

FIRST DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 12, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #8-13-13

The Board of Commissioners approved payment of County claims in the amount of \$18,315.37 for accounts payable.

APPROVED TAX CHARGE CORRECTIONS

The Board approved the Treasurer's July 2013 Tax Charge Corrections Summary.

FILE IN THE MINUTES

The Board filed the Treasurer's Monthly reports for April, May and June 2013 and Quarterly report for April thru June 2013 in today's minutes.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, PIO Joe Decker, Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Martinez and Ms. Chandler left at 8:39 a.m. Mr. Navarro reported on the following facilities issues: Ken Fisher, the owner's consultant on the administration building, will begin work on August 15. ESI has submitted a pay request for review; Mr. Navarro will work with the Controller to create a pay trail since it has to go through so many channels before it gets paid. The Caldwell Irrigation Lateral District has asked the County remove four irrigation meters and cap them back to the main trunk line along the alleyway between the crime lab and the site of the administration building. The estimated cost for the work is \$4,500 and includes asphalt work in the alley. Commissioner Rule believes the cost is too high so Mr. Navarro will ask for another cost estimate. Commissioner Alder suggested Mr. Navarro ask the lateral district to share in the cost. Mr. Navarro is working with Idaho Power to gather estimates to remove

power poles and install a new transformer; the cost is \$32,000. He is waiting to hear if ESI is incorporating that cost into their building design. Plans for paving parking lots have been submitted to the city and once approved Mr. Navarro will work on obtaining bids for the asphalt work. The city has finalized its rezone of the courthouse campus area. Next fiscal year the facilities/maintenance shop will be moved to 1223 Chicago Street. Mr. Decker reported on the following communication issues: work on the website for the administration building and the upcoming budget hearing; IAC webinar; parking lot closure notification to be sent to employees; review of the questions the Caldwell and Nampa Chambers asked about the Fair; guest opinion that will be done after the budget hearing; and talking points for KBOI weekly radio broadcast. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-242 Italian To Go Co, LLC

EXECUTIVE SESSION - PERSONNEL MATTER, PENDING LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, pending litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Deputy P.A. Brad Goodsell, H.R. Director Jeannie Eiband, and Deputy Clerk Monica Reeves. Ms. Eiband left at 9:40 a.m. The Executive Session concluded at 9:52 a.m. While in open session, Commissioner Alder made a motion to continue the legal staff update to 1:15 p.m. this afternoon. The motion was seconded by Commissioner Hanson and carried unanimously.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:52 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: Enterprise Document Management System bids-there were seven bidders who responded and four “finalists” will be giving demonstrations before Thursday; Mr. Hopper will be out of the office Thursday and Friday this week and again next week. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:57 a.m. An audio recording of the meeting is on file in the Commissioners’ Office.

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; CONSIDER SIGNING RESOLUTION TO ISSUE REFUND FOR DSD APPLICATION FEES FOR KEITH DICKERSON

The Board met today at 10:03 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction; and to consider signing a resolution to issue a refund for DSD application fees to Keith Dickerson. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Development Services Director Tricia Nilsson and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: Permit update and building inspections; personnel updates; August 19th COMPASS Board meeting; Notus Code Enforcement Request; Update on TMDL meetings; P&Z Commission Update; Code Enforcement including a protocol to request legal assistance from the PA’s office; and review of Comprehensive Plan, zoning amendment decision matrix. Upon a motion by Commissioner Alder and a second by Commissioner Hanson, the Board voted unanimously to sign the resolution issuing a refund for DSD application fees for Keith Dickerson in the amount of \$850. The resolution (#13-243) is on file in this day’s minute entry. The other items discussed were general in nature and did not require Board action. The meeting concluded at 10:35 a.m. An audio recording of the meeting is on file in the Commissioners’ Office.

MONTHLY MEETING WITH THE ASSISTANT TRIAL COURT ADMINISTRATOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:38 a.m. for a monthly meeting with the Assistant Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Assistant Trial Court Administrator Benita Miller and Administrative Specialist Kelly Martinez. (*Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.*) Topics of discussion included the following: peer reviews and evaluations; Public Defense Reform Interim Committee meeting scheduled for August 15; Criminal Justice Planning Council meeting on August 14; and a personnel matter that will be discussed at a later time, possibly in an executive session. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - PENDING LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

The legal staff update scheduled for this morning was continued to this afternoon and was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 1:18 p.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. The Executive Session concluded at 1:28 p.m. with no decision being called for in open session.

TENTATIVE BOARD AWARD OF CONTRACT FOR PROFESSIONAL DESIGN SERVICES FOR THE COURTHOUSE REMODEL PROJECT

The Board met today at 1:32 p.m. for a meeting regarding a tentative award of contract for professional design services for the Courthouse remodel project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, Mike Butts from the Idaho Press-Tribune and Administrative Specialist Kelly Martinez. Deputy P.A. Zach Wesley arrived at 1:33 p.m. (*Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.*) Mr. Navarro said there were five respondents and a review

committee ranked them and the top two rankings gave a presentation to the Board last week. Lombard Conrad and Houston Bugatsch Architects were the two chosen to give presentations. Based on those two presentations, the firms were ranked on a one thousand point system which ended with a one point difference between the two firms. The recommendation was to go back and vet their references, experiences and sub-contractors. Mr. Navarro asked the Board for feedback on the presentations that were given. Commissioner Alder said she didn't have a lot of concerns; she was very impressed with both groups and felt they both presented very well. She believes the main thing now is to look at their previous work and how that has gone. Commissioner Alder was initially concerned if Houston Bugatsch would have sufficient time to give to both projects (Administration building and the remodel project), and they should because the design on the administration building should be done long before we need to do this project. Commissioner Hanson said both presentations were good and he doesn't have an issue with either one. As far as the presentation goes he was a little more impressed with the Lombard Conrad presentation just from the aspect of what they described, how they described things that they would do. They gave a good visual presentation as well. Commissioner Rule asked if either group had any original design history with this building. Mr. Navarro said Rick Bugatsch has more insight; he worked for Stan Olson who was with the firm of Olson, Ensley and Keys, the original architect for the Courthouse. Mr. Bugatsch was an employee of Mr. Olson and we would probably have an inside track with designs and access to documents. Mr. Bugatsch has done a lot of work in the Courthouse over the past ten years or more, and his team includes Bob Tikker and Rod Moulder who we've used for problem solving in the jail and the Courthouse. Commissioner Rule agrees with Commissioners Alder and Hanson and if he was going off the presentation alone, he might even give the edge to Lombard Conrad. However, history with the building does have a certain amount of weight in his mind which makes him lean toward Houston Bugatsch. Zach Wesley reviewed the evaluation qualifications in the RFQ, and asked if Mr. Navarro can compare the two in regards to judgment and efficiency. Mr. Navarro compared the two firms; they are very similar to work with. One has a more relaxed approach and the other has a little more formalized approach built on experience. One is a little more efficient than the other and that is Houston Bugatsch. Commissioner Alder said Lombard Conrad's presentation was more professional versus relaxed, but both firms have a very good connection to the County. She believes both can do the job but she leans towards Houston Bugatsch. Commissioner Alder made a motion to award the contract for professional design services for the Courthouse remodel project to Houston Bugatsch. The motion was seconded by Commissioner Hanson. Commissioner Rule said both firms are qualified but Houston Bugatsch's historical relationship to this building gives them the edge. Commissioner Hanson said we try to do County business with County people and that's a point that comes into play when we have two firms that are closely compared. A roll call vote was taken with Commissioners Alder, Hanson and Rule voting in favor of the motion to award the contract Houston Bugatsch. The motion carried unanimously. Mr. Navarro and Mr. Wesley will

negotiate a contract after the seven day objection period passes. The meeting concluded at 1:48 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

DISCUSS 2014 HEALTH INSURANCE; POSSIBLE DECISION TO FOLLOW

The Board met today at 2:03 p.m. to discuss the 2014 health insurance plan. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, H.R. Director Jeannine Eiband, Controller Zach Wagoner, Clerk Chris Yamamoto, Chief Deputy Clerk Brad Jackson, HR Benefits Specialist Crystal Severson, Jerry Doman from Employee Benefit Resources Corp., and Deputy Clerk Monica Reeves. Jeannine Eiband recommended the meeting for direction on whether the Board is going to adopt the trustees' recommendation so she can move forward with plan design documents and contracts. Commissioner Alder said since we are going to make changes to the deductible it might be more beneficial if we do not charge additional \$100 for spouse coverage. Her concern is that merit increases will be offset by an increased premium so she asked if it's possible to put an additional \$150,000 to back the deductible so that when employees use it they can get their HRA. Zach Wagoner said that is a possibility. Commissioner Hanson said the bottom line is we are looking at an insurance fund that's in bad shape and we need to address it. The trustees' have made a recommendation because they have analyzed the problem thoroughly and are recommending the Board do something now. He accepts the trustees' recommendation that we need to have an increase to prevent complete and total failure of the plan this year. He also supports the influx of \$650,000 into the trust. Commissioner Rule asked for Zach Wagoner's input on increasing the influx of cash from \$500,000 to \$650,000. Mr. Wagoner said we need to do something before the end of this fiscal year because the financial report for the fund (January 1 to June 30) shows we lost \$945,000. He leans more toward the \$650,000 amount. Commissioner Rule feels strongly about supporting the trustees' recommendation. Commissioner Alder said the Board is waiting for information on whether to increase the spouse coverage and her hope was that by shoring up the fund with \$650,000 we would only have to increase the spouse coverage by \$50 per month. Ms. Eiband is still waiting for a report showing the claims numbers for spouses only. Her recollection of the discussion was that the offer of additional funds into the trust would offset the contribution amount and if further funds are contributed the Board would consider lowering the premium increase to \$50 instead of \$100. Brad Jackson said the discussion the trustees had was that by increasing the premium by \$100 per month based on the number of spouses currently insured it would raise \$300,000 in revenue in the trust account, which was where the \$300,000 number came from so the question was asked can we infuse another \$300,000 to offset it and take away the need for the premium. Mr. Wagoner asked if employees can opt out of our insurance plan and go to the exchange. Ms. Eiband said if an employee chooses to apply for an exchange premium credit and it is approved, the County has the option of appealing that to prove they could be on our insurance but chose not. However, if

we do not appeal and the employee is on the exchange we are looking at a penalty of \$2,000 per employee for the year, minus 30 employees. (They take off the first 30 employees and charge for the first person). If an employee stays on the plan and chooses to put their family on the exchange that's different and they will have to apply for Medicaid or the CHIP program. If they do not qualify for either of those programs they can be eligible for a premium exchange credit. We have to be cautious because we do not want to be an employer who drives its employees to use public assistance programs. Mr. Wagoner said we need to consider that we may be pushing employees to the exchange and not only that but we may be pushing away employees and families who are no cost, or low cost, to the plan and taking a situation where there's been a positive cash flow and instead of having \$300,000 for the family premium we could end up with zero. He said we have talked about a \$650,000 cash contribution and we're also going to pick up some savings by changing the deductible. His personal feeling is we need to leave the spouse and the family premium as-is (as the program currently exists) with \$650,000 going into the fund and changing the deductibles and see how that goes. Commissioner Alder agrees. Clerk Yamamoto said they considered \$500,000 going into the fund immediately and another \$500,000 going in the next fiscal year. If the Board adopts what the trustees are proposing, with the merit raises and increase to the benefits it will be a net loss to employees and that's why he wanted salaries and the benefits package to be looked at in one piece. Commissioner Rule said it's frustrating because we don't know what we'll end up with in terms of Obama care. Ms. Eiband said the constant challenge is finding a balance where you keep the majority of your healthy people to counterbalance some of the unhealthy and heavier users of the plan. It is inevitable that some will leave the plan, but we don't want it to be a mass exodus. Commissioner Alder asked Mr. Wagoner for his thoughts on putting \$500,000 this year to shore up the plan plus an additional \$650,000 going into 2014. She would like to provide some relief so employees get used to the larger deductible and not get hit with the increased premium. Mr. Wagoner recommends \$650,000 being infused this fiscal year and next year we can monitor it and consider doing it again. Commissioner Rule said he thought the \$650,000 was to be infused at the beginning of Fiscal Year 2014; he didn't realize it was being proposed for an immediate infusion. Commissioner Hanson said he did not understand it that way either, but he has no problem if we have the funds to do it. Zach Wesley spoke about the timetable for getting changes to the insurance company. As far as education we're talking January 1st so employees need to be notified as soon as possible but contractually insurance companies will be looking for numbers for us and we need to get the contract on the Board's agenda prior to October 1st. Ms. Eiband wants to send out the first notification by September 1st, with employee meetings on benefits mid-September through mid-October. The purpose of today's meeting is to get accurate information on what the Board wants to approve so she can work on plan design and contracts with Meritain. Commissioner Rule asked if a decision can be made without having the spouse claims report. Ms. Eiband believes there is enough information for the Board to make a decision. Mr. Doman said history will show that dependent coverage is what drives the cost of most plans. He doesn't

think the Board has to wait for the report; he's confident it will show that is where the highest utilization is. Commissioner Alder does not want to increase the spouse premium. She made a motion to increase the deductible and see how things look next year with the additional \$650,000 that will be infused into the fund. The motion failed for lack of a second. Commissioner Hanson made a motion to follow the trustees' recommendation and infuse \$650,000 into the plan this year. The motion was seconded by Commissioner Rule. During discussion, Commissioner Alder said she believes that since the plan was infused with additional funds it should have taken care of the need to increase the monthly spouse premium. However, she believes the Board should be unanimous in its decision. Commissioner Rule said with the \$650,000 upfront maybe we won't have to infuse another \$500,000 next fiscal year. A vote was called for on the motion with Commissioners Hanson, Alder and Rule voting in the affirmative. The motion carried unanimously. The meeting concluded at 2:41 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 13, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Building Maintenance department in the amount of \$1,307.04 to Pacific Steel and \$1,497.00 to Wall 2 Wall Floor Covering.

EXECUTIVE SESSION - PERSONNEL MATTER, PENDING LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:00 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, pending litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:00 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session.

The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:41 a.m. with no decision being called for in open session.

