

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY
SPECIAL MEETING OF THE MARCH 2012 SESSION**

Second Day

Monday, March 12, 2012

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 9:00 a.m. Present were Chairman Angenie McCleary, Vice Chairman Tom Bowman, Commissioner Lawrence Schoen; County Administrator Derek Voss; County Clerk JoLynn Drage; and Recording Secretary Sunny Grant.

Chairman McCleary called the meeting to order at 9:06 a.m.

MID-YEAR UPDATE

Information Technology – Clay Landon

IT requested funding in FY2012 for four special projects. Projects are all partially completed:

- 2012 continual refresh – Replace servers, printers, and desktops that should be replaced.
- Several data circuits supporting the Public Safety Facility (PSF) needed to be relocated. Replaced cables have provided a marked increase of data throughput.
- Installed uninterruptible power supply (UPS) at PSF. Worked with electrician to get data circuit connected with generator.
- Server virtualization project – two servers have been replaced. Six more should be replaced over the next five years. Project is moving slowly, but results are worth the effort.

IT department duties included over 50 tasks. Tasks completed are:

- Rebuilt computers and printers where appropriate.
- Installed multimedia systems in the Old County Courthouse, the Annex Building, and the Emergency Operations Center.
- Reprogrammed and performed security audits on firewalls. Edited and rewrote firewall code, removing pages of outdated code.

IT budget recap:

- IT has experienced several unanticipated expenses, including eight failed batteries. There are over 30 of these batteries throughout the county. Since they are beginning to fail, IT needs to budget for this in the future. The batteries are always plugged in and being trickle charged. BCC directed staff to research if there is a way to extend the batteries' life.

E-911 COMMISSION RECOMMENDATION DISCUSSION

Also present: Blaine County Chief Deputy Prosecuting Attorney Tim Graves; Interim County Emergency Communications Director Robin Stellers; Blaine County GIS Specialist Chris Corwin; City of Hailey attorney Ned Williamson and Police Chief Jeff Gunter; Sun Valley Councilman Nils Ribi; and *Idaho Mountain Express* reporter Kate Wutz.

The BCC discussed a letter of recommendation from the Idaho Emergency Communications Commission. The BCC will make a recommendation to the Blaine County Emergency Communications Partners Advisory Committee (PAC), which will begin meeting soon to discuss Emergency Communications funding for FY2013.

In their recommendation letter, the ECC gives ultimate authority for countywide emergency communications to the County Commissioners, but advises the Commissioners to value their member partners. The ECC's recommendations are:

1. The County should appoint an advisory board to define roles and responsibilities – The BCC already has both a Partners Advisory Committee and a Technical Advisory Committee.
2. All entities that benefit from emergency communications service should participate in funding it – This answers Hailey's question about whether cities have a role in funding emergency communications.
3. Funding formula model – The BCC wanted more clarity, but the Commission's direction is that local communities better understand their needs than the Commission does. The county's advisory committee should devise a formula that is representative of the community.

Blaine County accepts responsibility for emergency communications, and is committed to answering 911 calls. The County contributes approximately \$400,000 into the system. The partner jurisdictions are asked to provide the remaining \$500,000. Blaine County's jurisdictions are very different from each other, and Hailey and Sun Valley disputed the funding formula. The BCC said the existing funding formula, accepted by the PAC, is fair and rational, and defensible based on current data.

The BCC wants to review the service agreement with its partners. The agreement should be clear that the PAC will seriously consider any model or model hybrid suggestion from jurisdictions now and in the future. The PAC should consider submitting both a majority report and minority report to the BCC for consideration.

MID-YEAR UPDATES, continued

Emergency Communications – Emergency Communications Interim Director Robin Stellers
Also present: Blaine County GIS Specialist Chris Corwin.

One priority for FY2012 was employee development. Employees have taken classes to get comfortable with their equipment and improve confidence in the system. An ongoing training program has been established to keep personnel up-to-date and certified to national standards.

