



208-354-8780
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Teton County Clerk

150 Courthouse Drive
Driggs, Idaho 83422

July 9, 2015

TO: County Commissioners
FROM: Mary Lou
SUBJECT: Clerk's FY 2016 Budget Memo #4

1. **Second Draft Budget.** All tentative budget decisions made during June have been incorporated into the second draft budget, along with further refining of the revenue projections. Although the second draft budget shows a \$18,050 surplus, several expense items are still in flux (see #4, 5, 6, 7, 9, 11 & 13). In addition, revenue projections are tentative until the Fire and Ambulance dispatch payments are known, along with the Victor and Driggs payments for Sheriff services. (The second draft budget assumes the same dispatch and Sheriff contract revenues as FY 2015.)
2. **Remaining Cash.** My 9/30/15 remaining cash predictions are attached. Once the fiscal year ends, we will learn how accurate they are. The revenue projections used for the second draft budget incorporate only remaining cash amounts predicted to be unspent during the current fiscal year, plus the amount necessary to cover the costs of the 27th payroll in FY 2016. Remaining cash from previous years should be spent on capital expenses rather than operating expenses. If needed, some of the accumulated remaining cash could be used to purchase the new Sheriff vehicles.
3. **Copy Machines.** Departmental budget requests included six new copy machines plus a color printer and high speed scanner, for a total request of \$26,350. I recommend approval of 3 new copy machines at a cost of \$18,700 (for the planning office, prosecutor and extension office). The dispatch copier has made only half as many copies as the planning office machine and should have another few years of life. The prosecutor's current machine will be rotated to solid waste to provide color printing capabilities as requested. The extension office B&W copier has made over 350,000 copies, but still works well, so will replace either the Treasurer or BoCC machines. The solid waste copier will go to the other office. Extension will keep their color printer for backup, without a maintenance contract.
4. **Centennial.** A \$15,000 placeholder remains in the second draft budget for the Sentry Eagle plaza project. What are your plans for the installation of this sculpture?
5. **IT Support.** The second draft budget includes \$31,300 for contracted IT support, which may not be enough to obtain the expertise needed to maintain the county's critical IT networks and systems.
6. **Solid Waste Loader.** The Public Works Director has decided it would be best to sell the current loader and enter into a 5-year loader lease at \$10,000 per year. He's waiting to learn whether Arnold Machinery is willing to cut a check for the current value of the loader and then receive annual \$10,000 payments from the county, or prefers to handle the transaction as a trade.
7. **Veterans Memorial.** In 2008, the Board adopted a motion declaring the American Legion Hall to be the Veterans Memorial in Teton County (see attachment). Prosecutor Spitzer said no further action is needed.

8. **Non-Profit Funding.** The attached spreadsheet shows the current status of the non-profit requests. Please decide how the economic development and tourism funds will be allocated.

9. **Dispatch Revenue.** Since 2011 the Board has proposed that dispatch expenses be split equally between the county's three 24/7 entities: Ambulance, Fire and County (Sheriff). The reasoning has been that a 24/7 dispatch center requires a fixed amount of equipment and staffing regardless of the number of calls. If any single entity tried to maintain a stand-alone dispatch center, the cost would be far greater than the 1/3 amount requested. Because the Board controls the Ambulance Service District budget, the ASD has always (until last year) contributed their 1/3 amount, while the Fire District has contributed its full share only once.

Last year, the Fire District increased their payment to help offset part of the ASD share. Even so, the Fire District's \$80,000 commitment for FY 2015 represented less than the \$103,271 requested and the ASD paid only \$73,271 for FY 2015. Since 2011 the Fire District has contributed a full 1/3 share only once and contributed \$50,000 in 2014. I believe the Fire District thinks it would be more fair to prorate the dispatch center costs according to the number of calls received, or at least allocate a higher percentage of the cost to the County. It may be time to revise expectations regarding ASD and Fire District payments for dispatch services.

10. **Animal Control.** The Sheriff's 01-04 budget includes a \$35,000 placeholder for animal control, plus \$9,600 for a contract with Teton Valley Community Animal Shelter. The attached memo from Chairman Leake summarizes the outcome of the June 17 discussion about animal control. Would you like to invite stakeholders to a future meeting for further discussion?

11. **Ambulance Service District Budget.** This budget is tentative until the hospital's FY 2016 budget request is received. The second draft *expense* budget includes the 1/3 dispatch payment, a \$500,000 placeholder for the hospital contract and \$180,000 for a new ambulance. (The new ambulance expense is offset in the *revenue* budget by a \$122,000 grant plus \$52,000 in remaining cash.)

12. **Solid Waste User Fee.** The estimated costs of the five options discussed last month are shown on the attached spreadsheet. I recommend that the SWUF be kept high enough for two or three years in order to: (1) Increase the balance in the solid waste self-assurance fund; (2) Repay the \$311,078 in PILT payments that have been deposited into the solid waste fund during FY 2014 and FY 2015; (3) Speed repayment of the transfer station bond; and/or (4) Save money for a possible future regional landfill. The Alta Solid Waste District would appreciate a preliminary decision about the SWUF on July 13. (We've set a 4:00 pm time for this discussion so that anyone interested will know what time to be present.)

13. **Job Descriptions & Salaries.** Please review the attached newly written/modified job descriptions and decide whether they accurately describe the intended duties. Merit raise requests submitted by the EODH are also attached and you should discuss merit raises for your employees. More merit raises requests may be received for consideration on July 27. Merit raises can be discussed in Executive Session pursuant to 67-2345(1)(b). You will also want to discuss equity raises and whether or not to modify your May 26 decision regarding a 50 cent per hour across-the-board raise. I've attached salary information from IAC, Driggs and Victor, along with the county's pay grade and salary schedule.

Budget Summary: All Funds

FISCAL YEAR 2016 as of July 1, 2015

Fund / Department	Actual Expenses FY 2012	Actual Expenses FY 2013	Actual Expenses FY 2014	Approved Budget FY 2015	FY 2016 Budget Requests	Second Draft FY16 Budget (after June meetings)
01-General Fund						
1-Clerk / Auditor	107,866	112,273	149,218	156,803	161,103	161,103
2-Assessor	195,748	191,340	252,193	268,449	270,379	270,379
3-Treasurer / Tax Collector	123,466	136,175	173,777	186,414	187,239	187,239
4-Sheriff	780,661	700,320	985,949	1,238,336	1,373,034	1,349,798
5-Commissioners	146,997	147,931	175,574	183,315	187,519	212,219
6-Coroner	22,127	25,629	24,408	34,315	34,825	34,825
7-Prosecuting Attorney	159,546	174,911	240,852	244,095	251,998	251,998
8-Public Works Director	81,974	76,643	93,961	104,812	118,252	193,252
9-Courthouse & Grounds	85,151	92,514	138,065	227,426	177,070	164,770
10-Old Courthouse & Grounds	38,014	16,900	11,054	0	0	0
11-Emergency Mgt	47,841	48,444	65,471	74,441	75,391	78,891
13-County Agent	47,181	49,549	57,671	63,458	66,471	69,471
14-Information Technology	133,176	198,906	292,462	200,933	263,565	261,090
15-Elections	43,426	44,814	52,794	56,426	65,746	65,746
17-Law Enforcement Center			13,602	37,700	38,800	55,000
18-General	768,960	825,341	263,909	330,301	961,939	599,339
19-Dispatch	183,839	200,575	269,916	311,459	312,396	311,396
20-Jail	90,938	70,838	107,876	118,450	147,967	157,967
21-Planning	114,602	117,910	133,342	196,684	200,302	200,302
22-Building	91,317	94,240	122,352	148,130	149,589	137,089
23-GIS	69,131	73,833	97,929	95,485	95,505	95,505
31-Emergency Services Bldg	3,310	3,403	10,077	19,775	19,775	19,775
Total General Fund	\$3,335,271	\$3,402,490	\$3,732,454	\$4,297,207	\$5,158,865	\$4,876,454
02-Road & Bridge	1,169,070	1,091,285	1,232,093	1,361,346	1,483,417	1,513,917
06-Court & Probation						
1-District Court	284,334	287,779	328,238	339,728	370,972	371,852
2-Juvenile Probation	172,996	179,859	184,697	192,106	178,313	177,863
16-Indigent & Charity	29,454	44,438	31,612	82,376	82,451	71,451
20-Revaluation	116,790	116,800	116,800	116,800	126,800	126,800
21-Special Planning Projects	150,089	5,500	650	0	0	0
24-Tort	100,889	108,529	118,107	120,600	126,448	126,448
27-Weeds	69,456	72,118	79,185	81,625	84,625	127,725
41-Building Fund	161,101	1,393,548	1,289,766	0	0	0
60-Housing Authority	0	0	0	0	0	5,000
82-County Fair/Fair Grounds	42,293	31,492	109,978	38,900	88,447	61,860
	\$5,631,743	\$6,733,838	\$7,223,579	\$6,630,688	\$7,700,338	\$7,459,370

Estimated Property Tax Collections during 2016

TOTALS for Funds receiving general property tax revenue

TOTAL PROJECTED REVENUE \$7,477,420
LESS TOTAL BUDGET REQUESTS \$7,459,370

BUDGET SURPLUS (Shortfall) for funds receiving general prop taxes \$18,050

Fund / Department	REVENUE PROJECTIONS									
	Actual Expenses FY 2012	Actual Expenses FY 2013	Actual Expenses FY 2014	Approved Budget FY 2015	FY 2016 Budget Requests	FY 2016 Budget after June work meetings	TOTAL Projected Revenue during FY 2016	Estimated Non-Prop Tax Revenues during FY 2016	Estimated Taxes, Fees, Penalty & Interest collected during FY 2016	Remaining Cash budgeted to be spent during FY 2016
15-Election-State Funds	33,004	60,000	42,355	64,329	67,166	66,000	66,000	66,000	575,000	
23-Solid Waste	1,148,676	1,114,834	1,270,703	2,771,000	1,704,824	1,676,138	2,147,991	872,991	700,000	
33-Road, Special	746,748	1,056,498	1,084,662	983,576	798,683	765,900	765,900	5,900	760,000	
36-Prosecutor's Special Drug Fund	0	0	2,517	15,000	15,000	5,000	5,000	5,000	5,000	
43-Road Improve-Developer Donator	10,882	16,901	0	100,000	100,000	30,000	30,000	114,250	30,000	
44-E 911 Communications	117,498	104,864	190,963	101,320	123,740	115,740	115,740	213,000	1,490	
50-Ambulance Service District	607,828	602,496	648,723	678,210	842,925	872,619	800,000	1,400	535,000	
51-Mosquito Abatement District	271,074	280,125	277,921	312,760	318,130	301,479	301,479	4,000	278,910	
54-Waterways/Vessel Fund	6,918	6,875	11,319	15,000	11,000	11,000	11,000	17,000	7,000	
61-FEMA Teton Creek Restoration		105,446	946,595	50,186	0	0	0	0	0	
62-Sheriff's Grants	0	16,990	0	0	17,000	17,000	17,000	0	0	
75-County Hospital Operation	0	76	0	0	0	0	0	0	0	
84-Teton Valley Arena	1,721	564	110,367	118,500	0	0	0	0	0	
86-Grants Fund	199,202	148,039	322,810	98,975	57,700	47,700	47,700	47,700	47,700	
90-93Capital Improvement Fees	0	0	34,564	200,500	435,000	31,000	31,000	31,000	31,000	
	\$3,143,551	\$3,513,646	\$4,943,499	\$5,509,356	\$4,491,168	\$3,939,576	\$4,338,810	\$1,342,241	\$2,273,910	\$722,659

TOTALS for Funds with dedicated revenue

TOTAL PROJECTED REVENUE \$4,338,810
LESS TOTAL BUDGET REQUESTS \$3,939,576

These funds receive dedicated revenues & must be balanced internally.

GRAND TOTAL for all Funds

\$8,775,294 \$10,247,485 \$12,167,078 \$12,140,044 \$12,191,506 \$11,398,946

Remaining Cash Projections as of July 1, 2015

Fund	Remaining Cash on 7/1/15	PLUS Estimated Revenue thru 9/30	Less Estimated Expenses from 7/1 thru 9/30	7/1 Estimate of 9/30/14 Remaining Cash	Actual Remaining Cash on 9/30/15	FY 2016 Budget per 2nd Draft	Amount of Remaining Cash budgeted to spend in FY16	Remaining Cash not budgeted to be spent in FY16 as % of 2nd draft budget
01 General	3,578,259	400,000	1,089,176	2,889,083		4,854,404	300,000	53%
02 Road & Bridge	651,102	240,000	404,703	486,399		1,513,917	101,000	25%
03 Road & Bridge Reserv	3,215	0	0	3,215		0		
06 Court & Probation	328,130	35,000	132,932	230,198		547,715	15,000	39%
15 Elections: State-fundec	106,423	0	1,000	105,423		66,000		160%
16 Indigent & Charity	153,377	0	40,527	112,850		71,451	30,000	116%
20 Revaluation	71,589	5,000	27,050	49,539		126,800	0	39%
22 Solid Waste Self Assu	300,000	0	0	300,000		0	0	
23 Solid Waste	2,079,530	340,000	1,447,328	972,202		1,676,138	575,000	24%
24 Tort	83,520	6,000	0	89,520		126,448	0	71%
25 Solid Waste Reserve	668	0	0	668		0	0	
27 Weeds	104,387	4,000	55,107	53,280		127,725	0	42%
33 Road, Special	797,881	50,000	700,000	147,881		765,900	0	19%
36 Prosecutor's Spec. Dru	17,843	0	0	15,000		5,000	5,000	200%
41 Building	70,574	0	0	70,574		0	0	
43 Road Improve Develop	103,826	0	0	103,826		30,000	30,000	246%
44 Emergency Comm.	55,332	28,000	22,390	60,942		115,740	1,490	51%
50 Ambulance	452,815	24,000	184,182	292,633		872,619	52,000	28%
51 Mosquito Abatement	213,236	13,000	86,243	139,993		291,479	11,169	44%
52 Mosquito Abate Reser	40,000	0	0	40,000		0	0	
54 Waterways Vessel	12,200	2,000	8,000	6,200		11,000	7,000	-7%
82 Fair Board	30,964	15,000	15,000	30,964		63,213	0	49%
84 Arena Fund	11,122	0	11,122	0		0	0	
TOTALS	\$9,265,993	\$1,162,000	\$4,224,760	\$6,200,390	\$0			

VETERANS MEMORIAL FUND. Clerk Hansen explained that the County Veterans Memorial Fund is authorized by Idaho Code 65-103 for the upkeep of a county Veterans Memorial. In the past, the Veterans Memorial Fund has been treated as a taxing district, with monthly remittance checks mailed to Dale Breckenridge. However, auditor Brad Reed recommends budgeting the Veterans Memorial money the same as any other county fund. Legionnaire Gary Henrie said Bonneville County has declared their Legion Hall as the county's Veteran's Memorial and asked the Board to do the same in Teton County. Dale Breckenridge said the American Legion spent over \$6,000 just for propane to heat the Legion Hall this year. He described the many community services provided by the American Legion and said the county's contribution (\$5,700) was a small part of their overall budget. Mr. Boyle said the Veterans Memorial was a separate taxing district and should continue receiving monthly remittance checks. Clerk Hansen disagreed but said she would check with the State Tax Commission. Everyone agreed that it would be best to keep things as simple as possible, while following procedures recommended by the auditor and Tax Commission. Mr. Henrie requested a 3% funding increase for the 2009 fiscal year.

● **MOTION.** Commissioner Stevenson made a motion that the Board of County Commissioners declare the American Legion Hall to be the official Veterans Memorial in Teton County. Motion seconded by Commissioner Trupp and carried unanimously.

A stone veterans memorial is located on the front lawn of the courthouse, and Mrs. Felchle asked the Board and Legionnaires what should happen with that memorial when the county moves into the new courthouse. Everyone agreed that the memorial should be relocated to the park that will be developed on the north side of the new courthouse.

COUNTY HOSPITAL OPERATION FUND. Commissioner Stevenson said the hospital was in difficult financial straits and could use far more county assistance than is currently provided. She said the Board should have a philosophical discussion about county government's proper role in supporting the county hospital and whether and how much tax dollars should be contributed.

