

**Minutes of Meeting**  
**Human Resources – FY24 Health Insurance Benefit Options**  
**July 17, 2023**  
**10:30 a.m.**

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Clerk Jennifer Locke, Chief Deputy Clerk Grace Blomgren, Finance Director Brandi Falcon, Staff Accountant – Budget Arrow Gidney, Assessor Bela Kovacs, Prosecutor Stanley Mortensen, Human Resources (HR) Director Sylvia Proud, HR Generalist – Benefits CK Kirkpatrick, Chief Deputy Treasurer Jill Scott, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Rosanna Santiago. Also present were Alliant Employee Benefits Representatives Scott Burkhardt, David Smith and Koko Brockhoff and PMR Healthcare Representative Todd Foushee.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 10:32 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

**ITD Request Permission to Access Private Property (Kootenai County Owned) I-90 Corridor Study, SH-41 to 15<sup>th</sup> Street (Action)**

Chair Duncan stated that this agenda item was a house-keeping item that needed to be approved. She explained that this was to grant ITD permission to access County-owned property during the course of their I-90 Corridor Study.

Commissioner Bruce Mattare moved that the Board approve the ITD Request Permission to Access Private Property that's owned by Kootenai County by the I-90 Corridor Study, SH-41 to 15<sup>th</sup> Street. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Santiago called the roll:

Commissioner Brooks:           Aye  
Commissioner Mattare:        Aye  
Chair Duncan:                    Aye

The motion carried.

**FY24 Health Insurance Benefit Options – Alliant Employee Benefits (Action)**

Chief Deputy Treasurer Jill Scott entered the meeting at 10:41 a.m.

Alliant Representative David Smith reviewed budget costs and projections and said that there would be no increase to the 2024 budget.

Alliant Representative Scott Burkhardt went over recommendations they had. Recommendations included the following:

- Change the benefits administration system from Plansource to EE (Employee Navigator).

- Change three of the voluntary products to Aflac for Accident, Critical, and Hospital.
- Retain two of the voluntary products with Standard for Voluntary Life and Short Term Disability.
- Implement PMR Primary Care Clinic.

Mr. Burkhardt compared the 2022-23 and 2023-24 Proposals and stated that both proposals included the \$125,000 estimated cost for the clinic build-out. He said that according to PMR, the County’s estimated return on investment would be \$750,000 after the first year and \$5,800,000 after 5 years.

Chair Duncan asked if the County could potentially save the \$125,000 estimated cost if the County found a location that was already set-up for a clinic.

PMR Healthcare Representative Todd Foushee said that the set-up cost included items such as exam tables, lighting, provider recruitment and communication campaign and that PMR would be open to any efforts to reduce these associated costs.

Mr. Burkhardt clarified that the \$125,000 clinic build-out cost would be in addition to PMR’s one-time service set up fee of \$130,000.

Chair Duncan reported that the Facilities Working Group had identified 3 possible locations for the clinic; one of which was already scheduled for renovations. She noted that the group had exhausted all County-owned facilities and would be looking at leasing a location in the hospital corridor. She advised Alliant and PMR that HR would reach out to them for a tour when the time would be appropriate.

Human Resources Director Sylvia Proud asked if she should hold off on having a commercial realtor look for a place. Chair Duncan instructed her to continue working with the commercial realtor.

Commissioner Mattare said it was prudent to look at outside locations as there would be a shuffling of employees and a new Justice Center being built in the next couple of years.

Commissioner Brooks indicated the importance of having an accessible location and remarked that renovations for medical facilities were more expensive than non-medical facilities.

Commissioner Mattare moved that the Board approve the FY24 Health Insurance Benefit Options with Alliant Employee Benefits. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Santiago called the roll:

Commissioner Brooks: Aye  
 Commissioner Mattare: Aye  
 Chair Duncan: 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.
  
- E. **Adjournment (Action):** Chair Duncan adjourned the meeting at 10:50 a.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: \_\_\_\_\_  
Rosanna Santiago, Deputy Clerk