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Commissioners' Agenda

The Board of County Commissioners (BOCC) is comprised of the three elected County Commissioners: Ernie Moser (District 1, Chair), Jeff Hough (District 2), and John Crowder (District 3). The BOCC generally meets twice a week: regular business meetings are on **Tuesdays at 9:00 a.m.** and work sessions are on **Thursdays at 9:00 a.m.** Meetings are generally held in the Commissioner's Chambers at 624 E Center, Room 212, Pocatello, Idaho, unless otherwise noted. During these meetings, the BOCC may: approve contracts, expend funds, hear testimony, make decisions on land use cases and take care of other County matters, and are open to the public.

Times subject to change within 15 minutes of stated time.

Tuesday, March 12, 2024

9:00 AM Board of County Commissioners Regular Business Meeting (action items)

BOARD OF COMMISSIONERS

MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)

- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
- Nancy Allen, Administrative Manager, review of bid results for the Connecting Communities Path with Portneuf Greenway (requested 5 minutes) (action item)
- Keri Povey, Chief Deputy Clerk, seeking signature on a Quote from Tyler Technologies for the process to upload old microfilm images into the Eagle Recorder (action item)
- Shanda Crystal, Chief Procurement Officer, requesting that (1) informal bids be read into the record, and; (2) recommendation to award the Grandstand Invitation to Bid (requested 5 minutes) (action item)
- Kristi Klauser, Comptroller, discussion pertaining to request to pay for adult probation critical equipment from PILT (requested 5 minutes) (action item)
- Todd Mauger, Juvenile Justice, seeking approval to submit grant application for the SFY2025 Substance Use Prevention, Treatment, and Recovery Services Block Grant (requested 5 minutes) (action item)
- Braeden Clayson, Chief of Staff, requesting approval and potential signature on Professional Services Contract for Forensic Technician (requested 5 minutes) (action item)
- Continued discussion pertaining to Human Resources Planning (action item)

RESOLUTIONS AND ORDINANCES (action items):**LETTERS AND NOTICES (action items):****SIGNATURE ONLY (action items):**

Agreement to Provide Law Enforcement Protection for Pocatello Downs

Modification of Grant or Agreement

Tax Cancellation Request

Commissioner Proceedings

CONSENT AGENDA (action items):

- Manual Checks
- Alcohol Licenses and Catering Permits
- Certificate of Residency Approval
- Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session
- Technology Forms
- Minutes: Approval of Meeting Minutes for March 5 and 7, 2024, and Certification of Said Minutes

BANNOCK COUNTY COMMISSIONERS

624 E. Center St., Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

JOHN CROWDER
 Commissioner
 3rd District

Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Nancy Allen

Department:

Clerk

Requestor Email:

nancyn@bannockcounty.us

Item(s) to be considered:

Portneuf Greenway would like to review bid results for the Connecting Communities Path.

Date of meeting being requested:

03/12/2024

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

External Funding

List of additional attendees:

Dan Harelson

Portneuf Greenway Connecting Communities Path—Stage 1

Bid Schedule

Bid Item	Bid Quantity	Units	Unit Price	Extension
Site Preparation and Erosion Control - Bannock County Section	1	Lump Sum	\$5,766.65	\$5,766.6L5
Grading – Bannock County Section	2100	Sq Yd	\$1.09	\$2,289.00
Gravel Base – Bannock County Section	2100	Sq Yd	\$7.65	\$16,065.00
Asphalt Pavement – Bannock County Section	1500	Sq Yd	\$20.31	\$30,474.40
Site Preparation and Erosion Control - Private Section	1	Lump Sum	\$1,653.00	\$1,653.00
Grading – Private Section	1045	Sq Yd	\$1.20	\$1,254.00
Gravel Base – Private Section	1045	Sq Yd	\$7.97	\$8,328.65
Asphalt Pavement – Private Section	745	Sq Yd	\$20.83	\$15,519.45
			Total	\$81,350.15

BY: Liddil Paving LLC

Contractor

Rebecca Liddil

Signature Authorized Employee

Owner

Title

February 16, 2024

Date

To bid, please mail or email this page by 5:00 pm March 1, 2024 to:

Danielharelson@isu.edu
 Portneuf Greenway Foundation
 Connecting Communities Trail Bid
 P.O. Box 71
 Pocatello, ID 83204

The Portneuf Greenway Foundation reserves the right to waive irregularities and reject any and all bids submitted.

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Requestor Name:

Keri Povey

Department:

Clerk/Recorder

Requestor Email:

kpovey@bannockcounty.gov

Item(s) to be considered:

Tyler Technologies Eagle Recorder quote to move forward with the process to upload our old microfilm images into Eagle Recorder. The quote is subject to the original agreement that includes the non-appropriation clause so Alan has approved it. We budgeted for this project so funds are available once the project is complete.

Date of meeting being requested:

03/12/2024

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

Agreement

List of additional attendees:



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AGENDA REQUEST FORM

*The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.*

E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Shanda Crystal/Chief Procurement Officer

Item to be considered/background:

Request that 1) informal bids be read into the record and 2) recommendation to award the Grandstand Invitation to Bid.

How much time will be needed? Meeting date requested:

5 minutes

3/12/24

Does this item involve a contract, agreement, external funding application or award acceptance?

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Scott Crowther

Please include any supporting documents with your Agenda Session Request Form.

<p>Commissioner Office Only:</p> <p>Date: _____ Time: _____</p>

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Requestor Name:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Discuss paying for adult probation critical equipment that was budgeted in department but amount not included in budget total due to formula error in budget spreadsheet. Request paying up to \$9,000 for equipment from PILT.

Date of meeting being requested:

03/12/2024

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

List of additional attendees:

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Requestor Name:

Todd Mauger

Department:

Bannock County Juvenile Justice, The Village

Requestor Email:

toddm@bannockcounty.gov

Item(s) to be considered:

SFY2025 Substance Use Prevention, Treatment, and Recovery Services Block Grant (SUPTRS BG)
Seeking Permission to Submit Grant Application

Date of meeting being requested:

03/12/2024

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

List of additional attendees:

Application Overview

Completed by toddm@bannockcounty.us on 3/5/2024 4:32 PM

Case Id: 30356

Name: Bannock County Juvenile Justice, The Village -

Address: 345 North 5th , Pocatello, ID 83201

Application Overview

IDAHO OFFICE OF DRUG POLICY SFY2025 SUBSTANCE USE PREVENTION, TREATMENT, AND RECOVERY SERVICES BLOCK GRANT (SUPTRS BG) FOR PRIMARY PREVENTION PROGRAMS APPLICATION OVERVIEW



Idaho Office of Drug Policy
Jessie Dexter, Grant Project Director
(208) 854-3042
Jessie.dexter@odp.idaho.gov

The Idaho Office of Drug Policy (ODP) application period for state fiscal year 2025 (SFY2025) grant funding for the Substance Use Prevention, Treatment, and Recovery Services Block Grant (SUPTRS BG) for Primary Prevention Programs is February 1-March 15, 2024. The purpose of the funding is to support substance use and misuse primary prevention efforts at both state and local levels and empower organizations and communities to identify and implement solutions to specific drug and alcohol-related problems that are experienced locally.

The SUPTRS BG application is to be used by eligible applicants seeking funding to provide substance misuse primary prevention services directly to youth, young adults, families, and other at-risk individuals of Idaho, and/or community coalitions seeking funding to employ environmental strategies designed to reduce the impact of substance misuse at the community level. Please note, funding may not be used for substance misuse treatment or recovery services.

Primary prevention programs and strategies are defined as activities directed at individuals not identified as in need of treatment and involve efforts that shift focus 'upstream' to educate and support individuals and communities to delay the initiation of substance use and prevent the development of substance misuse behaviors and substance use disorders.