TRAPPERS RIDGE PUD FINAL PLAT

At 3 pm Chairman Young announced that the Board would begin the continuation of their June 12, 2008 public hearing concerning Trappers Ridge PUD Final Plat. The public comment portion of the hearing was closed June 12, and the applicant had been asked to provide additional information (Attachment #7).

Engineer Jennifer Zung and attorney Herb Heimerl were present on behalf of the applicant. Ms. Zung said the Road & Bridge department had inspected the access and sight distance and issued an access permit. Mr. Heimerl presented a red-lined version of the Development Agreement (Attachment #8) wherein Section 20 specified a \$10,000 donation for road improvements, Section 8 had been modified to specify that the Financial Security would be available until all public improvements are completed and accepted by the county, Section 9 had been modified to read "no lots may be offered for sale or sold," and the duplicate section numbers had been corrected. Mr. Heimerl presented a red-lined version of Clause #14 of the Shared Well Construction & Water Easement Agreement showing the requested revisions (Attachment #9) and a Letter of Intent from First Bank of the Tetons (Attachment #10).

Ms. Zung said the owner would dedicate an additional 14' easement as requested, but wondered if the county would prefer a right-of-way. The Board agreed that a right-of-way would be preferred.

Mr. Heimerl received clarification that the letter of credit must be in place prior to recordation, which must occur within 120 days of final plat approval.

● **MOTION.** Commissioner Trupp made a motion to give final approval to Trappers Ridge PUD because all conditions of the Board's June 13, 2008 letter had been met. Motion seconded by Commissioner Stevenson and carried unanimously.

AUDIT

Clerk Hansen presented the final audit report completed by Rudd & Co. She said the fund overage referenced by auditor Brad Reed related to the method of accounting for capital leases and that she now knows how to properly account for such leases. She said the FY2008 audit would include a newly-required "Risk Assessment

Non-Profit Funding Requests: FY 2016

Organization	Request Received	Amount Received FY 2015	Amount Requested FY 2016	Preliminary Amount Approved	Final Amount Approved	BOCC signed contract	Non-Profit Signed Contract
Veterans Memorial (American Legion)	x	6,846	7,051	7,051		n/a	n/a
Family Safety Network	x	5,000	5,000	5,000			
Geotourism Center	x	0	20000	0			
Seniors West of the Tetons	x	6,100	6,000	6,000			
Mental Health (Teton Valley Mental Health Coalition)	x	5,000	5,000	5,000			
Targhee Regional Public Transit Authority (TRPTA)	x	6,000*	5,000	6,000			
Teton Valley Business Development Center	x	15,000	25,000	35,000	includes \$10,000 placeholder for tourism		
Teton Valley Community Animal Shelter	x	9,600	9,600	9,600	moved into Sheriff's budget		
Teton Valley Community Recycling	x	5,500	8,000	5,000	moved into Solid Waste budget		
Teton Valley Food Pantry (Food Bank)	x	6,500	6,500	6,500			
Teton Valley Foundation - Ice Rink	x	0	60,000	0			
Teton Valley Foundation - SnowFest	x	2,926	no request?	3,000			
TOTALS		\$62,472	\$157,151	\$88,151			

**TRPTA amount includes \$1,000 to pay Teton County's representative, John Trudell, to attend TRPTA meetings in Idaho Falls*



Dispatch Revenue

Board of County Commissioners

June 29, 2015

TO: Teton County Fire Protection District Board of Commissioners
FROM: Teton County Board of Commissioners
SUBJECT: Fire District Funding Request for FY 2016

We respectfully submit the following request for FY 2016 Fire District funds to help share costs associated with the following county departments:

Dispatch: \$102,965
GIS: \$9,550

Operation of the county's dispatch center during FY 2016 will cost \$308,896 more than the 911 fees collected by the county, plus the small annual contract payment from Wyoming. County property taxes, plus contributions from the Fire and Ambulance District property taxes, must make up the difference. We propose that the county's three 24/7 response entities share these expenses equally, which will result in a cost of \$102,965 each.

The county's GIS operating budget will be \$95,505 next year and we are requesting a 1/10th contribution from the Fire District, which relies heavily upon county-maintained GIS data and capabilities.

We understand your budget will be tight, but would appreciate your consideration of these requests for county departments that provide valuable services for the Fire District. Please let us know your decisions as soon as possible.

Thank you,


Bill Leake, Chairman

DISPATCH BUDGET

312,396 Total per 6/5/2015 Dispatch budget, with zero raises
1,000 Less requested capital expenses
\$311,396 Total Dispatch OPERATING Budget (*Fund 44 reflects all expenses paid with 911 fees*)
-2,500 Less \$2,500 anticipated from Wyoming
\$308,896 Amount to be split 3 ways

GIS BUDGET

95,505 Total per 6/5/2015 GIS budget, with zero raises
0 Less capital expenses
\$95,505 Total GIS Operating Budget

Animal Control

Mary Lou Hansen

From: Bill Leake
Sent: Friday, June 19, 2015 06:22 AM
To: Mary Lou Hansen; Ralph Mossman
Cc: Kathy Spitzer
Subject: RE: Information to cities

My understanding is that the Sheriff Office will contract to have a person on call to go out and pick up dogs at large and assist his patrol deputies on such calls if needed. The contractor could also do some periodic drive a rounds to give presence that the cities and county are expecting dogs to be licensed and not running loose. So \$28K is probably in the right ball park. We just need to come up with the contract scope of work and how the authority flows down to allow this person to let people know they need to license their dog, mark their vehicle, uniform or some means that identifies that they have the authority to pick up dogs at large or otherwise let people know that they need to get their dog licensed.

Once Ralph confirms with the cities that this is an acceptable approach, we can work out the details and nail down the cost.

Step 1 was to get a commitment from the County to put some money in the FY16 budget. Which I think we agreed to do to the tune of \$28K.

Step 2 get confirmation from the Mayors and Sheriff on our general approach to contract this work (if it makes sense legally and authority wise to go that way).

Step 3 develop the scope of work, procedures, authority protocols, training requirements, and equipment needs (to be provided by us or the contractor)

Step 4 determine what we think this will actually cost and confirm we have the budget to do it.

Step 5 Issue the RFP for the contract.

Certainly if I didn't get it exactly right, we can fine tune and keep moving forward.

Thanks, Bill

Bill Leake
Chair, Teton County Idaho Board of Commissioners
208-521-4689
bleake@co.teton.id.us

Solid Waste User Fees Options for FY 2016

(Assuming goal is to maintain \$730,000 historically collected via Idaho & Alta SWUF)

	IDAHO	ALTA	TOTAL
Residential Parcels with structure	5,210	167	5,377
Residential Parcels without structures	5,521	195	5,716
Ag Parcels not in Subdivisions	1,954	83	2,037
Ag Parcels in Subdivisions	1,306	0	1,306
Commercial/Industrial Parcels with structures	327	3	330
Commercial/Industrial Parcels without structures	265	2	267
	14,583	450	15,033

	# of parcels	rate billed	Total collected
Option #1: Revert to FY 2014 rates of \$105 per residence and 15 cents per s/f commercial building	5,707	\$105/residence 15 cents per s/f commercial	\$730,000
Option #2: Flat fee to every non-ag parcel: 11,093 + 597 =	11,690	\$62	\$730,000
Option #3: Flat fee to every parcel: 15,033 parcels	15,033	\$49	\$730,000
Option #4: Flat fee to every non-ag parcel + ag parcels in subdivisions: 11,093 + 1,306 + 597	12,996	\$56	\$730,000
Option #5: Flat fee to every parcel with structure	5,537	\$80	\$730,000
Lower flat fee to every parcel without a structure	7,827	\$37	

BDPA, Inc.

A Human Resources Management Consulting Company

Job Valuation Recommendations

Teton County, ID.

July 5, 2015

RE: Weed Control Superintendent, Mosquito Abatement District Director, Facilities Maintenance Supervisor, Engineering Technician, Chief Criminal Deputy Prosecutor, Emergency Management Coordinator, IT Administrator, Risk Manager and County Administrator/Operations Director (title to be determined).

Job valuation is the basis for determining *internal equity*, a hierarchy of jobs across occupational categories and levels of responsibility. This enables an organization to provide justification on how people are paid and validation for the Equal Pay Act and Lilly Ledbetter Fair Pay Act. A viable system of internal equity uses common job valuation factors to assign jobs to pay grades.

Jobs are evaluated for internal equity purposes based on information provided through the Position Description Questionnaire, classification specifications, the consultants' knowledge of County jobs, position functions and organizational needs. BDPA utilized the "whole job" method of valuation (a non-quantitative approach) to recommend internal alignment of these jobs within the County; this is the same methodology used to value all County jobs in 2009 during the classification and compensation project. The whole job method of job evaluation involves an analysis of all jobs according to the level of responsibility, knowledge and skills required. BDPA also utilized the specific job valuation factors adopted by Teton County, including job knowledge, responsibility and impact, communication and customer service, complexity, supervision and working conditions. Job valuation does not consider the incumbent's performance, personal qualifications or length of service.

BDPA has established a solid reputation of integrity and objectivity in over 20 years of business, and we take that responsibility very seriously. Our task is to analyze the job and provide an educated recommendation concerning where that job fits within the organization's hierarchy using the County's pre-established job valuation factors.

Weed Control Superintendent – Recommend assignment to Grade 7

A revised class specification was submitted for this position. BDPA has reviewed the description and made some slight format changes and has provided new language under the Acceptable Experience and Training section. The general duties and responsibilities of this job are unchanged from the previously titled position of Weed Supervisor. However, there appears to be more management responsibility in developing and maintaining a viable, multi-year, countywide, weed control plan, including budgeting responsibilities, plant identification and GIS mapping duties. As such, the position has increased in breadth of management and accountability. For that reason, BDPA recommends the job be assigned to Grade 7. At this level, the job is comparable to Foreman positions in Public Works.

Mosquito Abatement District Director, Recommend assignment to Grade 7

This position is similar to the Weed Control Superintendent in that it will be responsible to prepare, manage and administer a "Plan". One addition was made to the description to include a sentence under the Class Summary with regard to the position's reporting relationship. I assumed the position reports to the Commissioners and I have included that language which you may want to change if it is incorrect. This is a project manager position overseeing the contracted vendor for mosquito abatement activities, advises and monitors the activities of the Board, prepares, presents and administers the District budget, administers grant funds and maintains communication with the Board, vendors and other organizations. As written on the description, the job will require "4 years of mosquito abatement and integrated pest management experience" which may hinder the County's recruitment abilities. It seems that 2 years would be sufficient in mosquito abatement, pest management or project management where the applicant has had some experience overseeing contractors and applying for and administering grants. For internal equity purposes, BDPA recommends this position be assigned to grade 7, comparable to Foreman positions in Public Works and the Weed Control Superintendent.

Facilities Maintenance Supervisor, Recommend assignment to Grade 7

A position description questionnaire was submitted for this review and BDPA has developed a new class specification for the job. This job is responsible for management, oversight and performance of regular maintenance activities of County buildings, systems and grounds. The position supervises the custodian and contractors/vendors who may perform facility maintenance tasks. It is a skilled trade position requiring previous experience in a variety of skilled maintenance tasks such as HVAC repair and maintenance, minor plumbing and electrical work, electronic systems trouble-shooting and repair and routine maintenance tasks. For internal equity purposes, BDPA recommends this job be assigned to grade 7, comparable to the Weed Control Superintendent, Mosquito Abatement Director and Foreman positions in Public Works.

Engineering Technician – Recommend assignment to grade 8

A position description questionnaire was submitted for this review and BDPA has developed a new class specification for the job. This is a technical and entry level professional position to support the operations of the City Engineering Department. Job duties will include basic engineering design and drafting for public works capital improvement projects, technical mapping and drafting duties, data collection, analysis and technical reporting, permit application review, assisting with land surveys, and conducting on-site inspections of City construction projects. An Associate's or Bachelor's degree in Civil Engineering is a preferred qualification and at least one year experience in engineering related work. BDPA recommends this job be assigned to grade level 8, comparable to GIS Coordinator and Planer positions.

Chief Criminal Deputy Prosecutor – No adjustment to current assignment of Grade 10

The revised class specification submitted for this position is essentially the same as the previously written description with the title changed from Deputy Prosecuting Attorney to Chief Criminal Deputy Prosecutor. At BDPA, we review and value jobs based on the job's primary function, duties and responsibilities and the knowledge, skills and abilities required to perform the job; we do not concern ourselves with job titles as that is up to the County

(however, it should be noted that typical "Chief" Attorney positions are lead worker positions supervising other attorneys and this position does not). The acceptable experience has also been increased from 1-5 years experience to 5 or more years, but this too does not alter the job's primary functions. The increased level of experience required will impact the County's recruiting ability (if and when the position is vacant) in limiting the applications to practicing attorneys that ONLY have 5 or more years experience. In any case, based on the duties and responsibilities of the job and the required knowledge and abilities needed, BDPA recommends no adjustment to the current assignment of Grade 10 where it is already recognized as a senior management position comparable to other senior management jobs such as Police Lieutenant, Road and Bridge Supervisor, Building Official and Emergency Management Coordinator. At level 10, it is one level below the position of Planning/Building/GIS Administrator where the scope of responsibility and diversity of duties is much greater.

Emergency Management Coordinator – No change to current assignment of Grade 10

A revised class specification was submitted for this review. The major change to this position is the elimination of the Mosquito Abatement District duties where the employee served as the Director of abatement activities in working with the District Board. Additional duties have also been clarified in the updated class specification, however none of which alter the job's primary function of Emergency Management. *(Note: one of the updated duties states "oversees the operations and budget of the Driggs Armory Facility for 2015-2017"; if this statement refers to facility maintenance and operations it might already be covered under the NEW Facility Maintenance Supervisor position).* The updated class spec also elevates the acceptable years of previous experience from two years to four years, which may only serve to impact the County's recruiting ability for the position. No adjustment to the current assignment of Grade 10 is recommended. This is a senior management position comparable to other senior management jobs such as Police Lieutenant, Road and Bridge Supervisor and Building Official. At level 10, it is one level below the position of Planning/Building/GIS Administrator where the scope of responsibility and diversity of duties is much greater.

IT Administrator – Recommend assignment to Grade 9 or 10, depending on the final class specification

BDPA has DRAFTED a description – please refer to the note at the top of the Draft. As written, the new class specification describes a management/department head position to provide vision, strategy, direction and management of the County's Information Technology needs and operations. Responsibilities would include directing, managing and supervising the Information Technology program, activities and operations for the County, including enterprise application services and database management, network, and systems administration, telecommunications administration, desktop support, system architecture infrastructure services, and web management. The position will perform a variety of technical duties relating to the installation, operation and maintenance of the county-wide computer system, including hardware and software. Although it does not appear that the position would directly supervise the IT Services Coordinator in the Sheriff's Department, it would be necessary for the two positions to coordinate tasks, with the IT Administrator establishing the overall vision for technology needs. *(Note: The description of this job as submitted for review states that the Administrator will oversee the IT Contractor for the County. However, if this is a full-time position as described in the draft class specification attached, the need for a contractor should be re-evaluated).* The final grade recommendation is being withheld until a final class

specification is approved – if the job is a contract manager for IT services, the job is likely to be assigned to grade 9; if the job is described accurately as submitted in the attached DRAFT as a management/department head position, the job is likely to be assigned to grade 10.

Risk Manager – Recommend assignment to grade 7 or 8, depending on the final class specification

BDPA has DRAFTED a description – please refer to the note at the top of the Draft. As written, this job would be a full-time Risk Management position and questions are presented on the DRAFT description for County consideration. Depending on the final class specification and the full duties and responsibilities of the job, the position is likely to be assigned to grade 7 or 8.

