

Minutes of Meeting
Kootenai County Facilities Director Interview
September 15, 2023
10:00 a.m.

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda item. Also present were BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present was an Interview Candidate via Zoom. Commissioner Brooks and Commissioner Mattare were present via ZOOM.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 10:00 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

Kootenai County Facilities Director Interview

The same list of questions was used for today's Interview Candidate as the prior ones.

- Please tell us why you would like to work for Kootenai County?
- What skills or qualifications do you have that would be beneficial to this position?
- What is your greatest strength and your biggest weakness?
- Can you describe a time when you overcame an issue with maintenance workers, vendors or outside contractors? And how you resolved it?
- How would someone who has worked under your supervision describe you?
- How would you describe "success" for someone in this position?
- Tell me about a time you implemented a project from strategy to completion?
- How do you determine facility maintenance requirements?
- Can you describe your inspection process for facilities?
- Do you have any facility management certifications or any other skills you believe we should consider?

Commissioner Bruce Mattare moved that the Board enter Executive Session pursuant to Idaho Code §74-206(1)(a). Chair Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: No Response
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

The Board entered into Executive Session at 10:01 a.m.

Kootenai County Facilities Director Interview

Executive Session pursuant to Idaho Code §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent. – BOCC Division (Closed Session – Discussion)

Decisions/Direction (Open Meeting – Action)

Review Kootenai County Facilities Director Candidates

Executive Session pursuant to Idaho Code §74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent. – BOCC Division (Closed Session – Discussion)

Decisions/Direction (Open Meeting – Action)

The Interview Candidate exited the meeting at 10:35 a.m.

The Board exited Executive Session at 10:39 a.m.

Commissioner Mattare moved that the Board exit Executive Session (1)(a) with staff to proceed checking out a certain candidate’s references and, upon satisfactory reference review, that we make an offer of Grade 16, Step 9. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio 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 10:40 a.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk