting at 9:05 a.m.

Deliberations and Decisions Regarding Funding for Medical Insurance

Review Progress on Personnel, Operating Expenses, and Capital Budgets

Deliberations and Decisions Regarding Open Positions

Deliberations and Decisions Regarding Non-Mandated Services

Deliberations and Decisions Regarding Funding for Vehicles

Finance Director Dena Darrow opened the meeting by stating that the final numbers for the wage study would be completed by Monday or Tuesday and aimed for more solid numbers on Monday in hopes of balancing the budget at that time. She then said that the total deficit at the time was approximately \$3.2 million. Further, by delaying the wage study implementation, it would take their deficit down to roughly \$2.6 million.

HR Director Sylvia Proud explained that during the course of the wage study research, they were using Kootenai County Policy 120 as a guide. She explained the Board had been presented with a number of scenarios, wherein they chose a scenario that included a

minimum 2% increase, updated the sworn officer matrix and projected a bonus-type situation for those that were already above the market maximum – all to be funded in FY20. She said the next step would be to meet with the Elected Officials to answer any of their questions, which would start the following week. BOCC Senior Business Analyst Nanci Plouffe asked the Board if they would provide direction on how to handle any employee in the wage study that was above the maximum so it could be added to the calculations. Commissioner Leslie Duncan had suggested a \$500 bonus for those employees over maximum. Chairman Fillios asked Ms. Proud if she would be willing to speak to the Sworn Officer matrix. Ms. Proud explained that they had been meeting with Sheriff's Office at the direction of the Board regarding the Sworn Office Matrix, which had been based upon the City of Coeur d'Alene law enforcement wages. She said they had all agreed it seemed to be a good plan and the cost estimates were still being calculated.

Undersheriff Dan Mattos spoke on behalf of the Sheriff's Office, thanked the Board and said he felt that everyone was working together to move in the right direction.

Ms. Proud pointed out that the detention deputies matrix had stayed the same because the survey they had utilized showed the detention deputies were in line with market.

Commissioner Duncan said she did not believe that the wage study could be implemented in one year and asked if Commissioner Brooks or Chairman Fillios would be willing to take forgone taxes in FY2021 because implementing the wage study in one year would likely cause them to hit the ceiling, which would hinder them being able to fund ongoing costs. Further, the only way she saw the ability to continue ongoing funding was to utilize forgone. Commissioner Brooks said he felt that was a simplistic view and pointed out that there were revenues not being captured; ways to cut other than workforce reduction and felt the problem was that the prior BOCC's did not take the full 3% taxing authority.

Chairman Fillios said he did not believe that the County would take forgone in FY20, nor in FY21 and said that not only were there years of under taxation, there were years of under forecasting revenues, which he believed they were doing in FY20.

Citizen Richard Whitehead entered the meeting at 9:35 a.m.

Ms. Darrow updated the Board on the remainder of Assigned and Unassigned Fund Balance, and then showed the Board the updated numbers they had received from Alliant Employee Benefits.

Chairman Fillios said that he had asked RMO Senior Program Manager Kimberli Riley to provide information related to unanticipated revenue sources. She explained that she had pulled prior year actuals from FY17 and FY18 for the entire County, but excluded Solid Waste and Grants and presented a spreadsheet for review. She said that the total of all the numbers she projected were approximately \$1.62 million. Commissioner Duncan asked if the Auditor had a chance to review Ms. Riley's numbers and Ms. Riley said they had not; however, she had presented the numbers to Chairman Fillios in June for distribution. Chairman Fillios said he had, in fact, presented them in June but in a different format and not as exact since it was June. He said from his point of view, he had no problem decreasing the current deficit of \$2.6 million to \$1 million. Commissioner Duncan

requested the Auditor review the numbers before she made her decision; Chairman Fillios said he wished to stick to the \$1.6 projection but agreed to have the Auditor review the numbers.

Ms. Plouffe pointed out that if the Sheriff's Office were to freeze some positions that had been open for quite some time, it would save approximately \$484,000. After some discussion, Undersheriff Mattos suggested freezing two of their patrol deputy positions, to which the Board agreed.

Ms. Darrow made the appropriate adjustments and showed that the new deficit was approximately \$800,000.

Deliberations and Decisions Regarding Community Support

On the topic of community support, Ms. Darrow told the Board that they were not required to provide the University of Idaho Extension any specific amount. Commissioner Duncan pointed out that they could decrease the allocation to Heritage Health to \$50,000, as Heritage Health believed that more of their clients would be covered with Medicaid Expansion coming into effect. Chairman Fillios suggested increasing North Idaho Crisis Center's allocation to \$10,000; the other Board members agreed. They also agreed to increase Safe Passage to \$3000.

Commissioner Duncan requested cutting on-call pay for both Detectives and the Coroner's Office as they are hourly employees and would get overtime for any time they would be called out to a scene. Coroner Dr. Warren Keene said that because his deputies were part-time, they do not receive overtime or comp time benefits, which decreases the amount of time they were able to spend in the office during the week. Commissioner Brooks and Chairman Fillios disagreed and asked to focus on larger requests.

Ms. Proud and Prosecutor Barry McHugh exited the meeting at 10:14 a.m.

Captain John Holecek offered to cut the Records Specialist position from the Jail for roughly \$55,000 and the Board was amenable.

Commissioner Duncan asked to discuss Jail Overtime; she asked why, if the Jail was almost full staffed and fully trained, the overtime was still so high. Ms. Darrow said the estimated loaded increase over the year prior was approximately \$309,000. Captain Holecek explained that he had based his request on an average based on past performance. After further discussion, the Board cut the Jail's overtime increase request to \$125,000 unloaded.

Chairman Fillios recessed the meeting at 10:20 a.m.

Chairman Fillios reconvened the meeting at 10:31 a.m.

Upon reconvening of the meeting, there was further discussion, but no decisions were made.

E. 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.

F. Adjourn (Action): Chairman Fillios adjourned the meeting at 10:50 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