County Operations Manager or Administrative Director or County Administrator (Title to be determined) – Recommend assignment to grade 10 or 11, depending on the final class specification

BDPA has DRAFTED a description – please refer to the note at the top of the Draft. This position carries out the goals and direction established by the part-time Board of County Commissioners requiring ongoing communication with all departments to plan, direct, organize, coordinate and monitor the administrative processes necessary to carry out the direction of the Board. The draft description excludes much of the oversight responsibility previously held for IT Services, Facilities Maintenance and Risk Management (which have been written in separate class specifications). This is a management and professional position requiring public administration background and experience with strong public relations and communication skills required. For internal equity purposes, BDPA recommends assignment of this job to grade level 10, with potential to be assigned to grade level 11, with supervisory responsibility added (as noted below).

As a general observation, it appears with all of the positions reviewed above, that the Board of County Commissioners will now have at least 10 direct reports: Public Works Director, Planning Administrator, County Operations Manager, Emergency Management Coordinator, Facilities Maintenance Supervisor, Weed Superintendent, IT Administrator, Fair Board Administrator, Risk Manager and Mosquito Abatement Director. Organizationally, a few of these positions could report to the County Operations Administrator including the Facilities Maintenance Supervisor, Risk Manager and possibly the IT Administrator (if the county continues with the IT contractor).

Please let me know the Board's direction for the draft class specifications and I will make the necessary revisions and amend the County's kinds and levels chart.

If you have any questions, please feel free to contact me at eafog@msn.com or 208-853-1655.

Submitted by:

Andrea Fogleman
BDPA, Inc.
eafog@msn.com

w/ Darryl edits



Class Title: Engineering Technician

Pay Grade: 8

FLSA Designation: Covered

Established: 7-15

Revised:

Class Summary/Primary Function

The Engineering Technician supports the operations of the ~~City-Engineering~~County Public Works Department. This is a technical job to assist with engineering design and drafting for public works capital improvement projects. The job includes basic engineering design, technical mapping and drafting responsibilities, data collection, analysis and technical reporting, permit application review, assisting with land surveys, and conducting on-site inspections of ~~City-County~~ construction projects. The work is performed under the direct supervision of the Public Works Director, but some leeway is granted for the exercise of independent judgment and initiative in carrying out the duties of the job. The principal duties are performed in a general office environment and field environment which may include exposure to adverse weather conditions and working in high traffic areas

Essential Duties and Responsibilities (will vary by assignment)

- Supports the operations of the ~~City-County~~ Public Works Department by providing technical engineering assistance;
- Assists with engineering design and drafting for public works projects;
- Performs basic engineering design;
- ~~Assists in upgrading and updating records and maps which may include calculating structural sections and/or categorizing roads;~~
- Reviews permit applications for compliance;
- Assists with construction oversight and inspection;
- Performs research, data collection and analysis and prepares technical reports;
- Assists in the preparing evaluation criteria for road maintenance projects;
- Creates and maintains maintenance logs;
- Prepares, compiles and tracks traffic counts;
- Assists with storm run-off analysis and calculations;
- Assists Building Inspector as needed;
- Operates standard office equipment and personal computer using program applications appropriate to duties;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of departmental operations and activities.
- Responds to citizens' questions and comments in a courteous and timely manner;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Basic civil engineering design, including proficiency in mathematics and measurements;
- Methods, techniques, and objectives of construction project design, drafting, bid specifications and project management;
- Data research, collection and recording/reporting methods, techniques, and objectives;
- Federal regulations and CityCounty policies regarding safe work practices;
- Basic knowledge of road construction and maintenance procedures;
- Regulations and requirements pertaining to County Right-of-Way work permitting;
- Operation of standard office equipment, including a personal computer and job-related software applications including Microsoft Office;
- Customer service procedures and techniques.

Ability to:

- Support the operations of the Public Works Department, as directed;
- Assist with engineering design, specifications and drafting for CityCounty public works capital improvement projects;
- Assist in maintaining, upgrading, and updating CityCounty data, records, and maps;
- Perform on-site inspections of CityCounty construction projects;
- Operate a motor vehicle;
- Conduct research independently on assigned projects;
- Maintain a collaborative and cooperative working relationship with elected and appointed officials, other CityCounty employees, and the public;
- Maintain a professional demeanor at all times;
- Prepare accurate and reliable information, technical reports and other documents;
- Develop creative and effective resolutions to simple and complex problems;
- Work independently and handle a variety of public interactions or situations with tact and diplomacy;
- Respond courteously to customer inquiries;
- Operate standard office equipment and a personal computer including program applications appropriate to assigned duties;
- Communicate effectively in the English language at a level necessary for efficient job performance;
- Complete assignments in a timely fashion; understand and comply with all rules, policies and regulations;
- Perform all duties in accordance with County policies and procedures with regard for personal safety and that of other employees and the public.

Acceptable Experience and Training

- High school diploma or GED, with an Associate's or Bachelor's Degree in civil engineering preferred; and
- Idaho Driver's License is required; and
- At least one year experience that demonstrates proficiency in the required knowledge and abilities of this job; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of this job.

Comment [D11]: Do we want to consider requiring BSCE?

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;

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- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare and review documents and process them in a prescribed order, organize and maintain accurate files and conduct on-site inspections;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment and specialized equipment associated with the job;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to lift or move objects that weigh up to 30 lbs.; and to work in an office and field environment requiring driving and exposure to outdoor weather conditions.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking over uneven surfaces, standing, climbing stairs, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.



Note: I may have mis-understood the purpose of this position and as such, I may have over-inflated the job duties and responsibilities. If the purpose of the position is establish the direction and monitor IT services for the county through a contractor, the position would likely be assigned to grade 9, one level above the IT Services Coordinator in the Sheriff's Department. However, if this is a true management position and director of county-wide IT services, managing and performing systems administration, the job would likely be assigned to grade 10. The description below assumes this is the latter...a Director position responsible for highly technical work.

Class Title: Information Technology Administrator

Pay Grade: To be determined after final description approved, likely grade 9 or 10

FLSA Designation: Exempt

Established: 7-15
Revised:

Classification Summary

This is management and department head position to direct, manage and supervise the Information Technology program, activities and operations for the County's area network; including enterprise application services and database management, network, and systems administration, telecommunications administration, desktop support, system architecture infrastructure services, and web management. The job also performs a variety of technical duties relating to the installation, operation and maintenance of the citywide computer system, including hardware and software. The position reports to the County Commissioners, but will work closely with all departments to meet countywide needs. Considerable latitude is allowed for independent judgment and initiative. The principal duties of the position are performed in a general office environment.

Essential Duties and Responsibilities

- Manages and maintains County computer network system and network servers including backups, operating system upgrades, software upgrades, security procedures, and database maintenance;
- Performs installation, troubleshooting, and repair of personal computers and a variety of peripherals;
- Ensures and maintains confidentiality and security of all inter and intra communications systems and services.
- Plans, directs and implements information technology programs, activities and operations to meet the short- and long-term needs of the County;
- Performs installation, troubleshooting, and repair of personal computers and a variety of peripherals;
- Ensures and maintains confidentiality and security of all inter and intra communications systems and services.

- Prepares, presents and administers the IT budget;
- Oversees cyber-security issues;
- Maintains an IT asset list, and documents the IT infrastructure.
- Works with County departments to ensure their IT needs are being met in a cost effective manner; works closely with the IT Services Coordinator in the Sheriff's Department to coordinate county-wide goals and objectives;
- Manages the telecommunications needs of the County;
- Oversees the County website;
- Plans, directs, coordinates and reviews projects requiring outside technology vendors;
- Designs and implements information technology projects such as internet access, wireless networking, and intranet system;
- Identifies needs and purchases all telecommunications and computer related equipment and software; monitors licensing agreements;
- Recommends technical aspect decisions related to infrastructure/network maintenance and enhancements;
- Designs network plans to meet the needs of future growth and new technology;
- Analyzes, diagnoses, troubleshoots and repairs network and data communication problems;
- Oversees warranties for IT infrastructure;
- Develops, proposes and implements county policies related to the use of computer equipment, software and social media;
- Provides supplemental support for department specific applications;
- Establishes and maintains appropriate system documentation, including updates to systems and applications;
- Performs all work duties and activities in accordance with County policies, procedures and safety practices.

Other Duties and Responsibilities

- Provides backup support for the Sheriff's Office if their IT specialist is unavailable, who will in turn support the County Information Technology Administrator when unavailable.
- Some work may be required after normal business hours in the event of an emergency.
- Performs other related duties as required.

Knowledge, Skills and Abilities

Knowledge of:

- Principals and practices of network development implementation and administration
- Various program languages and their appropriate applications
- Various network, telecommunications, phone and Internet technologies and their applications
- Principals and practice of project budgeting, municipal budgeting and accounting.
- Installation, operations and maintenance of network hardware, including servers, routers, data switches, print sharing devices, shared drives, wiring; modems, hubs, etc.;

- Installation, operation and maintenance of various software programs;
- Network design, devices, implementation and related networking concepts including principles, practices and technical aspects of networking;
- Principles and techniques of system analysis, design and implementation;
- Documentation and record-keeping techniques;
- Computer installation, repair, and troubleshooting;

Ability to:

- Manage and oversee the operation of the County's information system program including wide area network administration;
- Serve as a liaison to coordinate individual departments with specific vendors (e.g. Sheriff with ISP, DMV with State DMV, Clerk with Elections, GIS with ESRI, etc.);
- Install, operate and maintain software programs and computer systems;
- Troubleshoot and resolve software and hardware problems;
- Communicate effectively orally and in writing;
- Meet project schedules and timelines;
- Maintain an inventory of computer equipment and meet licensing requirements;
- Document computer processes and procedures and develop countywide computer related policies;
- Understand and follow oral and/or written policies, procedures and instructions;
- Make sound and reasonable decisions in accordance with laws, ordinances, regulations and established procedures;
- Maintain confidentiality in all projects and communications;
- Research information and data and prepare reports as necessary;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Work independently while performing a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability to be flexible with hours when time sensitive or critical projects are being implemented and installed, which may require working during non-business hours.

Acceptable Experience and Training

- Associate degree in Computer Science; and
- Three (3) or more years experience in network administration, systems administration or related experience; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Special Qualifications

- Comp TIA Network + certification is preferred;
- Previous experience with other County & State software is preferred.

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Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively in person and by telephone;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written instructions; comprehend and prepare written technical reports, data sheets, user manuals, diagrams, and related information; and troubleshoot and perform repairs on computers;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment and computer equipment and to make adjustments to computers, tools and equipment;
- Sufficient personal mobility, flexibility, and balance to perform duties that may require bending, stooping, kneeling, crouching, reaching, and working in confined spaces, to lift at least 30 pounds, and to work in an office environment.

DRAFT



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Note: This description is VERY DRAFT; The duties and responsibilities as written thus far (unless you have A LOT of claims) do not appear to warrant a full-time dedicated position to Risk Management. For your information, I've included a copy of a similar position in Twin Falls County that also performs administrative functions for the County Commissioners (which in your case, could report to Dawn's position and relieve her of many of the tasks she must perform from being the only one in the office). Another position in Coeur d'Alene includes Risk Management and Code Enforcement; a position in Bannock County includes Human Resources & Risk Management. Just a few ideas for your consideration.

Class Title: Risk Manager

Pay Grade: To be determined- possibly a 7 or 8.

FLSA Designation: To be determined

Established: 7-2015

Class Summary/Primary Function

The primary function of this job is to plan, direct and coordinate risk and insurance programs of the County to control risks and losses including workers compensation and property and casualty insurance. The position works closely with the County Prosecutor and the County's insurance carrier (ICRIMP) to provide guidance in matters of threatened and pending litigation be it personnel, tort, open meeting and other legal claims. The position reports to the County Commissioners or County Administrator (?). Considerable latitude is granted for the exercise of independent judgment and initiative in carrying out the duties and responsibilities of the job. The principal duties of the position are performed in a general office and field environment for facility inspections and/or accident investigation.

Essential Duties and Responsibilities (will vary by assignment)

- Plans, directs and coordinates risk and insurance programs of the County to control risks and losses including workers compensation and property and casualty insurance;
- Conducts risk management activities including processing and managing workers compensation claims, property and casualty insurance, tort claims, safety issues and inspections and budget;
- Works with ICRMP on tort claims against the County to reduce claim cost and premiums;
- Inspects incident sites, takes photographs and gathers law enforcement reports for claims against the County;
- Provides guidance to elected officials and department heads in matters of hiring, firing and discipline of employees to keep the County out of possible litigation;
- Investigates and responds to public complaints about county employee actions and or job performance working with the position's supervisor;
- Monitors County Commissioner meetings and procedures to ensure there are no open meeting violations;
- Maintains inventory of county assets to ensure proper liability coverage;

- Coordinates, monitors and reports on county-wide annual liability/risk management courses to ensure employees are always considering the safest way to conduct business, maintain a safe work environment, practice safe driving techniques and maintain a work environment free of any form of discrimination, harassment and hostility.
- Works with Facilities Manager to ensure County properties are maintained to safe standards for both the employees and the public;
- Works closely with the HR department regarding routine personnel matters and benefits;
- Works closely with the County Clerk to update and maintain County Personnel Policies and Administrative Policies.
- Provides risk management training as needed;
- Audits County contracts to ensure contractors compliance with insurance reporting.
- Develops and maintains a variety of documents, including correspondence, spreadsheets and reports;
- Operates standard and specialized office equipment such as computer, typewriter, copier, electric stapler, hole-puncher, fax machine, postage meter, and related equipment;
- Performs all work duties and activities in accordance with County policies, procedures and safety practices.

Other Duties and Responsibilities

- Performs related work as required.

Competency Requirements:

Knowledge of:

- Principles and practices of municipal risk management and applicable federal, state and County statutes, laws, codes such as those related to open meetings, public records, ethics, HIPPA and employment;
- County Personnel and Administrative policies and procedures;
- Principles and procedures of record keeping;
- Customer service procedures, techniques, and objectives;
- Record and document filing, recording, and management procedures and techniques;
- Operation of a personal computer and various software applications for word processing, spreadsheets, and job-related functions;
- English grammar, spelling, punctuation, and composition.

Ability to:

- Maintain strict confidentiality in all aspects of County personnel practices, policies and procedures;
- Communicate effectively both verbally and in writing, including public speaking;
- Review and evaluate County risk management programs and policies, and develop and implement new processes;
- Listen effectively and provide prompt feedback for information;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Perform multiple tasks, including handling interruptions, and return to and complete tasks in a timely manner;
- Perform time management and scheduling functions, meet deadlines, and set project priorities;
- Perform research and make sound recommendations;

- Formulate reports, compose correspondence, and effectively communicate with all levels of staff and the general public;
- Work cooperatively in a team environment with elected officials, managers, supervisors, and other County employees;
- Establish and maintain effective working relationships with public officials, current and past County employees, representatives of outside companies, supervisory personnel, and the public;
- Operate standard office equipment, a personal computer, and program applications appropriate to assigned duties;
- Respond to citizen requests in a courteous and effective manner;
- Communicate effectively in the English language at a level necessary for efficient job performance;
- Complete assignments in a timely fashion; understand and comply with all rules, policies and regulations;
- Perform all duties in accordance with County policies and procedures with regard for personal safety and that of other employees and the public.

Acceptable Experience and Training

- High School Diploma or GED, with continued college level courses and/or an Associate's Degree is preferred; or a related field is required and advanced degree in related field preferred; and
- Two (2) years of experience with human resources, safety and risk management is required; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of the job.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare and review documents and process them in a prescribed order, organize and maintain accurate files, and prepare documents and materials;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to lift or move objects that weigh up to 30 lbs. and to work in an office environment.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.



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Title Suggestions: County Operations Manager, Coordinator or Administrator; County Commission Director; County Administrative Director; County Administrator (does this title require specific action by code?)

Class Title:

Pay Grade: To be determined. As written, grade 10; if supervisory responsibility is included, likely grade 11;

FLSA Designation: Exempt

Established: 7-2015

Class Summary/Primary Function

This is a professional administrative and managerial position related to planning, directing, organizing, coordinating and monitoring the administrative processes necessary to carry out the efficient and economic operation of the County and the policies and goals of the County Commissioners. The position serves as the primary liaison to the public and employees, receiving and responding to concerns, issues and suggestions; the job facilitates internal partnerships between departments and elected officials. The position reports to the County Commissioners, but work is performed independently based on goals and objectives established by the Commission. Considerable latitude is granted for the exercise of independent judgment and initiative in carrying out the duties and responsibilities of the job. The principal duties of the position are performed in a general office environment.