This application follows the Strategic Prevention Framework (SPF), which was developed by the Substance Abuse and Mental Health Services Administration (SAMHSA) to provide prevention planners with a comprehensive approach to understanding and addressing the substance misuse problems facing their states and communities. You can learn more about the SPF [here](#).

Eligible applicants include any governmental entity (including tribal entities), such as counties, cities, schools and school districts, local law enforcement agencies, other public entities and non-profit private community-based organizations. Federal regulations (Section 90.135, HHS) prohibit the awarding of SUPTRS BG funds to any entity other than a public or non-profit organization.

Applicants can request funding to implement up to five (5) programs or activities. This funding opportunity is for SFY2025, the grant award period is July 1, 2024 – June 30, 2025. Prevention service(s) provided prior July 1, 2024 or the signing of a grant award agreement will not be eligible for reimbursement.

Applicants assume all costs associated with the preparation of this grant application.

Grant awards are contingent upon funds appropriated by federal funding agencies and the Idaho Legislature.

Additional SFY2025 SUPTRS BG application information, including the Notice of Funding Opportunity Announcement and the Application Guide, can be found [here](#).

A. Organization Information

Completed by toddm@bannockcounty.us on 2/28/2024 2:14 PM

Case Id: 30356

Name: Bannock County Juvenile Justice, The Village -

Address: 345 North 5th , Pocatello, ID 83201

A. Organization Information

Organization Information

A.1. Organization Name

Bannock County Juvenile Justice, The Village

A.2. Organization Type

Public Entity

A.3. Organization Phone

(208) 417-5033

A.4. Organization Physical Address

345 North 5th Pocatello, ID 83201

A.5. Organization Mailing Address (If different from Physical Address)

PO Box 4926 Pocatello, ID 83201

A.6. Organization Website URL

<https://www.bannockcounty.us/village/>

A.7. County

Bannock

A.8. Region

Region VI

Need to know which region you are in? Click [here](#).

Primary Contact Information

A.9. Applicant Type

Direct Services Provider

A.10. First Name

Todd

A.11. Last Name

Mauger

Title

Chief Juvenile Probation Officer, Village Supervisor

A.12. Email

toddm@bannockcounty.gov

A.13. Telephone

(208) 417-5033

Fiscal Agent Information (If Applicable)

Fiscal Agent Organization

Jason Dixon Auditor Recorder

A.14. Fiscal Agent Organization Mailing Address

137 South 5th Pocatello, ID 83201

Fiscal Agent Contact Information

A.15. First Name

Jason

A.16. Last Name

Dixon

A.17. Title

Clerk Auditor Recorder

A.18. Telephone

(208) 236-7358

A.19. Email

jdixon@bannockcounty.gov

B. Community Needs Assessment

Completed by toddm@bannockcounty.us on 3/5/2024 3:23 PM

Case Id: 30356

Name: Bannock County Juvenile Justice, The Village -

Address: 345 North 5th , Pocatello, ID 83201

B. Community Needs Assessment

Please provide the following information to help us understand the local prevention needs in your community. Each of the four short narratives should be limited to 350 words (or 3000 characters). For more information on Assessment, click [here](#). (20 Points Total)

B.1. Demographics

Provide a community profile that includes demographics such as age, race, ethnicity, gender, socioeconomic status, culture, religion, and sexual orientation. Describe what it is like to live and work in your community.

Bannock County is 1,112.5 square miles, located in Southeastern Idaho. The area possesses many outdoor activities. Towns of the county include: Pocatello, Chubbuck, Arimo, Downey, Lava Hot Springs, McCammon, Inkom, Fort Hall, and Tyhee. The Fort Hall Indian Reservation borders and is located in sections of Bannock County. The estimated population for Bannock County on July 1, 2022 was 89,517 of which 50.2% are male, and 49.8% are female. The 2022 Demographic data profile indicates that 6.2% of the population are 5 years and younger, 25% are 18 years and younger, and 15.3% are 65 years and older. The race makeup of Bannock County includes 90.2% White, 9.8% Hispanic, 3.9% American Indian, 1.7% Asian, 1% African American, and .03% Native Hawaiian and Pacific Islander. In 2022 2.9% of Bannock County residents reported being two or more races, and 90.2% reported that they were white alone and not Hispanic or Latino. The US Census Bureau reports in 2022 the median household income in Bannock County was \$60,998. The per capita income in the past 12 months for 2022 was \$30,257. Thirteen percent of residents earned wages that were below poverty level. The median value of owner-occupied housing units 2018-2022 was \$233,500. (<https://www.census.gov/quickfacts/bannockcountyidaho>) Bannock County is home to Idaho State University, with 12,640 students in fall of 2023, 82% undergraduate, 18% graduate of which 56% are full time and 44% are part time students. The University is a broad-based regional public doctoral university, providing 250 programs from certificates to doctorates to a culturally diverse population of students and to the state. (<https://www.isu.edu/about/>) According to bestplaces.net 69% of Bannock County residents are religious. Religious affiliations include: 53.5% Church of Jesus of Christ, 6.4% Catholic, 1.4% Lutheran, 1.1% Baptist and .9% Methodist, and 3.8% with other churches. (<http://www.bestplaces.net/religion/county/idaho/bannock>). Bannock County has several LGBT support organizations; All Under One Roof, Idaho State University Lesbian Gay Bisexual Transgender Straight Alliance, and the LGBT Community Group. The Human Rights Campaign Municipal Equality Index ranked Pocatello the second best in the state of Idaho when it comes to lesbian, gay, bisexual and transgender, or LGBT, equality. https://www.idahostatejournal.com/community/pocatello-earns-second-in-idaho-on-2020-human-rights-municipal-equality-index/article_b6ffd6e3-e3a8-5041-9980-8c6d8fffd0bf.html

B.2. Problems

Describe the nature of the substance misuse problem(s) in your community. How do you know these are problem(s)? Include quantitative data (e.g., school survey results, number of school incidents, juvenile arrest rates etc.) that demonstrates that the problems exist.

Substance use among youth in Bannock County is a significant problem. In 2023 the District VI Juvenile Courts in Bannock County heard 250 charges related to substance abuse. These charges included 5 felony drug charges, 110 misdemeanor drug charges, 37 alcohol charges, and 98 tobacco charges. Bannock County's diversion programs handled an additional 22 non-petitioned substance use charges that were all tobacco violations. Substance abuse charges made up 26% of all petitions heard by the District VI Juvenile Courts and Diversions during 2023 a 1% decrease from 2022. Substance abuse charges made up 27% of all petitions heard by the District VI Juvenile Courts

and diversion programs during 2022. Bannock County Juvenile Justice Data indicates a 4% decrease in substance abuse related charges since 2019. (Bannock County Juvenile Justice Data CFY 2023) The Idaho State Police report that during 2022 there were 69 (9% of all juvenile arrests) juvenile arrests related to substance abuse for juveniles in Bannock County; 42 drug/narcotics, 6 drug equipment, 3 DUI's, and 18 liquor law violations. Reports for 2021 indicate there were 74 (14.1% of all juvenile arrests) related to substance abuse in Bannock County. Reports from 2020 indicate there were 61 (14.5% of all juvenile arrests) related to substance abuse for juveniles in Bannock County. Reports from 2019 indicate there were 114(15% of all juvenile arrests) arrests related to substance abuse. During 2022 there were 690 (25% of all adult arrests) arrests related to substance abuse in Bannock County. This indicates a lack of adult and parent disapproval of substance abuse in Bannock County.

