

**CORONAVIRUS FINANCIAL ADVISORY SUB-COMMITTEE  
MINUTES – August 31, 2020 – 3:30 p.m. MST  
State Controller’s Office  
4th Floor, Syringa Conference Room**

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*The regular meeting of the Subcommittee to the Coronavirus Financial Committee was called to order at 700 W State Street, 4<sup>th</sup> floor, Syringa Conference Room, Boise, Idaho, at 3:30p.m. pursuant to Idaho Code §67-2002 and by order of the chair.*

*The following members were present: Chairman Joshua Whitworth, David Fulkerson, Division of Financial Management by phone; Kelley Packer, Association of Cities by phone; Mr. Grigg, Association of Counties by phone.*

*Also present were Annette Valenzuela, Amber Shantz, John Iasonides State Controller’s Office; Dawn Burns, Ada County by phone; Chris Way, Jessie Morrow, Kootenai County Fire and Rescue by phone; Pat Riley, Northern Lakes Fire District by phone; Ward Crawford, Collin McRoy, Kimberli Riley, Kootenai County by phone; Steve Rutherford, Stephen O’Meara, Ada County by phone; Jon Perry, Josh Roos, Amanda Albertson, Annake Scholes, Bryce Johnson, City of Idaho Falls by phone.*

**CONSENT AGENDA**

**1. Minutes – ACTION ITEM**

Approval of official minutes for the meeting of the CFAC Subcommittee on August 10, 2020, August 17, 2020, and August 24, 2020.

*Resolution: Mr. Fulkerson made a motion to approve the minutes as stated. Mr. Grigg seconded the motion. The motion carried by a unanimous voice vote.*

## REGULAR AGENDA

### 2. Kootenai County Fire & Rescue – ACTION ITEM

- a. (CFAC-486) Request for pre-approval of expenses. For the total amount of **\$116,286.51**. Request includes: Reutilization of space in existing Fire Headquarters to create a joint operations area (including AV) to gather and disperse information and develop objectives, strategies and tactics for the ongoing COVID situation.

*Discussion:* Mr. Way explained the details of their request. He stated they do not have another space to meet that would allow for social distancing and this would take existing space and create a safe open space for this. Ms. Packer stated this has things they have not approved before but based off the testimony provided by Mr. Way, Ms. Packer was able to see the value in their request. She just wasn't sure it fully met all guidelines. Mr. Griggs expressed the same concern. Mr. Whitworth asked if there were any temporary options available to them and Mr. Way stated they just do not have the space to meet safely. Their conference rooms are too small as well as the offices. Mr. Fulkerson stated he believed this to be the best option for them, and due to the nature of how quickly we learned about COVID, it's important to be sure the first responders are well trained. Mr. Whitworth made it clear to the committee and Mr. Way, if the inspector general was to audit and find this to not qualify, they would need to pay back these funds. Mr. Way said they accepted the possibility but felt their request did meet the guidelines.

*Resolution:* Mr. Fulkerson made a motion to approve item 2a. Ms. Packer seconded the motion. The motion carried by a unanimous voice vote.

### 3. Garden City – ACTION ITEM

- a. (CFAC-339) Request for pre-approval of expenses. For the total amount of **\$23,908.00** Request includes: Police department purchase a UAS/UAV drone with Forward Looking Infrared Radar capabilities. Drone would be used to safely monitor public gatherings and assist with social distancing in crowded areas.

*Discussion:* Mr. Whitworth stated Garden City withdrew their request and it would not be heard today.

### 4. Northern Lakes Fire District – ACTION ITEM UPDATED

- a. (CFAC-481) Request for pre-approval of expenses. For the total amount of **\$109,465.00**. Request includes: The Northern Lakes Fire Protection District is a full-service advanced life support (ALS) fire department that provides Fire/Rescue/Medical (transport) service over 106 square miles in the northern central portion of Kootenai County. We, NLFD, are a special taxing district and not a political subdivision of any other agency/county or municipality. We are primarily funded by property tax, and governed by an elected board of five (5) Fire Commissioners. The Northern Lakes Fire Protection District (NLFD) currently serves more than 55,000 permanent residents, with a seasonal transient population of several thousand more per day. We also service a local international airport that conducts more than 101,000 flight operations annually; this makes the Coeur d' Alene airport one of the busiest general aviation airports in the United States. Many of these travelers are private citizens coming to our area to engage in recreational activities because we, Idaho, have a lower COVID-19 restriction than their resident state. Each of the multiple requests for pre-approval to the CFAC was not included in the NLFD adopted annual budget for fiscal year 2019-2020,

therefore creating a significant unanticipated financial burden to the district. This global pandemic has caused our personnel to respond to and deal with people who are COVID-19 positive patients, and to be regularly exposed to this declared pandemic. NLFD plans to execute the planned purchases and implement each of them as soon as pre-approval is authorized, and the equipment arrives to place in service. All planned vendors have assured us that once funding is approved, the product can be ordered and services performed.