Essential Duties and Responsibilities (will vary by assignment)

- Establishes and demonstrates a climate of high quality public services that are responsive, respectful, value-based and innovative;
- Responds to questions, concerns and issues on behalf of the Commissioners while recognizing the implications and consequences of misrepresenting the authority of the Commissioners;
- Keeps the Commissioners regularly and fully informed of operational and administrative matters;
- Communicates and coordinates with elected officials, department heads and employees on behalf of the Board to ensure efficient and effective execution and delivery of County services and programs, many of which may be complex and/or controversial;
- Represents the Commissioners as requested to attend special meetings or briefings and provides a summary of results/actions required;
- Attends Commissioner meetings, hearings and work sessions as applicable to provide historical perspective and background information as necessary;
- Participates in budget discussions and maintains a record of pertinent decisions, explanations and outcomes;
- Serves as custodian of public records related to the office of the County Commissioners;
- Creates and maintains audio files of public meeting and hearings;

- Serves as the County Risk Manager working closely with the Prosecutor and human resources representative on matters of personnel, property liability and potential litigation;
- Assists Elected Officials and department heads with establishing and maintaining personnel and administrative policies and ensuring the implementation and enforcement of policies and procedures;
- Conducts research and analysis as requested by the Commission, requiring in-depth awareness and understanding of Idaho statutes, rules, legislative actions, etc.;
- Establishes and maintains strong community relationships with city, state and federal officials as necessary;
- Recommends executive and administrative actions to the Board of County Commissioners;
- Develops and maintains a variety of documents, including correspondence, spreadsheets and reports;
- Operates standard and specialized office equipment such as computer, typewriter, copier, electric stapler, hole-puncher, fax machine, postage meter, and related equipment;
- Responds to public records requests;
- Creates, types, and proofs memos, letters, and documents of a confidential nature;
- Performs all work duties and activities in accordance with County policies, procedures and safety practices.

Other Duties and Responsibilities

- Organizes county-wide events;
- Performs related work as required.

Competency Requirements:

Knowledge of:

- The legal environment related to County administration, finance, insurance and human resources management including federal, state and county laws, codes and regulations;
- Operational issues and functions of a political office in a municipality;
- County government practices, budgets, procedures and departmental relationships;
- Public records management, maintenance and retention;
- Time management and calendaring;
- Municipal budgeting and related monitoring techniques;
- Public relations skills and materials;
- English composition, grammar and punctuation;
- The art of diplomacy and cooperative problem solving;
- Leadership and organizational behavior management;
- Program analysis and forecasting;

Ability to:

- Effectively and efficiently carry out the goals and objective of the County Commissioners;
- Organize, coordinate and facilitate numerous projects, services and programs for the effective execution and delivery of County services;
- Prioritize projects and maintain open and regular communication with all departments to ensure short and long-term needs are met within associated timelines and budget allocations;
- Serve as the County's Risk Manager;
- Maintain confidentiality of all matters at all times;
- Resolve conflicts with internal and external customers;

- Maintain a professional demeanor at all times;
- Articulate verbally and in writing the needs, goals and priorities of County partnerships and programs;
- Prepare, review, and maintain files, records, reports, databases, and correspondence, determining content and follow-up, if required ;
- Operate standard office equipment, a personal computer, and program applications appropriate to assigned duties;
- Establish and maintain effective working relationships with the public, supervisory personnel, attorneys, local elected officials, and other County employees under occasionally stressful conditions;
- Respond to citizen requests in a courteous and effective manner;
- Communicate effectively in the English language at a level necessary for efficient job performance;
- Complete assignments in a timely fashion; understand and comply with all rules, policies and regulations;
- Perform all duties in accordance with County policies and procedures with regard for personal safety and that of other employees and the public.

Acceptable Experience and Training

- Bachelor's or Master's Degree in Public Administration is preferred; and
- Five (5) years experience in organizational management or business, or government related experience is required; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of the job.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare and review documents and process them in a prescribed order, organize and maintain accurate files, and prepare documents and materials;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to lift or move objects that weigh up to 30 lbs. and to work in an office environment.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.

of Darryl's edits



Class Title: Facility Maintenance Supervisor Pay Grade: 7

FLSA Designation: Covered

Established: 7-2015

Revised:

Class Summary/Primary Function

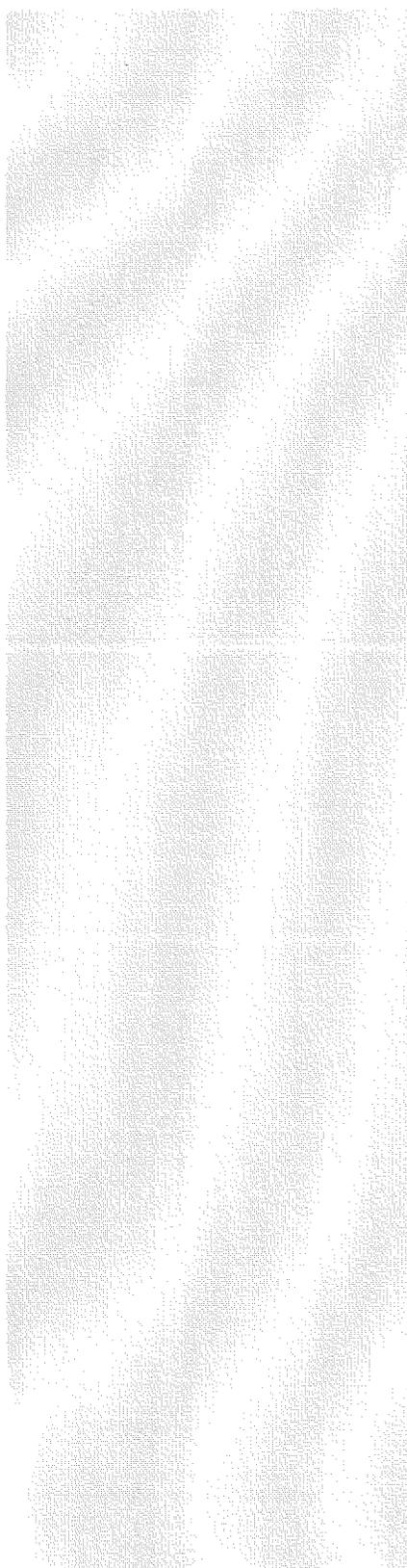
The primary function of an employee in this class is to perform and manage custodial and building maintenance and repair of public buildings and operational systems including HVAC heating and cooling systems, fire alarms and pulls, fire sprinkler systems, and security camera and door systems. The position supervises a regular custodian position and contractors/vendors as needed. The position reports to the County Public Works Director but work is completed independently. The principal duties of this class are performed indoors and outdoors in all weather conditions in a public building environment and include use of electrically powered cleaning equipment and cleaning substances that may involve related hazards. This position is on-call for after hours emergencies and winter snow removal.

Essential Duties and Responsibilities

- Monitor and maintain county buildings, systems and grounds;
- Monitor and administer building and grounds budgets for all County properties;
- Conduct weekly inspection of all buildings, grounds and mechanical areas, make repairs as necessary and/or contract vendors as needed;
- Assign and supervise the work of a Custodian;
- Conduct routine inspections of Sheriff's Department holding cells to maintain mechanical, plumbing and security aspects;
- Respond to County employee requests for repairs and adjustments;
- Oversee landscaping and snow removal contracts;
- Work with the County Engineer and Planning Administrator to develop long range capital improvements;
- Set up or arrange tables and chairs to prepare facilities for events, such as public meetings.
- Monitor building security and safety by performing such tasks as locking doors after operating hours and checking electrical appliance use to ensure that hazards are not created.
- Move heavy furniture, equipment, or supplies, either manually or by using hand trucks.
- Make adjustments and minor repairs to heating, cooling, ventilating and electrical systems, including the maintenance and replacement of all filters as needed.
- Drive vehicles required to perform or travel to maintenance work.
- Maintain inventory of supplies or equipment needed for cleaning and maintenance duties.
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Performs other related duties as required.



Competency Requirements:

Knowledge of:

- General trade repair and maintenance needs, methods, materials, tools and standard practices of cleaning and maintaining public buildings;
- Effective supervisory techniques and methods;
- Preparation, use, and disposal of chemical cleaning agents;
- Appropriate use of cleaning agent for varied surface types;
- Safety procedures when cleaning and moving furniture.

Ability to:

- Oversee, manage, operate, maintain and perform repairs to facilities systems and grounds;
- Organize and oversee preventative maintenance schedules and reports for mechanical rooms and general facility maintenance;
- Work independently and manage own work schedule to complete tasks and assign and supervise the work of others;
- Respond after hours as needed for emergency calls;
- Develop and maintain effective working relationships with supervisor, fellow employees, community groups, elected officials, vendors and service representatives and the general public;
- Effectively perform routine maintenance on equipment and determine when and what kind of maintenance is needed;

Acceptable Experience and Training

- High school diploma or GED, with supplemental trade school training is preferred;
- Two or more years experience in performing facility maintenance and repair duties including HVAC, minor plumbing and electrical, electronic systems and general carpentry; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of the job.

- need supervisory experience?

[[D71]

Special Qualifications

- Must successfully complete in depth security background check (including the taking of fingerprints) due to having access to business offices and police department
- Valid driver's license to be able to drive company vehicles
- Must be at least 18 years of age

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions, telephones, and safety warnings such as alarms and emergency warning sounds;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, drive a vehicle between facilities, inspect facilities and related equipment;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a variety of cleaning devices including powered equipment, hand equipment and tools; and to make adjustments to equipment; to drive a motor vehicle;
- Sufficient strength to lift or move objects up to 100[[D72] pounds, maneuver powered cleaning equipment such as vacuums and scrubbers, stand or work on feet for long periods of time, and

maybe too high

- to adapt to and move between work stations and buildings;
- Sufficient body flexibility and balance to perform equipment maintenance and repair operations which require repeated bending and stooping motions, including climbing and working on ladders and roofs;
- Sufficient personal mobility, flexibility, stamina, and balance, with or without reasonable accommodation, which permits the employee to work in areas with only artificial light, to work within a tightly enclosed area such as closets and small offices, to work while exposed to unpleasant odors, to work in all weather conditions and with allergenic substances such as cleaning solutions and dust, and to work in a facility maintenance environment.



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Class Title: Mosquito Abatement District Director

Pay Grade: 7

FLSA Designation: Non-Exempt

Established: 6-15

Class Summary/Primary Function

The principal function of an employee in this class is to serve as the Mosquito Abatement District (MAD) Director, working with a Board of Trustees to oversee district operations. This includes preparing budgets, administering funds, coordinating between the County and the MAD board, and overseeing the operations of the district. The position reports to the Board of County Commissioners.

Essential Duties and Responsibilities (will vary by assignment)

- Prepares, manages and administers the County's Pest Management Plan;
- Develops, administers and manages the Mosquito Abatement District's Board of Trustees;
- Oversees the contracted vendor for mosquito abatement activities;
- Oversees the contract for mosquito abatement activities;
- Maintains records, documentation, and logs, including materials, tools, supplies, and equipment for pest management response;
- Prepares annual departmental budget, administers grant funds, monitors budget, approves payments, implements cost saving measures, monitors and administers the financial records for the Mosquito Abatement District;
- Researches and writes grants;
- Maintains compliance with open meeting laws for the district;
- Prepares reports for the County Commissioners and the Mosquito Abatement District Board of Trustees;
- Performs public relations functions to create awareness and educate the public on issues relative to Mosquito Abatement;
- Oversee the districts website and social media accounts;
- Attends Mosquito and disease vector related meetings, hearings, conferences and training sessions; conducts research or reads materials to maintain current on Mosquito abatement/disease vector programs and issues;
- Perform time management and scheduling functions, meet deadlines, and set project priorities;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Serves as Mosquito Abatement District Director; works with Teton County, WY to work with vendors; supports monthly meetings of Board;
- Responds to requests from public officials; makes presentations to various groups; writes press releases;
- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Principles and practices of integrated pest management programs;
- Local government operations, policies, procedures, departmental relationships and politics;

- Effective public presentation and public relations skills;
- Operation of a personal computer and job-related software applications;
- Grant application and administration;
- Customer service procedures and techniques.
- Comprehensive pest management systems
- Chemical application laws/procedures

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Ability to:

- Read, interpret, explain and apply laws, resolutions, ordinances, codes, and contracts related to emergency preparedness;
- Oversee contractors accomplishing County objectives.
- Interpret and clearly explain County pest management plans' functions, policies, and procedures;
- Prepare, review, and maintain files, records, databases, and correspondence, determining content and follow-up, if required ;
- Prepare and present budget estimates;
- Administer grants;
- Maintain detailed and accurate computerized and hard copy files;
- Communicate effectively, both orally and in writing;
- Deal with all parties in all situations in a forthright, diplomatic and confidential manner;
- Maintain effective working relationships with other County employees, supervisory personnel, state and local elected officials and the public;
- Prepare accurate and reliable reports, and maintain required files and documentation; prepare effective presentations for individuals and groups;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Develop creative and effective resolutions to simple and complex problems;
- Determine priorities and make work assignments; follow-up to ensure desired results; and document actions;
- Work independently and handle a variety of public interactions or situations with tact and diplomacy;
- Read, interpret and apply laws, resolutions, ordinances, codes, and contracts;
- Respond courteously to customer inquiries, which are sometimes controversial or adversarial;
- Maintain a professional demeanor during stressful situations;
- Operate standard office equipment and a personal computer including program applications appropriate to assigned duties;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Maintain individual and transaction confidentiality;
- Perform all work duties and activities in accordance with County policies, procedures and safety practices.

Acceptable Experience and Training

- High School Diploma or GED, preferably supplemented with at least two (2) years of college; and
- Four (4) years of mosquito abatement and integrated pest management experience; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of this job.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;

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- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare and review documents and process them in a prescribed order, organize and maintain accurate files, observe mock or real disaster situations and respond effectively;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment and provide information technology support;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to lift or move objects that weigh up to 50 lbs. and to work in an office environment.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.

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Class Title: Weed Superintendent

FLSA Designation: Covered

Established: 6-15

Class Summary/Primary Function

The principal function of an employee in this class is to perform the necessary duties to plan and execute the county weed control program. Duties include managing the county's weed spray contract and contractor, identifying, mapping, and tracking noxious weed infestations, educating landowners about noxious weed identification and control, dispensing chemicals for public use and application, responding to complaints from the public about weeds, and representing the County as a member of the Cooperative Weed Management Area. In addition, this job requires working with other government entities and agencies for effective weed control and vegetation management throughout Teton County, budget management, grant writing and grant reporting, operating job-related equipment, and preparing seasonal updates and annual reports for the County Commissioners and the public. The principal duties are performed in the outdoors which may include exposure to hazardous chemicals and weather conditions. This is a year-round position, supervised by the Board of County Commissioners.

Essential Duties and Responsibilities (will vary by assignment)

- Writes and updates a multi-year, countywide, weed control plan.
- Surveys county properties in search of noxious weeds including plotting and mapping problem sites, and communicating with landowners regarding potential infestations on their property and their responsibility to eradicate noxious weeds;
- Implements biological control programs throughout the county in cooperation with landowners and other agencies;
- Maintains and generates GIS mapping data pertaining to weed infestations, biological control releases, and site monitoring;
- Assists the Board of County Commissioners in contracting with and directing private applicators on county roads and properties;
- Develops agreements as needed to achieve cooperative efforts related to weed control programs including working with other agencies to coordinate, control and obtain necessary permits required by law;
- Receives and investigates complaints of noxious weeds including identification of problem areas, contacting and informing landowners, scheduling and monitoring control measures, enforcing laws and initiating sanctions for violations;
- Records and monitors chemical usage, services to property owners, public notices and individual notices and prepares and submits reports to Commissioners;
- Executes the county's noxious weed enforcement process and all related documentation;
- Supervises chemical spraying contractor in respect to both maintaining County properties and private land enforcement spraying;
- Conducts weed treatment and experimental control including collecting specimens of weeds for identification and study and maintaining weed identification records; submits reports to proper agencies;
- Conducts educational programs for the public on weed control at least once a year;
- Responds to and resolves complaints and concerns from citizens about programs, facilities, and policies; develops effective solutions; keeps all parties informed;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Performs record-keeping, inventory, ordering supplies, sign orders, and billings;
- Coordinates with County GIS Department for timely and accurate mapping

- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

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Other Duties and Responsibilities

- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Plant identification/Botany
- Applicable regulations and policies regarding safe work practices, including application of herbicides;
- EPA guidelines and regulations;
- State and federal laws and guidelines related to pesticide storage and use;
- Cartography and the geography of Teton County; incl. GIS mapping methods, technology and equipment;
- Effective public relations and communication skills;
- Operation of standard office equipment, including a personal computer and job-related software applications;
- Budget management, record keeping, and document management.