(<https://nibrs.isp.idaho.gov/CrimeInIdaho/Publication/Active/Jurisdictional/3.%20Bannock%20County.pdf>) The Idaho Healthy Youth Survey 2021 reports; 9.8% of students report using alcohol in last 30 days; 11.6% of Idaho High School Students have drank 10 or more drinks within a couple hours in the last 30 days, and 39.3% have drank 1 to 2 drinks of alcohol in the previous 30 days; 8.8% of Idaho students who reported drinking alcohol in a car or while driving. Nine percent of Idaho Students report vaping in last 30 days. Of students who reported vaping 54.5% reported the liquid had nicotine in it, 26.7% reported the liquid contained THC, 14% reported it was liquid with flavor only, and 35.4% did not know what was in the vape they were using. Idaho Students report that 5.6% have used marijuana in last 30 days. In Idaho, 2.8% of students reported misuse of prescription drugs in the last 30 days. The majority of Idaho students believe their parents feel it would be "very wrong" for them to use prescription drugs (81%), to use tobacco (84%), to use marijuana (80.7%), to use an e-cigarette (80.3%) or to drink one or two alcoholic beverages nearly every day (73.9%). Although, most youth perceive parental disapproval of substance use, 15%-20% perceive some parental approval of substance use. (IHYS 2021)

B.3. Causes

Describe the perceived causes of the substance misuse problem(s) in your community. Examples include: availability of alcohol, lack of enforcement of underage drinking laws, lack of prevention education, poor parental controls, social norms, etc.

Adolescent's approval of substance use can be linked to the lack of parental disapproval of substance abuse, poor parental controls, and parenting skills. The Idaho Healthy Youth Survey 2021 provides data on Idaho student perceptions of substance use. It reports that only 47.9% of Idaho Students perceived "Great Risk" in having 1 or 2 alcoholic drinks daily. Forty-Eight percent do not think people risk harm in using vape or e-cigarettes. Data indicates that 43% do not perceive having five or more drinks of an alcoholic beverage once or twice a week as harmful. Additionally, 49.4% of students perceive marijuana use once or twice a week poses no risk to the user. The Idaho Office of Drug Policy Idaho Marijuana Use Fact sheet, that was updated October 2023, reports that 75% of youth ages 12-17 believe that smoking marijuana once a month is not harmful to health. (<https://odp.idaho.gov/wp-content/uploads/2023/11/2023-Marijuana-Fact-Sheet-FINAL.pdf>) Parental lack of disapproval of substance use is demonstrated in the 2022 Idaho Behavioral Risk Factor Surveillance System. It reports that 4.8% of adults in Southeast Idaho are heavy drinkers and 9.6% are binge drinkers. (<https://www.getthehealthy.dhw.idaho.gov/idaho-brfss>) Additionally, the Idaho Transportation Department reports during 2022 there were 92 impaired driving crashes which included 4 individuals killed and 57 injured in Bannock County.

(<https://apps.itd.idaho.gov/Apps/OHS/Crash/22/Analysis.pdf>) Drug use and violence in the community seems acceptable among youth. The 2021 IYRBS indicates that 19% of Idaho high school students that were offered, sold, or given an illegal drug were offered it on school grounds in the last 12 months. This indicates favorable attitudes among youth in schools towards drug use. In Bannock County CFY 2022 there were 140 misdemeanors against persons charges filed; and 66 felonies against persons charged in juvenile court. (Bannock County Juvenile Justice Data 2023)

B.4. Current Efforts

Describe the current efforts to address the substance misuse problem(s) in your community. Include efforts outside

your organization to provide a comprehensive view of strategies currently being used.

On July 1, 2023 Bannock County Juvenile Justice opened The Village and transitioned the Intake and Diversion Staff to The Village. The Village is a Safe Teen Assessment Center that will serve the 6th District. The Village has several pathways: self-referral, school referral, law enforcement no citation, medical provider referral and law enforcement with a citation. The Village's mission is to provide early intervention and prevention services to youth and families to avoid contact with the Juvenile Justice and the court systems. This is done through the use of valid screening and assessment tools, referral to appropriate services at the village and in the community, and case management. Active Parenting of Teens; Families in Action (FIA) program is being offered at The Village. The Teens in Action portion of the program is taught at Marsh Valley Middle School to 7th and 8th graders. Probationers in Bannock County are assessed using the GAIN SS, if they do not qualify for further substance abuse evaluations they are referred to FIA. Bannock County and FIA served 49 parents, and 76 youth during 2023 and 520 youth and 298 parents between 2017 and 2023. The Bannock Youth Foundation provides the Nurturing Program to families in Pocatello. The Nurturing Program is designed for all families with children between the ages of birth to twelve. Substance Abuse Treatment in Bannock County is funded through The Idaho Department of Juvenile Correction's SUDS and Medicaid funding. During CFY 2023, IDJC provided \$99,076.07 for substance use disorder (SUD's) funding for evaluations and treatment to Bannock County Juvenile Justice. There was a total of 63 assessments completed, 25 through SUD's funding and 38 through Medicaid funding. There were 27 substance abuse treatment intakes and 46 youth that received substance treatment. There were 2 youth that successfully completed treatment and 5 that were transferred to another program. Early intervention includes 63 youth who participated in 3rd Millennium prevention courses. Bannock County Juvenile Justice's Drug Court program had 9 intakes, 4 graduates, 1 neutral release, and 5 terminations during CFY 23. There are 5 BPA providers in Bannock County that serve juveniles: MK Place, High Country Behavioral, Cognitive Restructuring, Moonlight Mountain Recovery and District 6. Four Directions provides culturally appropriate assessments and treatment for the Native American population. The District 6 Juvenile Courts diverted 345 cases, just over half of cases heard in Bannock County Juvenile Courts during CFY 2023, through BCJJ Diversion Programs. FIA plays a key role in providing evidenced based substance abuse education prevention services for those youth and families who have been screened as at risk for substance abuse in Bannock County.

C. Capacity Building

Case Id: 30356

Name: Bannock County Juvenile Justice, The Village -

Address: 345 North 5th , Pocatello, ID 83201

Completed by toddm@bannockcounty.us on 3/4/2024 11:13 AM

C. Capacity Building

Please provide the following information. information to help us understand the capacity of your organization and/or local community. To learn more about Capacity Building, click [here](#). (15 Points total)

Agency Qualifications

Answer the following questions to provide information about the experience of the agency requesting funds to administer the proposed project(s).

C.1. How many years of experience does the Agency have with substance misuse prevention?

30

C.2. How many years has the Agency received SUPTRS BG Funding? If the Agency has not received SUPTRS BG funding in the past, enter 0.

10

C.3. Does anyone at the Agency have a Certified Prevention Specialist (CPS) certification? (Please note: a CPS certification is not required to apply for SUPTRS BG funds. For more information on CPS credentials, click [here](#)).

Yes

C.4. Staff Qualifications

Click "Add Row" below to provide information about the experience level of each key staff that would be involved in administering the proposed project(s).

Name	Years of substance misuse prevention experience	Highest Level of Education	Educational Focus	CPS Certification Status	CPS Certification Expiration Date (If applicable)
Todd Mauger	22	Master's Degree	BA-Social Work MA-Public Administration	Certified	8/29/2024
Josie Castaneda	15	Bachelor's Degree	BA-Social Work	Not Certified	
Tami Kelley	1	Some College	BA-Social Work	Not Certified	

C.5. Agency Coordination

Provide a list of specific partners who will be involved in helping to implement the proposed project(s) in your community. For example: coalitions, law enforcement, schools, civic organizations, youth groups, etc. Click "Add Row" below to add a partner agency or organization.

