

**Minutes of Meeting**  
**Human Resources Personnel Changes**  
**July 19, 2018**  
**11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Marc Eberlein, Commissioner Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Human Resources (HR) Director Skye Mercer, HR Generalist – Employee Relations Kimberley Buffin, Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 11:02 a.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Business:**

**Personnel Changes (Open Session)**

- **Parks & Waterways/Noxious Weeds Temp Employee Request (Action Item)**

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder informed the Commissioners that one of his employees would be out for about a month, starting in August 2018. He reminded the Board that his department is very tightly staffed, so this position needed to be covered. Mr. Snyder said that a retired employee, with experience and the necessary licenses, was willing to come back as a temporary worker for the month. He pointed out that a temporary worker from an agency would not be able to perform all the tasks required by the position, while this person could. He asked that the Commissioners approve his request for this person to be placed in the temporary position at a rate of \$16 per hour, for a total of 72 hours.

Commissioner Bob Bingham moved that the Board approve the request for a temporary employee by Parks & Waterways/Noxious Weeds Department as described in the memo from Mr. Snyder dated July 11, 2018. Commissioner Chris Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham:       Aye  
Commissioner Fillios:        Aye  
Chairman Eberlein:           Aye  
The motion carried.

Mr. Snyder exited the meeting at 11:06 a.m.

- **Adult Misdemeanor Probation Pay Request (Action Item)**

Adult Misdemeanor Probation (AMP) Director Keith Hutcheson requested Board approval to adjust an employee's salary to a level commensurate with years of service.

He stated this would not overspend his Budget. Human Resources Director Skye Mercer suggested this item be further discussed in an Executive Session (1)(b). Chairman Eberlein agreed.

Commissioner Fillios moved that the Board enter into an Executive Session pursuant to Idaho code §74-206(1)(b). Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

Chairman Eberlein invited Civil Deputy Prosecuting Attorney Darrin Murphey to attend the Executive Session.

The Board entered into Executive Session at 11:08 a.m.

**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.**

- **Personnel Item – Skye Mercer (Closed Session – Discussion Item)**

The Board exited Executive Session at 11:20 a.m.

Commissioner Fillios moved that the Board exit Executive Session with no decisions made or directions given. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye  
The motion carried.

- **Personnel Item – Skye Mercer (Open Session – Action Item)**

No additional decisions or directions were announced.

**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)**

Ms. Mercer stated there was no material appropriate to coverage in an Executive Session (1)(a).

Commissioner Fillios moved that the Board enter into an Executive Session pursuant to Idaho code §74-206(1)(b). Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Aye

The motion carried.

Chairman Eberlein invited Mr. Murphey to remain for the Executive Session.

The Board entered into Executive Session at 11:21 a.m.

**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.**

- **Personnel Item – Skye Mercer (Closed Session – Discussion Item)**

The Board exited Executive Session at 11:53 a.m.

Commissioner Fillios moved that the Board exit Executive Session with no decisions made and staff requested to proceed as discussed. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye

Commissioner Fillios: Aye

Chairman Eberlein: Nay

The motion carried.

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

Staff were requested to proceed as discussed. No additional decisions were announced.

- 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 11:54 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

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

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