Ability to:

- Identify native and non-native plant species, including all state identified noxious weeds in their flowering and non-flowering forms.
- Read, interpret and apply laws, resolutions, ordinances, codes, and contracts;
- Explain and apply laws, resolutions, ordinances, codes, and contracts related to weed abatement;
- Maintain detailed and accurate computerized and hard copy files;
- Communicate effectively, both orally and in writing;
- Work with various individuals/groups in all situations in a forthright, diplomatic and confidential manner;
- Maintain effective working relationships with other County employees, supervisory personnel, state and local elected officials and the public;
- Prepare accurate and reliable reports, and maintain required files and documentation;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Develop creative and effective resolutions to simple and complex problems;
- Determine priorities and make work assignments; follow-up to ensure desired results; and document actions;
- Work independently and handle a variety of public interactions or situations with tact and diplomacy;
- Respond courteously to customer inquiries, which are sometimes controversial or adversarial;
- Maintain a professional demeanor during stressful situations;
- Perform tasks with accuracy under the pressure of time-sensitive deadlines;
- Operate standard office equipment and a personal computer including program applications appropriate to assigned duties;
- Maintain individual and transaction confidentiality;
- Perform all work duties and activities in accordance with County policies, procedures and safety practices.

Acceptable Experience and Training

- Bachelor's Degree in related field (Weed Science, Biology, Botany, Agriculture, Range Management)

Note: Under EEOC guidelines a Degree requirement must directly relate back to a major function of the job. BDPA suggests the following language:

- High School Diploma or GED, supplemented with college coursework in Weed Science, Biology, Botany, Agriculture or Range Management; and

- Previous work experience identifying and controlling local invasive species and working with GPS/GIS mapping and data analysis; and
- Ability to obtain a Commercial Pesticide Applicator License within six (6) months of employment; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of the job.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare, read, organize and maintain accurate files; and to observe and identify weeds;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate and maintain job-related equipment and to drive a motor vehicle;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to work outdoors, often walking over uneven terrain or on hillsides;
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.

May 2015

Pay Grade	Clerk/Auditor/Recorder	Assessor Treasurer	Commission, Road & Bridge, Extension, GIS, Planning/Zoning	Legal Probation & Parole	Law Enforcement
12			Public Works Director		
11			Planning/Bldg/GIS Administrator <i>7. Administrator</i>		Chief Deputy Sheriff
10			7. Building Official Emergency Mgmt Coordinator Road & Bridge Supervisor <i>IT Admin? Solid Waste Supervisor</i> <i>Admin Director?</i>	Deputy Prosecuting Attorney	Lieutenant
9	Court Supervisor		Commissioner's Assistant		Sergeant Detective Sergeant Patrol Admin. Mgr of Operations
8	Chief Deputy Clerk	Chief Deputy Assessor Chief Deputy Treasurer <i>Chief?</i>	Building Inspector Planner GIS Coordinator <i>Engineering Tech</i>	Chief Juvenile Probation Officer Prosecutor's Investigator	Sheriff's Deputy (POST-certified) IT Services Coordinator
7	Deputy Clerk: Payroll/HR/Indigent Deputy Clerk: Lead Auditor	<i>Post?</i> Facilities Support Solid Waste Foreman	Project & Shop Foreman Solid Waste Foreman <i>Lead Coord Super MAD</i>	Juvenile Probation Officer	Deputy Recruit Dispatch Supervisor
6			Code Compliance Technician Fair Ground Administrator R & B Equipment Operator Civil Bailiff	Victim Witness Coordinator	Senior Dispatcher Victim Advocate
5	Court Clerk Deputy Clerk-Election Supervisor	Senior Deputy Assessor	Weed Supervisor Road & Bridge Office Manager Land Use Services Assistant	Legal Secretary	Dispatcher Civil Process Clerk Animal Control Officer
4	Deputy Clerk	Deputy Assessor Deputy Treasurer Lead Motor Vehicle Specialist	Road & Bridge Administrative Assistant SW Equipment Operator (also Recycler/Operator) Truck Driver Extension Assistant 4-H Coordinator Facility Maintenance Worker SW Weigh Master		Sheriff's Administrative Specialist
3		Motor Vehicle Specialist	Weed Inspector		Driver's License Specialist/Office As
2		SW Laborer			
1		Custodian, SW Laborer			

Teton County Salary Schedule for FY 2016

HOURLY PAY RATE

Market
Point



Pay Grade	A	B	C		D
	HIRING (86-90%) 86%	PROFICIENT (91-95%) 91%	96%	MARKET (95-110%) 100% 110%	SUPERIOR PERFORMANCE (111-120%) 120%
12	\$35.14	\$37.18	\$39.22	\$40.86 \$44.94	\$49.03
11	\$30.56	\$32.33	\$34.11	\$35.53 \$39.08	\$42.64
10	\$26.56	\$28.11	\$29.65	\$30.89 \$33.98	\$37.07
9	\$23.10	\$24.44	\$25.78	\$26.86 \$29.55	\$32.23
8	\$20.09	\$21.26	\$22.43	\$23.36 \$25.70	\$28.03
7	\$18.27	\$19.33	\$20.39	\$21.24 \$23.36	\$25.49
6	\$16.60	\$17.56	\$18.53	\$19.30 \$21.23	\$23.16
5	\$15.52	\$16.42	\$17.32	\$18.05 \$19.85	\$21.65
4	\$14.50	\$15.34	\$16.19	\$16.86 \$18.55	\$20.23
3	\$13.55	\$14.34	\$15.13	\$15.76 \$17.34	\$18.91
2	\$12.67	\$13.40	\$14.14	\$14.73 \$16.20	\$17.68
1	\$11.83	\$12.52	\$13.21	\$13.76 \$15.14	\$16.51

Employees within a particular pay grade will be hired at 86-90% of the Market Point. As time goes by, and as funds permit, deserving employees will receive merit raises within their pay grade based upon their work performance and the current Merit Administration Matrix. The Teton County Salary Schedule will be reviewed and adjusted as needed.

2015 IAC Salary Survey

County	2013 Population	Total Employees	Actual Expenses* FY14 (gen fund + justice + court)	2013 gross wages per W3 form	Assessor	Clerk	Comm Chair	Commissioner	Coroner	Prosecuting Attorney	Sheriff	Treasurer
Ada	416,464	1,686	\$ 71,334,909	\$ 69,823,728	\$ 92,573	\$ 100,357	\$ 100,357	\$ 100,357	\$ 89,269	\$ 143,837	\$ 119,001	\$ 92,599
Adams	3,828	81	\$ 2,758,570	\$ 1,994,666	\$ 50,466	\$ 52,676	\$ 26,156	\$ 26,156	\$ 4,290	\$ 50,882	\$ 52,884	\$ 49,764
Bannock	83,249	409	\$ 24,982,975	\$ 14,589,107	\$ 63,863	\$ 63,863	\$ 63,863	\$ 63,863	\$ 31,932	\$ 89,928	\$ 76,104	\$ 63,863
Bear Lake	5,943	70	\$ 2,875,393	\$ 2,237,333	\$ 59,668	\$ 59,668	\$ 17,440	\$ 17,440	\$ 7,027	\$ 63,036	\$ 63,138	\$ 59,668
Benewah	9,044	82	\$ 2,952,099	\$ 1,963,283	\$ 38,971	\$ 40,716	\$ 15,138	\$ 15,138	\$ 1,605	\$ 74,263	\$ 51,174	\$ 38,971
Bingham	45,290	274	\$ 12,837,503	\$ 7,962,234	\$ 59,168	\$ 59,168	\$ 59,168	\$ 59,168	\$ 17,535	\$ 82,192	\$ 64,505	\$ 59,168
Blaine	21,329	172	\$ 6,591,009	\$ 7,268,793	\$ 78,121	\$ 84,032	\$ 70,822	\$ 70,822	\$ 39,982	\$ 118,060	\$ 110,663	\$ 78,121
Boise												
Bonner	40,699	357	\$ 19,186,877	\$ 12,146,282	\$ 59,040	\$ 59,040	\$ 59,040	\$ 59,040	\$ 45,040	\$ 90,000	\$ 69,368	\$ 59,040
Bonneville	107,517	529	\$ 35,306,479	\$ 18,221,867	\$ 69,963	\$ 69,963	\$ 69,963	\$ 69,963	\$ 23,000	\$ 100,335	\$ 82,230	\$ 69,963
Boundary	10,853	138	\$ 4,610,820	\$ 3,384,183	\$ 53,904	\$ 53,904	\$ 34,320	\$ 34,320	\$ 26,285	\$ 57,048	\$ 55,180	\$ 53,904
Butte	2,642	48	\$ 1,296,130	\$ 1,282,661	\$ 43,699	\$ 43,699	\$ 22,980	\$ 20,502	\$ 9,500	\$ 50,000	\$ 52,436	\$ 43,699
Camas	1,042	33	\$ 975,889	\$ 840,838	\$ 45,571	\$ 47,745	\$ 13,895	\$ 13,895	\$ 4,120	\$ 39,040	\$ 49,016	\$ 45,571
Canyon	198,871	765		\$ 29,622,856	\$ 77,363	\$ 78,387	\$ 81,961	\$ 81,961	\$ 76,141	\$ 104,624	\$ 87,012	\$ 74,366
Caribou	6,808	95	\$ 1,415,256	\$ 2,805,082	\$ 50,268	\$ 50,268	\$ 20,820	\$ 16,827	\$ 5,850	\$ 57,967	\$ 58,252	\$ 50,268
Cassia	23,331	182	\$ 11,433,943	\$ 5,142,231	\$ 52,761	\$ 52,762	\$ 22,677	\$ 22,677	\$ 12,694	\$ 78,193	\$ 67,416	\$ 52,762
Clark	867	42		\$ 932,730	\$ 39,985	\$ 48,301	\$ 13,843	\$ 13,843	\$ 1,854	\$ 29,258	\$ 47,400	\$ 39,985
Clearwater	8,577	181	\$ 4,710,655	\$ 2,891,635	\$ 45,693	\$ 46,137	\$ 24,241	\$ 23,690	\$ 8,049	\$ 66,969	\$ 51,946	\$ 45,693
Custer	4,249	56	\$ 2,303,260	\$ 1,518,563	\$ 43,840	\$ 43,840	\$ 23,818	\$ 23,818	\$ 5,435	\$ 44,689	\$ 45,007	\$ 43,840
Elmore	26,170	168	\$ 4,938,692	\$ 4,335,588	\$ 61,278	\$ 61,585	\$ 37,789	\$ 37,789	\$ 11,063	\$ 77,195	\$ 74,334	\$ 61,278
Franklin	12,854	149	\$ 4,730,301	\$ 2,341,996	\$ 51,192	\$ 51,192	\$ 26,127	\$ 24,127	\$ 4,848	\$ 91,910	\$ 56,311	\$ 51,192
Fremont	12,927	250	\$ 6,164,319	\$ 5,772,753	\$ 58,523	\$ 58,523	\$ 5,500	\$ 34,148	\$ 9,268	\$ 88,224	\$ 62,043	\$ 58,523
Gem	16,686	111	\$ 2,512,784	\$ 3,215,806	\$ 52,171	\$ 52,171	\$ 34,975	\$ 34,975	\$ 7,883	\$ 82,470	\$ 53,975	\$ 52,171
Gooding	15,080	120	\$ 1,590,052	\$ 2,783,339	\$ 52,602	\$ 52,602	\$ 36,501	\$ 29,412	\$ 9,336	\$ 76,606	\$ 60,339	\$ 52,602
Idaho	16,116	118	\$ 5,356,096	\$ 3,132,271	\$ 49,236	\$ 49,640	\$ 23,599	\$ 23,599	\$ 7,473	\$ 77,702	\$ 51,737	\$ 49,236
Jefferson	26,914	158	\$ 1,141,972	\$ 3,912,135	\$ 49,172	\$ 49,172	\$ 26,212	\$ 26,212	\$ 6,471	\$ 56,650	\$ 63,000	\$ 49,172