Partner Agency/Organization	Role - How will they help?
Sixth District Courts, State of Idaho- Judge Anson Call	Juvenile Judge; refers youth and families to prevention programs and can order Families in Action for families who are screened at risk to use substances
Pocatello/Chubbuck School District #25-Tonya Wilkes	Director of Student Support Services; refers youth and families to Families in Action out of District Discipline Review Hearings.
Marsh Valley School District #25 - Logan Kent	Marsh Valley Middle School Principal
Pocatello Police Department, Sergeant Zach Bartchi	School Resource Officer Supervisor; reviews and refers juvenile citations and juvenile violation reports to intake and diversion unit for screening and prevention programs.
Bannock County Juvenile Justice, Matthew Olsen	Executive Director of Juvenile Probation; reviews and conducts juvenile court hearings and supervises juvenile probation officers. Refers youth and families who are screened appropriate to Families in Action.
Bannock County's Prosecutor Office- Steve Herzog	Elected Prosecutor who handles juvenile cases, refers youth and families to prevention programs to participate in Families in Action.
The Village Status Offender Program Coordinator, Open Position	Status Offender Coordinator; refers youth and families to Families in Action that are participating in the Status Offender Prevention Program.
The Village Tobacco/Alcohol Program Coordinator, Amy Price	Tobacco/Alcohol Program Coordinator; Refers youth and families to Families in Action who are receiving prevention services through the Tobacco/Alcohol prevention program.
The Village Prevention Program Coordinator, Tami Kelley	Prevention Program Coordinator; Refers youth and families for Families in Action that are diverted from court through the prevention program.
The Village Truancy Court Program Coordinator, Kate Miller	Truancy Court Coordinator, refers youth and families to Families in Action through the Truancy Court Program.

D. Program 1 - Planning, Implementation and Budget

Completed by toddm@bannockcounty.us on 3/5/2024 3:47 PM

Case Id: 30356
Name: Bannock County Juvenile Justice, The Village -
Address: 345 North 5th , Pocatello, ID 83201

D. Program 1 - Planning, Implementation and Budget

Applicants can request funding for up to five (5) different programs or activities in Application Sections D-H. The number of programs an applicant requests funding for will not impact the likelihood of being awarded funds. In the following section, please provide the requested planning, implementation, and budget information for Program 1. For more information on Planning and Implementation in the SPF, click [here](#). (80 Points Total for all Program(s))

Program 1 - Planning

The following questions will cover problem identification, program selection, strategy identification, and the Institute of Medicine (IOM) category.

D.1. Identify the Problem(s)

Use the table below to (1) Identify the specific substance misuse problem(s) in your community that will be addressed by Program 1, (2) identify the root cause(s) that you believe contribute to the problem(s), and (3) provide supporting data that justifies the problem(s). Applicants are encouraged to use local, county, or regional data. This should mirror your response from the Community Needs Assessment in Section B.

Problem - What is the problem?	Root Cause - Why is this a problem?	Data - How do you know this is a problem?
Substance Use among Youth in Bannock County	Youth in Bannock County do not have an accurate perception of the harm substance use causes.	In 2023 the District VI Juvenile Courts in Bannock County heard 250 charges related to substance abuse. These charges included; 5 felony drug charges, 110 misdemeanor drug charges, 37 alcohol charges, and 98 tobacco charges. Bannock County's diversion programs handled an additional 22 non-petitioned tobacco charges. Substance abuse charges made up 26% of all petitions heard by the District VI Juvenile Courts and Diversions during 2023. The Idaho State Police report that during 2022 there were 69 (9% of all juvenile arrests) juvenile arrests related to substance abuse for juveniles in Bannock County; 42 drug/narcotics, 6 drug equipment, 3 DUI's, and 18 liquor law violations. (https://nibrs.isp.idaho.gov/CrimeInIdaho/Publication/Active/Jurisdictional/3.%20Bannock%20County.pdf)
Substance use among youth in Bannock County	Adolescent's approval of substance use can be linked to the lack of parental disapproval of substance abuse, poor parental controls, and parenting skills in Bannock County	Parental lack of disapproval of substance use is demonstrated in the 2022 Idaho Behavioral Risk Factor Surveillance System. It reports that 4.8% of adults in Southeast Idaho are heavy drinkers and 9.6% are binge drinkers. (https://www.getthehealthy.dhw.idaho.gov/idaho-brfss) Additionally, The Idaho Transportation Department reports during 2022 there were 92 impaired driving crashes which included 4 individuals killed and 57 injured in Bannock County. (https://apps.itd.idaho.gov/Apps/OHS/Crash/22/Analysis.pdf)

D.2. Evidence-Based Program Selection

Select the evidence-based program (EBP) from the drop-down menu provided. If the EBP you have chosen is not listed, select "Other" and explain the selection in Section D.2.b. (For more information on EBPs, click [here](#)).

a. Evidence-Based Program Selection

Active Parenting

b. If you selected "Other" please provide a description of the program here.

D.3. Prevention Strategy Selection

Select the prevention strategy that you will use to address the problem(s) and cause(s) identified. For prevention strategy definitions, click [here](#).

Prevention Education

D.4. IOM Category

Select the IOM category that the program and strategy fall under. For IOM category definitions, click [here](#).

Selected

D.5. Strategy and Program Justification

Provide evidence that the strategy and program you selected or described above will address the substance misuse problems, and the root causes, in your community. Cite data and research that will support your proposed project. For data source examples, click [here](#). Limited to 350 words (or 3000 characters).

Active-Parenting of Teens; Families in Action is a comprehensive 6-session course that is in The California Evidence-Based CLEARINGHOUSE for Child Welfare Professionals. The CEBC gives Active Parenting of Teens: Families in Action a Scientific Rating of 3 and a Medium rating for Child Welfare Relevance. Topic areas include: Parent Training Programs that Address Behavior Problems in Children and Adolescents and Substance Abuse Prevention (Child & Adolescent) Programs. CEBC states, "Active Parenting of Teens; Families in Action is a school and community-based intervention for middle school-aged youth designed to increase protective factors that prevent and reduce alcohol, tobacco, and other drug use; irresponsible sexual behavior; and violence" Family, school, and peer bonding are important objectives. The program includes a parent and teen component. The parent component uses the curriculum from Active parenting of Teens. This curriculum is based on Adlerian parenting theory, which advocates mutual respect among family members, parental guidance, and use of an authoritative style of parental leadership that facilitates behavioral correction. A teen component was developed to complement the parent component. Active Parenting of Teens: Families in Action uses a family-system approach in which families attend sessions and learn skills. Each of the sessions includes time during which parents and youth meet in separate groups and time during which all family members meet together. Modules address parent-child communication, positive behavior management, interpersonal relationships for adolescents, ways for families to have fun together, enhancement of the adolescent's self-esteem, and factors that promote school success. Youth are taught about the negative social and physical effects of substance use, they learn general life skills and social resistance skills, and they are provided opportunities to practice these skills. Parents are taught skills to help reinforce their teen's skills training. During the portion of each session involving the youth and parents together, they participate in family enrichment each session involving the youth and parents together, they participate in a family enrichment activity and receive a homework assignment to complete before the next session. Active Parenting of Teens: Families in Action does increase parent and youth perceptions harmful effects of substance use.

Program 1 - Implementation

D.6. Activity Description(s) and Action Plan(s) - Provide an outline on how you proposed project(s) will be implemented. What do you plan to do? How many sessions/activities will you schedule? What are the locations for the activities? What are the start and completion dates? Limited to 350 words (or 3000 characters).

