

Commissioners Minutes

September 30, 2024 – 3:34 p.m. to 3:39 p.m.

MEETING WITH HR DEPARTMENT TO CONSIDER ACTION ITEMS FOR THE COUNTY AGENT'S OFFICE

Commissioners Brad Holton, Zach Brooks and Leslie Van Beek

HR Business Partner Jennifer Allen

COO Greg Rast

County Fair Office Coordinator Diana Hoffman

Patrick Momont, Interim County Agent

Carrie Clarich, 4-H Extension Educator

Deputy Clerk Monica Reeves

A handwritten signature in cursive script, reading "Monica Reeves", is written over the printed name of the Deputy Clerk.

MEETING WITH HR DEPARTMENT TO CONSIDER ACTION ITEMS FOR THE COUNTY AGENT'S OFFICE

The Board met today at 3:34 p.m. with the HR Department to consider the following action items: Cooperative Agreement for University of Idaho Extension Program; Agreements for Loaned Employee between Canyon County and the University of Idaho for M. Smith; D. Hoffman; K. Galloway; and J. Beaumont; and a resolution to approve the job title, job description, salary range and FLSA status for the 4-H Program Coordinator. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, HR Business Partner Jennifer Allen, COO Greg Rast, County Fair Office Coordinator Diana Hoffman, Interim County Agent Patrick Momont, 4-H Extension Educator Carrie Clarich, and Deputy Clerk Monica Reeves. Jennifer Allen said the resolution is for a new 4-H Program Coordinator position at the County Agent's Office which was approved during the FY2025 budget process. It is for the new employee that's currently in that role and who will be transitioning to Canyon County. COO Rast said the position was paid through a contract on the "B" side of the County Agent's budget and it is being transferred to the salaries side of the budget. Following comments, Commissioner Van Beek made a motion to sign the Cooperative Agreement for the U of I Extension Program; and the Agreements for Loaned Employee between Canyon County and U of I for M. Smith, D. Hoffman, K. Galloway and J. Beaumont, and to sign the resolution approving the job title, job description, salary range and FLSA status for the 4-H program coordinator as presented. The Clerk's attestation will be corrected on the documentation to reflect the name of Rick Hogaboam rather than Chris Yamamoto. The motion was seconded by Commissioner Brooks and carried unanimously. (Agreement Nos. 24-121, 24-122, 24-123, 24-124, and 24-125, and Resolution No. 24-180.) The meeting concluded at 3:39 p.m. An audio recording is on file in the Commissioners' Office.