DISCUSSION REGARDING ANALYSIS OF BROWNFIELDS CLEANUP ALTERNATIVES FOR SUGAR AVENUE PROPERTY

The Board met today at 10:00 a.m. for a discussion regarding an analysis of brownfields cleanup alternatives for property located on Sugar Avenue (former Commercial Fuels Recycling Facility) in Nampa. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Eric Traynor from DEQ, and Deputy Clerk Monica Reeves. Eric Traynor reviewed the contamination issues associated with the property. He said the cleanest way to address the issue is to raze the structures on the property so they can dig out the contamination underneath and haul it away. The estimated cleanup cost is \$180,000; available brownfields funds range between \$65,000 and \$80,000. Mr. Traynor needs to know what structures, if any, the County wants to keep; and what activity and use limitations would the Board consider. Commissioner Rule sees this project going down a path where the County pays to have the building and cinderblock wall removed and then turn it over to brownfields funds. According to Mr. Traynor, the Assessor has valued the structures at \$2,000. He said there is no timetable for this project so the Board has some time to think about what it wants to do. Commissioner Rule said the goal is to get the property to a level of commercial or industrial use. The Board will meet with the Facilities Manager and gather information and budget funds for this fiscal year or next. Mr. Traynor will contact the EPA to see if any leftover funds from the Mahaffey project can be utilized for this project. The Board will tour the site on August 30 and will meet with Mr. Traynor again on September 10 and hopefully move forward on finalizing the analysis. The meeting concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:00 p.m. for a meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Parks Director Tom Bicak and Administrative Specialist Kelly Martinez. (*Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.*) Topics of discussion included the following: Idaho Oregon Snake River Water Trail is booming and the City of Payette received \$89,000 from the waterways improvement fund for a \$110,000 project to improve Centennial Park; the City of Nyssa received \$6.24 million for an arsenic

treatment plant on the river and a boating facility will go in in conjunction with that; SWIRCD in Meridian; working on cleaning up the website content; interview with Martin Landing camp host with Idaho Fish & Game; internship review with Meridian Technical Charter; architect and contractor meetings regarding Crossroads Museum; Department Park evaluation; Dean of Social Science and Political Affairs, BSU Director of Development, Hemingway Center for Western Studies; *Girls With Glasses* benefit for Crossroads Museum; Program Manager interviews; Presentation to Sunrise Rotary, Nampa; received 32 applications for the part-time office manager position; submitted final documents of Union Pacific grant application; Idaho Power is installing power poles for Crossroads Museum; and the Historic Preservation Commission meets tonight. "Museum Comes to Life" and "Teachers Night Out" are both coming up in September. BSU is going to have a fundraiser for the Crossroads Museum in October at Celebration Park. Mr. Bicak has submitted the Martin Landing camping rules to the P.A.'s office for review. Historical Society funding recommendations will be to the Board within the next few days. Mr. Bicak is working on an application with guidelines for criteria for project requests. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:29 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:30 p.m. for a meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband and Administrative Specialist Kelly Martinez. (Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.) Topics of discussion included the following: we have a proposal in place for Delta Dental this year; issue of e-cigarettes has come up where people are "vaping" in meetings inside the courthouse. Ms. Eiband plans to edit the non-smoking policy to reflect e-cigarettes. She is still waiting on the employee handbook; the P.A.'s office is altering some of the policies because of new case law. Ms. Eiband sent out a reminder email to employees about using their appreciation days before September 30, 2013. For 2014, two appreciation days are being considered for the day after Thanksgiving and the day before Christmas. Commissioner Alder wants to get to the point where we can adopt the handbook, and if changes come about we can make those as needed, Commissioner Hanson agrees. The vehicle use policy will take some time to complete, but it can be added at a later date. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:40 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:45 p.m. for a meeting with the Weed Control Superintendent & Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Weed Control Superintendent & Gopher District Director Jim Martell and Administrative Specialist Kelly Martinez. Mark Mimura was in the audience as he had a meeting following the current meeting. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: current budget balance updates; 251 treatments have been completed and 401 noxious weed control notices have been sent out; and discussing the gopher tail issue, Mr. Martell thinks the owls are working. He said he has money left over and is going to return \$90,000 in pest district monies. Mr. Martell encourages the Board to consider his experience when reviewing his requests on how to use this money. He said we need to insulate the rest of the shop and the tin roof is coming apart and needs replaced. Mr. Martell would like to use some of the unused funds in pest to purchase a better tractor. A cabbed tractor with 4WD and front end loader with forks will be safer for pest control work and more efficient for mowing as well. Mr. Martell showed the Commissioners some bids for the type of tractor he believes is needed. He thanked the Board for the merit pool for next year's budget and hopes it can help offset the changes for next year's benefit plan. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:01 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE PUBLIC DEFENDER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 3:02 p.m. for a meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Public Defender Mark Mimura and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: current budget updates; Mr. Mimura would like to express his appreciation for the merit pool for next fiscal year and his overall budget numbers; and there are two open positions currently in his office. Mr. Mimura would like the issue of having two child protection dockets in two different courtrooms brought to the Trial Court Administrator's attention. He said he does not have enough staff doing CPA cases to cover more than one courtroom at one time. The items discussed were general in nature and did not require Board action. The meeting

concluded at 3:14 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE TRIAL COURT ADMINISTRATOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 3:19 p.m. for a meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Trial Court Administrator Dan Kessler and Administrative Specialist Kelly Martinez. Commissioner Hanson arrived at 3:20 p.m. (*Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.*) Topics of discussion included the following: The Public Defender expressed concern about the ability to run two CPA courtrooms simultaneously. Mr. Kessler said they spoke about it with Mr. Mimura after the Public Defender meeting. He said he advocated for a single CP designated judge and a single JCA judge but lost the vote. However, the calendar is designed so that there is never an instance where you have both judges doing CP cases. The only thing that is problematic is when we have multi-day termination of parental rights trials. When these cases go on for several days, it causes the normal docket CP cases to be delayed. Commissioner Rule's concern is if we are building the incorrect number of courtrooms because he wants to make sure we are really in need of two juvenile courtrooms and not more or less. Mr. Kessler said we definitely need both and they are planning to transfer some civil cases to fill the docket as needed. Commissioner Alder said that Mr. Mimura mentioned that on September 24, there was going to be training for Child Protection cases, and she was wondering if that might help certify more people. Mr. Kessler wanted to make sure the Board was aware of the agenda for legislature's interim committee on public defense reform. He also had a suggestion about the budget process, specifically that it would be helpful if notice would be given for the budget process and meetings. Mr. Kessler made a suggestion for the revised employee manual regarding vacation leave accumulation. Some employees are taking weeks off at a time in August and September and it causes some strain so maybe requiring employees monthly to keep that accumulation under the maximum. Commissioner Hanson said it is a management issue; they shouldn't be waiting until September and then trying to use it all up. Mr. Kessler said in regards to Magistrate calendars, we have to come up with a plan to absorb this new judge's calendar. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:32 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES,
SET POLICY, AND GIVE DIRECTION; CONSIDER SIGNING RESOLUTION TO
APPROVE ONE POSITION AT THE LANDFILL

The Board met today at 3:32 p.m. for a meeting with the Solid Waste Director to discuss general issues, set policy, and give direction; and to consider signing a resolution to approve one position at the Landfill. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Solid Waste Director Jack Biddle and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: Waste amount is up 11.9% in July, up 6.07% for the first ten months of the fiscal year 2013; the caretaker residence replacement has been completed; Health District Routine Inspection- there were no exceptions; Mahaffey Oil Brownfield Project is scheduled to start the beginning of September and the Board will keep Mr. Biddle updated on the project; Additional Heavy Equipment Operator Position. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to sign a resolution to approve a heavy equipment operator position at the Landfill. The signed resolution (#13-244) is on file with this day's minute entry. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:43 p.m. An audio recording of the meeting is on file in the Commissioners' office.

THIRD DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 14, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Rocky Widner.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM
PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Mike Porter, Deputy P.A. Dan Blocksom, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

ELECTED OFFICIALS MEETING

The Board met today at 9:34 a.m. for an elected officials meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Deputy Treasurer Nancy Seal, Assessor Gene Kuehn, Clerk Chris Yamamoto, Prosecutor Bryan Taylor, PIO Joe Decker, Webmaster Keri Sigman, and Deputy Clerk Monica Reeves. Topics of discussion included the following: Employees will be allowed to use the day after Thanksgiving and Christmas Eve day as holidays. Those offices that have to remain open will do so with a skeleton crew; the employees who work those days will be given a floating day. Also discussed was the issue of employees trying to use their vacation time in September and some employees losing time because they couldn't take vacation before the end of the fiscal year. Commissioner Hanson said the Sheriff's Office used a concept where at the beginning of each fiscal year they handed out a calendar to each division so employees could list their vacation days. This took care of the management issue because it gave employees an opportunity to schedule their vacation in advance. Chris Yamamoto said the problem is his departments are so short staffed they can't take time off. Joe Decker and Keri Sigman presented workflow information to streamline the process to add or edit web content. Departments will have their own content manager who will be trained to add content on their own, with input and review by Mr. Decker and Ms. Sigman. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH THE DEVELOPMENT SERVICES DEPARTMENT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 1:31 p.m. for a meeting with the Development Services Department Director to discuss general issues, set policy and give direction. Present

were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Zach Wesley said a number of issues he and Director Nilsson will discuss are intertwined with documents that are not subject to public disclosure as well as issues that are the subject of pending litigation. He said initially the conversations should start out in Executive Session and after they finish that portion they may have the opportunity to finalize the conversation in open session. The Executive Session was held as follows:

EXECUTIVE SESSION - PENDING LITIGATION MATTER AND RECORDS
EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 1:32 p.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:51 p.m. While in open session Mr. Wesley said there are a lot of areas to work on before there is tentative action so they will schedule another time for an open discussion at a later date.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

FOURTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 15, 2013

Commissioners attended the Public Defense Reform Interim Committee-Boise, ID

FIFTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 16, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for The Curb Bar & Grill LLC and PSL Inc.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Beverly Rayne and Sergio Herrera.

APPROVED KEY REQUEST

The Board approved a key request for Kelli Brassfield and Terri Salisbury.

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Sheila Peck, Tina Jones, Laura Harden, Ronna Moore, Patricia Cheney, Jennifer Heideman, Christa Lake and Rosalinda Gardner.

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE REGARDING GENERAL ISSUES

The Board met today at 8:02 a.m. for a monthly meeting with Administrative District Judge Thomas Ryan regarding general issues. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Administrative District Judge Thomas Ryan, Judge Jamie Sullivan, Trial Court Administrator Dan Kessler, Chief Deputy Sheriff Marv Dashiell, Facilities Manager Paul Navarro , and Deputy Clerk Monica Reeves. At a recent elected officials meeting, the Sheriff, Clerk and Prosecutor spoke about their concerns that the annex should be closed and operations moved to the Courthouse in Caldwell. There have been structural problems with the annex for a long time, but the recent incident involving a juvenile with a weapon heightened their sense of urgency to vacate the facility. Marv Dashiell said the Sheriff's Office provides security for the annex and after the incident they met with the Nampa Police Department and changed some of the protocols. The City of Nampa currently pays \$56,000 a year in wage reimbursement for the part-time security officers at the annex and if the facility is vacated and the funding goes away it will change the Sheriff's staffing levels. Chief Dashiell informed the Board that since the Sheriff wasn't included on the planning meetings for the juvenile center courtroom addition project he has not planned for

additional security at the juvenile center. Paul Navarro said he invited the Sheriff to a planning meeting early on but he didn't respond to the request. Judge Ryan doesn't disagree with the assessment with regard to the safety issues of the annex, but it's been that way for years and the useful life of that building is pretty much over. Five to six thousand people use that facility each month and we don't have the physical ability to absorb that business unless we find the equivalent space and rig it for the use of the courts. He said although it's not a good solution, maybe we need to wait 18 months when the construction and remodel projects at the courthouse campus are complete. Commissioner Rule said the Board is not going to support leasing another facility. Judge Sullivan said the sewer backs up once a month and they do not have enough parking for staff let alone the public and the quantity of people that are run through there. The facility shares a common wall with a machine shop that smells of turpentine and it permeates into Judge Orr's chambers and the noise from the machine shop can be heard on the record during court proceedings. She said there are significant concerns with the annex but moving to Caldwell at this point is not the answer. With respect to the incident with the juvenile who had obtained a weapon, Judge Sullivan said they shutdown court and evacuated once they realized what was happening. They had three active courtrooms and each judge seemed to handle it their own way. Commissioner Hanson toured the annex and he believes it needs to be closed down and operations moved to the courthouse campus. Commissioner Rule said we need to do the best we can until we can get out of that building. We are on a fast track with construction and remodel projects and we will eliminate the risks as soon as we can. Commissioner Alder said if the safety issues and fumes at the annex become intolerable then maybe we should hold night court at the courthouse for a few months. Judge Ryan said there are so many things that become problematic if we were to implement night court. He said there would have to be a larger discussion if that were to take place. Commissioner Alder said night court is an alternative if things were really bad and we didn't have another choice. Chief Dashiell reiterated his position that if the annex is closed the wage reimbursement issue will have to be addressed. Commissioner Hanson said the driving force behind this discussion was the July 15 meeting where the Clerk and Prosecutor both said they could make changes immediately for their staff at the annex to come to the courthouse. Commissioner Hanson believes we should wait until the courtrooms are completed so we can move in a more efficient manner. Mr. Navarro said the annex has some problems but we can put more band-aids in place for the next 18 months. (Judge Sullivan, Mr. Kessler, Mr. Navarro and Chief Dashiell left at 8:32 a.m.) Following that topic, the Board addressed the shared employee/Department of Labor audit issue. Judge Ryan said when drug court was started in 2000 the Sheriff's Office volunteered its personnel to observe urine collections and at some point the Sheriff decided he didn't have the staff to do it so that created a need to have someone else perform that function. The issue boils down to whether the observers are independent contractors or employees and Judge Ryan believes they are independent contractors, but if HR wants to have it done with payroll deductions that is fine with him. He has instructed the Assistant Trial Court