Bannock County Juvenile Justice intends to provide 60 youth and 60 parents in Bannock County with the Active Parenting of Teens: Families in Action Program during SFY 2025. This will be accomplished through referring youth and families whom are diverted from court who have identified risks of using substances, but do not qualify for substance abuse treatment based on the Gain SS substance abuse evaluation, or through the pre-court screening process. During County fiscal year 2023 there were 272 youth were diverted from court through Bannock County Juvenile Justice Diversion programs. Bannock County Juvenile Justice will also take referrals from school districts, law enforcement and self-referrals from families who are referred to The Village for prevention/intervention services. Bannock County Juvenile Justice will deliver 6 cohorts of Active Parenting of Teens: Families in Action at Bannock County Youth Development Center to 5 to 12 families who have been assessed at risk to use substances. Each Cohort will include 6-2.5 hours session that are held weekly. Facilitators will also have .5 hours of class prep time per session. Prep time includes preparing pre and post evaluations, delivery preparations, homework check-ins, and family enrichment activity and homework explanation. Josie Castaneda will serve as the parent Group Facilitator and Tami Kelley will serve as the Teen Group Facilitator for each of the 6 cohorts. Todd Mauger, who is a Certified Prevention Specialist will do grant management, coordination of the program, and may substitute as a facilitator as needed. The Active Parenting of Teens: Families in Action Cohort schedule is as follows: Cohort #1: Start Date 07/24/24-Completion Date 08/28/24 Cohort #2: Start Date 09/11/24-Completion Date 10/16/23 Cohort #3: Start Date 10/30/24- Completion Date 12/11/24 (will take Thanksgiving week off) Cohort #4: Start Date 01/8/25-Completion Date 02/12/25 Cohort #5: Start Date 02/26/25-Completion Date 04/02/25 Cohort #6: Start Date 04/16/25-Completion Date 05/21/25

D.7. Implementation Fidelity

Fidelity is the degree to which a program or practice is implemented as intended. Evidence-based programs and practices are defined as such because the consistently achieve positive outcomes. The greater the fidelity to the original program design, the more likely the program will reproduce positive results. While customizing a program to better reflect the attitudes, beliefs, experiences, and values of a focus population can increase its cultural relevance, it is important to keep in mind that such adaptations may compromise program effectiveness. For more information on implementation fidelity, click [here](#).

Please discuss how you will deliver your activity(ies) or program(s) with fidelity. Some components of fidelity include adherence, exposure/duration, and quality of delivery. Limited to 350 words (or 3000 characters).

The Office of Juvenile Justice Delinquency Prevention reports that Active Parenting of teens: Families in Action (FIA) is an effective family-based alcohol-tobacco-, and other drug abuse prevention program that targets families with children entering middle or junior high school. The program provides more than just information about the negative social and physical effects of substance abuse. It emphasizes teaching a combination of general life and social resistance skills as well as providing opportunities to practice those skills. Modules include; parent-child communication, positive behavior management, interpersonal relationships for adolescents, and the factors that promote school success. Using the risk and protection factor model, each of these components is designed to increase the attachment between a youth and their family. FIA uses a structured prevention curriculum that is taught in six 2.5-hour sessions over 6 consecutive weeks. (<http://www.ojjdp.gov/mpg/mpgProgramDetailsprint.aspx>) The target population will serve both parents and their children ages 11-14, both male and female. Sessions are held in classroom setting on weekday evenings, with groups ranging from 5 to 12 families. The core instructional component is the use of videotaped vignettes that show different families handling a variety of problems. There is also a parent

handbook and an accompanying student handbook and curriculum.

([Http://www.crimesolutions.gov/ProgramDetails.aspx?ID=261](http://www.crimesolutions.gov/ProgramDetails.aspx?ID=261)) Bannock County will facilitate FIA as outlined by Active Parenting Publishing. FIA Cohorts will include six 2.5-hour sessions. Groups will be held in a classroom setting on Tuesdays at Bannock County Youth Development Center. Bannock County will focus on referring youth who are deemed at risk to use and between 11 to 14 years of age, both male and female. Bannock County is estimating that each class will have up to 12 families per class. Facilitators will ensure the book work and family enrichment activities are completed each week. Parents and youth both receive their own Families in Action workbooks. Josie Castaneda, Tami Kelley, or Todd Mauger will facilitate the FIA sessions. Tami Kelley will complete the FIA Leader Training Workshop. Todd Mauger and Josie Castaneda have completed the FIA Leader Training Workshop. Having facilitators who have completed the FIA Training Workshop assist in ensuring program fidelity.

Program 1 - Budget

SUPTRS BG awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to program implementation, (2) Mileage – which includes mileage reimbursement costs related to program implementation, and (3) Other – which includes costs for all supplies and materials that are necessary for program implementation. In the following questions, please provide a breakdown and justification for the proposed Staff Budget, Mileage Budget, and Other Budget for Program 1.

D.8. Staff Budget - Please complete the table below for all staff costs.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hours	Total Staff Budget
Josie Castaneda	Substance Abuse Education Prevention Coordinator	\$23.12	108	\$2,496.9
Tami Kelley	Substance Abuse Education Prevention Assistant	\$19.52	108	\$2,108.1
				\$4,605.1

D.9. Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3000 characters).

Substance Abuse Education Coordinator, Josie Castaneda-The Substance Abuse Education Coordinator is responsible for coordination of the Substance Abuse Education Program. This includes implementation and facilitation of the Active Parenting: Families in Action program, data collection, program evaluation, grant monitoring, and compliance. Additionally, the Substance Abuse Education Coordinator facilitates the delivery of the parent portion of Families in Action. Bannock County reviewed this position and set it at a grade 8. The current Substance Abuse Education Coordinator is currently at pay grade 8. It is anticipated based on prior year cost of living increases this wage will be set at \$21.16 per hour. The fringe benefit is 9.25%; that is \$1.96 per hour, for a total of \$23.12 per hour, times 108 hours equals \$2,496.96 Tami Kelley-The Substance Abuse Education Assistant provides support with the facilitation of the Active Parenting: Families in Action program. The Substance Abuse Education Assistant is responsible to facilitate and deliver the teen portion of the Active Parenting: Families in Action program. The assistant is responsible to assist the coordinator with data collection, program evaluation, grant monitoring, and compliance. The current Substance Abuse and Prevention Assistant is currently at a pay grade 7. It is anticipated, based on prior year cost of living increases, this wage will be set at \$17.87 per hour. The fringe benefit is 9.25%; that is \$1.65 for a total of \$19.52 per hour for 108 hours equals \$2,108.16 To ensure program fidelity is maintained based on the recommendations from Active Parenting Publishers, each of the 6 sessions take 2.5 hours to deliver. A half hour of prep time per session will be used to record attendance data, ensure participant homework is completed, set up classroom, deliver pre and posttests, allow time for program participants to complete the Parent Consent, Families in

Action Participant Survey, and to allow instructors to prepare and deliver the program information as directed by Families in Action. Both Josie and Tami will deliver 6 cohorts of 6 sessions of the Families in Action Program to the Parents and Youth at the Bannock County Youth Development Center. Josie and Tami will each deliver 36 sessions at 2.5 hours plus .5-hour prep time for each session for a total of 108 hours for each facilitator. Total staff budget for program one totals \$4,605.12.

D.10. Mileage Budget - Please complete the table below for mileage cost. The mileage rate for FY 2024 is \$0.655 per mile. Please use this rate in your total cost calculation.

Start Location	End Location	Round Trip Mileage	# of Round Trips	Total Mileage Cost
				\$0.0

D.11. Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3000 characters).

Families in Action Cohorts will be conducted at The Village which is walking distance from the Bannock County Juvenile Justice Center. Therefore, there will be no travel involved.

D.12. Other Budget - Please complete the table below for any other budget costs (i.e., curriculum, facilitator training, supplies, and materials necessary for program implementation).

Item Description	# of Units	Unit Cost (\$)	Total Item Cost
Combo*PARENT/TEENS GUIDE	60	\$29.95	\$1,797.0
WLTW-FIA Instructor Training	1	\$189.00	\$189.0
Shipping and Handling	1	\$59.80	\$59.8
			\$2,045.8

D.13. Please detail and justify the need for the other expenses proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3000 characters).