*Discussion: Mr. Riley addressed the committee regarding their request and stated it was a continuation of a previous CFAC request. It would separate living quarters at the fire department and apply the flooring to the areas they would be finishing off. Mr. Whitworth stated they have not received any greater guidance on capitol improvements and was not sure where the line should be drawn regarding this. Mr. Riley stated their current situation is not the standard and it has been proven to be healthier and safer to not live in dormitory style. Mr. Griggs asked what protocols they have implemented to keep the firefighters safe throughout their day. Mr. Riley stated they have changed a lot of their normal routines extensively. Mr. Whitworth asked how necessary the flooring was to this project. Mr. Riley stated the flooring is the same they use in surgical rooms and hospital floors. Ms. Packer asked if they understood the risk should the inspector general not agree with their decision. Mr. Whitworth also stated the deadline for projects and wanted to be sure they knew that had to be met. Mr. Riley said they were aware of both issues and were comfortable enough in their request to move forward.*

*Resolution: Ms. Packer made a motion to approve item 4a. Mr. Fulkerson seconded the motion. The motion carried by a unanimous voice vote.*

## **5. Kootenai County – ACTION ITEM**

- a. (CFAC-456) Request for pre-approval of expenses. For the total amount of **\$466,287.95**. Request Description:
  - i. Grab and Go” packs for dispatchers, in the form of a laptop computer, cell phone and portable radio. We already have numerous cell phones and portable radios. They include an extra battery, extra monitor (creates dual monitor ability), the Windows 10 Enterprise licensing, an external keyboard, mouse and speaker
  - ii. Part two of the concept is this - Both the 911 Phone System, and Public Safety Radio System used by the 911 Dispatch Center have remote console applications that can be deployed when needed. The center currently has equipment for two remote setups. 4 additional setups would provide 24hr shift coverage for all 6 ECO positions in different locations. The remote radio console positions are an extension of the Motorola MCC7500 radio console system used by the 911 Dispatch Center. The remote radio consoles provide almost the same functionality as the radio console’s in the Center. The loss of functionality is only being able to simultaneously process 10 audio streams versus the 60 simultaneous streams at a non-remote position. ECOs have access to all available radio resources used by the Center for dispatching fire, medical, and law enforcement calls. There is little operational difference between the remote radio console and non-remote console positions. Remote radio consoles retain functionality and efficiency by allowing the processing of 10 audio streams where as a backup portable radio can only process 1 audio stream at a time. This means one ECO can monitor and communicate on the multiple radio resources required to maintain full dispatching services without constantly needing to change a channel selector switch.

Discussion: Mr. Crawford spoke to the value of their request for laptop computers, cell phones and portable radios. Mr. McRoy stated the dispatchers also need to have access to the radio and 911 system. Mr. Whitworth asked how this mitigates and helps them respond to the current pandemic. He also asked if there have been previous scares that made this request urgent. Mr. Crawford stated they have had previous scares and this would help them set up temporary rooms if needed as well and allow staff to work in isolation. If they had to pick up and move they would have these packs available and it would allow them to set up wherever they need to be. Mr. Griggs said one of the authorized uses for the Cares Act fund is to enable working remotely and thinks this request fit into those guidelines. Mr. Whitworth sees the benefit but wants to be sure they understand this is to mitigate the current pandemic and not meant for future pandemics. Mr. Crawford stated this is a necessity.

Resolution: Mr. Griggs made a motion to approve 5a. Ms. Packer seconded the motion. The motion carried by a unanimous voice vote.

## **6. Ada County – ACTION ITEM**

- a. (CFAC-462) Request for pre-approval of expenses. For the total amount of **\$581,000.00**. Request includes: The County intends to utilize the funds to add WiFi coverage throughout the Ada County Jail to enable additional educational opportunities for the incarcerated, increase remote video court capabilities and enhance telehealth abilities. This technology will serve to benefit the Fourth Judicial District Court, IDOC and criminal defendants in Ada County's custody by enabling remote access to court hearings and resolving the backlog of cases caused by COVID-19.
- b. (CFAC-463) Request for pre-approval of expenses. For the total amount of **\$260,500.00**. Request includes: Ada County intends to utilize the funds to add hardwired internet connectivity to two secure locations, and WiFi coverage throughout the Ada County Juvenile Detention Center to enable secure remote video court capabilities, increase educational opportunities for the incarcerated, and enhance telehealth offerings.