Administrator to submit the information to the HR Director. Commissioner Rule said Jeannine Eiband has not received the information from the Trial Court Administrator's Office and yesterday was the deadline for submission to the Department of Labor. At 8:38 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Alder made a motion to go into Executive Session at 8:38 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Administrative District Judge Thomas Ryan, and Deputy Clerk Monica Reeves. The Executive Session concluded at 8:55 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING THE FY2014 AUDIT SERVICES CONTRACT WITH EIDE BAILLY

The Board met today at 8:56 a.m. to consider signing the FY2013 audit services contract with Eide Bailly. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The Clerk's Office is recommending the Board sign the audit services contract with Eide Bailly, an accounting firm with an extensive list of governmental clients including Ada County, City of Caldwell and City of Nampa. Zach Wagoner said for many years the County has contracted with Gibbons, Scott and Dean and he appreciates their services, but unfortunately our annual financial report has been late for the past several years. He does not believe Gibbons, Scott and Dean has the depth and breadth of accounting professionals that we need to complete our audit in a timely manner. Mr. Wagoner and Clerk Yamamoto have vetted this over an extended period of time and they have spoken with officials at Nampa and Caldwell who are very pleased with Eide Bailly's services. Legal counsel has been involved in the process and has reviewed the contract; because it is a personal services contract we do not have to go through a bidding process. The contract price will not exceed \$50,000. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to approve the contract with Eide Bailly, a copy of which is on file with this day's minute entry. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Mike Porter recapped yesterday's meeting on the public defender system in Idaho that was made to a legislative committee. The Board attended most of the hearings and towards the end of the day a speaker gave feedback about how to make improvements to the system. Mr. Porter will obtain a recording of the presentation and give the Board a summary so it can have those points when it looks at how to handle public defense in Canyon County. Commissioner Hanson said the meetings were very informative and it appeared the committee is concerned with how to finance it, and there were some good points made as far as the financial issues for the County. At 9:06 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:38 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM NO. 1 FOR PUBLIC WORKS CONSTRUCTION FOR THE JUVENILE DETENTION CENTER COURTROOM ADDITION PROJECT

The Board met today at 9:45 a.m. to consider signing Addendum No. 1 to Canyon County's Invitation for Bids for the Southwest Idaho Juvenile Detention Center Courtroom Addition Project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the addendum, a copy of which is on file with this day's minute entry. The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 19, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Becky Chandler

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-245 Terry L. Payton DBA TJ's Saloon

STAFF MEETING

The Board met today at 8:31 a.m. for a department staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, Ken Fisher, PIO Joe Decker, Administrative Specialist Kelly Martinez, and Deputy Clerk Becky Chandler. Ms. Martinez left the meeting at 8:42 a.m. Mr. Fisher, the Owner's Representative from Paradigm gave an overview of his construction history. Calendar issues were discussed. Mr. Decker reported that he is finalizing plans for a ground breaking ceremony for the Administration building on Tuesday, Sept 3 at 11:00 a.m. and incorporating a time lapse video for building construction updates on the Administration building and Juvenile Courtroom Addition projects. Kevin Miller will broadcast from the animal shelter for a fundraising challenge. The Board requested that a letter of appreciation be sent to the Nampa First Church of Nazarene for 100 years of service in the community. Mr. Navarro reported that a condition of the building permit from City of Caldwell for the Administration building requires parking lots be finished by November 1st. Materials and Testing will perform 2 test wells on the 11th and Belmont Street parking lot across from the crime lab and 12th and Albany Street parking lot. The Juvenile detention courtroom addition project will require temporary ADA parking. Concrete work will include cutting the curb near the Maintenance shop to make it ADA compliant. Paul submitted purchase orders for both projects. A proposal to do test wells under the old Building Maintenance shop at 304 N. 12th street was submitted for \$5400 that covers 5 core sample wells. Commissioner Rule said the water table is 7-8 feet and the water will identify whatever substance is under the building and will have moved it around. He requested a lower price on the purchase order and suggested drilling 1 well in the center of the building and one outside. Commissioner Alder requested that the property close to Motor Vehicles be cleaned up and removed of weeds. The meeting concluded at 9:02 a.m. with no

decision being called for in open session. An audio recording is on file in the Commissioners' office.

EXECUTIVE SESSION - PERSONNEL MATTER; LITIGATION MATTER AND DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, litigation matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Facilities Manager Paul Navarro and Deputy Clerk Becky Chandler. Mr. Navarro left the meeting at 9:09 a.m. Mr. Wesley left the meeting at 9:10 a.m. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

EXECUTIVE SESSION- PERSONNEL MATTER MEETING WITH HUMAN RESOURCES DIRECTOR

Note for the record: As properly noticed the Board met today at 9:32 a.m. for a meeting with the Human Resources Director. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:32 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Human Resources Director Jeannine Eiband, and Deputy Clerk Becky Chandler. The Executive Session concluded at 9:54 a.m. with no decision being called for in open session.

BI-WEEKLY MEETING WITH CHIEF PROBATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:01 a.m. for a meeting with the Chief Probation officer to discuss general issues, set policy and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano and Deputy Clerk Becky Chandler. Part time employee Fernando Flores is the employee of the month. Brad Burbank was the winner for the prior month. Both received the most nominations from fellow employees. Ms. Catalano recently attended the Idaho State Mental Health Planning Council. She was nominated to represent juveniles in the district and the county on the State council. They provide recommendations to the Governor regarding funding for children's mental health. There are serious concerns in the local community relating to gang issues. Caldwell Police has worked with department staff to address safety issues regarding staff, especially the employees who make house calls. Interviews have been conducted for a new training coordinator position. Commissioner Hanson discussed a request by an employee who requested to work an additional job outside the county. Ms. Catalano verified employees working outside the county need permission from the department supervisor to ensure no conflict of interest. The meeting concluded at 10:10 a.m. with no decision being called for in open session.

SEVENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 20, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Facilities Management department in the amounts of \$2,016.20 to Materials Testing & Inspection and \$3,201.00 to Master Works Concrete.

APPROVED CLAIMS ORDER #8-26-13

The Board of Commissioners approved payment of County claims in the amounts of \$45,337.23, \$85,677.90, \$76,476.50, \$79,552.83 and \$327,280.31 for accounts payable.

LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Commissioner Hanson reported that the Canyon County Historical Preservation Commission has made its recommendation on funding for historical societies. The maximum amount an entity could receive is \$10,000. The Board is comfortable with the recommendations and will take official action at a later date. At 9:08 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Deputy P.A. Zach Wesley arrived at 9:11 a.m. Prosecutor Bryan Taylor arrived at 9:15 a.m. The Executive Session concluded at 9:55 a.m. with no decision being called for in open session.

CONSIDER SIGNING INVITATION FOR BIDS FOR MAHAFFEY OIL CLEAN-UP PROJECT AND LEGAL NOTICE FOR SAME

The Board met today at 10:02 a.m. to consider signing an Invitation for Bids (IFB) for the Mahaffey Oil Clean-Up project and legal notice for same. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The bid will be opened September 16, 2013. Construction is set to begin on October 14, 2013 at completed on October 31, 2013. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the IFB and legal notice, copies of which are on file with this day's minute entry. The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING REPLACEMENT MASTER SERVICES AGREEMENT WITH TW TELECOM, DOCUMENT NO. 345450

The Board met today at 10:10 a.m. to consider signing the replacement Master Services Agreement with TW Telecom, Document No. 345450. Present were: Commissioners

Steve Rule, Kathy Alder and Craig Hanson, CIO Rob Hopper, and Deputy Clerk Monica Reeves. In May the Board signed a contract with Time Warner for voice services for the East complex facility that serves all remote locations outside of the courthouse complex. Mr. Hopper said there were some issues with the changes in Time Warner's service and the product they offered so we have to redo the contract. Mr. Hopper said the agreement will essentially do what we were going to do in May just with a different product name and different structure. It also allows us to consolidate our voice provider to just Time Warner and eventually when the voice over IP project is deployed in a few years all the locations will be campus phone locations with four-digit dialing for all locations. This is step one in consolidating where the phones come from. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the replacement Master Services Agreement with the TW Telecom, Document No. 345450. The signed agreement is on file with this day's minute entry. The meeting concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION, AND SIGN PURCHASE AGREEMENT WITH CERIUM NETWORKS FOR LYNC ENTERPRISE VOICE PILOT PROJECT

The Board met today at 10:12 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Topics of discussion included: the document management system RFP and budget issues, specifically the tight schedule to meet completion of contracts for FY2013 budget items. Contract reviews by the PA's Office is taking longer than anticipated. Deputy P.A. Zach Wesley arrived at 10:15 a.m. to discuss the purchase agreement with Cerium Networks for the Lync Enterprise Voice Pilot Project. Mr. Hopper said this agreement will set up the core gateways to make the voice over IP work and it covers the first 25 pilot installations to make sure it integrates with our existing system. As we get in to November or December they will begin to move the telephone systems for the departments that will be moving into the administration building. Time Warner provides the dial tone and getting phone calls in/out of the courthouse. This deals with the internal calls within the courthouse. Mr. Wesley reviewed the agreement; because it is for personal property purchase and is under the \$25,000 threshold, a formal bid process is not required. Mr. Hopper did look at three other vendors and is satisfied with Cerium Networks. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the purchase agreement with Cerium Networks for Lync Enterprise Voice Pilot Project, a copy of which is on file with this day's minute entry.

The meeting concluded at 10:23 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:30 p.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Juvenile Detention Director Steve Jett, Admin. Assistant Marilee Davis, Brandon Gable, Craig Olson, and Deputy Clerk Monica Reeves. Mr. Olson and Mr. Gable reported on how they have assisted a student from Canyon Springs Alternative School with a garden project. The juvenile center's garden has 1300 pounds of produce which is given to CCOA, Salvation Army, the Caldwell Senior Center and Hope's Door. Other items discussed: the center's lunch program; security threats that have been discussed with Caldwell Police; the PREA audit is set for week of September 15; Director Jett will take a week off in September to do PREA training in other states; as of today, the center's average population number is 28.6; and the donation of tools and equipment for lawnmower repairs. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:50 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 21, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER#1323

The Board of Commissioners approved payment of County claims in the amount of \$1,080,920.37 for a county payroll.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$2,641.50 to Lifeloc Technologies.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management department in the amount of \$1,313.25 to Apex Security.

EXECUTIVE SESSION – PENDING LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:05 a.m. for a legal staff update. A request was made to go into Executive Session to discuss pending litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:23 a.m. with no decision being called for in open session.

MEETING TO DISCUSS OFFENDER DRUG TESTING

The Board met today at 9:31 a.m. to discuss problems the specialty courts are having with Global, a drug test provider. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson; Deputy P.A. Zach Wesley; Deputy P.A. Dan Blocksom; Chief Probation Officer Elda Catalano; Misdemeanor Probation Supervisor Jeff Breach; Assistant Trial Court Administrator Benita Miller; Dona Butler, Mental Health Court Coordinator; Erin Bullard, DUI Court Coordinator; Ron Christian, Drug Court Coordinator; and Deputy Clerk Monica Reeves. The issues with Global are poor quality of service, poor customer service and poor communication. Dona Butler said for the past several months mental health participants have had a lot of tests come back that are reading negative or invalid, or they come back positive for amphetamines but when a meth dip is done it's negative so they have to send it off for confirmation and that confirmation has always come back negative. (There have been 10 such tests since

January.) Ms. Butler said this raises the anxiety level for offenders when they have to wait a week for the confirmation. Another concern is that Global made a mistake two weeks ago and called the yellow color code which means none of the nine participants went in for testing, which is highly unlikely so Ms. Butler checked into it and Global admitted they made a mistake, but in the meantime the court was ready to sanction all nine participants to where they would have to do SILD or jail time. Erin Bullard spoke about communication issues she's had with Global regarding the need to test DUI court participants more often than five days between tests. She's also had issues where a participant figured out the random testing procedure so she asked Global to do something different with their procedure so participants would not know what they are being tested for or when they are being tested. In addition to the communication issues, Ms. Bullard is concerned about the closing of the Nampa testing location as well as the amount of time it takes for confirmation results to come in. Benita Miller said the concerns are a community safety issue because if participants have a work permit to drive but they're not getting tests for alcohol every few days it is concerning if they are under the influence and driving. Commissioner Rule said there is plenty of data to show we need to move away from Global. Zach Wesley said the relationship with Global was the result of a collective bargaining agreement with the agencies that are present today and he would like to know what impacts there will be on the juvenile probation and misdemeanor probation departments if the courts move away from Global. Elda Catalano said it will impact juvenile probation in terms of funding and workload. Currently, the department has 300 urine analyses (UA's) done each month at Global. Two-thirds of the UA's are paid by state funding and if we move away from a BPA-approved facility she will lose that funding. She has another testing agency she can use, but they're not local so her staff will have to collect urine from 300 juveniles each month. She initially supported Global because they had locations in Nampa and Caldwell but when they combined to one location it had a negative impact. Ms. Catalano has the same problems with Global in terms of the color code system and the long wait to get results. On two occasions Global forgot to inform her that they changed the color code system and in the meantime the department was ready to serve consequences on the juveniles. Jeff Breach explained that "BPA approved" means they are the state's gatekeeper for treatment dollars. Part of how Health and Welfare funds treatment is through recovery support services, and drug testing is part of recovery support services. If a facility wants to bill Health and Welfare for their services they first have to go through a litany of things to become certified. Ms. Catalano said the state designates dollars for recovery support services for juveniles and that's why two-thirds of the UA's are paid for directly by the state. If we use a facility that is not BPA approved her department will have to absorb the costs. Commissioner Hanson does not want to move away if we're getting revenue sources to cover the costs; he wants to make sure we have a contract to keep that going. Mr. Breach said he's had communication issues with Global, but not any issues in terms of sanctioning because there is a jail overcrowding problem and the probation officers tend to proceed slower in terms of sanctions. There isn't the same pressure to have the immediate sanctions

that the problem solving courts have since they are based off that immediate consequence. He said if we are not under contract he assumes we'd go back to the way it was before where an offender will choose the lab they want to go to. Ms. Catalano said she moved from Global to another agency because of positive test results that were later determined to be negative and because it was more cost effective to move to someone else. She uses the services of Stacy Freeman, but they are not BPA approved. Ms. Miller's concern is if there's no credibility in the testing system there will be huge problems. She believes the Prosecutor's Office should send a letter to Global about the problems and tell them we have an expectation of better service delivery and quality. Commissioner Hanson agrees with the expectations but said the letter can't come from the Prosecutor until we have documentation from the courts and the participants explaining what the problems are. Ms. Miller said they do not want to continue working with Global. Commissioner Alder said if that's the case there is no reason to communicate with them and we should instead work on an RFP and look for another provider. Ms. Miller wanted a group discussion to find out how it will impact Misdemeanor Probation and Juvenile Probation if the courts move away from Global. Ms. Catalano supports the idea of working on another RFP, and because she has a specialty court she wants to work with the courts on seeing what providers are out there for a percentage of the UAs that have to be done, but in terms of all juveniles on probation she wants to look at other means to keep the costs down and not have the probation officers collect samples. She would like to use a method similar to what drug court has. Mr. Breach said all of the programs have varied needs and it will be hard to find one provider that can meet everybody's needs. Ron Christian said the problem with Global is they claim to be a testing system and they charge a price based on that, but in fact they are just a screener. Ms. Miller is open to doing an RFP but she will have to discuss it with Judge Ryan. Commissioner Rule said it looks like we need to do some work and come back with a defined plan in the future. No Board action was required or taken. The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION CLASSIFYING RECORDS OF THE CANYON COUNTY SHERIFF'S OFFICE AND AUTHORIZING DESTRUCTION AND/OR CONVERSION OF 2011 CASE REPORTS AND CIVIL DOCUMENTS