Bannock County Juvenile Justice is proposing that 6 cohorts of Families in Action be taught at the Bannock County Youth Development Center. It is estimated that 10 families will participate in each of the 6 cohorts for a total of 60 families served (120 parents /youth). The quote includes a combination purchase of 60 Parent Guides and 60 Teen Guides at \$29.95 each for a total of \$1,797.00. Active Parenting Publishers recommends that each parent and teen who completes the program receive a certificate of completion. During 2023 Active Parenting Publishers provided Bannock County Juvenile Justice with a file for certificates of completion, therefore there is no cost for certificates of completion. The Substance Abuse Education Assistant resigned during SFY 24. Bannock County Juvenile Justice will hire another Substance Abuse Education Assistant, Tami Kelley is currently filling in. The individual when hired will need to participate in the WLTW (FIA Instructor Training) once hired. The quote from Active Parenting Publishers is \$189.00 for the training. The quote for shipping and handling is \$59.80. The total for Program One for Materials and Training is \$2,045.80.

Total Budget

D.14. Total Funds Requested
\$6,650.92

D.15. Total Funds Requested Including 10% De Minimis Rate
\$7,316.01

E. Program 2 - Planning, Implementation and Budget

Completed by toddm@bannockcounty.us on 3/5/2024 4:02 PM

Case Id: 30356
Name: Bannock County Juvenile Justice, The Village -
Address: 345 North 5th , Pocatello, ID 83201

E. Program 2 - Planning, Implementation and Budget

Applicants can request funding for up to five (5) different programs or activities in Application Sections D-H. The number of programs an agency requests funding for will not impact the likelihood of being awarded funds. In the following section, please provide the requested planning, implementation, and budget information for Program 2 of your proposed project(s).

Program 2 - Planning

The following questions will cover problem identification, program selection, strategy identification, and the Institute of Medicine (IOM) category.

E.1. Identify the Problem(s)

Use the table below to (1) Identify the specific substance misuse problem(s) in your community that will be addressed by Program 2, (2) identify the root cause(s) that you believe contribute to the problem(s), and (3) provide supporting data that justifies the problem(s). Applicants are encouraged to use local, county, or regional data. This should mirror your response from the Community Needs Assessment in Section B. Click "Add Row" below to add identify the problem(s).

Problem - What is the problem?	Root Cause - Why is this a problem?	Data - How do you know this is a problem?
Substance use among youth in Bannock County	Youth in Bannock County do not have an accurate perception of the harm substance use causes.	In 2023 the District VI Juvenile Courts in Bannock County heard 250 charges related to substance abuse. These charges included: 5 felony drug charges, 110 misdemeanor drug charges, 37 alcohol charges, and 98 tobacco charges. Bannock County's diversion programs handled an additional 22 non-petitioned tobacco charges. Substance abuse charges made up 26% of all petitions heard by the District VI Juvenile Courts and Diversions during 2023. The Idaho State Police report that during 2022 there were 69 (9% of all juvenile arrests) juvenile arrests related to substance abuse for juveniles in Bannock County; 42 drug/narcotics, 6 drug equipment, 3 DUI's, and 18 liquor law violations.

E.2. Evidence-Based Program Selection

Select the evidence-based program (EBP) from the drop-down menu provided. If the EBP you have chosen is not listed, select "Other" and explain the selection in Section E.2.b. (For more information on EBPs, click [here](#)).

a. Evidence-Based Program Selection

Active Parenting

b. If you selected "Other" please provide a description of the program here.

E.3. Prevention Strategy Selection

Select the prevention strategy that you will use to address the problem(s) and cause(s) identified. For prevention strategy definitions, click [here](#).

Prevention Education

E.4. IOM Category

Select the IOM category that the program and strategy fall under. For IOM category definitions, click [here](#).

Universal Direct

E.5. Strategy and Program Justification

Provide evidence that the strategy and program you selected or described above will address the substance misuse problems, and the root causes, in your community. Cite data and research that will support your proposed project. For data source examples, click [here](#). Limited to 350 words (or 3000 characters).

Active Parenting: Families in Action is a comprehensive 6-session course that is in The California Evidence-Based CLEARINGHOUSE For Child Welfare Professionals. The CEBC gives Active Parenting of Teens: Families in Action a Scientific Rating of 3 and a Medium rating for Child Welfare Relevance. Topic areas include: Parent Training Programs that Address Behavior Problems in Children and Adolescents and Substance Abuse Prevention (Child & Adolescent) Programs. CEBC states, "Active Parenting of Teens; Families in Action is a school and community-based intervention for middle school-aged youth designed to increase protective factors that prevent and reduce alcohol, tobacco, and other drug use; irresponsible sexual behavior; and violence" Family, school, and peer bonding are important objectives. The program includes a parent and teen component. The parent component uses the curriculum from Active parenting of Teens. This curriculum is based on Adlerian parenting theory, which advocates mutual respect among family members, parental guidance, and use of an authoritative style of parental leadership that facilitates behavioral correction. A teen component was developed to compliment the parent component and is designed to be taught in the school setting. Bannock County Juvenile Justice will deliver 2 Active Parenting: Teens in Action cohorts to forty 7th graders at Marsh Valley Middle School. Sessions include: Parent-Child communication, positive behavior management, interpersonal relationships for adolescents, ways for families to have fun together, enhancement of the adolescent's self-esteem, and factors that promote school success. Youth are taught about negative social and physical effects of substance use. They learn general life skills and social resistance skills, and they are provided opportunities to practice these skills. Teens in Action will target all 7th graders at Marsh Valley Middle School, which falls into the Universal Direct IOM category. All six sessions will be taught, and the program will be delivered with fidelity based on the evidenced based Active Parenting curriculum.

Program 2 - Implementation

E.6. Activity Description(s) and Action Plan(s) - Provide an outline on how you proposed project(s) will be implemented. What do you plan to do? How many sessions/activities will you schedule? What are the locations for the activities? What are the start and completion dates? Limited to 350 words (or 3000 characters).

Bannock County Juvenile Justice intends to deliver 2 cohorts of Active Parenting: Teens in Action, to 40 Marsh Valley Middle School (MVMS) 7th Graders. Each Cohort will include six, 2.5 hour sessions that are taught 3 days per week for two weeks at Marsh Valley Middle School. Sessions for Cohorts 1 and 2 will be taught on the same days. Marsh Valley Middle School Principal Logan Kent has been contacted and provided with the Active Parenting curriculum. He has agreed to allow Bannock County Juvenile Justice to teach 2 cohorts to MVMS students during the spring semester of the 2023-24 school year. Facilitators will also have 1 hour of travel time and .5 hours of class prep time per session. Prep time includes preparing pre and post evaluations, delivery preparation, homework, check in, and family enrichment activity and homework explanation. Travel time is anticipated to be one hour round trip from Pocatello to

14 of 22

Marsh Valley Middle School. Marsh Valley Middle Schools Teens In Action schedule will be as follows: Cohort #1: Start Date-3/31/24 Finish Date-4/10/24. Cohort #2: Start Date-3/31/24 Finish Date-4/10/24. Josie Castaneda, Tami Kelley, and Todd Mauger will all serve as the Teen Group Facilitators for each of the 6 cohorts. It is anticipated that each class will have 20 students; having 3 facilitators ensure students engage and focus on the material, homework, and lessons.

E.7. Implementation Fidelity

Fidelity is the degree to which a program or practice is implemented as intended. Evidence-based programs and practices are defined as such because the consistently achieve positive outcomes. The greater the fidelity to the original program design, the more likely the program will reproduce positive results. Please discuss how you will deliver your activity(ies) or program(s) with fidelity. Some components of fidelity include adherence, exposure/duration, and quality of delivery. Limited to 350 words (or 3000 characters).