2015 IAC Salary Survey

Department Heads

County	P&Z Director	Public Works Director	Road & Bridge Supervisor	Solid Waste Supervisor	Chief Juvenile Probation Officer	Misdemeanor Probation Supervisor	Weed Supervisor	Emergency Mgr	IT Director
Ada	\$ 41.17	\$ -	\$ -	\$ 38.10	\$ 44.22	\$ 30.81	\$ 38.54	\$ 40.30	\$ 50.41
Adams	\$ 27.06	\$ -	\$ 22.13	\$ 12.87	\$ 16.42	\$ -	\$ 14.35	\$ -	\$ -
Bannock	\$ 28.81	\$ 42.93	\$ 36.14	\$ 30.40	\$ 33.13	\$ 33.13	\$ 29.16	\$ 26.98	\$ 42.93
Bear Lake	\$ -	\$ -	\$ 26.62	\$ 22.43	\$ 20.79	\$ 20.79	\$ 22.43	\$ -	\$ -
Benewah	\$ 22.49	\$ -	\$ 17.44	\$ 15.73	\$ 16.36	\$ 20.36	\$ 16.00	\$ -	\$ -
Bingham	\$ 29.46	\$ 32.93	\$ 23.16	\$ 25.00	\$ 27.31	\$ 24.79	\$ 21.50	\$ 24.52	\$ 24.83
Blaine	\$ 38.93	\$ 40.42	\$ 38.03	\$ 22.35	\$ 38.92	\$ 27.81	\$ 28.86	\$ 35.06	\$ 33.20
Boise									
Bonner	\$ 30.94	\$ 30.68	\$ 31.75	\$ 24.24	\$ 32.85	\$ 26.31	\$ 18.33	\$ 28.97	\$ 31.75
Bonneville	\$ 36.23	\$ 40.65	\$ 34.83	\$ 34.83	\$ 31.55	\$ 26.97	\$ 26.13	\$ 25.15	\$ 40.19
Boundary	\$ 11.29	\$ -	\$ 24.29	\$ 19.83	\$ 18.99	\$ 18.99	\$ 14.64	1051.29/month	\$ -
Butte	\$ 12.93	\$ -	\$ 22.17	\$ 22.17	\$ 16.50	\$ 16.50	\$ 21.39	\$ 10.00	\$ -
Camas	\$ 23.60	\$ -	\$ 23.57	\$ 15.00	\$ -	\$ -	\$ 21.50	\$ -	\$ -
Canyon	\$ 36.23	\$ -	\$ -	\$ 43.27	\$ 37.40	\$ 28.45	\$ 26.84	\$ 33.65	\$ 41.68
Caribou	\$ -	\$ -	\$ 25.33	\$ 20.73	\$ 33.11	\$ 22.53	\$ 20.73	\$ 22.55	\$ 17.73
Cassia	\$ 37.39	\$ -	\$ 18.90	\$ -	\$ -	\$ 19.37	\$ 18.11	\$ -	\$ -
Clark	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clearwater	\$ 15.84	\$ 15.30	\$ 22.65	\$ 17.24	\$ 18.15	\$ 10.85	\$ 16.95	\$ 17.25	\$ 20.06
Custer	\$ 18.39	\$ -	\$ 21.86	\$ -	\$ 18.93	\$ 18.93	\$ 19.07	\$11,845/year	\$ -
Elmore	\$ 21.58	\$ -	\$ -	\$ -	\$ 22.56	\$ 16.70	\$ 15.49	\$ 13.97	\$ -
Franklin	\$ 24.75	\$ -	\$ 26.09	\$ 23.12	\$ 23.02	\$ 17.61	\$ 20.16	\$ 13.76	\$ -
Fremont	\$ 32.59	\$ 36.80	\$22.30-25.60	\$19.25-20.29	\$ 27.27	\$ -	\$ 25.34	\$ 20.41	\$ 24.70
Gem	\$ 31.16	\$ -	\$ 23.20	\$ 22.65	\$ 22.12	\$ -	\$ 18.11	\$ -	\$ -
Gooding	\$ 18.93	\$ -	\$ 14.00	\$ -	\$ 21.00	\$ 20.81	\$ 19.12	\$ 16.92	\$ -
Idaho	\$ -	\$ -	\$ 22.87	\$ -	\$ 19.59	\$ 19.59	\$ 20.62	\$ 17.04	\$ -
Jefferson	\$ 21.92	\$ 39.42	\$ -	\$ -	\$ 23.60	\$ 19.07	\$ 21.35	\$ 20.89	\$ 20.00
Jerome	\$ 25.56	\$ -	\$ -	\$ -	\$ 25.00	\$ 28.64	\$ -	\$ 19.81	\$ 28.28
Kootenai	\$ 36.46	\$ -	\$ -	\$ 30.42	\$ 28.49	\$ 25.76	\$ 34.20	\$ 26.29	\$ 38.05
Latah	\$ 31.79	\$ -	\$ -	\$ 25.33	\$ 28.37	\$ 26.43	\$ 24.46	\$ 24.83	\$ 31.79
Lemhi	\$ 25.00	\$ -	\$ 25.13	\$ 20.00	\$ 16.50	\$ 19.78	\$ 19.23	\$ 20.60	\$ -
Lewis	\$ 11.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12.07	\$ 15.14	\$ -
Lincoln	\$ 14.00	\$ -	\$ -	\$ -	\$ 16.80	\$ 10.65	\$ -	\$ 13.52	\$ -
Madison	\$ 31.95	\$ -	\$ 40.84	\$ -	\$ 20.96	\$ 25.01	\$ 19.19	\$ -	\$ 31.65
Minidoka	\$ 24.83	\$ -	\$ -	\$ -	\$ 26.50	\$ -	\$ 20.83	\$ -	\$ 20.73
Nez Perce	\$ 22.01	\$ -	\$ 34.60	\$ -	\$ 36.35	\$ -	\$ 21.95	\$ 34.68	\$ 39.97
Oneida	\$ 15.83	\$ -	\$ -	\$ -	\$ 15.97	\$ 15.97	\$ 16.62	\$6240/yr PT	\$ -
Owyhee	\$ 20.26	\$ -	\$ 19.83	\$ 11.44	\$ 17.97	\$ 24.15	\$ -	\$ -	\$ -
Payette	\$ 20.05	\$ 32.52	\$ 22.84	\$ 22.85	\$ 23.56	\$ 15.16	\$ 19.31	\$ 23.77	\$ 25.94
Power	\$ 20.15	\$ -	\$ -	\$ 20.15	\$ 20.15	Contracted	\$ 20.99	\$ 20.15	Contracted
Shoshone	\$ 19.05	\$ 21.64	\$ 21.03	\$ 18.52	\$ 18.06	\$ -	\$ 15.13	\$ 15.00	\$ -
Teton	\$ 31.68	\$ 40.45	\$ 29.36	\$ 23.62	\$ 19.75	\$ -	\$ 27.69	\$ 28.36	\$ 24.70
Twin Falls	\$ 32.15	\$ -	\$ -	\$ -	\$ 32.49	\$ 23.76	\$ 26.44	\$ 29.50	\$ -
Valley	\$ 23.57	\$ -	\$ 26.97	\$ 18.98	\$ 20.75	\$ 20.75	\$ 26.97	\$ 27.80	\$ 28.95
Washington	\$ 22.59	\$ -	\$ 20.88	\$ -	\$ 20.95	Contracted	\$ 23.09	\$ 20.24	\$ -

County	# Supervised	Assessor	Chief Deputy
Ada	90	\$ 92,573	\$ 37.94
Adams	6	\$ 50,466	\$ 16.25
Bannock	32	\$ 63,863	\$ 29.62
Bear Lake	4	\$ 59,668	\$ 20.80
Benewah	7	\$ 38,971	\$ 13.84
Bingham	20	\$ 59,168	\$ 23.34
Blaine	11	\$ 78,121	\$ 27.82
Boise			
Bonner	22	\$ 59,040	\$ 23.37
Bonneville	45	\$ 69,963	\$ 28.80
Boundary	9	\$ 53,904	\$ 17.01
Butte	1	\$ 43,699	\$ 14.00
Camas	1	\$ 45,571	\$ 14.36
Canyon	48	\$ 77,363	\$ 34.62
Caribou	4	\$ 50,268	\$ 17.94
Cassia	8	\$ 52,761	\$ 18.95
Clark	2	\$ 39,985	\$ 10.82
Clearwater	7	\$ 45,693	\$ 15.82
Custer	2	\$ 43,840	\$ 17.89
Elmore	14	\$ 61,278	\$ 17.78
Franklin	7	\$ 51,192	\$ 17.48
Fremont	10	\$ 58,523	\$ 20.45
Gem	9	\$ 52,171	\$ 18.87
Gooding	6	\$ 52,602	\$ 20.16
Idaho	13	\$ 49,236	\$ 17.95
Jefferson	16	\$ 49,172	\$ -
Jerome	8	\$ 53,436	\$ 23.19
Kootenai	60	\$ 70,685	\$ 35.65
Latah	15	\$ 58,596	\$ 22.67
Lemhi	5.5	\$ 56,650	\$ 18.19
Lewis	3	\$ 39,792	\$ 11.69
Lincoln	1	\$ 46,475	\$ 10.92
Madison	9	\$ 52,837	\$ 20.76
Minidoka	9	\$ 55,075	\$ 19.33
Nez Perce	15	\$ 75,941	\$ 27.00
Oneida	4	\$ 40,566	\$ 16.37
Owyhee	12	\$ 51,433	\$ 18.08
Payette	9	\$ 60,753	\$ 23.00
Power	5	\$ 52,248	\$ 19.13
Shoshone	10	\$ 47,715	\$ 21.03
Teton	4	\$ 53,040	\$ 19.89
Twin Falls	35	\$ 70,699	\$ 31.71
Valley	15	\$ 66,034	\$ 22.02
Washington	6	\$ 54,065	\$ 20.88

2015 IAC Salary Survey

Clerk

County	# Supervised	Clerk	Chief Deputy	Court Supervisor	Indigent	Direct	Elections	Supervisor
Ada	139	\$ 100,357	\$ 46.18	\$ 42.86	\$ 28.85	\$ 25.85		
Adams	6	\$ 52,676	\$ 18.29	\$ -	\$ 15.68	\$ 15.68		
Bannock	73	\$ 63,863	\$ 29.62	\$ 27.90	\$ 24.25	\$ 18.50		
Bear Lake	6	\$ 59,668	\$ 20.80	\$ 19.55	\$ 18.21	\$ 18.21		
Benewah	8	\$ 40,716	\$ 13.84	\$ 13.57	\$ 12.60	\$ 12.60		
Bingham	31	\$ 59,168	\$ 17.69	\$ 21.50	\$ 20.48	\$ 17.98		
Blaine	18	\$ 84,032	\$ 31.34	\$ 31.34	\$ 25.06	\$ 19.07		
Boise								
Bonner	36	\$ 59,040	\$ 34.49	\$ 26.24	\$ 26.46	\$ 19.93		
Bonneville	55	\$ 69,963	\$ 33.34	\$ 25.57	\$ 24.86	\$ 19.58		
Boundary	9	\$ 53,904	\$ 17.76	\$ 15.46	\$ 15.80	\$ 13.59		
Butte	3	\$ 43,699	\$ 17.31	\$ 16.00	\$ 17.31	\$ 14.30		
Camas	2	\$ 47,745	\$ 14.73	\$ -	\$ 12.50	\$ -		
Canyon	95	\$ 78,387	\$ 35.36	\$ 30.21	\$ 30.21	\$ 20.43		
Caribou	7	\$ 50,268	\$ 17.94	\$ 17.94	\$ 16.25	\$ 16.25		
Cassia	14	\$ 52,762	\$ 15.91	\$ 17.89	\$ 17.00	\$ 17.00		
Clark	2	\$ 48,301	\$ 11.40	\$ -	\$ -	\$ -		
Clearwater	13	\$ 46,137	\$ 18.39	\$ 18.39	\$ 16.81	\$ 12.92		
Custer	5	\$ 43,840	\$ 17.89	\$ 16.79	\$ 18.39	\$ 16.25		
Elmore	23	\$ 61,585	\$ 20.30	\$ 17.58	\$ 18.71	\$ 15.23		
Franklin	8	\$ 51,192	\$ -	\$ 19.79	\$ 18.23	\$ 20.25		
Fremont	11	\$ 58,523	\$ 20.45	\$ 19.77	\$ 17.66	\$ 19.25		
Gem	12	\$ 52,171	\$ 16.41	\$ 17.50	\$ 13.73	\$ 11.54		
Gooding	10	\$ 52,602	\$ 21.36	\$ 17.80	\$ 17.24	N/A		
Idaho	13	\$ 49,640	\$ 17.95	\$ 17.95	\$ 13.74	\$ 15.06		
Jefferson	16	\$ 49,172	\$ 16.35	\$ 15.92	\$ 14.35	\$ 15.29		
Jerome	19	\$ 57,156	\$ 28.28	\$ 19.11	\$ 15.25	\$ 17.84		
Kootenai	112	\$ 70,685	\$ 33.50	\$ 34.59	\$ 23.45	\$ 23.40		
Latah	23	\$ 65,388	\$ 26.79	\$ -	\$ 26.79	\$ -		
Lemhi	5	\$ 56,650	\$ 21.98	\$ 19.65	\$ 18.34	\$ 14.50		
Lewis	6	\$ 40,343	\$ 18.49	\$ 13.23	\$ 11.53	\$ -		
Lincoln	6	\$ 42,518	\$ 10.91	\$ 11.72	\$ 9.50	\$ 10.40		
Madison	12	\$ 58,768	\$ 20.16	\$ 19.77	\$ 14.88	\$ 13.48		
Minidoka	14	\$ 57,725	\$ 16.87	\$ 16.36	\$ 16.87	\$ 11.50		
Nez Perce	31	\$ 75,941	\$ 24.83	\$ -	\$ 26.99	\$ -		
Oneida	5	\$ 41,422	\$ 17.18	\$ 17.18	\$ 15.83	\$ 15.83		
Owyhee	9	\$ 52,968	\$ 19.15	\$ 19.15	\$ 14.99	\$ 14.28		
Payette	15	\$ 60,753	\$ 20.27	\$ 20.27	\$ 17.52	\$ 14.42		
Power	7	\$ 52,248	\$ 19.13	\$ -	\$ -	\$ -		
Shoshone	14	\$ 47,715	\$ 21.03	\$ -	\$ 14.39	\$ 17.12		
Teton	7	\$ 53,040	\$ 22.05	\$ 25.20	\$ 19.89	\$ 22.05		
Twin Falls	41	\$ 74,194	\$ 31.99	\$ 25.05	\$ 26.14	\$ 19.10		
Valley	12	\$ 66,034	\$ 18.21	\$ 16.55	\$ 14.69	\$ 14.57		
Washington	10	\$ 54,065	\$ 19.84	\$ 19.47	\$ 18.33	\$ 18.96		

County	# Supervised	Commission Chair	Commissioner
Ada	661	\$ 100,357	\$ 100,357
Adams	3	\$ 26,156	\$ 26,156
Bannock	164	\$ 63,863	\$ 63,863
Bear Lake	6	\$ 17,440	\$ 17,440
Benewah	12	\$ 15,138	\$ 15,138
Bingham	8	\$ 59,168	\$ 59,168
Blaine	1	\$ 70,822	\$ 70,822
Boise			
Bonner	13	\$ 59,040	\$ 59,040
Bonneville	131	\$ 69,963	\$ 69,963
Boundary	6	\$ 34,320	\$ 34,320
Butte	4	\$ 22,980	\$ 20,502
Camas	4	\$ 13,895	\$ 13,895
Canyon	259	\$ 81,961	\$ 81,961
Caribou	49	\$ 20,820	\$ 16,827
Cassia	0	\$ 22,677	\$ 22,677
Clark	4	\$ 13,843	\$ 13,843
Clearwater	8	\$ 24,241	\$ 23,690
Custer	4	\$ 23,818	\$ 23,818
Elmore	6	\$ 37,789	\$ 37,789
Franklin	7	\$ 26,127	\$ 24,127
Fremont	163	\$ 5,500	\$ 34,148
Gem	6	\$ 34,975	\$ 34,975
Gooding	6	\$ 36,501	\$ 29,412
Idaho	10	\$ 23,599	\$ 23,599
Jefferson	0	\$ 26,212	\$ 26,212
Jerome	6	\$ 30,324	\$ 30,024
Kootenai	227	\$ 72,685	\$ 72,685
Latah	13	\$ 41,880	\$ 41,880
Lemhi	7	\$ 25,439	\$ 25,439
Lewis	4	\$ 14,112	\$ 14,112
Lincoln	1	\$ 16,715	\$ 16,458
Madison	0	\$ 29,986	\$ 29,986
Minidoka	5	\$ 19,669	\$ 19,669
Nez Perce	11	\$ 63,502	\$ 63,502
Oneida	13	\$ 13,040	\$ 13,040
Owyhee	6	\$ 24,713	\$ 24,713
Payette	8	\$ 30,332	\$ 29,071
Power	5	\$ 23,941	\$ 22,741
Shoshone	50	\$ 40,579	\$ 35,000
Teton	35	\$ 31,295	\$ 30,095
Twin Falls	31	\$ 74,194	\$ 74,194
Valley	6	\$ 39,042	\$ 39,042
Washington	5	\$ 27,277	\$ 26,659

County	# Supervised	Coroner	Chief Deputy
Ada	18	\$ 89,269	\$ 40.14
Adams	0	\$ 4,290	100 per incident
Bannock	2	\$ 31,932	\$ 13.38
Bear Lake	0	\$ 7,027	\$ -
Benewah	2	\$ 1,605	\$ -
Bingham	3	\$ 17,535	\$ 9.47
Blaine	1	\$ 39,982	\$ 18.22
Boise			
Bonner	4	\$ 45,040	\$1800/year
Bonneville	2	\$ 23,000	\$ -
Boundary	0	\$ 26,285	\$ -
Butte	1	\$ 9,500	\$ 9.00
Camas	0	\$ 4,120	\$ -
Canyon	5	\$ 76,141	\$ 32.95
Caribou	0	\$ 5,850	\$ -
Cassia	1	\$ 12,694	\$ 3,615.30
Clark	0	\$ 1,854	\$ -
Clearwater	3	\$ 8,049	\$30/call
Custer	0	\$ 5,435	\$ -
Elmore	0	\$ 11,063	\$ 22.56
Franklin	1	\$ 4,848	\$127/month
Fremont	2	\$ 9,268	\$ 10.41
Gem	2	\$ 7,883	\$ -
Gooding	2	\$ 9,336	\$ 10.82
Idaho	0	\$ 7,473	\$ -
Jefferson	1	\$ 6,471	\$ 25.00
Jerome	0	\$ 8,700	\$ -
Kootenai	2	\$ 63,076	\$ 20.13
Latah	2	\$ 17,500	\$150/month
Lemhi	0	\$ 7,500	\$ -
Lewis	1	\$ 2,000	\$ -
Lincoln	0	\$117.65/hr	\$ -
Madison	1	\$ 12,480	\$ 7.42
Minidoka	1	\$ 10,000	\$1500/year
Nez Perce	1	\$ 51,293	\$ 15.00
Oneida	0	\$ 2,000	\$ -
Owyhee	1	\$ 15,759	\$ 26.94
Payette	0	\$ 29,072	\$ -
Power	1	\$ 11,118	\$2107 annually
Shoshone	0	\$ 5,852	\$ -
Teton	0	\$ 12,520	\$ -
Twin Falls	4	\$ 46,316	\$ 18.43
Valley	0	\$ 11,431	\$ -
Washington	0	\$ 7,868	\$ -