The Board met today at 10:07 a.m. to consider signing a resolution classifying records of the Canyon County Sheriff's Office and authorizing destruction and/or conversion of 2011 case reports and civil documents. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Angie Stokke, the Sheriff's Records/Civil Supervisor, and Deputy Clerk Monica Reeves. Ms. Stokke said the civil documents are deemed temporary records and are to be kept for two years. The Sheriff's Office has six filing cabinets full of the early part of 2011 that they would like to destroy. They also have 12 boxes of law case reports which have been converted to digital format and second

checked and they want to destroy the paper. Both document types will be buried at the landfill. The Prosecutor's Office prepared the resolution. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution classifying records of the Canyon County Sheriff's Office and authorizing destruction and/or conversion of 2011 case reports and civil documents. (See Resolution No. 13-246.) The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 22, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #8-26-13

The Board of Commissioners approved payment of County claims in the amount of \$876.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management department in the amount of \$4,900.00 to Bob Inselman Plumbing.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Juvenile Probation department in the amount of \$1,436.34 to Tek Pipeline LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technologies department in the amount of \$24,874.97 to Cerium Networks.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Pest District in the amount of \$42,135.90 to Campbell Tractor & Implement.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Paige Gabiola.

GO ON RECORD AND CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:20 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the following cases by signed stipulation as follows:

Case No. 2011-1395 was continued to January 2, 2014 at 8:30 a.m.

Case Nos. 2013-669 & 2013-779 were continued to October 31, 2013 at 8:30 a.m.

The proceeding concluded at 8:21 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-241

The Board met today at 8:36 a.m. to conduct a medical indigency hearing for Case No. 2013-241. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Dr. Doug Dammrose via conference call, the applicant's spouse, Attorney Bryan Nickels, Debra Deyton and Jennifer White from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated January 2, 2013. The hearing concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1110

The Board met today at 9:26 a.m. to conduct a medical indigency hearing for Case No. 2013-1110. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and her son, Interpreter Mercedes Lupercio, and Deputy Clerk Monica Reeves. The hospital representative did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to November 14, 2013 at 8:30 a.m. The hearing concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-949

The Board met today at 9:38 a.m. to conduct a medical indigency hearing for Case No. 2013-949. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and Deputy Clerk Monica Reeves. The hospital representative did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated May 15, 2013. The hearing concluded at 9:42 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-949 & 2013-943

The Board met today at 9:44 a.m. to conduct a medical indigency hearing for Case Nos. 2013-939 & 2013-943. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and her spouse, and Deputy Clerk Monica Reeves. The hospital representative did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated May 15, 2013 for Case No. 2013-949. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated May 15, 2013 for Case No. 2013-943. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-997

The Board met today at 9:54 a.m. to conduct a medical indigency hearing for Case No. 2013-997. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and Deputy Clerk Monica Reeves. The hospital representative did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated May 15, 2013. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1000

The Board met today at 9:59 a.m. to conduct a medical indigency hearing for Case No. 2013-1000. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Jennifer White from Saint Alphonsus Regional Medical Center and Deputy Clerk Monica Reeves. The applicant did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated May 29, 2013. The hearing concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1016

The Board met today at 10:07 a.m. to conduct a medical indigency hearing for Case No. 2013-1016. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Interview Specialist Kellie George, Attorney Mark Peterson, Katie Martin from St. Luke's Regional Medical Center, the applicant, the applicant's brother (via conference call), and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to November 27, 2013 at 8:30 a.m. The hearing concluded at 10:58 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES /SIGN CERTIFICATES OF DENIAL

The Board met today at 11:00 a.m. to uphold original denials and to sign certificates of denial for various medical indigency cases. Present were: Commissioners Steve Rule,

Kathy Alder and Craig Hanson, Indigent Director Michele Chadwick, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Neither the hospital representative nor the applicants appeared today. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dates for the following cases: 2013-693, 2013-587, 2013-1093, 2013-1020, 2013-1102, 2013-258, 2013-933 & 2013-939. The proceeding concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE LEGAL STAFF UPDATE

The Board met today at 11:09 a.m. to go on the record to continue legal staff to later today. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the legal staff update to 2:30 p.m. this afternoon. The proceeding concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

TENTATIVE AWARD FOR ENTERPRISE DOCUMENT MANAGEMENT SYSTEM RFP

The Board met today at 1:30 p.m. for a tentative award for the enterprise document management system RFP. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, IT Programming Manager Don Brown, IT Development Manager Jeff Wood, and Deputy Clerk Monica Reeves. Six proposals were received; one was just a letter and one was well over \$1 million so it was set aside. The other four proposals were reviewed in detail and were ranked. The proposal submitted by Integra clearly stood out and their pricing was the best as well. The total purchase price is \$197,801.08. Upon the motion of Commissioner Alder and the second by Commissioner Hanson the Board voted unanimously to award the contract for the enterprise document management system to Integra. The Prosecutor's Office will begin work on the contract. The meeting concluded at 1:45 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER FISCAL YEAR 2014 HISTORICAL SOCIETY FUNDING REQUESTS

The Board met today at 2:03 p.m. to consider Fiscal Year 2014 historical society funding requests. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Parks Director Tom Bicak, PIO Joe Decker, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. This year the funding requests were reviewed by the Canyon County

Historic Preservation Commission (HPC) whose members have to be certified and vetted by the State of Idaho and by the National Park Service. They are charged with surveying the County for historical sites, properties and buildings and making nominations to the National Register of Historic Places and advocating for the preservation of sites, buildings and properties. The HPC evaluated the proposals from the entities seeking funds for projects and they sifted out the requests for operating funds from the entities that asked for those. The funds available for distribution total \$90,241. The requests total \$197,450. The project requests (less operating funds) and HPC recommendations are as follows:

<u>Name:</u>	<u>Recommended Summary of request:</u>	<u>Amount:</u>
Canyon County Historical Society	Repairs, artifact preservation, Exhibit preparation, ADA restrooms for a total of \$27,500 (\$85,000 including operating funds)	\$10,000
Notus Community Museum	Street lamps, bulbs, gazebo, antique fire truck repair, carts for a total of \$10,100	\$10,000
Caldwell Historical Society	Cabin, caboose, box car door, Promotional materials, antique equipment rehabilitation for a total of \$20,000	\$10,000
Greenleaf Historical Society	Construct a shed, shelf, fence, paint, and signs for a total of \$4,570	\$5,000
Wilder Community Museum	Repairs to the historic jail for a total of \$10,860	\$10,000
American Legion	Repair to the air conditioning on Their National Register building, ADA Compliant restrooms, plumbing, paint for a total of \$28,370	\$10,000
Melba Valley Historical Society	Move to the Rebekah Hall, computer, software, office supplies, exhibits, storage materials for a total of \$11,500	\$10,000

Southwest Idaho RC&D	Assisting with security of Map Rock. Surveillance camera, interpretive signage for Shoshone – Bannock, Shoshone-Paiute and Euro-American interpretation for a total of \$12,500	\$10,000
Friends of Nampa Library	Digital micro-film equipment to preserve 628 rolls from assorted newspapers for a total of \$14,500	\$10,000
		\$85,000

The HPC recommended \$85,000 in funding, and leaving \$5,000 in contingency. Commissioner Hanson said it is important and encouraging that we have the HPC who oversees the funding and makes sure it is spent correctly. Commissioner Alder said we need to make sure the organizations realize the funding will be paid in two installments: one in January and one in July. Mr. Bicak said the HPC is anxious to work with the Board in developing project guidelines and an application process so everybody is on the same playing field when making application for the funds in the future. Zach Wagoner asked Mr. Bicak to talk about the distinction between the City of Wilder and the Wilder Community Museum. Mr. Bicak said the applicant is the Wilder Community Museum; there is an article of incorporation effective November 6, 2012 where they became a nonprofit organization. Mr. Wagoner had a similar question about the Nampa Library request. Mr. Bicak said the actual applicant is Friends of the Nampa Public Library, which is a nonprofit, 501c (3) tax exempt organization. Mr. Wagoner is comfortable with the distinctions that neither entity is a city entity. Mr. Bicak said Southwest Idaho RC&D is a 501c (3) organization and Canyon County is a sponsor of that entity. The parks department uses that entity to qualify for grants that will not fund governments so Map Rock Park is a project of RC&D. The beneficiary of the money would be a County park which receives part of the tax levy so this may be a clouded situation. Commissioner Alder shares the concern. Commissioner Rule said we should take the RC&D request under consideration and discuss it with legal counsel to make sure we are not doing anything wrong. He said we might end up keeping \$15,000 in contingency or redistributing the funds. Commissioner Hanson agrees and said as this moves forward we will define the parameters for next year. The meeting concluded at 2:23 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 2:32 p.m. for a legal staff update, which was continued from this morning. A request was made to go into Executive Session to discuss a personnel matter, litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 2:33 p.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Dan Blocksom, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Ms. Eiband left at 2:50 p.m. The Executive Session concluded at 3:10 p.m. with no decision being called for in open session.

TENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 23, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves
 Deputy Clerk Becky Chandler

APPROVED KEY REQUEST

The Board approved a key request for Amanda Howard.

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Jordan Hammond, Alyssa Murphy, Christopher Kennedy, Jill Hoover, Amanda Howard, Samantha Steckert, Cindy Gonzalez, Malina Maio and Francis Harper.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-039177, 2013-09178, 2013-039179, 2013-039180, 2013-039181, 2013-039182, 2013-039184, 2013-039185, 2013-039186, 2013-039187, 2013-039188, 2013-039189, 2013-039190, 2013-039191, 2013-039192, 2013-039193, 2013-039194, 2013-039195 and 2013-039196.

MEETING WITH HR DIRECTOR TO DISCUSS A PERSONNEL MATTER

The Board met today at 8:31 a.m. for a meeting with the Human Resources Director to discuss a personnel matter. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband, Facilities Director Paul Navarro and Deputy Clerk Becky Chandler. Mr. Navarro advised the Board that the new juvenile detention courtroom addition project will finish by May 2014 and there is not a plan to provide courtroom security. After meeting with the Sheriff's office, he was advised that the Sheriff is not planning to supply security because their office was not involved in the planning stages of the construction. The Sheriff was invited but didn't attend the meetings. Paul researched several options as follows: Private security companies pay the employees \$11-12 per hour. This equals county costs of \$16 per hour including benefits. 2 full time guards would work 80 hours per week for 6 months of the fiscal year. The county cost is approximately \$30,000-32,000 per fiscal year. Hiring retired police officers, similar to the Sheriff's office, would be a cost of \$20 per hour or \$39,000 per year. By hiring returned veterans, who have the weapons training experience at \$11-13 per hour, \$16.25 per hour with benefits, the total cost is approximately \$33,000 per year for 2 guards. Commissioner Rule asked about the liabilities at the county level with hiring veterans instead of using an outside private company that has insurance in place. All private companies are unarmed guards.

At the conclusion of the meeting, a request was made to go into Executive Session to discuss a personnel matter and pending litigation. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 8:38 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Human Resources Director Jeannine Eiband, Facilities Director Paul Navarro and Deputy Clerk Becky Chandler. The Executive Session concluded at 8:50 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, litigation matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Captain Daren Ward, Lt. Andy Kiehl, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:35 a.m. with no decision being called for in open session.

CONSIDER SIGNING IDAHO DEPARTMENT OF PARKS AND RECREATION
REQUEST FOR REIMBURSEMENT CLOSE OUT REPORT

The Board met today at 10:01 a.m. to consider signing the Idaho Department of Parks and Recreation request for reimbursement/close-out report. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Lt. Ben Keyes, and Deputy Clerk Monica Reeves. The state grant amount is \$44,841 with a 50% match from Canyon County. The funds come from the motor boat license fund and are used to pay for Lt. Keyes' salary. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Idaho Department of Parks and Recreation request for reimbursement/close-out report, a copy of which is on file with this day's minute entry. The meeting concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 26, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for the County Extension office in the amount of \$1,218.00 to Hewlett Packard.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technologies department in the amount of \$3,217.14 to CDW-G.

APPROVED CLAIMS ORDER #9-10-13

The Board of Commissioners approved payment of County claims in the amount of \$108,425.48 for accounts payable.

MEETING TO DISCUSS SALES TAX REVENUE

The Board met today at 8:18 a.m. to discuss sales tax revenue. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The County receives sales tax from the state every quarter and there has been a consistent increase since 2010. We are on pace for nearly \$7.7 million in sales tax revenue which puts us at \$1.2688 million over what was budgeted for 2013. Not only is sales tax revenue up, but revenue is up in recording fees, DSD fees, permits, and motor vehicle fees. The Clerk's Office is projecting \$65.6 million of total county revenue for 2013 which puts us \$3 million over in budgeted revenue. The Board appreciated the good news. Because revenue is better than anticipated and we entered 2013 in a solid financial position, Mr. Wagoner is proposing we provide \$1.5 million in property tax relief and invest \$1.5 million in our employees by shoring up the health insurance fund and offering a one-time lump sum cash payment to employees. Commissioner Alder likes the idea of tax relief and she supports the one-time bonus for fulltime employees. Commissioner Rule asked if the intent is to add another \$500,000 to the fund in Fiscal Year 2014. Mr. Wagoner said that is not the intention; there will be some changes on the benefit side in increased contributions and deductibles so it's important to see how that plays out before we put any more money into the fund. The merit increase is for next fiscal year and it starts October 1. The \$1,000 one-time payment would be in Fiscal Year 2013. Clerk Yamamoto said it is important to note that with the \$1.5 million in tax relief the split would be \$1 million on current expense and \$500,000 on the justice fund. Mr. Wagoner estimates the levy will go to .005. Clerk Yamamoto said they were looking at tax relief for Fiscal Year 2015 but things have progressed faster than they anticipated. If the bonus pay is approved, the Clerk's Office will send a cautionary letter to employees because when you take into account what FICA and PERSI have done and the changes to the benefit package there will be those who have a net loss. Commissioner Hanson said if he were to vote positively on the bonus pay it would be on the merit system and with a maximum level being established so that no one receives more than \$1,000. If an elected official or department head determines someone doesn't deserve the full

amount then the money would come back into reserve rather than be kept and dispersed to others within the department. He also said the bonus should only go to those who've gone a full year without any disciplinary issues. Given the merit increase and extra money that was added to the health insurance fund, Commissioner Rule is not in favor of giving bonus pay. He would rather work toward funding a jail project. Another meeting will be scheduled for the Board to take action on the proposal presented today. The meeting concluded at 8:38 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:38 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, PIO Joe Decker, Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Martinez and Ms. Chandler left at 8:49 a.m. Mr. Decker reported on communication issues. Mr. Navarro reported on facilities issues. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO INCREASE COUNTY TRAVEL REIMBURSEMENT RATE

The Board met today at 8:54 a.m. to consider signing a resolution to increase the County travel reimbursement rate. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, Deputy P.A. Dan Blocksom, Deputy P.A. Brad Goodsell, Fleet Director Mark Tolman, Appraiser Mike Cowan, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Commissioner Rule said a few years back when revenues decreased the Board reduced the mileage reimbursement to 40 cents per mile and the County Assessor has asked the Board to look at increasing the rate. Dan Blocksom has been working on a draft resolution for the Board's consideration. The national rate is 56.5 cents and the state rate is 55 cents per mile. There is a state statute that requires certified court interpreters be paid at the state rate. Mark Tolman said when the County's rate was reduced it was to discourage the use of personal vehicles and encourage the use of the County flex vehicles. He said with the Assessor's appraisers it doesn't make any difference because we don't have a fleet for them and they need to be compensated. He would like to include a clause in the vehicle use policy that if a County flex car is available then the mileage reimbursement should be at a lower rate. According to Mr. Tolman, the GSA reduces the reimbursement rate to 24 cents per mile if someone uses their own vehicle instead of using an available flex vehicle. The Board questioned how that practice will be policed. Mr. Blocksom said

one idea is to have an employee send in a request form to see if a vehicle is available and if there isn't one available the request would be denied and having that denied form would be a condition for getting reimbursed for gas mileage. Commissioner Hanson said the more complicated we make this the more there will be a propensity for misinterpretation. Commissioner Rule said policing this will be a nightmare and a better way to address it will be to reduce the rate by a few cents. Mr. Tolman recommends a reimbursement rate of 52 cents. Zach Wagoner said we have the funding to cover the increased rate. He said the focus needs to be on educating employees to use flex vehicles because he's seen instances where two individuals from the same office drove to north Idaho in separate personal vehicles to the same conference. He has also seen individuals travel to Portland or Salt Lake with their own personal vehicles when flex cars were available. Commissioner Rule said it falls on department heads and elected officials to train their employees. Commissioner Hanson said when he worked in the Sheriff's Office there was a policy that if you drove your own vehicle to a conference you were not reimbursed for mileage. Commissioner Alder does not have a problem with the recommended rate of 52 cents if that's where the average is and as long as we have the funding to cover it. Mr. Blocksom said the higher we raise the rate the less incentive people have to find out if a flex vehicle is available. Commissioner Hanson said in the case of business trips that are held out of state where an employee wants to use their own vehicle they should be reimbursed at the reduced rate of 24 cents. Brad Goodsell said it's important to realize that the reimbursement rate affects the policy of vehicle use and they should be addressed together. He asked for a week or two to come back with a policy that includes the reimbursement rate. Commissioner Hanson said gas prices have gone up dramatically and those who are required to use their personal vehicles for the job should be compensated for that use. He is not opposed to the 52 cent rate because it is an accurate reflection of cost. Commissioner Alder said if that is the rate other counties are using she has no problem with it. Commissioner Rule directed the PA's Office to apply the 52 cent rate to the travel reimbursement rate resolution. The resolution and the vehicle use policy will be considered at a later date. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS MEETING

The Board met today at 9:33 a.m. for an elected officials meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Prosecutor Bryan Taylor, and Deputy Clerk Monica Reeves. Commissioner Rule said the Board was informed about a vague security threat; he asked the group to talk to their departments about it. Clerk Yamamoto reported that the animal shelter reduced staff and is utilizing volunteers. Due to funding problems the shelter is almost to the point of closing its doors. They are looking at finances on a daily basis and one option to consider is levying all taxpayers

so people are paying equally. Commissioner Alder thinks that is a good idea because it will take a vote. Commissioner Rule agreed. Tracie Lloyd attended the Treasurers' convention where it was suggested that meetings to consider hardship applications should be held in executive session if financial information is being discussed. Clerk Yamamoto said medical indigency hearings should also be held in executive session. Commissioner Rule said the Board is considering an increase to the mileage reimbursement rate. Currently, the rate is 40 cents per mile and it is being suggested that the rate be increased to 52 cents per mile. The Board is asking for a concerted effort from department heads to train staff to use County vehicles whenever possible. The meeting concluded at 9:53 a.m. No Board action was required or taken. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:05 a.m. for a meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: HR is making some personnel shifts; the handbook is almost ready for approval; TCA issues are taking some time, facilitating conversations; information regarding a vague security threat is to be passed on to each department. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:12 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:15 a.m. for a meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, CIO Rob Hopper, I.T. Project Manager Don Brown, Administrative Services Manager Cheryl Lane and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: VoIP Update; Document Management System contract is being prepared; purchase order for a wireless bridge in CCNU; new Technician Hire is to be discussed in executive session. Mr. Brown left at 10:20 a.m. Information regarding a vague security threat is being

passed on to each department. At 10:20 a.m. a request was made to go into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 10:20 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, CIO Rob Hopper, Administrative Services Manager Cheryl Lane and Administrative Specialist Kelly Martinez. The Executive Session concluded at 10:31 a.m. with no decision being called for in open session.

The meeting concluded at 10:33 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office. The items discussed were general in nature and did not require Board action.

MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:35 a.m. for a meeting with the Development Services Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Development Services Director Tricia Nilsson and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: update on TMDL meetings/Lower Boise Watershed Council; budget status-revenue is up \$130,000; personnel updates; transportation comment letters/Urban Land Institute; Can-Ada Road name change request; and information regarding a vague security threat is being passed on to each department. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:53 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE DIRECTOR OF MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:53 a.m. for a meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Director of Misdemeanor

Probation Jeff Breach and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Topics of discussion included the following: staff is on edge right now with security threat information. FBI taskforce and Caldwell Police Department are investigating as they believe it may be credible, so he is trying to keep employees level headed. Mr. Breach said one of the hot topics around the state is should misdemeanor probation officers be armed. He said ICRMP's position on the topic is that it is a decision that is left up to each Board of County Commissioners as to what they feel is best for their county. Mr. Breach also discussed reworking our interstate compact policy to broaden the number of people who have to go through it. They are currently having a lot of problems with CMS, the system locks up all the time. In regards to cost of supervision waivers, it is the sentencing court's responsibility to take care of that request. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:02 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING REJECTION OF TERRORISM RISK INSURANCE IN FAVOR OF ICRMP COVERAGE

The Board met today at 1:34 p.m. to consider signing rejection of terrorism risk insurance in favor of ICRMP coverage. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves. The federal government offers the coverage at a cost of \$93,000 per year but ICRMP can offer its coverage for considerably less. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the rejection of terrorism risk insurance in favor of the ICRMP coverage. The meeting concluded at 1:37 p.m. An audio recording is on file in the Commissioners' Office.

OPEN BIDS FOR CONSTRUCTION SERVICES FOR THE COURTROOM ADDITION PROJECT AT THE JUVENILE DETENTION CENTER

The Board met today at 2:01 p.m. to open bids for construction services for the juvenile detention center courtroom addition project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, interested bidders, and Deputy Clerk Monica Reeves. The following companies submitted bids:

Jordan-Wilcomb Construction, Inc.

P.O. Box 7373

Boise, ID 83707

Base bid amount: \$1,348,000*

*includes allowance 1, 2, & 3 for \$20,000

Alternate No. 1: \$13,373
Alternate No. 2: \$9,365
Alternate No. 3: \$12,426
Alternate No. 4: 39,568
Alternate No. 5: \$5,295

Contractors Northwest, Inc.
P.O. Box 6300
Coeur d'Alene, ID 83816
Base bid amount: \$1,550,000
Alternate No. 1: \$19,000
Alternate No. 2: \$9,600
Alternate No. 3: \$13,000
Alternate No. 4: \$40,000
Alternate No. 5: \$5,500

Kreizenbeck, LLC dba Kreizenbeck Constructors
11724 West Executive Drive
Boise, ID 83713
Base bid amount: \$1,328,860
Alternate No. 1: \$16,520
Alternate No. 2: \$10,073
Alternate No. 3: \$12,370
Alternate No. 4: \$29,585
Alternate No. 5: \$6,995

Scott Hedrick Construction, Inc.
1154 North Orchard Street
Boise, ID 83706
Base bid amount: \$1,289,000
Alternate No. 1: \$15,600
Alternate No. 2: \$9,000
Alternate No. 3: \$13,000
Alternate No. 4: \$39,000
Alternate No. 5: \$5,500

Mr. Navarro will review the bids with the PA's office and a recommendation will be made at a later date. The meeting concluded at 2:09 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING - GARY GOODWIN'S APPEAL OF DSD DIRECTOR'S DECISION,
CASE NO. AD2013-30; POSSIBLE DECISION TO FOLLOW

The Board met today at 2:33 p.m. to conduct a public hearing in the matter of an appeal by Gary and Debra Goodwin of the Development Services Department Director's decision that Case CR2007-5 is in compliance with the project's conditions of approval regarding lighting. The subject property is located at 16989 Madison Road in Nampa, in a portion of the NW ¼ of Section 10, T3N, R2W, BM. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, Gary and Debra Goodwin, Scott Jacobs, Kirby Robertson, and Deputy Clerk Monica Reeves. Commissioner Rule said some time ago he met with Dan Hunter and Gary Goodwin and reviewed pictures of the lighting issue; in his opinion the project was out of compliance so he directed Mr. Hunter to act on it accordingly. He later found out the proper way to handle the issue was to go through an appeal hearing. Director Nilsson said this is a dispute over a condition of approval on a large industrial building that was approved through a rezone. There is a condition that says all exterior illumination for any development within the subject property shall be downward facing and directed toward the subject property and away from surrounding property. The Goodwins live across the street and they complained of negative impacts of the lighting. When the initial complaint came in Canyon County sent a code enforcement officer to the site but he found no violation existed. Director Nilsson said it comes down to the interpretation of downward facing. Staff finds that the lighting does meet the condition of approval and recommends the Board deny the appeal, but consider the testimony today. Those testifying in support of the appeal included Gary Goodwin and Scott Jacobs. Mr. Goodwin gave testimony about how his home and yard are illuminated by lights that are not downward facing. He believes the property owner can solve the problem by shielding the building's exterior lights. Mr. Jacobs also offered testimony about how the lighting negatively affects his property. *Both men also spoke about other conditions of approval that have not been complied with but because this appeal dealt only with the lighting issue the other conditions could not be addressed.* Kirby Robertson testified in opposition to the appeal. He said the initial lighting plan was approved by the Development Services Department, and after the Goodwin's original complaint he received approval from Dan Hunter that the lights on the exterior of the building are downward facing and met the standards. Subsequent to that he received a letter rescinding Mr. Hunter's statement that the lighting met the requirements. After receiving that notice he requested meetings with the Board and building department but he did not receive a response from either group. In June Mr. Robertson received a call from Director Nilsson indicating staff reviewed the lighting which was found to meet the standard of downward facing and a letter to that effect was issued. Mr. Robertson has contacted legal counsel as a result of the meeting Commissioner Rule had with the Goodwins. According to Mr. Robertson, it will cost \$10,000 to change the light fixtures. Commissioner Rule spoke about his experience as a professional light salesman and he believes the problem can be fixed with shields for the lights at a much

lower cost. During rebuttal, Mr. Goodwin reiterated his position that the original conditions need to be followed, and the building's exterior lights need to be shielded. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to close public testimony. (Mr. Wesley left at 3:27 p.m.) Following comments, Commissioner Hanson made a motion to approve the appeal and direct staff to prepare Findings to support the decision for Case No. AD2013-30. The motion was seconded by Commissioner Alder and carried unanimously. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to September 3, 2013 at 2:00 p.m. where the Findings will be signed. The hearing concluded at 3:30 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 27, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson

APPROVED NON-EMPLOYEE KEY/ACCESS REQUEST

The Board approved a Non-Employee key/access request for Judge Robert Jackson.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management department in the amount of \$1,390.00 to Northwest Service Technologies.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 2:36 p.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 2:37 p.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:58 p.m. with no decision being called for in open session.

THIRTEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 28, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #9-10-13

The Board of Commissioners approved payment of County claims in the amount of \$36,063.50 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities department in the amount of \$1,535.57 to VLCM.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-039838, 2013-039839, 2013-039840, 2013-039858, 2013-039841, 2013-039842, 2013-039843, 2013-039845, 2013-039846, 2013-039847, 2013-039848, 2013-039849, 2013-039850, 2013-039859, 2013-039822, 2013-039823, 2013-039824, 2013-039825, 2013-039826, 2013-039827, 2013-039828, 2013-039829, 2013-039830, 2013-039831, 2013-039832, 2013-039833, 2013-039834, 2013-039835, 2013-039836 and 2013-039837.

EXECUTIVE SESSION - PERSONNEL MATTER, PENDING LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:08 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, pending litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:31 a.m. with no decision being called for in open session.

MEETING WITH ADMINISTRATIVE DISTRICT JUDGE THOMAS RYAN AND PATTI TOBIAS FROM THE SUPREME COURT

The Board met today at 2:04 p.m. for a meeting with the Administrative District Judge Thomas Ryan and Patti Tobias from the Idaho Supreme Court. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Administrative District Judge Thomas Ryan, Patti Tobias, Supreme Court, H.R. Director Jeannine Eiband, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Judge Ryan called the meeting to respond to the requests made by the Board at the August 16 meeting. Justice Trout came over to support the courts and review the process and today's discussion will largely deal with some personnel issues and that should be in Executive Session. At 2:05 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 2:05 p.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Administrative District Judge Thomas Ryan, Patti Tobias, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:20 p.m. with no decision being called for in open session.

Following the Executive Session, there was discussion about the state employees. H.R. Director Jeannine Eiband and Chief Civil Deputy P.A. Sam Laugheed arrived at 2:22 p.m. Judge Ryan has prepared a written document that he and Clerk Yamamoto agreed on and it is now being “massaged” by the administrative conference, which is the entirety of the administrative district judges of the seven districts. With regard to the issues relating to the Department of Labor’s concerns about a drug court observer, Judge Ryan is having a hard time getting anybody to say there is a need for such a huge concern liability-wise. Commissioner Alder said if they’re going to be called independent contractors there should be a contract in place. Judge Ryan said they have tailored an agreement for the court interpreters that Ada County uses and they are in the process of getting them signed. Commissioner Rule said there is a state employee working here now that wouldn’t pass a County background check and that is a liability and he is not pleased that the state has put the County in a position where we are exposed to a 10-year back audit on benefits. Patti Tobias said she and Judge Ryan have committed to develop a global agreement addressing District Court personnel where they describe the respective roles and responsibilities. It would address interviewing, appointment, payment, management, evaluation, background checks, qualifications, operating expenses, and technology support. The agreement Judge Ryan worked on with Clerk Yamamoto only encompassed some of those employees but it did not go far enough and she wants it to be all encompassing of all District Court personnel that we have some role and responsibility in. She pledges her immediate help to identify what needs to be in the global agreement; Dan Chadwick, the Executive Director of the Idaho Association of Counties, pledges his help as well. Commissioner Hanson said it does not behoove the County to enter into a contract where we hire people to work outside of the County. Ms. Tobias is not aware of that happening, but it’s a point that should be reflected. Judge Ryan said as an illustration we have a drug court coordinator who is assigned to 3 different county drug courts and the employee is paid with state funds that go into a County fund. County tax dollars are not used for that coordinator position or the drug test observers. Commissioner Alder said the problem is those people were paid with a Canyon County check and the Department of Labor says we are responsible for the unemployment. Commissioner Hanson said if they are state dollars then this is a state HR issue where the liability goes is on the state for the unemployment and for the liability of an employee who misbehaved and the lawsuit that follows. Judge Ryan doesn’t disagree with the Board’s concerns; it’s just that you’re making it as if it’s the courts’ responsibility when the courts are following the statutes that have set this up. It’s a legislative matter and he doesn’t disagree that it’s a flawed system. Commissioner Rule said we want to make the system better and if the County is exposed we need to mitigate the exposure. Ms. Tobias disagrees that the system is flawed or broken; however, it is complex and longstanding but we do have responsibilities and they involve all three branches of government and that adds complexity. We need to get to the point where we can reach an agreement through better communication and documentation and she believes we have a satisfactory document that we can all feel comfortable with. Judge Ryan is waiting for the

administrative arm of the courts to vet the court employees MOU he drafted. It will take some time to get it done right, and the next step after that is to make sure the Clerk is approving of the documentation then they will come to the Board and discuss it. Ms. Tobias would like a list of each category of district court employees that should be included to make sure we all agree on the comprehensive list. Also, the Board should identify the issues from its standpoint that need to be addressed. Director Eiband said she likes the proposed idea, and she will work on compiling the information. She said the role of HR is to deal with policy and to mitigate risk and to make sure things are done appropriately. With regard to the Department of Labor potential audit, once we fix the classification issue the issue then becomes paying all the back taxes for any wages - employer and employee - and determining if they qualify for PERSI, unemployment, workers compensation and that goes to the IRS and that's where the penalties come in. The potential long term costs come with the audits, to go back through 10 years of employment records. The list of individuals she received from the Assistant Trial Court Administrator had 10 or 12 employees since 2010 that have done drug observing duties even though we're only currently using one and that's what she wants to fix. The conundrum we have is in order to fix it we have to decide if that person is an employee of the County and if they are then we're right back to this issue where Canyon County takes on the risk and assumes liability for them. Director Eiband said the Department of Labor has made it very clear that because the person was paid by a Canyon County check they are putting all the responsibility on the County; they do not care where the funds come from. That becomes problematic for her when looking at the prospect of shared employees with other counties when there are at least two that don't do any work in Canyon County but they are paid with County checks. Commissioner Rule said the system is flawed when the state exposes the County to liabilities. Ms. Tobias said those are questions that need to be addressed. Years ago legislation was introduced on behalf of the county commissioners to address the situation and maybe it's not adequate and we need to look at it. Ms. Tobias pledges to the global agreement as well as the immediate concerns relating to the drug court techs and the court interpreters. She is committed to working hand in hand to get it resolved. In response to Commissioner Alder asking if the courts will pay for any liability the County assumes, Judge Ryan said statute 1-1613(a) says for purposes of tort liability it's the state's responsibility if it's supervised by the courts. Commissioner Alder said if the IRS says the County owes fines the courts should pay it because they are state employees. Ms. Tobias said that's a legal question they'll have to look at. Sam Laugheed said if Prosecutor Bryan Taylor was available he would join in Ms. Tobias' pledge to the commitment to get something in writing, and having people invested in solving this problem is great and the Prosecutor's Office will do whatever the Board needs it to do. Ms. Tobias said she doesn't like to see conflict or lack of clarity and she pledges to have an effective, productive relationship with the County; and she would like it to go both ways. Commissioner Rule said the Board is not pleased with how this has unfolded but it is not holding a grudge; the Board is trying to protect the County. He thanked Ms. Tobias for addressing the issue. No Board action was

required or taken. The meeting concluded at 2:59 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH CONTROLLER FOR FY2013 SALES TAX REVENUE REVIEW;
POSSIBLE DECISION TO FOLLOW

The Board met today at 3:02 p.m. for a meeting with the Controller for a review of the Fiscal Year 2013 sales tax revenue. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Appraiser Brian Stender, and Deputy Clerk Monica Reeves. Zach Wagoner said it appears we will be \$3 million to \$4 million ahead on the revenue side of what was budgeted. Because we are in such a strong financial position his proposal is to take \$3 million and split it by providing \$1.5 million in property tax relief; and investing in our employees by inserting \$680,000 into the health insurance fund and allocating \$820,000 for a one-time cash payment of \$1,000 to employees. The proposal would decrease property tax revenue by \$750,000 in the current expense fund and \$750,000 in the justice fund. Based on taking the \$1.5 million away it would bring the property tax request to just under \$36.3 million which is a little over \$1.5 million less than last year. If we levied \$36.296 million our tax rate would be .005, down from last year's rate of .0057. Commissioner Alder really likes the proposal. Commissioner Hanson wants to look at setting aside funds in the future for a build of some type to address jail overcrowding and the growing population in the alternative sentencing program. Mr. Wagoner said the money would come from the current expense fund and the justice fund. He estimates we are between \$10 million and \$15 million right now. Commissioner Rule is worried that with three construction projects it might be a good idea to be conservative and see how things go for a year or two. He likes the concept of saving money for increasing jail bed space. Chris Yamamoto understands Commissioner Rule's concern, but he believes the finalized revenue numbers and the tax relief will mitigate any concern the taxpayers would have with the investments made in the employees. He said this is a unique time in history for the County and he is in favor of investing in our employees. Commissioner Hanson made a motion to grant \$1.5 million in tax relief to taxpayers for Fiscal Year 2014. The motion was seconded by Commissioner Alder. Commissioner Rule asked if the Board would consider a compromise in that number because he is worried going into the next year with the three planned construction projects. Commissioner Alder was concerned going in that we were not reducing property tax when our fund balances were so strong so when the Controller reported on the increased revenue she felt it was a great opportunity to provide relief and give increases to employees. Commissioner Rule supports the 2% to 4% merit increases but he wants to take a more conservative approach and see what it looks like in another year or two. Commissioner Alder said with the \$6.5 urban renewal funds for the construction of the administration building; and the \$1 million for the courthouse remodel; and the additional \$3 million for maintenance plus the \$1

million reserve in current expense she thinks the construction projects will be covered. Commissioner Rule offered a substitute motion: Instead of returning \$1,538,543 he proposed an amount of \$800,000 instead. The substitute motion died for lack of a second. Commissioner Hanson said he is leaning towards a Fiscal Year 2013 bonus payment for employees. He is willing to look at a different dollar amount than his original motion but he's also looking to balance both plans for the taxpayers and the employees. Clerk Yamamoto believes it is politically expedient to go with the proposal that is on the table. Commissioner Rule said to be able to return \$1.5 million to the taxpayers is a tremendous effort and he recognizes the value in it. A roll call vote was taken on Commissioner Hanson's motion with Commissioners Alder and Hanson voting in favor and Commissioner Rule voting against the motion. The motion carried by split vote. With regard to the bonus pay issue, Commissioner Alder said it's coming from the FY2013 budget and she thinks it's the right thing to do because it is coming from revenue we did not anticipate. Commissioner Alder made a motion to invest \$1.5 million in the employees by putting \$680,000 into the health fund and \$820,000 toward one-time cash payments in the amount of \$1,000 for each fulltime County employee. The bonus will be based on merit and will be determined by the department heads and elected officials. Commissioner Hanson seconded the motion and then asked that the motion be amended to state that the bonuses will only go to those employees who were on the payroll as of October 1, 2012 and have not had any disciplinary proceedings during FY2013. Commissioner Alder recognized the amendment and seconded it and discussion followed. Commissioner Rule said with the merit increases and the \$680,000 that will be added to the health insurance fund he cannot support bonus pay to each employee. Commissioner Hanson said he's looking at it from the perspective that in 2013 there wasn't any money for salary increases, but since the revenues have far exceeded expectations he is inclined to reward the employees who weren't disciplined or reprimanded during Fiscal Year 2013. Commissioner Rule believes the taxpayers would rather the County build a jail instead of giving bonuses to employees. A roll call vote was taken on the amended motion with Commissioners Hanson and Alder voting in favor and Commissioner Rule voting against the motion. The motion carried by split vote. The meeting concluded at 3:59 p.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2014 BUDGET HEARING

The Board met today at 5:14 p.m. to conduct the Fiscal Year 2014 budget hearing. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Brad Jackson, Prosecutor Bryan Taylor, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, Chief Deputy Assessor Joe Cox, Sheriff Kieran Donahue, Chief Deputy Marv Dashiell, PIO Joe Decker, Indigent Services Director Michele Chadwick, DSD Director Tricia Nilsson, Chief Probation Officer Elda Catalano, Juvenile Detention Director Steve Jett, Facilities

Paul Navarro, Trial Court Administrator Dan Kessler, Weed Control Superintendent Jim Martell, Fleet Director Mark Tolman, Parks Director Tom Bicak, Misdemeanor Probation Director Jeff Breach, H.R. Director Jeannine Eiband, Lt. Todd Herrera, Captain Daren Ward, CIO Rob Hopper, Cheryl Lane, Brian Stender, Mike Cowan, Don Brown, Keri Sigman, Sheila McCurdy, Raena Bull, Thomas Tippets, Kelly Pound, Jarom Wagoner, Representative Darrell Bolz, Mike Butts from the Idaho Press-Tribune, Deputy Clerk Becky Chandler, and Deputy Clerk Monica Reeves. Zach Wagoner said as we have progressed since the April budget review we have seen an across the board increase in County revenue. We are on track to bring in \$3 million to \$4 million more than what was budgeted on the revenue side. A proposal was presented to the Board to take that \$3 million of excess revenue and split it to provide relief to the taxpayers by reducing the 2014 property tax budget by \$1.5 million, and to invest \$1.5 million in the employees in two parts: \$680,000 in a cash contribution to the health insurance fund and \$820,000 allocated for a one-time bonus pay to employees who meet certain criteria, such as having been employed with the County since October 1, 2012 and not been a part of any disciplinary proceedings during Fiscal Year 2013. Mr. Wagoner believes that is an appropriate and proper use of the \$3 million. Commissioner Hanson said the Board has accepted the Clerk's and Controller's proposal based on the increased revenue for 2013. His perspective for approving the proposal was because there weren't any pay raises given in 2013. The bonus payments will be given to those who've made positive contributions to the County and not to those who have been part of disciplinary proceedings. Commissioner Rule spoke about how the budget review process was discussed on the record, and although the Commissioners did not agree on every point, they do have a good balanced budget. Mr. Wagoner said the increase to the health insurance fund and the bonus payments are scheduled to occur in Fiscal Year 2013. That does not change or effect what was scheduled to take place in 2014 with the merit pay allotment of between 2% and 4% per department. With regard to the health insurance fund we are self-funded and several years ago the balance was around \$8 million and we now find ourselves at a fund balance of \$3.5 million to \$4 million. The County has been absorbing that loss to the tune of one million dollars year after year and something has to change so there will be changes in premiums for spouses and families and changes in deductibles. Mr. Wagoner said on the expenditure budget there is a \$7 million increase from Fiscal Year 2013 but it's important to note that nearly \$4 million is for capital expenditures of a one-time nature. There is also a \$2 million increase for salaries and benefits that includes 16 new, or previously unfunded, positions. With a new judge headed to Canyon County it has created a need for new positions and as activity has increased in Development Services that has created a need to re-fund positions that were previously unfunded. Additionally, on the other operating expenses there is an increase of \$1.2 million; \$500,000 is for indigent expenses. It's very important to note we are able to do that with over \$1.5 million less in property tax.

