

**IDAHO SHERIFFS' ASSOCIATION  
BOARD OF DIRECTORS  
Conference call  
April 30, 2020**

**ATTENDANCE:** Sheriffs Wolfinger, Rowland, Goetz, Wilde, Skiles, and Bartlett  
Not Attending: Sheriffs Nielson and Henry  
Non Board Member Attendance: Executive Director Killeen, Jail Inspector Malm, Program Manager Tarvin and Lobbyist Olmsted.

Meeting called to order by President Sheriff Rowland. President Rowland gave the floor to the Executive Director. Director asked for approval of past minutes: September 25, 2019; October 22, 2019; December 9, 2019; and March 13, 2019. A motion to accept minutes is made by Sheriff Wolfinger, seconded by Sheriff Skiles. Motion passes.

**DIRECTOR'S REPORT, Executive Director Vaughn Killeen**

Budget Director Killeen presents the budget beginning of fiscal year October 1, 2019 thru March 31, 2020. Copies of the budget are provided to the board via the website. ISA is financial stable with a half million in reserve.

Grant income, line item 406.11 has \$1,150. This amount is reimbursement received this fiscal year for funds used FY19.

Line item 531.90, titled other, is revenue generated by the Concealed Weapons License.

Audit line item 540.10 is \$1500 over. There was an increase in the cost of the annual audit. ISA was not notified of the increase until after the audit was complete.

Line item 540.33, titled Mail permits, lists a \$2,000 expense that will be moved to direct mail postage.

The amount in line 550.12, \$1,086, for the December conference covered AV equipment.

The Civil School was cancelled this year due to the virus however there were some costs accrued. In line item 570.53, \$1,700 covers some costs from last year and items purchased for this year that can be used in the future.

ISA will lose \$14,000 from cancelling May's conference.

A motion to accept budget is made by Sheriff Wolfinger, seconded by Sheriff Bartlett. Motion passes.

Paycheck Protection Program Director Killeen has completed the initial process to apply for financial assistance under the program for 503c non-profits with less than 500 employees. It is a regular loan at 1% interest to be used for payroll and once used for payroll the loan will be converted into a grant. The money is provided to small companies to sustain through some of the losses during the Coronavirus crisis. It requires at a minimum that 75% of the funds be used for payroll and a maximum of 25% can be used for utilities, rent, etc. Killeen submitted the paperwork electronically to ISA's local bank and has been approved. The director seeks board approval to submit the final document to receive the \$50,000.

Sheriff Wolfinger motions to move forward with application. The motion is seconded by Sheriff Goetz. Motion passes.

Direct Mail- Sheriffs Bartlett and Rowland express interest in suspending mailings the remainder of the fiscal year due to the Coronavirus. Sheriff Wilde motions to suspend mailing May through September 2020 and then review the decision in October, the beginning of the fiscal year. Sheriff Wolfinger seconds the motion. All in favor, motion passes. It should be noted that suspending through the remainder of this fiscal year essentially suspends the mailings through the calendar year as our mailing plan doesn't include mailings for October through December 2020.

Other Program Update Revenues are slow but ISA will survive. The DEA funds, \$50,000, are no longer given to ISA for dispersal; money is spent and then applied for reimbursement. Regarding ISA office hours, the plan is to be open by the middle of June. In mid-May, the Program Manager, will be back in the office. Director Killeen will continue working from home as he is among those considered to be vulnerable population for the virus.

#### **JAIL STANDARDS, Chair Sheriff Wilde**

Inspector Malm is receiving data only via email and thumb drives. Despite the inmate checks increased to 60 minutes, some agencies are going over. Agencies will be failed for checks 61 minutes or longer. Nine agencies have not as yet sent their data.

#### **OPERATIONS COMMITTEE REPORT, Sheriff Wolfinger on behalf of Chair Dave Sanders**

The Health Districts Kootenia County is in has been providing information of infected persons and/or address. The sheriff's office is putting the information into the CAD system for law enforcement as a universal precaution. Health Districts 1,3,5,6,7 have been cooperating with law enforcement while District 4 will not. ISA would like to see the Governor's Office instruct the Health Districts' Director to make a statewide decision because the H&W Director feels it is up to each individual director.

OHV grant funds, \$29,000, have been allotted. Sheriff Wolfinger will provide a list of counties and award amounts.

#### **TRAINING COMMITTEE, Chair Sheriff Nielsen not present**

Sheriff Nielsen is retiring at the end of June to run for County Commissioner. It is unknown if ISA will be able to have an in person conference in December due to COVID-19. The Riverside, location of the conference, advised there will be no penalties for cancelling if it is a result of the pandemic. It is unknown if speakers and/or agencies will want to travel or allow travel in December, a known flu season. Director Killeen plans to decide how to proceed by the end of July.

#### **LEGISLATIVE COMMITTEE, Chair Sheriff Bartlett**

Chair acknowledged the Executive Director Killeen for his assistance setting up meetings and attending hearings at the capital. Sheriff Bartlett also commended the board for the selecting Lobbyist Olmstead stating his efforts were outstanding this legislative session and supported renewing Mr. Olmsteads contract for legislative services. The Chair stated this legislative session was successful in statehouse excluding the Driver's license legislation which will be brought again next session. The legislation would increase revenue for sheriffs' office needed to provide the service.

**OTHER BUSINESS**- Sheriff Goetz inquires opinion on Supreme Court's decision to not have jury trials until August. No board member knew the answer to his question. The board discussed generally the impact of COVID-19 statewide and the meeting is adjourned.