Active Parenting of Teens: Families in Action is a comprehensive 6-session course that is in The California Evidence-Based Clearinghouse for Child Welfare. The CEBC, "Active Parenting of Teens: Families in Action is a school and community-based intervention for middle school, junior high, and high school aged youth, designed to increase protective factors that prevent and reduce alcohol, tobacco, and other drug use, irresponsible sexual behavior, and violence". The program focuses on family, school, and peer bonding. Active Parenting: Families in Action can be taught as a Teen/Parent class, Parent Class, or a Teen Class. Active Parenting: Teens in Action is the teen portion of the Families in Action program. (<https://www.cebc4cw.org/program/active-parenting-of-teens-families-in-action/>) It will be delivered to all 7th Graders at Marsh Valley Middle School. Active Parenting of Teens: Teens in Action taught at MVMS falls into the Universal Direct IOM as a Prevention Education Strategy. Bannock County Juvenile Justice will deliver 2 cohorts to 7th graders on the same days at MVMS. All six sessions will be held and will last 2.5 hours per session. Active Parenting: Teens in Action will be delivered with fidelity based on the Active Parenting curriculum. It is anticipated that each of the 2 cohorts will be delivered to 20 MVMS Youth. Bannock County Juvenile Justice will have 3 facilitators' deliver each program. This will assist in ensuring that the programs fidelity is followed. All youth participating will be provided with a Teen's in Action workbook, all home work will be assigned and checked for completion during each of the six sessions.

Program 2 - Budget

SUPTRS BG awards provide funding in three budget categories: (1) Staff – which includes all staff costs related to program implementation, (2) Mileage – which includes mileage reimbursement costs related to program implementation, and (3) Other – which includes costs for all supplies and materials that are necessary for program implementation. In the following questions, please provide a breakdown and justification for the proposed Staff Budget, Mileage Budget, and Other Budget for Program 2.

E.8. Staff Budget - Please complete the table below for all staff costs.

Staff Person Name	Role	Hourly Rate (\$)	Number of Hours	Total Staff Budget
Josie Castaneda	Substance Abuse Education Prevention Coordinator	\$23.12	42	\$971.04
Tami Kelley	Substance Abuse Education Assistant	\$19.52	42	\$819.84
				\$1,790.88

E.9. Please detail and justify the need and role for each staff member listed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3000 characters).

Josie Castaneda, the current Substance Abuse Education Coordinator is currently at pay grade 8. It is anticipated based on prior year cost of living increases this wage will be set at \$21.16 per hour. The fringe benefit is 9.25%; that is \$1.96 per hour, for a total of \$23.12 per hour. Josie will deliver 2 cohorts of 6 sessions of Teens in Action Program to 7th graders at Marsh Valley Middle School. She will teach 12 sessions at 2.5 hours, .5 hours of prep time each session, and 1 hour of travel time for six trips (Google maps estimates round trip travel time from Bannock County Juvenile Justice is 1 hour) for a total of 42 hours. 42 hours @ \$23.12 = \$971.40 Tami Kelley, the current Substance Abuse and Prevention Assistant is currently at a pay grade 7. It is anticipated, based on prior year cost of living increases, this wage will be set at \$17.87 per hour. The fringe benefit is 9.25%; that is \$1.65 for a total of \$19.52 per hour. Tami will facilitate 2 cohorts of 6 sessions of Teens in Action to 7th graders at Marsh Valley Middle School. She will deliver 12 sessions at 2.5 hours each, .5 hours prep time each session and 1 hour of travel time each session (Google maps estimates round trip travel time from Bannock County Juvenile Justice to Marsh Valley Middle School is 1 hour) for a total of 42 hours. 42 hours @ \$19.52 = \$819.84 Due to the class size of 20 middle school youth three facilitators will be needed. Todd Mauger the Chief Juvenile Probation Officer, that oversees The Village, will assist through an In Kind Match from the County. Total Staff Budget \$1,790.88

E.10. Mileage Budget - Please complete the table below for mileage cost. The mileage rate for FY 2024 is \$0.655 per mile. Please use this rate in your total cost calculation.

Start Location	End Location	Round Trip Mileage	# of Round Trips	Total Mileage Cost
137 South 5th Pocatello Idaho	12805 South Old Highway 91, Arimo Idaho	59.5	6	\$234.22
				\$234.22

E.11. Please detail and justify the need for the mileage totals proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3000 characters).

Teens in Action will be held at Marsh Valley Middle School. Google Maps indicates that Marsh Valley Middle School is located 29.8 miles, round trip 59.6 miles, from the Bannock County Juvenile Justice Center. Teens in Action Cohort #1 and #2 will be delivered to Marsh Valley 7th graders, who will participate in 6 sessions of Teens in Action. It is anticipated that only one trip to Marsh Valley Middle School will be made for both cohorts. The programs will be taught during different class periods. In the event that the two cohorts are taught on different dates, Bannock County Juvenile Justice will provide mileage of the cohort #2. Total Mileage 59.6 Miles Round Trip x 6= 357.6 Miles. 357.6 miles x .655 = \$234.22

E.12. Other Budget - Please complete the table below for any other budget costs (i.e., curriculum, facilitator training, supplies, and materials necessary for program implementation).

Item Description	# of Units	Unit Cost (\$)	Total Item Cost
Teens In Action Guide	40	\$14.95	\$598.00
			\$598.00

E.13. Please detail and justify the need for the other expenses proposed in the table above. The budget description must demonstrate that expenses are reasonable, necessary, and allocable to the project. Limited to 350 words (or 3000 characters).

Two cohorts of Teens in Action will be taught at Marsh Valley Middle School to 7th graders. It is estimated that 20

students will participate in each of the two Teens in Action Cohorts, for a total of 40 students. The quote includes the price for 40 Teens in Action Guides at \$14.95 each for a total of \$598.00. Active Parenting Publishers recommends that all teens who complete the Teens in Action program receive a Teens in Action Certificate. During SFY 2024 Active Parenting Publishing provided Bannock County Juvenile Justice with a file to print certificates at no cost. The total cost of materials and shipping for the Active Parenting: Teens in Action is \$598.00

Total Funds**E.14. Total Funds Requested**

\$2,623.10

E.15. Total Funds Request Including 10% De Minimis Rate

\$2,885.41

I. Evaluation

Case Id: 30356

Name: Bannock County Juvenile Justice, The Village -

Address: 345 North 5th , Pocatello, ID 83201

Completed by toddm@bannockcounty.us on 3/5/2024 4:06 PM

I. Evaluation

Evaluation is about enhancing prevention practice. It is the systematic collection and analysis of information about prevention activities to reduce uncertainty, improve effectiveness, and facilitate decision-making. To learn more about Evaluation, click [here](#). Please provide the following information. (15 Points Total)

First, describe the difference you expect your proposed project(s) to make in your community. Consider the problem statement(s) previously identified and how you hope the implementation of the program(s)/activity(ies) you have selected will fit your community's needs.

Second, share whether you have implemented prevention efforts in the past. If so, did you do any form of process of outcome evaluation to understand the outcomes? Did the efforts produce positive results? If available, cite outcome data, from prior years and/or efforts. If you are a previous SUPTRS BG grantee, utilize outcome data from Provider Reports to demonstrate the outcomes and impact of your projects. Limited to 350 words (or 3000 characters).

