

COMMISSIONERS' PROCEEDINGS
Week of April 12, 2004

Commissioners Paul J. Kimmell, Tom S. Stroschein, and John A. Nelson met in regular session on Monday, April 12, 2004, on Wednesday, April 14, 2004, and again on Friday, April 16, 2004; the following actions were taken:

By Motion and Order, pursuant to Idaho Code 67-2345, (1)(a)&(b), convened in executive session at 9:08 a.m. on April 12, 2004, to discuss personnel matters. Adjourned at 9:25 a.m.

Approved, signed and filed the Commissioners' Proceedings for the week of April 5, 2004.

By Motion and Order, approved the renewal of a second dwelling permit for Dorothy Smith; effective through April 11, 2005.

Approved, signed and filed a request to transfer a Retail Alcohol Beverage License from Floyd's Thrift Store, Inc., dba Floyd's Excell Foods to Floyd's Harvest Foods, 150 6th SE, Potlatch.

Filed the Court Assistance Office Report for the month of March, 2004 as submitted by Frances Thompson.

Filed the fully executed Modification No. 3 to Cooperative Law Enforcement Agreement No. 01-LE-11010500-004, between Latah County Sheriff's Office, and the USDA Forest Service, Clearwater National Forest, incorporating the Financial and Operating Plan for FY 2004 into said agreement.

Filed the Public Defender Hours for the month of March, as submitted by Charles E. Kovis.

Approved, signed and filed a request to transfer Brian Dulin from Probation Officer, Youth Services, Department 08A, Line 04, to Youth Services Director Department 08A, Line 01, effective May 1, 2004.

Approved, signed and filed a request for a 2-year increment increase for Barbara Kimble, Part-time Irregular Case Manager/Administrative Assistant, Department 07, Line 14; effective April 1, 2004.

Approved, signed a filed a request to surplus property, acquired by Warrant of Distraint, Treasurer.

Approved, signed and filed a request for an Indemnity Bond in the amount of \$38,320.76 to Latah Sanitation.

Signed and filed the Financial Report of the NACo "Investing in Childhood and School

Readiness on the Palouse;” grant amount is \$5,308.

Filed ICRMP Vehicle Reports.

By Motion and Order, pursuant to Idaho Code 67-2345, (1)(a)&(b), convened in executive session at 10:01 a.m. on April 12, 2004, to discuss personnel matters. Adjourned at 10:40 a.m.

Commissioners Kimmell and Stroschein met with Whitman County Commissioners on Tuesday, April 13, 2004 for a quarterly lunch meeting. Minutes on file.

Approved, signed and filed the renewal of a Retail Alcohol Beverage License for Deborah Jo Hamburg, dba Pines RV Park, 4510 Highway 6, Harvard.

Approved and adopted Resolution 2004-06, regarding Health Insurance Portability and Accountability Act (HIPAA), designating the HIPAA Privacy Officer, and adoption of HIPAA Policies and Forms.

By Motion and Order, adopted the following HIPAA policies: Notice of Privacy Practices, Notice of Privacy Practices Acknowledgement, and Privacy Program Statement of Understanding, as Appendix “O” in the Latah County Personnel Policy Handbook; effective April 14, 2004.

By Motion and Order, adopted the “Business Associate Contract” for use in complying with HIPAA, as attached.

Approved, signed and filed the review and recommendations of the Compensation Committee, and directed the job description of Paralegal, Prosecuting Attorney (AO12), be placed on the Table of Organization.

By Motion and Order, in accordance with §11.06 of the Latah County Zoning Ordinance, approved a second dwelling permit for Elmer and Tammi Johnson, RP41N04W060146A. The approval is effective for one year, ending April 14, 2005 and is contingent on residence being brought into compliance with the Idaho Manufactured Housing Installation Standard and Latah County Ordinance #273A prior to new occupancy.

By Motion and Order, pursuant to Idaho Code 67-2345, (1)(d), convened in executive session at 11:15 a.m. on April 14, 2004, to discuss records exempt from public inspection; indigent. Adjourned at 11:50 a.m. Nine cases approved, two cases denied.

By Motion and Order, approved the Chair’s signature on a renewal of a Special Use Permit for an Ice Rink Facility, located at the Latah County Fairgrounds.

All documents are available for inspection in the office of the Clerk/Auditor/Recorder. The proceedings may also be viewed at <http://www.latah.id.us/Dept/BOCC/Agenda.htm>.

Susan Petersen
Clerk/Auditor/Recorder

By: Rachel E. Rausch
Deputy Clerk of the Board of Latah County Commissioners