- Completed a training program manual, which covers all state and federal statutory regulations.
- All new employees are required to complete all certifications per national standards.
- Supervisors will attend National Emergency Number Association (NENA) and Association of Public-Safety Communications Officials (APCO) training later this year.
- Training supervisor has completed Idaho Peace Officer Standards and Training (POST) instructor certification. She can now teach all APCO and POST certification classes for Blaine County and other jurisdictions, which will provide additional revenue to Blaine County. The department's new Telecommunications Training Officer will assist the Training Supervisor.
- Software enables trainers and employees to evaluate their performance on a daily basis.
- Attendance at Teracom Training Institute systems improves communication with IT.
- The Emergency Communications Department is looking for a secure cost-effective backup location in the event of system failure or evacuation of the Public Safety Facility. As equipment in dispatch is replaced, it will be put into the backup location.
- Corwin is developing a GIS smartphone app for Fire and Rescue personnel to view and edit data—fire hydrants, key boxes, etc.—while in the field. This information can be crucial to first responders and rescue personnel in backcountry situations.
- Corwin attended a workshop to learn to use HAZUS-MH software to complete damage estimations for FEMA flood and earthquake reporting. Software will be integrated into the system in the near future.

The integration of new technology resulted in Sun Valley's insurance rating being lowered by 2 points.

Probation – Chief Probation Officer Teresa Espedal

Commissioner Schoen was not present for this presentation.

- Community safety is Probation's first concern.
- Probation is collaborating with other probation departments to collect data to corroborate the effectiveness of their programs. Some programs are more intuitive than traditional. Staff just initiated a plan to implement evidence-based strategies to reduce recidivism. First step is to intuitively assess their clients, both juveniles and adults.
- Just started a case plan to identify risk factors conducive to repeat offenses, and strategies that can be used to target intervention.
- Probation will hold their first restorative justice conference. Staff meets with the offender and victim, separately and then together, and asks questions about how they were affected by the offense. Probation would like to train law enforcement officers to do this in the midst of the situation.
- SCRAM ankle monitoring devices save money by keeping the offender out of jail, but require more staff time than anticipated. Only one client committed a new crime in the five-month period.
- Blaine County will use \$40,000 received from the state for adolescent substance abuse offenders who couldn't afford treatment.

Sheriff – Gene Ramsey

Also present: Blaine County Chief Deputy Sheriff Ed Fuller, and Jail Administrator Lt. Jay Davis.

- The Drug Take-Back program has received 120 pounds of drugs.
- ICRMP has most counties and cities on a Lexipol policy plan. ICRMP will no longer fund the Lexipol policy manual update and revisions, but will fund half the daily training bulletins. Officers have to complete 15 daily training bulletins each month. No budget impact is expected. Sheriff's Department will remain compliant with ICRMP and Lexipol program.
- Narrow band 700MHz trunking system takes effect in December 2012. Local Emergency Planning Committee (LEPC) has money to purchase radios for the County's fire departments.
- White Cloud Communications company has been sold, but not its maintenance contract. Motorola is working with White Cloud clients in Idaho to draft a maintenance contract.
- State Interoperability Executive Council (SIEC) is placing a bigger focus on system maintenance.
- Sheriff's office's hasn't evicted anyone on a bank foreclosure, but has evicted some renters.
- Blaine County is being asked to pay rising communications-related bills. The Sheriff asked the BCC to think about increasing the Emergency Communications Fee surcharge on all phone lines from \$1.00 to \$2.00.
- Current caseload is more complex technical crimes, like embezzlement and pharmacy cases.
- The BCC may want to consider raising civil filing fees, which haven't changed in 10 years.
- Vehicle maintenance and fuel expense is higher than budgeted.
- Four new vehicles are on order.
- Jail revenue from out-of-county housing revenue to date is over \$230,000.
- The jail has 13 immigration and customs enforcement holds that the county will be reimbursed for.
- The Prosecutor and Sheriff agreed that more funding and dedicated personnel are needed for the

Narcotics Enforcement Task Force.

McCleary encouraged the Sheriff to continue his department's focus on crisis intervention training.

