

Minutes of Meeting
FY22 BOCC Department Budget Review
April 6, 2021
1:00 p.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 Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, AMP Administrative Supervisor Heather Lampard, AMP Probation Officer Mark Severance, Idaho Certified Narcotic Detection K-9 Vulcan, BOCC Administrative Supervisor Leighanna Keiser, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:04 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion):**

Review of FY22 Adult Misdemeanor Probation Budget Request with Director Keith Hutcheson

Adult Misdemeanor Probation (AMP) Director Keith Hutcheson introduced Administrative Supervisor Heather Lampard. He stated that she and Probation Supervisor Melissa Miller had done a good job on the summary sheet.

Mr. Hutcheson stated that they had no new personnel requests and had reduced their overtime request by 50%. He described their Call Out system, which provided coverage for times when an officer needed to pick up a person in violation of his/her probation requirements. He said that a given officer would be on Call Out Duty for a week at a time and would be given one day of Compensatory Time in return, which had to be used within 90 days.

Mr. Hutcheson listed the items from his "B" (Operations) Budget that needed to be covered: replacement of three Tasers and two vests, along with expenses for ammunition and gas.

Mr. Hutcheson said that their "C" (Capital) Budget request was for a new K-9 vehicle. He explained that the current vehicle, a 2009 Crown Victoria, was not dependable but would remain in use for other purposes. He reported that he had been looking at different vehicles' features and prices and would prefer to get a Dodge Durango.

AMP Probation Supervisor Melissa Miller entered the meeting at 1:07 p.m.

BOCC Communications Manager Nancy Jones entered the meeting at 1:08 p.m.

Mr. Hutcheson explained the operation of a heat alarm in a K-9 vehicle and stressed how important it was to the well-being of their dogs. He estimated that the total cost of the new vehicle would be \$48,000.

Mr. Hutcheson, Ms. Miller, Ms. Lampard, AMP Probation Officer Mark Severance and Idaho Certified Narcotic Detection K-9 Vulcan exited the meeting at 1:17 p.m.

Review of FY22 Board of County Commissioners Budget Request with Administrative Supervisor Leighanna Keiser

BOCC Administrative Supervisor Leighanna Keiser went through the difference cost centers for the BOCC Budget.

- Administrative Office – increase of \$155, resulting from the need to buy a new dishwasher for the third floor breakroom, balanced by reduced costs from Buildings & Grounds and the Verizon cell phone plan.
- General Fund –She listed specific increases and decreases in different items which resulted in a total decrease of \$23,012.
- Justice Fund –She said increases in some areas were offset by IAC (Idaho Association of Counties) Industrial Litigation dues not being due this year, with a net decrease of \$21,300.
- Tourism – Ms. Keiser explained this was a pass-through account for money collected at the Greyhound Park, with a net impact to the County of \$0.
- Health District – Ms. Keiser predicted there might be a small increase to Kootenai County’s apportioned share to support Panhandle Health District, due to changes in population and taxable market value assessments. She said PHD would meet with the Board on Tuesday, April 27, to discuss their actual funding request for FY22.
- Aquifer Protection District (APD) – Ms. Keiser reported that APD had not yet completed their FY22 Budget but would come before the BOCC after their public hearing on Wednesday, June 9, to deliver their FY22 budget request.

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.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 1:29 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
