

BOISE COUNTY BOARD OF COMMISSIONERS
THURSDAY, APRIL 11th, 2013
BOISE COUNTY COMMISSIONER'S ROOM
OFFICIAL MEETING MINUTES

Present: Chair Balding, Commissioners Wilkins and Anderson, Treasurer Hutchings and Clerk Prisco.

Others present: CAI – Stan Seamons, Tonya Cronister and Shelly Peterson. Boise County: Deputy Clerk Klingner and Chief Administrator Woodstrom.

Chair Balding called the meeting to order at 10:00 a.m. and the Pledge of Allegiance was recited.

AMENDMENTS TO THE AGENDA: Commissioner Wilkins made a MOTION to amend the agenda to convene as the EBCAD Board at 4:30 on April 11th, 2013 for a discussion on issues in regards to the Medical Director and other direction needed by Commissioner Anderson in preparation for the Advisory Board meeting. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Commissioner Anderson-aye; Chair Balding-aye. Motion passed unanimously.

FINANCIAL REPORTS/ACCT. SYSTEM: Various financial reports, that can be generated from the Computer Arts, Inc. (CAI) accounting system, were discussed.

I.C. 63-1305A/FUND ANALYSIS/FINANCIAL POLICY: Clerk Prisco presented, to the Commissioners, copies of: Idaho Code 63-1305A and related State Tax Commission Rule **802**; Resolution 2013-02, Boise County resolution adopting financial policies; and the fund analysis that was performed as part of the development of financial policies. Clerk Prisco discussed the documents provided with the Commissioners.

COMMISSION CALENDAR: The Commissioners discussed a number of items for a consolidated Commissioner calendar including:

- Designation of polling places prior to (consolidated) elections.
- Deadlines for canvassing the votes of the (consolidated) elections.
- Certification deadline on Title III funds (February 1st following the previous calendar year).
- Establishing a deadline for vouchers to be submitted to the Clerk's Office, by the county departments, as part of the fiscal year-end closing process. October 18th, 2013, will be the last day to submit vouchers for the FY 2013 closing.
- The timing of audit fieldwork was discussed. Fieldwork should be performed by the external auditing firm during the first week of December, in order to facilitate the statutory deadline of January for financial position. This was the schedule set for the FY 2012 audit, however, the timing was changed by the auditing firm due to a conflict in scheduling.
- Board of Equalization: statutory timing was discussed and the timing will be coordinated with the Assessor's office. Dates will likely be July 1st and 2nd, 2013.
- Special meetings with the County Departments and the Commission, to discuss FY 2014 budgets, were scheduled for August 2nd and August 5th, 2013.
- The public hearing, for the FY 2014 budget, was scheduled for September 3rd, 2013. The EBCAD public hearing will take place at 3:00 p.m. and the County public hearing will take place in the evening, the time to be determined. The location will be the Miner's Exchange building, Commissioners Room.

Further discussion of the Commission's calendar was continued to another date.

PERSONNEL POLICY: Sheriff Roeber presented input on the draft Accident Reporting Policy (in part) and specifically recommended that urine samples (vs. blood) be done for any County employees involved in an accident. Sheriff Roeber discussed the contract that the County has currently for blood draw services and will look into amending the contract to provide for blood draws within Boise County (currently only Ada County). Review of proposed changes to the Boise County Personnel Policy followed. Proposed changes will be forwarded to Prosecutor Gee for review.

EBCAD EXECUTIVE SESSION: Commissioner Wilkins made a MOTION that the Board adjourn as the Board of County Commissioners and reconvene as the EBCAD Board. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Commissioner Anderson-aye; Chair Balding-aye. Motion passed unanimously. EBCAD matters were discussed and that Dr. Matthew Nelson, as Medical Director for EBCAD, would be stepping down from that position as of June 1st. Commissioner Wilkins made a MOTION to adjourn as the EBCAD Board. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Commissioner Anderson-aye; Chair Balding-aye. Motion passed unanimously.

Going back into session as the Board of County Commissioners, Chair Balding made a MOTION to adjourn the meeting until Monday, April 15th, 2013 for a special executive session meeting. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins-aye; Commissioner Anderson-aye; Chair Balding-aye. Motion passed unanimously.

Approved this 1st day of May, 2013.

BARBARA M. BALDING, Chair
Boise County Board of Commissioners

Attest:

MARY T. PRISCO, Clerk to the Board