

COMMISSIONERS APPROVAL

IMAN

CHILCOTT

FOSS

STOLTZ

KANENWISHER

PLETTENBERG (Clerk & Recorder)

Date.....June 27, 2011

Members Present.....Commissioner J.R. Iman, Commissioner Greg Chilcott, Commissioner Suzy Foss, Commissioner Ron Stoltz and Commissioner Matt Kanenwisher

► Minutes: Glenda Wiles

► The Board met with Public Health Nurse Director Judy Griffin at 9:00 a.m. in order to review statistics for family planning as it relates to the use of a Nurse Practitioner for contracted services. Issue of scheduling/hours and hourly rate were discussed in regard to the monies available for these services. **It was agreed Judy can meet with Human Resource Director Robert Jenni and Civil Counsel Karen Mahar in regard to the necessary documents for contracted services.**

► Addendum Family Planning Services Contract #11-07-5-11-006-0: Judy also brought forth an addendum to the Family Planning Service Contract for an additional \$3,290.00. It was noted this addendum was sent to the wrong address by the state and the state needs the county's signature by June 30th. **Commissioner Chilcott made a motion to approve this addendum for funding period July 1, 2010 through June 20, 2011. Commissioner Kanenwisher seconded the motion and all voted "aye".**

► The Board met at 9:30 a.m. in order to address the following Administrative Matters:

- Approval of Bitterroot Laundry Services for the Detention Center: **Commissioner Kanenwisher made a motion to approve of this five year contract beginning July 1, 2011. Commissioner Foss seconded the motion and all voted "aye".**
- Pantry Partners Request for Funds through the Community Development Block Grant Program in the amount of \$60,606.51. **Commissioner Chilcott made a motion to approve the pay request for Pantry Partners. Commissioner Kanenwisher seconded the motion and all voted "aye".**
- Approval of airport lease, site #352 for Everett Barber. **Commissioner Chilcott made a motion to approve this lease for Everett Barber effective July 1, 2011 through June 30, 2021. Commissioner Stoltz seconded the motion and all voted "aye".**

► Public comment on matters not otherwise on the agenda: At 9:50 a.m. Jim Renth asked why the county is reviewing lowering the speed limit on Westbridge Road. It was noted the previous week's discussion was from Westside Road to Wyant Lane.

► At 10:00 a.m. the Board was advised that Chief Financial Officer Klarryse Murphy was not available to review the resolutions for GASB 54. Commissioner Chilcott made a motion to continue this meeting until 10:00 a.m. June 28th. Commissioner Kanenwisher seconded the motion and all voted "aye". Commissioner Stoltz was not present for this vote.

► The Board held an interview with Brett Adolphson at 10:30 a.m. for the TBID (Tourism Business Improvement District) Board of Trustees. Commissioner Kanenwisher was not present for this interview.

► The Board met with I.T. Director Joe Frohlich at 11:09 a.m. for a discussion and possible decision about the county copiers and IT forms. Commissioner Kanenwisher was not present for meeting.

1. Copiers/Fax/Scanner purchase: Joe handed out forms that Department Heads would fill out January through March of each year, so if the purchase was approved it would be placed in the budget by December of each year. These forms will help consistency in the budget planning for copiers/fax/scanner etc., as well as meeting with vendors. The Board concurred with this form.
2. Laptops/Computers: The Board concurred with this form with change of surplus definition.
3. Internet site un-block form. Joe indicated the State is no longer filtering the web, rather county software is now filtering: The Board concurred with this form.
4. Communications Records Request (email/web use): for review of employee usage and search of information for public such as court cases etc. The Board felt the preliminary request needs to be sent to the Human Resource (HR) Director prior to any research or review by the IT Department. If it is determined to be a problem, the Commission Chair is then advised of the information prior to any personnel action. If the public makes a "Freedom of Information Request", Commission Staff will refer the request (not utilizing the form for this request) to the County Attorney's Office.

Commissioner Chilcott made a motion to approve these IT forms as amended today. Commissioner Stoltz seconded the motion and all voted "aye".

► Commissioner Stoltz made a motion to initiate a yearly contract with Web Ex, from the monthly payments with a savings of approximately \$7.00 per month. Commissioner Chilcott seconded the motion and all voted "aye".

► The Board met at 2:10 p.m. to have a discussion and make a possible decision on county policies for Web Ex Software; requests for County Attorney Opinion; public meeting policy; and other policies to be established by the Commissioners. Present at this meeting is I. T Director Joe Frohlich, Citizens Maggie Wright, Lee Tickell and Rick Furhman.

Public comment: Rick noted the Board should not set up policies until the system is up and working and the bugs worked out. Policies can always be changed. Rick also felt a 90 or 45 day window before deleting the audio and video.

Maggie Wright indicated the 3-month period seems satisfactory. She also asked the differences between a public meeting and a public hearing.

Lee Tickell addressed how Web Ex Software works, noting the technology allows participation, storage of the hours of meetings. He agreed the Commissioners should start out slow, then as staff is comfortable using the technology, more of the recording, videotaping and Web Ex can be utilized.

- Only Public Hearings will be videotaped with live streaming on the web
- Written Minutes will be the only official record of Commissioners proceedings

- Audio and video are a service only (defined as secondary file) and are not the official record
- Public comment will not be taken from Web Ex during live recordings
- The secondary files will be retained for 30 days after the meeting/hearing, after such time is archived but available for duplication for a fee

The Board concurred after Joe amends the draft policy from the discussion above, it will be sent to County Attorney's Office for opinion.

Commissioner Kanenwisher also addressed the public meeting policy that has been available for comment on the Commissioners' web page, role of County Attorney's Office for Commission issues, and potential standardization of public information requests. **Commissioner Kanenwisher had prepared a draft of these proposed policies and the Commissioners concurred the drafts be placed in on line form, being made available to the public, prior to any final decision.**

Public Comment: Rick Fuhman indicated under the Freedom of Information Act, the information being requested does not have to be specifically named, just to identify the information requested in some manner.