Prosecutor – Jim Thomas

Budget is on track in most categories.

- Professional services costs are up. Undercover informants produce audio recordings that require certified translation. If the case goes to court, the translation must be certified by a second translator. The Court seeks restitution, but usually has to absorb the cost.
- Complex embezzlement cases have increased.
- Narcotics Enforcement Team needs new informants.
- Professional organization dues are rising.
- Mental holds require someone to stay with the patient until placed in a holding facility. The detaining officer, frequently a city employee, must return to duty. Most people on an on-call list to remain with mental holds are not available on short notice in the middle of the night. There is only one 24/7 designated examiner in the county. St. Luke's Wood River Medical Center is hoping to form an outpatient mental health clinic that will hopefully be the solution. Crisis training will prepare law enforcement officers to better deal with situations.
- Prosecutor's office has ongoing issues with their office space divided between two buildings.

CONSIDERATION OF FY2012 BUDGETED ELECTED OFFICIAL SALARIES

Also present: Blaine County Treasurer Vicki Sisiam, and Human Resources Generalist Susan Potucek.

The BCC budgeted a 1% increase for all employees and elected officials at the beginning of FY2012. The increase was paid to employees. The BCC wanted to make sure revenues were on track to support the increase to elected officials before releasing the retroactive salary increase.

In her Budget Review presented at a previous Commissioners meeting, County Clerk JoLynn Drage reported that revenues are ahead of schedule.

Schoen said salaries of some Blaine County elected officials lagged behind their peers and others are ahead. He opposed an across-the-board salary increase during last year's budget hearings, and consistently with that position, opposes the 1% retroactive salary increase for elected officials. McCleary felt the 1% increase was appropriate to cover cost of living increases, and County personnel hadn't had a salary increase for three years.

STAFF OR ELECTED OFFICIALS COMMENT:

Sisiam said County Departments had been very frugal, and were working with reduced staff.

Voss felt the increase was appropriate because the BCC had already made the decision to include the increase in the budget if revenues were sufficient. The Commissioners in Blaine County do a full-time job and deserve fair compensation.

By two to one margin, the BCC authorizes 1% salary increase retroactive to October 1, 2011 for elected officials.

BREAK

MID-YEAR UPDATES, continued

Land Use and Building Services – Tom Bergin

Also present: Blaine County Senior Planner Kathy Grotto.

- Revenues are up slightly over last year. January-February are typically low. Expenses are slightly lower as well, but will increase when P&Z Commission and Hearing Examiner schedules increase in the next few months.
- The Building Department has a good reputation in the field for being fair and consistent.
- Kathy Grotto has recently been promoted to Senior Planner.
- Land Use Department continues to develop performance measurements and evaluation.
- Land Use has revised their page on the County's website to make information more readily accessible to the public.

Land Use and Building Services presented its list of priorities.

Assessor – Valdi Pace

Also present: Blaine County Chief Deputy Assessor Carma Angelo, and Chief Deputy County Clerk Leslie Londos.

The Assessor's office is short a chief deputy assessor. There are still some goals the department hopes to accomplish in FY2012. Staff positions have been restructured, and several positions are doing multiple jobs.

The ratio study showed the Assessor is in compliance with all categories except manufactured housing.

At least five sales are needed to do a ratio study. There were only five sales, so it's questionable whether the five sales were representative of sales in the entire county. A follow-up study will be done after the Board of Equalization to be sure the category is now in compliance.

The appraisers are completing the current five-year plan. The Assessor has just completed a new five-year plan.

Budget is on track.

Still to do:

- Random audits of each appraiser.
- The Employee Procedure and Training Manual.

OPERATIONS – Char Nelson

Weeds – Blaine County Weed Department Manager John Cenarrusa

CWMA projects are critical in providing outreach and education opportunities for the public.

- New federal regulations require all agencies discharging pesticides in the waters of the United States to submit one or more Notice(s) of Intent and develop a five-year Pesticide Disposal Management Plan. Staff is attending training, webinars, etc. to understand the new regulations.
- Cooperative Weed Management Area (CWMA) grant funding is going to be lower this year.

