

Minutes of Meeting
American Rescue Plan Act (ARPA)
July 22, 2022
11:00 a.m.

The Kootenai County Board of Commissioners: Chair Pro Tem Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Chief Deputy Clerk Jennifer Locke, Staff Accountant – Budget Brandi Falcon, Resource Management Office (RMO) Director Jody Bieze, RMO Grants Manager Dorian Komberec, RMO Grants Technician Kaitlin Smith, KCSO Captain Stuart Miller, Civil Deputy Prosecuting Attorney Pat Braden and Deputy Clerk Tina Ginorio. Commissioner Brooks was present via teleconference. Chairman Chris Fillios was excused.

- A. Call to Order:** Chair Pro Tem Leslie Duncan called the meeting to order at 11:07 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

American Rescue Plan Act (ARPA) Compliance Requirements and Reporting

Resource Management Office (RMO) Director Jody Bieze presented two documents illustrating the workflow for projects proposed to be funded by ARPA money. She stressed that documented compliance with all regulations was very important. She said that the County was responsible for seeing that these steps were taken and added that procurement would also have to follow certain requirements.

Chair Pro Tem Duncan remarked that the Justice Center Expansion project had begun; the RFQs (Request for Qualifications) had been received and the builders would be interviewed on August 1, 2022. She said the scoring of the RFQs would take place at that time. She asked how a newly made proposal would be presented.

Ms. Bieze replied that the Board had already approved the list of projects to be addressed and that RMO had communicated with those groups and asked them to work with her department. She explained that RMO would guide the participants to ensure compliance and outlined the steps that would be taken.

KCSO Jail Maintenance Supervisor Tom Reed entered the meeting at 11:13 a.m.

Civil Deputy Prosecuting Attorney Pat Braden clarified some points related to scoring the RFQ packets in response to a question from Chair Pro Tem Duncan.

Ms. Bieze suggested a master schedule be created for each individual project as it was undertaken.

Chairman Chris Fillios entered the meeting at 11:14 a.m.

Chair Pro Tem Duncan suggested that Ms. Bieze bring her recommendations before a Business Meeting if she wanted additional approval or direction.

Mr. Braden remarked that he did not feel that an action item on a Business Meeting agenda was required and that Board direction to use the documents as presented should be sufficient.

Fair Board Chair Jerry Johnson entered the meeting at 11:16 a.m.

Chair Pro Tem Duncan remarked that the County’s independent auditing firm, Eide Bailly, had commented favorably on the ARPA process as currently in place.

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 Pro Tem Duncan adjourned the meeting at 11:17 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk