

Minutes of Meeting
District Court FY22 Budget
May 5, 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 Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Court Services Director Marissa Garza, Court Services Manager Kally Young, First Judicial District Trial Court Administrator Karlene Behringer, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:01 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action):**

Review of FY22 District Court Budget

First Judicial District Trial Court Administrator Karlene Behringer stated that there were three positions they would like to fill: a Deputy Court Administrator, a Bailiff and a Family Court Services Administrative Secretary. She noted that the Administrative Secretary was already employed by the County in a part-time capacity; they would like to upgrade the position to full-time.

Ms. Behringer reported that the Deputy Court Administrator position had received a preliminary classification of Grade 11 by Human Resources. She described the need for the position and the duties it would include. She explained that her current Assistant, Jamie Robb, was overburdened and taking on responsibilities that would properly go to a Deputy Court Administrator.

Ms. Behringer explained the need for an additional Bailiff, citing the addition of two new full-time Magistrates in Kootenai County in October and a new District Judge who was based in Kootenai County for one week each month. She stated that caseloads had increased with the growing population and would certainly continue to increase. She described the multiple duties Bailiffs have to perform.

Ms. Behringer listed the duties of the Family Court Administrative Secretary and stated that there was a need for her services 40 hours a week, rather than the current 20 hours provided.

Ms. Behringer said the other large request in their Budget was for Motorola Radios for the Bailiffs' Office. She stated that the radios they were using now were obsolete and needed to be replaced. She commented that KCSO 911 Communication Services Administrator Collin McRoy had assisted them in getting a quote from Motorola.

Finance Director Dena Darrow said that the twenty-eight radios requested, at \$3,602 each, would total \$100,856.

Ms. Behringer stated the other substantial requests were for the yearly Taser certifications and supplies for the Bailiffs' Office, for about \$2,500 and the Bailiffs' ammunition, targets and range fees, for \$4,249.

In response to a question from Chairman Fillios, Ms. Behringer provided details about her department's travel expenses.

Ms. Darrow remarked that Specialty Court, Drug Court and Mental Health Court were all self-funded through fees.

Ms. Darrow reported that \$210,000 in new revenue would be coming directly from the State Liquor Apportionment to District Court and reviewed some additional expenses they had listed, such as a small increase for telephones and new carpet for Judge Meyer's office. She concluded that Operations expenses were up about 11%. In response to a question from Commissioner Leslie Duncan, Ms. Darrow confirmed that the carpet could be covered from restricted District Court Fund Balance.

Ms. Darrow said she would provide updated information to the Board if the State found it could provide additional funds to District Court at the end of their 2021 fiscal year in June.

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 1:30 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
