

May 29, 2018
Finance Meeting

The Lincoln County Board of Commissioners met for a special session on May 29, 2018 in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Cole, Commissioner Peck, County Administrator Darren Coldwell, and Clerk and Recorder Robin Benson. Commissioner Bennett was absent.

- **Misdemeanor Probation Officer:** Present were H.R Director Dallas Bowe, Finance Director Wendy Drake, Jennifer McCully, JP Jay Sheffield, County Attorney Marcia Boris, Sheriff Roby Bowe, and Undersheriff Brian Griffeth.
- Jennifer informed the commission that a job description and draft policy and procedures has been written and is being reviewed by Judge Sheffield, County Attorney Marcia Boris and Judge Cuffe. Jay said the draft has hiring standards, release of records, contact documentation and reports, basic operations, use of force etc...there is a solid foundation to the draft, but is still being reviewed. The position will work under the JP Court, and once the position is approved, it will be put out for hire, hopefully as of July 1st. The position will be full time at \$14.08 to \$16.18/hour depending on experience. Commissioner Peck questioned if there was a way to capture the cost savings to the county by having this position in place. Jennifer said there will be significant savings when a person is out of jail; food cost is \$17/day, medical and other related incarceration expenses. Commissioner Peck recommended tracking to show that misdemeanor offenders will stay out of jail. Marcia said there will be some pre-trial release with supervision instead of being held in jail waiting for trial; some inmates are held and will not be released without the probation officer position in place. Darren said he will schedule the Misdemeanor PO position on the calendar for further discussion.
- **Ambulance Budget:** Darren suggested bringing in the ambulance board for discussion on the FY 18/19 budget.
- **Lincoln County Firearms Personnel Authorized To Carry:** Present were Sheriff Roby Bowe, Undersheriff Brian Griffeth, HR Director Dallas Bowe and Finance Director Wendy Drake. Darren submitted a draft policy for commissioner review. There was a brief discussion on basic use of force training options, certifications and other requirements such as drug and alcohol testing and potentially a psyche evaluation if the training falls under the sheriff's department. The policy will be reviewed and approved by the county attorney's office and MACo.
- **Sheriff Department:** Present were Sheriff Roby Bowe, Undersheriff Brian Griffeth, HR Director Dallas Bowe and Finance Director Wendy Drake. Discussion focused on detention, dispatch and administration employees in the sheriff's department and county policy regarding comp time, overtime, call out, straight time, flexing hours, vacation and sick time. Roby and Brian discussed how some employees may not have a full 80 hour pay period, yet still might work a 16 hour day and wanted to understand how/if those employees receive overtime or comp time. Dallas said that according to MACo all employees that are non-union fall under the county employee policy. There are no exceptions and no negotiations. Any variation from county policy would be for all employees. Darren said that all non-union employees will be required to sign the employee handbook.

Meeting adjourned at 12:00 PM

LINCOLN COUNTY BOARD OF COMMISSIONERS

Mike Cole, Chairman

ATTEST: _____
Robin Benson, Clerk and Recorder