

**Minutes of Meeting**  
**Human Resources: Personnel Changes**  
**November 8, 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 item. Also present were Public Defender Anne Taylor, Undersheriff Dan Mattos, Finance Director Dena Darrow, Civil Deputy Prosecutor R. David Ferguson, Human Resources (HR) Generalist – Employee Relations Kimberley Buffin, HR Generalist – Benefits & Compensation Dorothy Cross, BOCC Financial Analyst Nanci Plouffe, and Deputy Clerk Ronnie Davisson.

- A. **Call to Order:** Chairman Marc Eberlein called the meeting to order at 11:00 a.m.
- B. **Changes to the Agenda:** There were no changes to the agenda.
- C. **Business:**

**Personnel Changes**

**Non-Disclosure Agreement – Prosecuting Attorney/Human Resources/Public Defender (Action)**

Prosecutor Barry McHugh, Civil Deputy Prosecutor Darrin Murphey and HR Director Skye Mercer entered the meeting at 11:01 a.m.

HR Generalist – Employee Relations Kimberley Buffin presented a draft updated Non-Disclosure Agreement between Human Resources, the Prosecutor’s Office and the Public Defender’s Office. She explained the update was the replacement of her name for Ms. Mercer’s name, due to Ms. Mercer’s departure.

Commissioner Chris Fillios moved to approve the Non-Disclosure Agreement between Human Resources, the Prosecutor’s Office and the Public Defender’s Office. Commissioner Bob Bingham seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

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

**Employee Wage Adjustments (Action)**

Ms. Mercer and Ms. Buffin stated this item was to be discussed in Executive Session. Ms. Mercer also noted that the additional Executive Session could be removed, as there was no relative information to be discussed.

~~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) – REMOVED~~

Finance Director Dena Darrow, Public Defender Anne Taylor and BOCC Financial Analyst Nanci Plouffe exited the meeting at 11:06 a.m.

Executive Session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigations, or controversies not yet being litigated but imminently likely to be litigated (Closed Session – Discussion)

Commissioner Fillios moved to enter into Executive Session §74-206(1)(f). Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye

The motion carried.

The Board entered in to Executive Session at 11:06 a.m.

The Board exited Executive Session at 11:51 a.m.

Commissioner Fillios moved to exit Executive Session and directed staff to proceed as requested. Commissioner Bingham seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Bingham: Aye  
Commissioner Fillios: Aye  
Chairman Eberlein: Aye

The motion carried.

- 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 were no public comments.

Chairman Eberlein adjourned the meeting at 11:52 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

\_\_\_\_\_