County	# Supervised	Prosecuting Att	Chief Deputy
Ada	147	\$ 143,837	\$ 66.76
Adams	1	\$ 50,882	\$ -
Bannock	14	\$ 89,928	\$ 39.44
Bear Lake	1	\$ 63,036	\$ -
Benewah	1	\$ 74,263	\$ -
Bingham	9	\$ 82,192	\$ 30.60
Blaine	6	\$ 118,060	\$ 53.41
Boise			
Bonner	17	\$ 90,000	\$ 36.08
Bonneville	16	\$ 100,335	\$ 41.37
Boundary	3	\$ 57,048	\$ 23.04
Butte	1	\$ 50,000	\$ 70.00
Camas	1	\$ 39,040	\$ -
Canyon	73	\$ 104,624	\$ 46.63
Caribou	1	\$ 57,967	\$ -
Cassia	6	\$ 78,193	\$ 28.97
Clark	0	\$ 29,258	\$ -
Clearwater	5	\$ 66,969	\$ 28.83
Custer	2	\$ 44,689	\$ -
Elmore	6	\$ 77,195	\$ 26.67
Franklin	1	\$ 91,910	\$ -
Fremont	4	\$ 88,224	\$ 26.71
Gem	6	\$ 82,470	\$ 29.45
Gooding	6	\$ 76,606	\$ 28.86
Idaho	3	\$ 77,702	\$ 29.64
Jefferson	5	\$ 56,650	\$ 24.85
Jerome	7	\$ 68,412	\$ 31.78
Kootenai	41	\$ 99,665	\$ 44.00
Latah	13	\$ 86,784	\$ 33.01
Lemhi	3	\$ 92,124	\$ -
Lewis	1	\$ 59,119	\$ -
Lincoln	1	\$ 43,019	\$ -
Madison	4	\$ 103,375	\$ 33.57
Minidoka	5	\$ 91,425	\$ 36.25
Nez Perce	15	\$ 98,883	\$ 39.03
Oneida	1	\$ 64,748	\$ -
Owyhee	2	\$ 89,633	\$ 75.00
Payette	5	\$ 86,320	\$ 30.89
Power	2	\$ 39,140	\$ 26.29
Shoshone	2	\$ 61,343	\$ -
Teton	3	\$ 66,830	\$ 29.18
Twin Falls	25	\$ 100,984	\$ 46.70
Valley	5	\$ 90,219	\$ 35.36
Washington	3	\$ 64,258	\$ 25.60

2015 IAC Salary Survey

Sheriff

Sheriff's Office

County	# Supervised	Sheriff	Chief Deputy	Jail Administrat	Detective/Inves	Dispatcher	Patrol Deputy
Ada	619	\$ 119,001	\$ 56.03	\$ 53.49	\$22.61-38.26	\$15.50-27.34	\$16.43-31.39
Adams	23	\$ 52,884	\$ 23.00	\$ 20.11	\$ -	\$ 13.70	\$ 16.34
Bannock	109	\$ 76,104	\$ 35.66	\$ 33.13	\$ 33.13	\$ 32.16	\$ 33.13
Bear Lake	12	\$ 63,138	\$ 24.85	\$ -	\$ -	\$ 17.08	\$ 21.31
Benewah	30	\$ 51,174	\$ 18.09	\$ 17.36	\$ -	\$ 16.02	\$ 17.78
Bingham	81	\$ 64,505	\$ 28.49	\$ 27.31	\$ 21.43	\$ 15.95	\$ 19.42
Blaine	63	\$ 110,663	\$ 45.45	\$ 37.15	\$25.59-30.19	\$16.87-26.96	\$18.22-26.96
Boise							
Bonner	116	\$ 69,368	\$ 33.00	\$ 32.03	\$ 28.48	\$ 26.44	\$ 28.38
Bonneville	178	\$ 82,230	\$ 35.17	\$ 34.79	\$ 24.50	\$ -	\$ 21.29
Boundary	27	\$ 55,180	\$ 19.78	\$ 15.54	\$ 18.32	\$ 13.68	\$ 16.43
Butte	10	\$ 52,436	\$ 17.98	\$ -	\$ -	\$ 13.97	\$ 16.41
Camas	6	\$ 49,016	\$ 15.29	\$ -	\$ -	\$ 13.00	\$ 16.00
Canyon	256	\$ 87,012	\$ 41.45	\$ 39.14	\$ 33.69	\$ 18.33	\$ 32.56
Caribou	23	\$ 58,252	\$ 23.36	\$ 23.36	\$ -	\$ 16.94	\$ 22.53
Cassia	79	\$ 67,416	\$ 26.22	\$ 25.92	\$ 21.70	\$ 14.34	\$ 14.74
Clark	9	\$ 47,400	\$ 19.05	\$ -	\$ -	\$ -	\$ -
Clearwater	36	\$ 51,946	\$ 23.78	\$ 18.54	\$19.92-18.24	\$16.83-11	\$17.18-13.00
Custer	13	\$ 45,007	\$ 19.68	\$ 18.59	\$ -	\$ 14.91	\$ 18.44
Elmore	68	\$ 74,334	\$ 26.67	\$ 21.06	\$ 19.96	\$ 13.96	\$ 17.18
Franklin	16	\$ 56,311	\$ 24.82	\$ -	\$ 21.30	\$ 16.75	\$ 20.82
Fremont	35	\$ 62,043	\$ 27.80	\$ 22.74	\$ 23.78	\$15.55-17.02	\$17.17-20.29
Gem	35	\$ 53,975	\$ 24.12	\$ 18.86	\$ 20.30	\$ 15.50	\$ 19.45
Gooding	35	\$ 60,339	\$ 21.62	\$ 19.76	\$ 17.75	\$ -	\$16.28-17.75
Idaho	38	\$ 51,737	\$ 21.77	\$ 16.91	\$ 20.69	\$ 14.09	\$ 16.12
Jefferson	57	\$ 63,000	\$ 26.18	\$ 22.90	\$ 21.70	\$ 16.60	\$15.50-18.05
Jerome	45	\$ 57,468	\$ 26.53	\$ 20.88	\$ 17.00	\$ 16.78	\$ 15.75
Kootenai	262	\$ 86,966	\$ 45.20	\$ 43.45	\$ 27.45	\$ 18.72	\$ 22.45
Latah	49	\$ 67,848	\$ 30.54	\$ 28.44	\$ 23.37	\$ 16.48	\$ 19.32
Lemhi	30	\$ 56,650	\$ 25.74	\$ 23.79	\$ 20.82	\$ 16.50	\$ 18.50
Lewis	17	\$ 47,624	\$ 18.23	\$ 15.05	\$ -	\$ 11.25	\$ 15.68
Lincoln	17	\$ 45,275	\$ 20.63	\$ -	\$ 14.58	\$ 16.97	\$ 13.52
Madison	82	\$ 69,823	\$ 33.56	\$ 27.59	\$22.02-25.01	\$14.88-17.06	\$16.40-28.69
Minidoka	25	\$ 60,645	\$ 25.57	\$ 24.62	\$17.82-19.79	\$12.21-19.79	\$16.44-20.37
Nez Perce	76	\$ 83,117	\$ 35.19	\$ 31.97	\$ 19.53	\$ -	\$ 21.41
Oneida	19	\$ 54,793	\$ 20.30	\$ -	\$ 20.09	\$ 13.39	\$16.87-18.93
Owyhee	34	\$ 53,373	\$ 21.51	\$ 19.52	\$ 19.52	\$ 14.57	\$ 16.74
Payette	46	\$ 64,246	\$ 24.78	\$ 22.84	\$ 22.13	\$ 19.31	\$ 21.74
Power	25	\$ 58,712	\$ 21.53	\$ 18.17	\$ 20.04	\$ 17.76	\$ 19.59
Shoshone	57	\$ 51,010	\$ 20.53	\$ 19.52	\$ 19.96	\$ 14.74	\$ 15.92
Teton	20	\$ 62,700	\$ 30.75	\$ -	\$ 26.00	\$ 15.37	\$ 20.63
Twin Falls	68	\$ 80,600	\$ 34.75	\$ 32.50	\$ 23.50	\$ -	\$ 21.50
Valley	37	\$ 66,034	\$ 27.80	\$ 20.63	\$ 18.25	\$ 15.82	\$ 16.72
Washington	33	\$ 56,611	\$ 24.67	\$ 20.66	\$ 20.66	\$13.88-20.66	\$15.46-21.28

County	# Supervised	Treasurer	Chief Deputy
Ada	12	\$ 92,599	\$ 31.25
Adams	4	\$ 49,764	\$ 17.76
Bannock	6	\$ 63,863	\$ 29.62
Bear Lake	1	\$ 59,668	\$ 20.80
Benewah	1	\$ 38,971	\$ 13.84
Bingham	3	\$ 59,168	\$ 18.97
Blaine	2	\$ 78,121	\$ 29.98
Boise			
Bonner	6	\$ 59,040	\$ 27.59
Bonneville	5	\$ 69,963	\$ 22.59
Boundary	2	\$ 53,904	\$ 14.43
Butte	1	\$ 43,699	\$ 14.80
Camas	0	\$ 45,571	\$ -
Canyon	7	\$ 74,366	\$ 31.87
Caribou	2	\$ 50,268	\$ 17.94
Cassia	2	\$ 52,762	\$ 15.91
Clark	2	\$ 39,985	\$ -
Clearwater	2	\$ 45,693	\$ 16.04
Custer	1	\$ 43,840	\$ 17.89
Elmore	3	\$ 61,278	\$ 13.49
Franklin	1	\$ 51,192	\$ 17.62
Fremont	2	\$ 58,523	\$ 20.45
Gem	1	\$ 52,171	\$ 15.17
Gooding	1.5	\$ 52,602	\$ 19.80
Idaho	2	\$ 49,236	\$ 13.30
Jefferson	2	\$ 49,172	\$ -
Jerome	2	\$ 53,208	\$ 17.80
Kootenai	6	\$ 70,685	\$ 32.50
Latah	3	\$ 56,400	\$ 22.64
Lemhi	3	\$ 56,650	\$ 20.14
Lewis	1	\$ 39,792	\$ -
Lincoln	1	\$ 44,183	\$ 10.10
Madison	2	\$ 56,084	\$ 22.23
Minidoka	3	\$ 52,700	\$ 13.83
Nez Perce	4	\$ 73,882	\$ 27.25
Oneida	1	\$ 40,566	\$ 16.37
Owyhee	2	\$ 51,433	\$ 16.35
Payette	2	\$ 60,753	\$ 17.63
Power	1	\$ 52,248	\$ 19.13
Shoshone	2	\$ 47,715	\$ 19.52
Teton	2	\$ 53,040	\$ 22.25
Twin Falls	4	\$ 70,845	\$ 27.32
Valley	3	\$ 66,034	\$ 18.76
Washington	1.5	\$ 54,065	\$ 18.54

2015 IAC Salary Survey

Benefits

County	Vacation Days - New	Vacation Days - 6th Year	Vacation Days - 11th Year	Sick Days - New	Sick Days - 6th Year	Sick Days - 11th Year	Additional Holidays	Carryover of Vacation/ Sick Leave?	Max Vacation	Max Sick Leave	Max Vacation Days
Ada	12	15	18	12	12	12	None	Yes	48	30	48
Adams	10	13	16	12	12	12	None	Yes	22	60	22
Bannock	12	16	24	12	12	12	None	Yes	30	90	30
Bear Lake	10	12	15	12	12	12	Day after Thanksgvg; 1 Day at mas; 3 Funeral Days	Yes	20	50	20
Benewah	5	10	15	12	12	12	Day after Thanksgvg; 1/2 Day Xmas Eve	Yes	30	30	15
Bingham	25.5	28.5	31.5	N/A	N/A	N/A	Day after Thanksgvg; Day After Xmas	Yes	90	N/A	varies by dept
Blaine	10	15	20	12	12	12	Day after Thanksgiving	Yes	20	48	20
Boise											
Bonner	10	15	20	12	12	12	Personal Day	Yes	40	80	40
Bonneville	13	17	19	13	12.50	12.50	Day after Thanksgiving	Yes	30	12.5 per year	21
Boundary	12	14	16	12	12	12	Day after Thanksgvg;; 1/2 Day on Xmas Eve	Yes	15	Unlimited	All Unused
Butte	12.4	16.5	20.6	N/A	N/A	N/A	None	Yes	40	N/A	varies by dept
Camas	.0385 per hour worked	.0462 per hour worked	.0577 per hour worked	.046 per hour worked	.046 per hour worked	.046 per hour worked	None	Yes	30	80	30
Canyon	10	15	20	13	13	13	Day after Thanksgvg; Xmas Eve; Day After New Year	Yes	30	60	All Unused
Caribou	0	15	20	12	Up to 72	Up to 132	Floating Holiday	Yes	0	182	All Unused
Cassia	10	15	20	10	10	10	None	Yes	35	35	
Clark	5	15	20	8	8	8	None	Yes	20	30	All Unused
Clearwater	12	14	16	12	12	12	Day after Thanksgiving	Yes	16	60	16
Custer	10	10	15	12	12	12	None	No	0	0	50
Elmore	10	15	20	12	12	12	None	Yes	20	60	20
Franklin	10	12.5	15	10	10.00	10.00	Day after Thanksgvg; 1/2 Day Xmas Eve	Yes	42	150	42
Fremont	12	24	27	N/A	N/A	N/A	None	Yes	32	N/A	32
Gem	5	10	10	12	12	12	None	Yes	5	125	All Unused
Gooding	11	18	22.75	N/A	N/A	N/A	Floating Holiday; 3 Funeral Days	Yes	17	N/A	17.5
Idaho	10	15	20	10	15	20	Day after Thanksgiving	Yes	30	Unlimited	All Unused

2015 IAC Salary Survey

County	Vacation Days - New	Vacation Days - 6th Year	Vacation Days - 11th Year	Sick Days - New	Sick Days - 6th Year	Sick Days - 11th Year	Additional Holidays	Carryover of Vacation/ Sick Leave?	Max Vacation	Max Sick Leave	Max Vacation Days
Jefferson	22.75	25	27.62	N/A	N/A	N/A	Day after Thanksgiving	Yes	60	N/A	10
Jerome	10	12	15	10	10	10	None	Yes	5	5	
Kootenai	13	19.5	26	13	13	13	3 Funeral Days	Yes	30	120	All Unused
Latah	12	18	12	15	10	10	Day After Thanksgiving; 3 Funeral Days	Yes	30	87.5	30
Lemhi	10	12	15	12	12	12	Day after Thanks; 2 hrs on Xmas Eve	Yes	15	62	15
Lewis	12	12	14.4	12	12	12	Day After Thanksgiving; 3 Funeral Days	Yes	24	30	24
Lincoln	0	15	18	12	12	12	None	Yes	25	56	25
Madison	5	10	20	6	6	6	None	Yes	25	24	25
Minidoka	10	12	15	6	12	12	Floating Holiday	Yes	20	90	20
Nez Perce	8	10	12	8	8	8	Day After Thanks; Floating Holiday	Yes	240	Unlimited	30
Oneyda	5	12	15	12	12	12	1/2 day before Thanksgiving & Xmas	Yes	5	30	5
Owyhee	5.6	14	19.7	12	12	12	None	Yes	25	90	25
Payette	10.5	15	15	12	12	12	None	Yes	0	60	0
Power	10	12	15	12	12	12	None	Yes	15	60	30
Shoshone	6	15	18	6	6	6	2 to 3 Bonus Days around Holidays	Yes	15	24	15
Teton	13	17	21	3	5	5	Day after Thanksgiving; 1/2 Day Xmas Eve	Yes	80	120	31
Twin Falls	10	12	15	10	10	10	Personal leave	Yes	90	70	18
Valley	10	13	15	12	12	12	None	Yes	12	90	12
Washington	5	13	16	12	12	12	None	No	0	84	All Unused