Proposed 2012 weed control projects dependent on funding:

- Goat weed control in cooperation with the Blaine County Rec District on 32 miles of BCD bikepath.
- YAK! Members will pull noxious weeds on about 10 acres along the Big Wood River.
- Multi-agency spray days help cities and private landowners by spraying an estimated 1,500 acres.
- Bio-control on an estimated 500 acres by the Blaine County Bug Crew
- Horse-mounted sprayers spray Dyer's Woad at Craters of the Moon.
- Continuation of the comprehensive mapping program begun in 2005.

Waterways – Blaine County Waterways Director Lamar Waters

With very limited funding, the waterways program has used new partnerships to help provide quality access to Blaine County waterways:

- Adjust docks during the season.
- Make needed repairs to docks using volunteer labor.
- Maintain West Magic restrooms year-round.
- Purchase land for a year-round parking lot adjacent to the West Magic Reservoir boat launch.
- Will request a continuing partnership with Camas County that directs boater registration fees collected in Camas County to Blaine County to assist with waterways program improvement.
- Promote waterways events and programs for the summer recreation season.

Blaine County Resource Recovery Center (BCRRC) – Char Nelson

The recycling center is open to the public six days a week. The center is funded by the sale of recyclables and tipping fees. Staff recently located new materials brokers who will pay higher price for commodities. Materials quantity is up over last year, and revenues are up by \$14,000.

Recycling staff are researching:

- Best practices and options for recycling. Blaine County's remote location limits program options.
- A comprehensive Education and Outreach Program in cooperation with the Recycling Advisory Committee.
- Hire a part-time outreach position to assist with outreach and education.
- The best cost-benefit solution to what the public wants and the County can afford.
- A best practice for glass, which is currently diverted into a holding pit.
- Single or dual stream curbside recycling.

Recycling shares a full-time equipment operator with Road and Bridge

When the BCC has decided on the future direction of the recycling center, the advisory committee will develop a website and other educational materials

Buildings and Grounds – Char Nelson

Department goals, accomplishments and challenges:

- Implementation of a long term capital improvement program.
- Replace the Old County Courthouse roof. McKinstry has sent out RFPs for an engineering study to include seismic retrofit.
- Annex retrofit of heating and cooling system – McKinstry is looking for engineering study proposals.
- Replace the alarm systems in the Old County Courthouse and judicial building; and upgrade the alarm system in the Annex to ADA standards.
- Recycle center heating solution to lower costs and keep equipment and staff warm – Bids are due later this month.
- The McBride Building water heater leaked and caused building damage and unhealthy conditions, requiring a fairly major remodel.

- Blaine Manor levy funds have been used to do needed repairs.
- Court staff spent time updating their office space, in addition to new carpet and paint.
- Building energy audits are almost done.

Road and Bridge – Tom Duffy

- Began replacement of county road signs with new high intensity reflective signs, as required by federal law by 2016.
- Crewmen have and will continue to attend a number of Local Highway Technical Assistance Council (LHTAC) classes on snow removal, communications, surveying, etc. Seven crewmen and the Road and Bridge Manager will be certified as T2 Road Scholars this spring. This will make Blaine County more competitive for state grant funds.
- Glendale crew conducted avalanche training with the Forest Service Sawtooth Avalanche Center to learn to better assess avalanche danger.
- Updated snow removal route maps.
- Upgraded a number of county’s rural roads.
- Added road delineators to the sides of Gannett Road.
- Cleaned both shops to make them safer and more efficient. Sold \$8,000 of scrap metal.
- Installed and completed updated data in IWorks fleet management database.
- Summer road grading has begun, and will continue as weather permits.

Schoen asked staff to research embedded reflector technology that would make the edges of Gannett Road more visible during night and/or wet driving conditions.

ADJOURN

At the hour of 2:52 p.m., the BCC finding no more business before them adjourned.

Attest: _____ Approved _____
 JoLynn Drage Angenie McCleary
 County Clerk Chairman