

Minutes of Meeting
Human Resources Personnel Changes
August 16, 2018
11:00 a.m.

The Kootenai County Board of Commissioners: Chairman Pro Tem Chris Fillios and Commissioner Bob Bingham met to discuss the following agenda items. Also present were Prosecutor Barry McHugh, Civil Deputy Prosecuting Attorney R. David Ferguson, Human Resources (HR) Director Skye Mercer, HR Generalist – Employee Relations Kimberley Buffin, Community Development Director David Callahan, Finance Director Dena Darrow and Deputy Clerk Tina Ginorio. Chairman Marc Eberlein was excused.

A. Call to Order: Chairman Pro Tem Chris Fillios called the meeting to order at 11:01 A.m.

B. Changes to the Agenda (Action Item):

Human Resources (HR) Director Skye Mercer asked if the Community Development portion of the Open Session could be covered first. Chairman Pro Tem Fillios agreed. No motion was required.

C. Business:

Personnel Changes (Open Session)

- **Community Development Wage Adjustment Request (Action)**

Civil Deputy Prosecuting Attorney Darrin Murphey entered the meeting at 11:03 a.m.

Community Development Director David Callahan reminded the Commissioners he had previously asked their approval for a 6% across the board pay raise for his staff. He stated his department has lost five people in the past eight months and he is concerned there will be further departures unless the rate of pay is improved. He provided the Board with the loaded cost of the proposed raises, as developed by the Auditor's Office. He explained that the 6% raises could be covered for the remainder of FY18 by salary salvage.

Commissioner Bob Bingham inquired how the 6% raises would be funded for FY19. Mr. Callahan said he hoped it would be covered out of the 720 Compensation Project. Commissioner Bingham reminded everyone that the Budget numbers had been locked in in mid-July for the A Budgets and pointed out this would create a demand that was not previously satisfied in the FY19 process. Commissioner Bingham agreed that Community Development raised a valid concern, but since the 720 Project funds had been set aside for further examination in FY19, it could not be addressed now.

Ms. Mercer reminded the Commissioners that the Board was in possession of an analysis that shows what positions are furthest from market and did consider

tenure. She commented that she agreed with Mr. Callahan but cautioned that there are other departments in similar positions.

Chairman Pro Tem Fillios suggested that, since there was a 2.5% merit raise included already in the FY19 Budget, that they wait and take the problem up again in the future, as part of the 720 Project. Commissioner Bingham agreed.

- **Part –Time Temporary Victim Services Advocate (Action)**

Civil Deputy Prosecuting Attorneys R. David Ferguson and Darrin Murphey exited the meeting at 11:19 a.m.

Prosecutor Barry McHugh explained that his department had a vacant Victim Services Advocate position. He requested Board approval of bringing back a retired employee on a part-time basis until a new person is hired and trained. He said the position would pay \$20.6443 per hour for nineteen hours a week, with no benefits. Prosecutor McHugh stated that he does have salary salvage sufficient to cover this.

Commissioner Bingham moved that the Board approve the request by the Prosecuting Attorney’s Office bringing back a former employee as a temporary, part-time Victim Services Advocate for no more than nineteen hours a week, for about four weeks, at a rate of \$20.6443 per hour. Chairman Pro Tem Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Bingham: Aye
Chairman Pro Tem Fillios: Aye
Chairman Eberlein: Excused

The motion carried.

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)**

No material requiring an Executive Session was introduced.

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)**

No material requiring an Executive Session was introduced.

- 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 Pro Tem Fillios adjourned the meeting at 11:23 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN PRO TEM

BY: _____
Tina Ginorio, Deputy Clerk