Discussion: Mr. Rutherford currently they are not able to do any programming. Being able to attend court remotely is severely limited. Having the ability to have inmates appear in court without needing to transport them would help limit exposure. Ms. Packer said she struggles with this since others in Idaho don't have Wi-Fi, and is trying to understand if they had current capability why did it need to be extended due to COVID. Ms. Burns stated that court is the most significant challenge because they are taken out of the facility to the court room. But when COVID hit they had to have court hearings in their facility. It is not very secure when there are court hearings and kids being booked at the same time. She also stated the cost of hard wiring was too high so it made sense to install Wi-Fi so they could isolate or create social distancing whenever necessary. The ages of residences are 10 to 17 years old and they need to be going to school. There is one class for boys and one for girls. They cannot social distance so the Wi-Fi would help them meet that requirement.

Resolution: Mr. Fulkerson made a motion to approve 6a and 6b. Mr. Grigg seconded the motion. The motion carried by a unanimous voice vote.

## **7. City of Idaho Falls – ACTION ITEM**

- a. (CFAC-411) Request for pre-approval of expenses. For the total amount of **\$4,596.00** Request includes: The training classroom at Station 1 Headquarters not only serves as a classroom and training room for the fire department, but it also serves as our City of

Idaho Falls Coordination Center during Emergency Operation activations. As COVID 19 continues to negatively impact the department's ability to send personnel out for training, the department has had to use alternate, local, and socially-distanced training modules to keep emergency personnel trained and current on their qualifications. An interactive projector for that room would enhance our ability to train personnel and coordinate EOC functions while keeping personnel socially distanced during COVID19. The projector will also allow us to record and transmit trainings and meetings to a larger group than we cannot currently reach in limited access virtual meetings.

*Discussion: Mr. Perry stated they currently have challenges presenting and conducting trainings. They previously held a training where multiple people had to attend and a couple employees tested positive for COVID. Because of this, 9 employees had to be out of the office for two weeks. This would allow them to maintain social distancing and provide better technology to promote remote learning and training.*

*Resolution: Ms. Packer made a motion to approve 7a. Mr. Fulkerson seconded the motion. The motion carried by a unanimous voice vote.*

- b. (CFAC-412) Request for pre-approval of expenses. For the total amount of **\$23,934.00**. Line item includes: A turnout washer is needed to increase the ability to clean and disinfect PPE after responding to calls with COVID19 patients and exposures. The average lifespan of a turnout washer is 10-12 years. The washer at Station 3 is 13 years old and due for replacement. As a result, emergency responders at Station 3 have been going to other stations to clean and disinfect PPE. This washer would prevent cross-contamination of other stations and personnel.

*Discussion: Mr. Perry stated the verbiage was incorrect, it was for three washers and bases that would elevate them off the floor. They currently have five stations but only two washers. This would allow a washer to be in each station. Crews drop of COVID PPE to be cleaned. Having three additional PPE extractors would eliminate the need for crews to enter other stations. Ms. Packer requested more information on the life span on the washers and asked if they have had conversations about replacing them, and if they were in their budget before. Mr. Perry stated it is not currently in the budget and it's not typical for every station to have an extractor, but COVID presents a different challenge for them.*

*Resolution: Ms. Packer made a motion to approve 7b. Mr. Grigg seconded the motion. The motion carried by a unanimous voice vote.*

- c. (CFAC-414) Request for pre-approval of expenses. For the total amount of **\$103,744.50**. Line item includes: The 500 Terabytes of SAN (storage area network) storage will ensure a redundancy of the City's digital records of a public interaction and evidentiary nature. By purchasing this additional storage with the associated replication licenses, we will be able to automatically duplicate the digital media that the City is currently storing, as required by State and Federal law, to an alternate City data center. This automated redundancy will also ensure that local government prosecution as well as defense attorneys have the proof they need to protect the government, government employees and citizens from unnecessary mistrials due to a possible lack of evidence. Our current system is old and not reliable, this system will be made the main system

and the current one will be rolled into a backup position. this change over will help ensure the safety of our data in the event of another pandemic.

Discussion: Mr. Johnson stated they have had a 10-11% increase in service directly related to COVID since they had to enforce restrictions made by the Governor and take more mental health calls. He expressed their need for more room to store their body camera footage. The current server would be kept as a redundancy. Mr. Whitworth explained his concern with this request since he did not see how this would help with their response to the current pandemic. Ms. Packer said she shared the same concerns as Mr. Whitworth since it didn't seem to fall in line with the guidance from the treasury. Mr. Fulkerson stated he understood the need for this but the guidance was not clear and he did not feel comfortable with approving this request.

Resolution: Mr. Whitworth made a motion to decline 7c. Mr. Fulkerson seconded the motion. The motion carried by a unanimous voice vote.

Ms. Packer moved to adjourn the meeting. Mr. Whitworth seconded the motion. The meeting adjourned at 5:07 p.m.