The following people offered comments on the proposed budget:

Thomas Tippetts, an employee of the Sheriff's Office, supports the increase in budget because it rewards the employees who are choosing to stay instead of going to other agencies who offer better compensation.

Indigent Services Director Michele Chadwick said there could be some dramatic changes to the indigent budget once the healthcare exchange goes into effect January 1. The exchange is for those who are between 100% and 400% of the federal poverty level. Those who are most excited about the affordable health care act are those that are typically at 100% or less, unfortunately they are not eligible for any type of subsidies and they will have no assistance. There will be significant impacts on the County depending on what we see out of the legislature and it is likely additional positions will have to be created to process the indigent applications.

Kelly Pound, an employee of the Sheriff's Office, expressed her gratitude for the consideration of the employee benefit packages and longevity incentives.

Jarom Wagoner commended the Board for providing employee bonuses. Mr. Wagoner represents the Caldwell Historical Society who requested funds in the amount of \$20,000 to expand the Van Slyke Museum. The funds will be used for projects to renovate the cabins and machinery and to create a more enjoyable exhibit.

Commissioner Rule explained the process for distribution of historical society funds. The County's historic preservation commission reviewed the requests and recommended the funds be distributed as follows:

Canyon County Historical Society: \$10,000
Notus Community Museum: \$10,000
Caldwell Historical Society: \$10,000
Greenleaf Historical Society: \$5,000
American Legion: \$10,000
Melba Valley Historical Society: \$10,000
Wilder Community Museum: \$10,000
Friends of the Nampa Library: \$10,000
Amount to be kept in reserve: \$15,000

Commissioner Alder made a motion to adopt the Fiscal Year 2014 Budget for Canyon County in the amount of \$73,862,570; the Canyon County Pest Control District Budget in the amount of \$302,109; and the Melba Gopher District Budget in the amount of \$12,000. The motion was seconded by Commissioner Hanson and carried unanimously. See Resolution No. 13-247. The hearing concluded at 5:55 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 29, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technologies department in the amount of \$3,504.18 to Dell.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Idaho Hop House to be used September 2, 2013.

APPROVED KEY REQUEST

The Board approved a key request for Brenda Chioino.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Brenda Chioino.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Mr. Goodsell reported on the following items: Mahaffey Oil cleanup project; vehicle use policy; and medical indigency legislation. At 9:12 a.m., the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTTTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 9:12 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:40 a.m. with no decision being called for in open session. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE CANYON CLINIC TO REVIEW FUNDING REQUEST

The Board met today at 9:41 a.m. for a meeting with the Canyon Clinic to review a funding request. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, Indigent Services Director Michele Chadwick, Lori Rose and Sandra Mitchell from the Canyon Clinic and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Ms. Mitchell spoke about their proposal to expand the clinic to include a mental and social services department, which is based on volunteers so the services will be free. The clinic is requesting additional funding in the amount of \$50,000 which will be used to hire an administrator for the mental health department. Commissioner Rule asked for information on how the 2013 funds were used. Ms. Mitchell said the funding from the County helps pay for the operation of the medical clinic - a small part of which is mental - but it's not enough so they are working toward a full-blown medical social department to meet the needs of the community. Commissioner Rule wants to see the data that shows how the funds are used and how it saves the County money downstream. Commissioner Hanson would like to see the proposed budget for the entire plan as well as how the clinic works with Region 3 Mental Health as well as every other organization in the County. Before he decides on the additional funding request he needs to have more information. Ms. Mitchell will prepare the requested information for the Board as soon as possible. Michele Chadwick spoke about involuntary commitments and how that is an area of her budget that is out of control. Commissioner Hanson said the proposal is geared towards providing more daytime services, however, most problems occur in the nighttime hours so he is not sure that is a benefit to the segment of our society that needs it the majority of the time. Ms. Mitchell said the reason to move the counseling services to the daytime is to try to prevent people from getting to that crisis point. Once the requested data is compiled Ms. Mitchell will schedule another meeting and go over the information with the Board. The meeting concluded at 9:58 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

REZONE HEARING FOR DALE BURNETT

The Board met today at 10:03 a.m. to conduct a public hearing in the matter of a request by Dale Burnett to rezone 19.91 acres from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone. The subject property is located at 22813 Kingsbury Road in Middleton, in a portion of the NE ¼ of Section 10, T4N, R2W, Boise Meridian. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Alan Mills, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report recommending approval of the rezone request. Alan Mills testified on behalf of the applicant. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to approve the rezone request for Dale Burnett, Case No. PH2013-16. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the Findings of Fact, Conclusions of law and Order as well as the ordinance amendment for the Dale Burnett rezone. The signed documents are on file with this day's minute entry. The hearing concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

AWARD OF CONTRACT FOR JUVENILE DETENTION CENTER COURTROOM ADDITION PROJECT

The Board met today at 10:30 a.m. to award the contract for construction services for the juvenile detention center courtroom addition project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The four companies that submitted bids for the project on August 26, 2013 were reviewed and evaluated. (The spreadsheet showing the bid amounts for the base and the add alternates is included with this record.) Paul Navarro recommended the Board award the contract to Scott Hedrick Construction who has the lowest price for the base and all the add alternates. There are a lot of add alternates so Mr. Navarro will meet with the stakeholders to discuss what we can and cannot afford and find out how much is available in the court facilities fund and the juvenile probation fund and then he will present the Board with an exact dollar amount. Commissioner Rule is hesitant to award the contract until he knows where the money is coming from. Sam Laugheed said there is a distinction between awarding the contract and saying the bid process has come to a conclusion at this point with the low bidder being Hedrick and actually entering into the contract. We need to make sure we have the funds but we could say the low bidder is Hedrick; he's the only one under \$1.3 million for the base and the only one under \$1.4 million including all add alternates so there's no questions they are the low bidder. Commissioner Rule has no proceeding as long as it is a tentative award based on

contract negotiations and funding. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to award the tentative contract for the courtroom addition project to Scott Hedrick Construction. Mr. Navarro will send a letter to all the contractors and let them know the Board has made the award of tentative contract to Scott Hedrick. The meeting concluded at 10:40 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH BECKY CROFTS TO DISCUSS SECOND HALF FUNDING FOR MIDDLETON HISTORICAL SOCIETY

The Board met today at 11:11 a.m. for a meeting with Becky Crofts to discuss second half funding for Middleton Historical Society. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, Becky Crofts from the Middleton Historical Society and Administrative Specialist Kelly Martinez. (*Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.*) Ms. Crofts submitted drawings for the Middleton Civic Center. They currently have two different plans for remodeling the Middleton Civic Center for storage of historical documents and artifacts. They have a meeting with the City of Middleton to review the two designs as the City is maintaining ownership of this building. Bruce Poe with Modus Architecture has come up with the designs for the two plans. Based on the city council's decision, Ms. Crofts says they will be ready to go either way. Commissioner Rule asked about the museum idea they had been previously presented with. Ms. Crofts said it is going to be a museum but they may be able to add a revenue piece with renting some of the space out for events. Ms. Crofts believes the City is behind the idea for Plan B, which is the plan the historical society prefers. The Board agrees that Plan B is superior to Plan A. Mr. Wagoner said he thinks what we have done the past few years with reallocating the historical society money to various entities throughout the County is a good move and is beneficial. Commissioner Rule said this is a huge step to Middleton's historic preservation of both of those buildings. Commissioner Hanson said it makes sense to use the monies this way and he supports the best case plan. The claim form for the second half funding for the Middleton Historical Society was signed and will be submitted for payment. The meeting concluded at 11:32 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 3:36 p.m. for a monthly meeting with the County Agent to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, County Agent Jerry Neufeld, Extension

Coordinators Nancy Shelstad, Ariel Agenbroad, and Stephanie Etter, and Deputy Clerk Monica Reeves. Mr. Neufeld and his staff gave brief reports on the following topics: Treasure Valley Ag tour; office remodel project; day camps; County fair; intern partnerships; Vista outreach program; a 4-H Proclamation that the Board will consider in the coming weeks; and grant funds that will be used to refurbish the demonstration garden in Nampa at West Park. Stephanie Etter informed the Board that her last day will be September 15. The items discussed were general in nature and did not require Board action. The meeting concluded at 4:02 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO AUGUST 30, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Becky Chandler

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for James Cornwell, Anne Voss, Teri Whilden, Matthew Bever and Madison Hamby.

EXECUTIVE SESSION - PERSONNEL MATTER

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Prosecuting Attorney Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Becky Chandler. The Executive Session concluded at 9:50 a.m. with no decision being called for in open session.

TOUR PROPERTY LOCATED AT 720 N. SUGAR AVENUE IN NAMPA AS A
POTENTIAL BROWNFIELDS CLEANUP PROJECT

The Board met at 10:21 a.m. today at 720 N. Sugar Avenue in Nampa to tour the property as a potential Brownfields Cleanup Project. Present were: Commissioners Steve Rule and Kathy Alder, Facilities Director Paul Navarro, Deputy P.A. Brad Goodsell and Deputy Clerk Becky Chandler. Commissioner Craig Hanson joined the meeting at 10:23 a.m. The Board walked around the property and discussed options to keep the existing structure, level the structure, remove concrete walls and floor, and salvage the steel and aluminum. Commissioner Hanson questioned the value of the lot. Commissioner Rule estimated the value at \$50,000-100,000 if the lot was cleaned up. Commissioner Rule requested that Director Navarro contact Materials Testing and Inspection to verify the absence of asbestos and solicit 3 bids for concrete removal. The meeting concluded at 10:39 a.m. No audio recording is available due to onsite inspection.

SIXTEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO SEPTEMBER 3, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Tannis-Cowgirls Kuna for use on September 7, 2013.

APPROVED JULY 2013 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of July 2013 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved a new Alcoholic Beverage License for:

#13-248 Brewer's Haven Nampa LLC DBA Brewer's Haven
#13-249 Om Om Om LLC DBA Caffe Capri

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, PIO Joe Decker, Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Martinez and Ms. Chandler left at 8:34 a.m. Mr. Decker reported on the following communication issues: Today's groundbreaking ceremony for the administration building; an email will be sent to employees regarding the recognition pay in the amount of \$1,000; and the creation of a webpage for the administration building project. Mr. Navarro reported on the following facilities issues: His bid for \$500 for the Herman Miller cubicle furniture from Ogden, Utah was accepted; the construction contract for the juvenile courtroom addition project; the architectural services contract for the courthouse remodel project; and a project at the fairgrounds that will begin on October 1st. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Commissioner Alder mentioned that Prosecutor Bryan Taylor has a concern with the proposed contract for the electronic document management system. Mr. Porter said Prosecutor Taylor wanted the Board to be aware of his concern that the Supreme Court is moving forward with some software that might be redundant with the system. At 9:06 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were:

Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:20 a.m. with no decision being called for in open session.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:47 a.m. for a weekly meeting with the CIO to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, IT Programming Manager Don Brown, Admin. Tech Manager Cheryl Lane, and Deputy Clerk Monica Reeves. Topics of discussion were as follows: Enterprise Document Management System RFP; technician hiring snafu; network and phone outage at Celebration Park; Accela upgrade issues; request to increase the IT Department's credit card limit from \$5,000 to \$10,000 to accommodate overlapping billing cycles for travel and conference expenses; and the FTR recording system in the public meeting room that is used by the courts. Until the three major construction projects are completed the Board is not going to address the issue of a new recording system for the public meeting room. At 10:12 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 10:12 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, CIO Rob Hopper, Admin. Tech Manager Cheryl Lane, and Deputy Clerk Monica Reeves. Ms. Lane left at 10:24 a.m. The Executive Session concluded at 10:28 a.m. with no decision being called for in open session

The items that were discussed were general in nature and did not require Board action. The meeting concluded at 10:28 a.m. An audio recording of the open meeting is on file in the Commissioners' Office.

CONSIDER WRITTEN DECISION IN THE MATTER OF AN APPEAL BY GARY GOODWIN OF THE DEVELOPMENT SERVICES DEPARTMENT DIRECTOR'S DECISION IN CASE NO. AD2013-30

The Board met today at 2:02 p.m. to consider a written decision in the matter of an appeal by Gary Goodwin of the Development Services Department Director's decision in Case No. AD2013-30. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, Debra Goodwin, and Deputy Clerk Monica Reeves. The Board heard the appeal at a public hearing held on August 26, 2013 and determined that a violation does exist on the structure which is located at 16989 Madison Road in Nampa and is the subject of the appeal. Condition No. 2 for CR2007-5 states "*All exterior illumination for any development within the subject property shall be downward facing and directed toward the subject property and away from surrounding properties.*" Photographs and testimony from Gary Goodwin and Scott Jacobs at the public hearing demonstrate that the lights affixed to the structure are not directed toward the subject property and away from surrounding properties. Director Nilsson will follow up with an action letter to the appellant and to the owner of the property at 16989 Madison Road and discuss the next course of action; looking at the development agreement and giving the successor in the agreement the opportunity to remedy the violation. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Findings of Fact, Conclusions of Law, a copy of which is on file with this day's minute entry. The meeting concluded at 2:05 p.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:01 p.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Topics of discussion were as follows: The State Juvenile Justice Association Conference was held last week; the center applied for funding to do a PREA course but they were turned down so Director Jett and others decided to do it themselves. They had a good turnout for the sessions and it was a good experience. Director Jett and Alan Oates will attend the National Partnership for Juvenile Services Conference the end of October. The center's garden has generated 1,500 pounds of produce. The Canyon County Office on Aging will tour the garden and speak to the juveniles about who receives the food. The PREA audit will take place in two weeks. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:39 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO SEPTEMBER 4, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-040883, 2013-040882, 2013-040870, 2013-040871, 2013-40872, 2013-040873, 2013-040874, 2013-040875, 2013-040876, 2013-040877, 2013-040878, 2013-040879, 2013-040884, 2013-040885, 2013-040886, 2013-040887 and 2013-040889.