2015 IAC Salary Survey

Health Insurance

County	Health Insurance Provider	Monthly Cost - Employee, no dependents	Monthly Cost - Paid by County	Monthly Cost - Employee, Spouse, 2 Children	Family Cost - Paid by County	Family Cost - Paid by Employee	Dental Insurance ?	Vision Insurance ?	Long Term Disability ?	LT Disability Paid by County	Short Term Disability ?	ST Disability Paid by County
Ada	Self-Insured	\$ 529	\$ 489	\$ 1,641	\$ 1,418	\$ 223	Yes	Yes	Yes	0%	Yes	100%
Adams	GemPlan	\$ 752	\$ 752	\$ 2,061	\$ 752	\$ 1,309	Yes	No	No	0%	No	0%
Bannock	Blue Cross	\$ 340	\$ 330	\$ 624	\$ 70	\$ 554	Yes	Yes	Yes	100%	No	0%
Bear Lake	GemPlan	\$ 788	\$ 788	\$ 1,940	\$ 1,652	\$ 288	No	No	No	0%	No	0%
Benewah	Blue Cross	\$ 800	\$ 800	\$ 2,450	\$ 2,082	\$ 368	Yes	Yes	No	0%	No	0%
Bingham	GemPlan-BlueCross	\$ 771	\$ 771	\$ 1,324	\$ 912	\$ 412	Yes	Yes	No	0%	Yes	0%
Blaine	Blue Cross	\$ 505	\$ 505	\$ 1,369	\$ 864	\$ 432	Yes	Yes	No	0%	No	0%
Boise												
Bonner	Regence Blue Shield	\$ 414	\$ 308	\$ 1,253	\$ 895	\$ 358	Yes	Yes	No	0%	No	0%
Bonneville	Blue Cross	\$ 523	\$ 523	\$ 1,500	\$ 1,286	\$ 214	Yes	Yes	No	0%	No	0%
Boundary	GemPlan	\$ 673	\$ 673	\$ 1,771	\$ 1,771	-	Yes	Yes	No	0%	No	0%
Butte	GemPlan	\$ 584	\$ 584	-			Yes	Yes	No	0%	No	0%
Camas	GemPlan	\$ 373	\$ 373	\$ 1,114	\$ 929	\$ 185	Yes	Yes	No	0%	No	0%
Canyon	Blue Cross	\$ 741	\$ 741	\$ 1,097	\$ 741	\$ 356	Yes	Yes	Yes	100%	Yes	100%
Caribou	GemPlan	\$ 859	\$ 859	\$ 2,275	\$ 2,118	\$ 157	Yes	Yes	No	0%	No	0%
Cassia	MBA Associates	\$ 807	\$ 649	\$ 2,097	\$ 1,736	\$ 361	Yes	Yes	No	0%	Yes	0%
Clark	Blue Cross	\$ 490	\$ 490	\$ 1,312	\$ 490	\$ 821	Yes	No	No	0%	No	0%
Clearwater	GemPlan	\$ 698	\$ 698	\$ 1,607	\$ 698	\$ 1,234	Yes	No	No	0%	No	0%
Custer	GemPlan	\$ 819	\$ 819	\$ 1,344	-	\$ 1,344	Yes	Yes	No	0%	No	0%
Elmore	Blue Cross	\$ 554	\$ 554	\$ 1,459	\$ 554	\$ 905	Yes	Yes	Yes	0%	Yes	0%
Franklin	Self-Insured	\$ 268	\$ 168	\$ 268	\$ 168	\$ 100	Yes	Yes	Yes	0%	No	0%
Fremont	PacificSource	\$ 613	\$ 564	\$ 1,632	\$ 1,501	\$ 131	Yes	Yes	No	0%	Yes	0%
Gem	GemPlan	\$ 465	\$ 465	\$ 1,149	\$ 465	\$ 684	Yes	Yes	Yes	0%	Yes	0%
Gooding	Blue Cross	\$ 730	\$ 730	-	-	-	Yes	Yes	Yes	0%	Yes	0%
Idaho	Regence Blue Shield	\$ 522	\$ 522	\$ 1,448	\$ 1,217	\$ 232	Yes	Yes	No	0%	No	0%

2015 IAC Salary Survey

County	Health Insurance Provider	Monthly Cost - Employee, no dependents	Monthly Cost - Paid by County	Monthly Cost - Employee, Spouse, 2 Children	Family Cost - Paid by County	Family Cost - Paid by Employee	Dental Insurance ?	Vision Insurance ?	Long Term Disability ?	LT Disability Paid by County	Short Term Disability ?	ST Disability Paid by County
Jefferson	Blue Cross	\$ 516	\$ 444	\$ 72	\$ 1,376	\$ 333	Yes	Yes	No	0%	Yes	0%
Jerome	Blue Cross	\$ 407	\$ 407	\$ -	\$ 721	\$ 314	Yes	Yes	No	0%	No	0%
Kootenai	Regence Blue Shield	\$ 451	\$ 412	\$ 39	\$ 1,443	\$ 221	Yes	Yes	Yes	60%	No	0%
Latah	Blue Cross	\$ 551	\$ 551	\$ -	\$ 916	\$ 365	Yes	Yes	Yes	100%	No	0%
Lemhi	GemPlan	\$ 551	\$ 551	\$ -	\$ 1,530	\$ 979	Yes	Yes	Yes	0%	Yes	0%
Lewis	Regence Blue Shield	Based on Age	Based on Age	Based on Age	Based on Age	Based on Age	Yes	No	No	0%	No	0%
Lincoln	GemPlan-BlueCross	\$ 539	\$ 539	\$ -	\$ 1,474	\$ 935	Yes	Yes	No	0%	No	0%
Madison	Blue Cross	\$ 432	\$ 401	\$ 31	\$ 1,114	\$ 85	Yes	Yes	No	0%	No	0%
Minidoka	GemPlan	\$ 685	\$ 685	\$ -	\$ 1,549	\$ 503	Yes	Yes	No	0%	No	0%
Nez Perce	Regence Blue Shield	\$ 517	\$ 517	\$ -	\$ 830	\$ 415	Yes	Yes	No	0%	No	0%
Oneida	Blue Cross	\$ 638	\$ 638	\$ -	\$ -	\$ -	Yes	Yes	Yes	0%	Yes	0%
Owyhee	GemPlan	\$ 601	\$ 581	\$ 20	\$ 1,031	\$ 430	Yes	Yes	No	0%	No	0%
Payette	GemPlan	\$ 773	\$ 773	\$ -	\$ 2,153	\$ 1,380	Yes	Yes	No	0%	Yes	100%
Power	Blue Cross	\$ 541	\$ 541	\$ -	\$ 1,471	\$ 75	Yes	Yes	Yes	0%	Yes	0%
Shoshone	Blue Cross	\$ 414	\$ 399	\$ 15	\$ 1,114	\$ 120	Yes	Yes	Yes	0%	Yes	0%
Teton	Regence Blue Shield	\$ 428	\$ 386	\$ 42	\$ 1,106	\$ 403	Yes	No	No	0%	No	0%
Twin Falls	Blue Cross	\$ -	\$ 400	\$ -	\$ 1,139	\$ 739	Yes	Yes	No	0%	Yes	100%
Valley	GemPlan-BlueCross	\$ 552	\$ 552	\$ -	\$ 1,524	\$ 389	Yes	Yes	No	0%	No	0%
Washington	GemPlan	\$ 575	\$ 575	\$ -	\$ 668	\$ 668	Yes	Yes	No	0%	No	0%

Mary Lou Hansen

From: Craig S [craigs@victorcityidaho.com]
Sent: Friday, June 26, 2015 08:24 AM
To: Mary Lou Hansen
Subject: Re: Salary Information

Full Time Seasonal \$12.75/Hr
Public Works \$20.46
Utility Billing/Deputy Clerk \$18.92
Public Works \$25.89
Engineer/Administrator \$40.92
Public Works \$18.00
Treasurer \$27.54
Planner \$28.52
City Clerk \$22.13

On Wed, Jun 24, 2015 at 4:44 PM, Mary Lou Hansen <mlhansen@co.teton.id.us> wrote:

Carol & Craig: As part of our salary-setting process, we would appreciate knowing your hourly pay rate for each employee. We don't want any names, just job title and hourly rate.

Many thanks,

Mary Lou Hansen



Teton County Clerk

150 Courthouse Drive #208

Driggs, ID 83422

mlhansen@co.teton.id.us

208-354-8771

FAX: 354-8410

City of Driggs
Wages as of 6.24.15

LEGISLATIVE

ATTORNEY	65.00 PER HR
COUNCIL	400.00 PER MN
MAYOR	2083.33 PER MN

PUBLIC WORKS

DIRECTOR	30.77 PER HR
OPERATOR	15.50 PER HR
OPERATOR	17.00 PER HR
OPERATOR	21.22 PER HR

PLANNING & ZONING

ADMINISTRATOR	25.75 PER HR
ASSISTANT	16.19 PER HR
INSPECTORS	45.00 AVE/INSPECTION

ECON DEVELOP

COM. DEV. DIRECTOR	35.24 PER HR
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ADMINISTRATION

ASSISTANT	12.69 PER HR
CLERK	20.82 PER HR
TREASURER	24.00 PER HR

No changes are anticipated for FY2016.

Teton County Ambulance Service District
Minutes: May 26, 2015

Commissioners' Meeting Room, 150 Courthouse Drive, Driggs, Idaho

AGENDA

1. Approve Available Minutes
2. Quarterly Report
3. EMS III FY 2016 Grant Request for New Ambulance

COMMISSIONERS PRESENT: Bill Leake, Kelly Park, Cindy Riegel

OTHER ELECTED OFFICIALS PRESENT: Prosecutor Kathy Spitzer

Chairman Leake called the meeting to order at 1:10 pm.

- **MOTION.** Commissioner Park made a motion to approve the minutes from February 23, 2015. Motion seconded by Commissioner Riegel and carried.

Hospital EMS Director Rob Veilleux reviewed his report for the 2nd Quarter of FY 2015, which ended March 31, 2015 (Attachment #1).

Commissioner Park asked why the county charges patients a fee for services in addition to property taxes already being paid whereas the Fire District does not. Mr. Veilleux said the ambulance budget would not be balanced without payments made by patients and their insurance companies. Hospital CEO Keith Gnagey said billing patients makes use of the fact that people have insurance, which helps cover the cost of operating the ambulance service. Patients are billed regardless of whether the responding EMS personnel work for the hospital or the Fire District. Patients were billed \$195,000 since October 1.

- **MOTION.** Commissioner Park made a motion to transfer \$4,000 out of the contingency account and into the ambulance repair & maintenance account. Motion seconded by Commissioner Riegel and carried unanimously.

Mr. Veilleux requested a letter of support for the Teton Valley Ambulance grant application seeking \$122,000 to help fund the purchase of a new ambulance. The grant award will be made in July.

- **MOTION.** Commissioner Park made a motion to write a letter of support for TVA's 2016 EMS Account III grant application. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #2)

- **MOTION.** At 1:24 pm, Commissioner Park made a motion to adjourn the meeting and reconvene as the Board of County Commissioners. Motion seconded by Commissioner Riegel and carried.

Bill Leake, Chairman

ATTEST:

Mary Lou Hansen, Deputy Clerk

Attachments: #1 FY 2015 Quarterly Report for quarter ending 3-31-15
#2 Letter of support for 2016 Idaho Emergency Medical Services Account III Grant Application

**WORKSHEET FOR BUDGET YEAR 2016 BUDGET NUMBER 1
EXCLUDING INACTIVE ACCOUNTS**

**Fund: 0051 MOSQUITO ABATEMENT DISTRICT
-00 MOSQUITO ABATEMENT DISTRICT**

77% OF FISCAL YEAR ELAPSED

Account Number	----- Fiscal Year 2013 -----		----- Fiscal Year 2014 -----		----- Fiscal Year 2015 -----		----- Fiscal Year 2016 Budget #1 -----		
	Budget	Actual	Budget	Actual	Budget Amount	Actual & Pct As of 07/08/2015	Department Request Amt	Budg Officer Request Amt	Approved Budget Amt
0402-0000 SALARIES - DIRECTOR	11,086.40	10,932.48	11,580.00	11,552.48	11,790.00	9,057.60 77%	11,790.00	11,790.00	11,790.00
TOTAL 'A' SALARIES	11,086.40	10,932.48	11,580.00	11,552.48	11,790.00	9,057.60 77%	11,790.00	11,790.00	11,790.00
0410-0000 RETIREMENT	1,151.88	1,155.49	1,187.00	1,307.85	1,350.00	1,025.30 76%	1,350.00	1,350.00	1,350.00
0411-0000 SOCIAL SECURITY	881.00	763.93	900.00	769.95	910.00	419.66 46%	910.00	910.00	910.00
0412-0000 LIFE INSURANCE	50.00	14.60	50.00	14.60	50.00	23.36	15.00	15.00	15.00
0413-0000 MEDICAL INSURANCE	1,500.00	1,561.85	1,500.00	1,677.37	1,725.00	1,725.00 100%	2,000.00	2,000.00	2,000.00
0416-0000 WORKMAN'S COMPENSATION INSUR.	500.00		500.00	454.00	500.00	429.00 86%	500.00	500.00	500.00
TOTAL 'D' BENEFITS	4,082.88	3,495.87	4,137.00	4,223.77	4,485.00	3,622.32 81%	4,775.00	4,775.00	4,775.00
0431-0000 ALL TRAVEL & TRAINING EXPENSES	5,000.00	2,746.83	3,500.00	152.64	5,000.00	4,561.09 91%	5,000.00	5,000.00	5,000.00
0440-0000 SUPPLIES - OFFICE					200.00		200.00	200.00	200.00
0450-0000 INSURANCE- LIABILITY	1,000.00	935.00	1,000.00	963.00	1,200.00	1,069.00 89%	1,200.00	1,200.00	1,200.00
0526-0000 CONTINGENCY ACCOUNT	28,000.00		27,879.42		10,000.00		31,651.00	15,000.00	15,000.00
0528-0000 DUES / MEMBERSHIPS					550.00	50.00 9%	550.00	550.00	550.00
0536-0000 SOURCE REDUCTION					2,000.00	377.50 19%	2,000.00	2,000.00	2,000.00
0539-0000 PUBLIC EDUCATION					500.00		500.00	500.00	500.00

**WORKSHEET FOR BUDGET YEAR 2016 BUDGET NUMBER 1
 EXCLUDING INACTIVE ACCOUNTS**

**Fund: 0050 AMBULANCE SERVICE DISTRICT
 -00 AMBULANCE SERVICE DISTRICT** 77% OF FISCAL YEAR ELAPSED

Account Number	----- Fiscal Year 2013 -----		----- Fiscal Year 2014 -----		----- Fiscal Year 2015 -----		----- Fiscal Year 2016 Budget #1 -----		
	Budget	Actual	Budget	Actual	Budget Amount	Actual & Pct As of 07/08/2015	Department Request Amt	Budg Officer Request Amt	Approved Budget Amt
0805-0000 CAPITAL: AMBULANCE EQUIPMENT	COMMENT: UPGRADE TO POWER GURNEY (1) IF RECEIVE \$10K GRANT								
22,500.00	9,086.68	38,800.00 c	38,377.36	38,000.00	6,474.24	17%	15,000.00	15,000.00	15,000.00
0807-0000 CAPITAL- UPGRADE AMBULANCE BAY	COMMENT: IF RECEIVE \$122K GRANT, OTHERWISE WILL PURCHASE IN 2017								
12,577.00 c	12,577.00								
0810-0000 CAPITAL - NEW AMBULANCE	COMMENT: IF RECEIVE \$122K GRANT, OTHERWISE WILL PURCHASE IN 2017								
		180,000.00							
TOTAL 'C' CAPITAL OUTLAY	35,077.00	21,663.68	46,700.00	47,213.61	48,000.00	6,989.05	15%	210,000.00	210,000.00
DEPT TOTALS	622,577.00	602,495.55	648,436.00	648,723.45	678,210.00	493,765.91	73%	842,925.00	872,619.00
	Fund 50 Dept 0: Officer	Commissioner							
		Commissioner							
FUND TOTALS	622,577.00	602,495.55	648,436.00	648,723.45	678,210.00	493,765.91	73%	842,925.00	872,619.00