

## COUNTY OFFICES COMMITTEE - Ms. Brooke Pearson, Chair

The County Offices Committee meeting was held in the Board Room at the Law Enforcement Center on March 6, 2023 at 2:30 PM. Members present were Jim Duffy, Ernest Smith and Thomas Alex Williams. Brooke Pearson was absent. Others present were Kurt Glazier, Robin Brands, Lauren Lee, Tim Berogan, Chris Tennyson, Joel Horn, and Lori Keppen. Vice Chair Jim Duffy presided over the meeting. There was no public comment.

1. The February 2023 claims and the budget status report were reviewed. A motion was made by Ernest Smith to approve the claims. Thomas Alex Williams seconded the motion. All voted ayes. Motion carried.
2. Recorder
  - a. Joel Horn advised the Rental Housing Support Program Bill HB3878 has been signed by the Governor and it will go into effect on 7/1/23. All recorders are to increase their RHSP surcharge by \$10. After discussion a motion was made by Thomas Alex Williams to approve the Ordinance amending the Recorders Predictable Fee Schedule as presented. Ernest Smith seconded the motion. All voted ayes and the motion carried. (See #22)

**MOTION: To approve the Ordinance amending the Recorders Predictable Fee Schedule, as presented.**

3. Supervisor of Assessments
  - a. Robin Brands advised the old Zoning office remodel is almost completed. She is requesting to hire an additional GIS Technician. This position already is in the Assessor's budget. Ernest Smith made a motion to approval the request for an additional GIS Technician. Thomas Alex Williams seconded the motion. All voted in favor and the motion carried. This request will be forwarded to the Executive Committee for approval of additional staff.
  - b. GIS Sales were \$210.10 for the period of 2/6/23 – 3/2/23. Also, one address book was sold for \$10.00.
4. Information Technology
  - a. Tim Berogan requested a department credit card. Several companies are requesting payment by credit card for computer services such as our Zoom accounts. After discussion, a motion was made by Thomas Alex Williams to forward to the board the IT Department be allowed to purchase a credit card. Ernest Smith seconded the motion. All voted ayes. Motion carried.

**MOTION: To approve a credit card to be issued to the IT Department.**

5. Regional Office of Education
  - a. Chris Tennyson reviewed his monthly report (See #23-35).
6. Thomas Alex Williams discussed the option of having a grant writer on staff.
7. By consensus of the committee Jim Duffy adjourned the meeting at 3:15 PM.

Meeting Date: The next regular meeting – April 3, 2023 at 2:30 PM in County Board Room

**MOTION: To place on file the County Offices Committee's meeting report, February 2023 claim reports and related informational items, as presented.**