APPROVED CLAIMS ORDER #9-6-13

The Board of Commissioners approved payment of County claims in the amount of \$12,500.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Alicia Flavel, Diane Hoadley and Nicholas Ward.

EXECUTIVE SESSION – LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a litigation matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Mike Porter, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica

Reeves. Commissioner Craig Hanson arrived at 9:23 a.m. The Executive Session concluded at 9:29 a.m. with no decision being called for in open session.

CANVASSED AUGUST 27, 2013 ELECTION

The Board canvassed the Parma School Levy Election, Homedale School Levy Election and the Middleton School Trustee Zone 2 Election held on August 27, 2013. Copies of the results are on file in this day's minutes.

EIGHTEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO SEPTEMBER 5, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Kathryn Alder
Commissioner Craig L. Hanson
Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #9-10-13

The Board of Commissioners approved payment of County claims in the amount of \$269,918.78 for accounts payable.

APPROVED CLAIMS ORDER#1324

The Board of Commissioners approved payment of County claims in the amount of \$1,113,505.61 for a county payroll.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities department in the amount of \$4,718.00 to Materials Testing and Inspection.

APPROVED KEY REQUEST

The Board approved a key request for Conchita Montes.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:24 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the following cases by signed stipulation as follows:

Case No. 2013-887 was continued to January 2, 2014 at 8:30 a.m.

Case No. 2013-641 was continued to December 19, 2013 at 8:30 a.m.

Ms. Baker also recommended the Board take the following cases under advisement: Case Nos. 2013-1112 and 2012-1670. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to take the referenced cases under advisement with a decision to be rendered within 30 days. The proceeding concluded at 8:26 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1088

The Board met today at 8:29 a.m. to conduct a medical indigency hearing for Case No. 2013-1088. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant, and Administrative Specialist Kelly Martinez. A representative from the hospital did not appear at today's hearing. *(Note: Deputy Clerk Monica Reeves was not present for the hearing but she listened to the audio recording and prepared the following minutes.)* Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated June 5, 2013. The hearing concluded at 8:38 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1237

The Board met today at 8:41 a.m. to conduct a medical indigency hearing for Case No. 2013-1237. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant and friend, Brittany Rich from St. Alphonsus, and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the hearing but she listened to the audio*

recording and prepared the following minutes.) Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated June 19, 2013. The hearing concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1178

The Board met today at 8:54 a.m. to conduct a medical indigency hearing for Case No. 2013-1178. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant, Attorney Mark Peterson, and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the hearing but she listened to the audio recording and prepared the following minutes.)* Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to October 31, 2013 at 8:30 a.m. The hearing concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-519

The Board met today at 9:22 a.m. to conduct a medical indigency hearing for Case No. 2013-519. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant, Lisa Grissom from St. Alphonsus, and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the hearing but she listened to the audio recording and prepared the following minutes.)* Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to October 31, 2013 at 8:30 a.m. The hearing concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1324

The Board met today at 9:36 a.m. to conduct a medical indigency hearing for Case No. 2013-1324. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant and friend, and Administrative Specialist Kelly Martinez. A representative from the hospital was not present for today's hearing. *(Note: Deputy Clerk Monica Reeves was not present for the hearing but she listened to the audio recording and prepared the following minutes.)* Upon the

motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated July 10, 2013. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1067

The Board met today at 9:54 a.m. to conduct a medical indigency hearing for Case No. 2013-1067. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Brittany Rich from St. Alphonsus, and Administrative Specialist Kelly Martinez. The applicant did not appear for today's hearing. *(Note: Deputy Clerk Monica Reeves was not present for the hearing but she listened to the audio recording and prepared the following minutes.)* Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to November 14, 2013 at 8:30 a.m. The hearing concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 10:04 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Administrative Specialist Kelly Martinez. *(Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording and prepared the following minutes.)* Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2013-903, 2013-262, 2013-1032, 2011-61, 2013-1055, 2013-1010, 2012-1573, 2013-1098, 2013-1085, and 2013-1216. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, POTENTIAL LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 10:31 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, potential litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 10:32 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Commissioner Alder arrived at 10:35 a.m. Ms. Eiband left at 11:36 a.m. The Executive Session concluded at 11:40 a.m. with no decision being called for in open session.

CONSIDER GRANTING SEVEN DAY EXTENSIONS FOR FILING LEVY CERTIFICATIONS FOR NAMPA AND MIDDLETON SCHOOL DISTRICTS

The Board met today at 1:45 p.m. to consider requests by the Nampa School District and the Middleton School District for a seven day extension for filing levy certifications. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said today is the due date for all taxing districts to submit levy certifications to the County. The Melba School District had previously requested an extension, but at the last minute they were able to submit their L-2 to the County today. There is a special levy authority that if your enrollment increases you can ask for a few more dollars so the Nampa and Middleton School Districts are gathering those numbers and are requesting the seven day extension. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution granting a seven day extension in the filing of the levy certifications for Nampa School District No. 131 and Middleton School District No 134. (See Resolution No. 13-250). The meeting concluded at 1:47 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF AUGUST TERM, A.D., 2013
CALDWELL, IDAHO SEPTEMBER 6, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #9-10-13

The Board of Commissioners approved payment of County claims in the amounts of \$3,366.00, \$4,250.00 and \$121,734.12 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate requests for Justin Paskett, Patrick Denton, Daniel Hockson, Monica Morrison and Chet Teats.

APPROVED KEY REQUEST

The Board approved a key request for Chet Teats.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet department in the amount of \$2,186.60 to ERS.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$11,448.00 to Perkin Elmer Health Science, Inc.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:00 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, H.R.

Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:42 a.m. with no decision being called for in open session.

CONSIDER SIGNING MASTER SERVICE AGREEMENT, MASTER SALES AGREEMENT AND SOFTWARE MAINTENANCE AGREEMENT WITH INTEGRA

The Board met today 9:44 a.m. to consider signing the Integra Master Services Agreement, the Master Sales Agreement and the Software Maintenance Agreement with Integra. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, CIO Rob Hopper, Programming Manager Don Brown, and Deputy Clerk Monica Reeves. Dan Blocksom advised that the Hyland End User License Agreement that was listed on today's agenda will not be considered. Rob Hopper said the Integra agreements, which have been reviewed by the Prosecutor's Office, culminate the RFP selection of Integra and Hyland/OnBase Software for the document management system. It was noted that the contract price is less than what was budgeted for the project. Commissioner Alder said the courts may end up with the Tyler software which may be implemented while the County is trying to implement its new system with Integra. Don Brown estimates we won't see anything from the courts for 18 months. Mr. Hopper has talked with the Supreme Court CIO about the County's plans with this project and that person knows there is an integration that could work so if we chose to have the court documents stored in OnBase that's something we could do down the road. According to Mr. Hopper it's not an "either/or"; they would enhance each other if we decided to go that direction. Commissioner Hanson said there was some concern about the County purchasing this product and the State coming in with Tyler and the fact that it could create a potential conflict. He wants to make sure the County's IT Department is involved in every aspect of the Tyler implementation process. Mr. Hopper met with "Kevin" from the State and when he asked if the State could make the Tyler software work for our other County departments the response was: absolutely not. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the Integra Master Services Agreement, the Master Sales Agreement and the Software Maintenance Agreement. The signed documents are on file with this day's minute entry. While still on the record Commissioner Alder reviewed some per diem claims for some IT employees who are attending an upcoming conference. The discussion was general in nature and did not require Board action. The proceeding concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT BETWEEN WENDY ESTANO AND CANYON COUNTY TO PERFORM PRISON RAPE ELIMINATION ACT (PREA) AUDIT

The Board met today at 9:57 a.m. to consider signing an independent contractor agreement with Wendy Estano to perform the Prison Rape Elimination Act (PREA) Audit. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, Administrative Assistant Marilee Davis, and Deputy Clerk Monica Reeves. The audit begins September 17 and will conclude with a report on the Board on September 20. The scope of work for the audit was put together by the Department of Justice. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the independent contractor agreement with Wendy Estano, a copy of which is on file with this day's minute entry. The meeting concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER VEHICLE USE POLICY; POSSIBLE DECISION TO FOLLOW

The Board met today at 10:03 a.m. for a meeting to consider the vehicle use policy. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Dan Blocksom, Deputy P.A. Zach Wesley, H.R. Director Jeannine Eiband, Fleet Director Mark Tolman, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Brad Goodsell worked on the policy a year ago but is unsure what happened to it once his work was completed. Three weeks ago it came to a head when there was discussion about changing the mileage reimbursement rate and that's when he got involved again. We realized at that point that the reimbursement rate is a tool to be used with the policy if you allow the rate to be too high people will use their private vehicles instead of the less expensive county vehicles. It is important to understand the reimbursement rate has an effect on the vehicle use policy and for that reason they want to get the policy ready so the Board can make an informed decision about what the rate should be as well. Mr. Goodsell reviewed the major changes as follows:

1. Language was added that states County vehicles should be used whenever possible and private vehicles should only be used in limited circumstances.
2. The policy applies to privately owned vehicles on County business to the extent it's applicable.
3. The policy deals with the issue of qualified vehicles for commuter use and nonqualified vehicles for commuter use. They are proposing a process where if

an elected official or department head wants an employee to use a commuter vehicle they would have to file an application with the Fleet Manager who will make an initial determination about whether it's a qualified vehicle. Then the application will be sent to the Board to approve the commuter use of the vehicle and if the Board approves it goes back to the Fleet Manager who maintains a list of qualified vehicles and nonqualified vehicles that have been approved for commuter use. The list will be reviewed by the Board on an annual basis. Whenever an employee's responsibilities change they are required within seven (7) days to submit a new application so the Board can determine if they still want them to have a commuter vehicle. With any nonqualified vehicles the personal use would be taxable.

4. A private vehicle may be used for County business with express written consent of the elected official or department head.
5. When an employee requests reimbursement for mileage they must attach a copy of their proof of insurance.
6. Language has been added that states the Board sets the mileage reimbursement rate from time to time.
7. Personal use of a County vehicle does not include stops for personal convenience while en route; however, a stop at the grocery store is permissible. En route means within not more than five miles off the most direct route.
8. In no event shall any County vehicle be taken out of the County for commuting purposes.
9. County vehicles may be equipped with monitoring devices to track use.
10. The current policy allows people with commuter vehicles to drop off their children at childcare, but with the revised policy they have added the five mile restriction. Mr. Goodsell said it was his understanding that the Board doesn't want anybody taking a commuter vehicle out of County. Section I. only applies to commuter vehicles so if it's not a commuter vehicle then you can take it out of County. That means that nobody who lives out of County is going to be able to have a commuter vehicle. Commissioner Rule said there are people using County vehicles to commute to work and that's not right. Mr. Goodsell said a qualified vehicle means they are on call and perhaps we should change the section to say except for qualified vehicles that can be taken out of County, but not nonqualified vehicles. Zach Wesley said there is going to be a disconnect with how the IRS defines the vehicles and how we're defining them internally. We have to develop exceptions to the rule. Mr. Goodsell said if you have an on

call exception you have swallowed the rule by the exception. Commissioner Rule said if we have an emergency call one day out of 365 and the other 364 days the person is commuting that is not the intent of the Board. We need to be fair to the employees and fair in the use of tax dollars. Commissioner Hanson said there may be people who don't fit into the category and they are taking a vehicle home so we may have to change that. Nobody, except law enforcement, will be able to commute out of the County. Following further discussion and review of definitions it was determined that Section I. will be stricken and it will be done the way it is written in the existing policy, except the Board will have the authority to vet the issues as they arise. Zach Wagoner said with the Coroner's vehicles it is a taxable fringe benefit. Mark Tolman said that depends on how you read the updated rule. He wants to go to the Idaho State Tax Commission and ask for clarification on it. The Board believes that is a good idea.

11. Language has been added that permits other passengers in vehicles when travelling to meetings and conferences if approved by the elected official or department head.
12. Language has been added to require that employees comply with any required training. Mr. Tolman wants to require people to view training videos before they get County vehicles.
13. Language has been added that in the event of an accident the driver will cooperate with the Fleet Manager in completing all forms and providing all information requested.
14. A release and waiver of liability for non-county employee passengers must be signed by spouses as well as employees since they are waiving claims for any injuries to their children in exchange for the County permitting them to take their children to a childcare facility in a County vehicle.

Mr. Goodsell said we need to determine how to implement the policy and transition to the new policy because we already have people with commuter vehicles and they are now required to submit an application. The Board wants the new policy in place by October 1. Applications must be submitted and approved before the use of vehicles on October 1. The Fleet Manager has recommended a mileage reimbursement rate of 52 cents per mile. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to set the mileage reimbursement rate at 52 cents per mile. (The current rate is 40 cents per mile.) Mr. Goodsell will make the change and create a resolution that sets forth the transition as well as a resolution establishing the reimbursement rate. The meeting concluded at 10:52 a.m. An audio recording is on file in the Commissioners' Office.

DISCUSSION OF FY2014 APPRECIATION DAYS

The Board met today at 10:52 a.m. to discuss Fiscal Year 2014 Appreciation Days. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves. In the past the Board has approved the day after Thanksgiving and Christmas Eve Day as appreciation days for County employees. Commissioner Hanson said that is reasonable and it is a benefit to grant a four-day weekend to employees unless they have a job they are required to do on that specific day. Commissioner Rule said as a private business employer and as an elected official he has found there isn't a lot of productive work being done on either of those days. Commissioner Alder agrees and she supports the idea of appreciation days. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to recognize the day after Thanksgiving (November 28) and Christmas Eve Day (December 24) as employee appreciation days. The meeting concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER AUGUST TERM ADJOURNED

At the conclusion of the day's official business, the Board adjourned the August Commissioner Term.

THE MINUTES OF THE FISCAL TERM OF AUGUST 2013 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: Commissioners Steven J. Rule, Kathryn Alder and Craig L. Hanson

ATTEST: Chris Yamamoto, Monica Reeves
 Clerk Deputy

DATE: October 2, 2013