Bannock County Juvenile Justice's goal with the SFY25 SUPTRS grant and FIA is to reduce substance use by youth in Bannock County. We aim to accomplish this by increasing disapproval of youth substance use in 100 youth, and increase disapproval of youth substance use in 60 parents. It is expected that parents/guardians who participate in FIA will have a better overall awareness of what their role is in their youth's substance use, and exhibit behaviors that disapprove of and discourage substance use. FIA will educate teens on the social, health, and legal problems caused by substance abuse. If Teens disapprove of substance use by others and choose not to use or abuse substances and parents exhibit behaviors that disapprove, and discourage substance abuse, then substance use among teens in Bannock County will decrease. Since FIA began in 2011 Bannock County Juvenile Courts have seen a decline through 2017 in substance use charges from 325 in 2011 to 202 in 2017. During 2020 substance abuse related charges decreased to 137. This however may be related to several factors related to the pandemic. Substance Abuse charges processed during 2023 by Bannock County Juvenile Justice totaled 272. This is a 53-case reduction from 2011, which indicates youth and families in Bannock County have benefited from the Active Parenting: Families in Action prevention program. During CFY 23 the Intake and Diversion Unit had 265 successful releases of the 314 families participating in diversion programs, this is an 84% success rate in diverting at risk youth and families from the Juvenile Justice System. Active Parenting: Families in Action is a key factor in providing these parents and youth skills and knowledge to be successful. Bannock County intends to reduce the number of youths referred to juvenile court for substance use to 200 during CFY 2025. The Idaho Office of Drug Policy's, SFY 22 Provider Report: Active Parenting Program Outcomes for FIA indicated improvement in substance use in last 30 days, decision making, perception of harm, disapproval of use, and refusal skills. Sample sizes included 75 pretests and 75 posttests. Outcomes do indicate that the FIA program in Bannock County is effective at providing and instilling positive parenting skills and is increasing the disapproval of substance use of their youth. The evaluations indicate youth are gaining an accurate perception of the harm substance use causes.

J. Sustainability & Cultural Competence

Completed by toddm@bannockcounty.us on 3/5/2024 4:30 PM

Case Id: 30356
Name: Bannock County Juvenile Justice, The Village -
Address: 345 North 5th , Pocatello, ID 83201

J. Sustainability & Cultural Competence

Sustainability and cultural competence should be constant throughout each step and should lead to the creation of a long-term strategy to sustain policies, programs, and practices. Additional information about the Strategic Prevention Framework (SPF) and the guiding principles of sustainability and cultural competence can be found here on pages 26-30 [here](#). (10 Points Total)

J.1 Sustainability

Sustainability refers to the process through which prevention practices become the norm and are integrated into ongoing capacity of a community. Sustainability is vital to the ability of an organization or community to produce positive prevention outcomes over time by ensuring that prevention values and processes are firmly established, that partnerships are strengthened, and that financial and other resources are secured in the long-term.

Please identify and explain three actions you will take to ensure, maintain, or strengthen the sustainability of your prevention efforts.

Sustainability - Action 1

Evidenced Based Practices- Bannock County Juvenile Justice created a Safe Teen Assessment Center named The Village that serves the entire 6th Judicial District. Policy and Procedures are being developed and will follow Idaho Juvenile Probation Standards related to the use of evidenced based programing. The Village will include the use of evidenced based policy and procedures for programing delivered at The Village. FIA is an evidenced based substance education program. Policies and Procedures that indicate only evidenced based programing will be provided at The Village will help sustain FIA in Bannock County.

Sustainability - Action 2

Collaboration with Community Stakeholders-The Village and BCJJ currently collaborate with many outside organizations to provide FIA. Improved collaboration will result in additional referrals from school district #25, school district #21, law enforcement, and parental referrals. The implementation of The Village at a District level will provide additional collaboration and provide an opportunity to deliver FIA in Oneida, Caribou, Franklin, and Bear Lake Counties at the developing satellite offices. Currently, Oneida and Caribou County are putting in processes to develop satellite offices. With the assistance of The Village's AmeriCorps and ISU Interns it is anticipated that a pilot FIA group will be delivered in Oneida County during SFY 2025. BCJJ will continue to provide FIA information and substance abuse information, as well as disseminate program evaluation outcomes to stakeholders during Judge Anson Call's monthly community prevention meetings. A FIA class schedule has been created on google calendar and shared with key stakeholders who refer families and youth. The use of this tool makes referrals simple and timely for stakeholders and program participants.

Sustainability - Action 3

Program Evaluation and Data Collection- Program evaluation plays a key role in the sustainability of a program through financial measures, and community and organizational support. Pre and Post-tests from SFY 2022 and 2023 were all collected and returned to the Office of Drug Policy. Bannock County Juvenile Justice will continue the current efforts to collect and return ALL post and pre-evaluations to the Idaho Office of Drug Policy per grant guidelines. The

Village will additionally use the newly purchased data system to run data outcomes on all of the programs that are currently being offered through The Village. This information will be shared with The Village Advisory group and used in strategic planning related to sustainability.

J.2 Cultural Competence

Cultural competence is the process of recognizing, valuing, and communicating with audiences from diverse geographic, ethnic, racial, cultural, economic, social, religious, and linguistic backgrounds. Organizations and providers must develop and deliver prevention programs and practices in ways that ensure members of diverse cultural groups benefit from their efforts. For prevention activities to be truly effective, diverse representation is needed throughout the planning and implementation process.

Please identify and explain three actions you will take to ensure, maintain, or improve cultural competency in your prevention efforts.

Cultural Competence - Action 1

BCJJ will continue to increase communication and collaboration with Fort Hall Justice Center, and Four Directions Counseling who provide substance education and treatment to members of the Shoshone-Bannock Tribe. Building collaboration will provide an opportunity for American Indian population to provide insight, direction, and support to substance abuse education in Bannock County. The implementation of The Village is done under the framework of the National Assessment Center Association framework. The framework requires data be kept to ensure our communities diversity is represented evenly to ensure all geographic, ethnic, racial, cultural, economic, social, religious, and linguistical backgrounds have access to prevention programs and the Families in Action Program.

Cultural Competence - Action 2

BCJJ currently provides the Families in Action Program to the rural areas of Bannock County that include Marsh Valley School District #21. BCJJ will increase communication with the rural school district in order to better meet the needs of substance abuse education efforts in the more rural part of the County. The addition of The Village, which serves District 6, has opened up the opportunity to provide Active Parenting: Families in Action in Oneida, Caribou, Franklin and Bear Lake Counties. The Village has become an AmeriCorps Host Site and has AmeriCorps Members providing service hours. It is anticipated that during 2025 AmeriCorps Members serving at The Village will provide Active Parenting: Families in Action in Oneida County as a Pilot project. This will be the first step in expanding Active Parenting: Families in Action to The Village's Satellite Offices located in the rural counties in the district.

Cultural Competence - Action 3

Bannock County Juvenile Justice keeps 10 Families in Action Parent and Teen guide books that are published in Spanish in stock. We have a Spanish power point and Spanish DVD for FIA. In the event parents are more comfortable with Spanish workbooks, they will have that option. BCJJ will replace Spanish Families in Action Parent and Teen guides as they are used. BCJJ may also facilitate a cohort in Spanish for parents if the opportunity arises to teach a full class in the Spanish language.

Submit

Case Id: 30356

Name: Bannock County Juvenile Justice, The Village -

Address: 345 North 5th , Pocatello, ID 83201

*Last modified by toddm@bannockcounty.us on 3/5/2024 4:34 PM***Submit**

I, the Applicant and/or Program Administrator, am over eighteen years of age, and assure the following:

1. Assurance of Compliance with ODP's SUPTRS Block Grant Program Standards. I will maintain detailed records on all grant-funded projects, which indicate the date, time and nature of services delivered under the grant award. Grantees will be required to collect evaluation data on all projects and submit that data to ODP as requested. Grantees providing direct service programs will be required to collect and submit pre- and post-survey data on all program participants. These records shall be subject to inspection by ODP. ODP has the right to audit billings both before and after payment and to contest any billing or portion thereof.
2. Assurance of Compliance with State Laws I will abide by all State laws, rules, regulations, and executive orders of the Governor of the State of Idaho, pertaining to equal opportunity. Pursuant to all such laws, rules, regulations, and executive orders, the Applicant assures ODP that no person in the State of Idaho shall, on the grounds of race, color, religion, sex, national origin, age, or disability, be excluded from employment with or participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity performed under a grant award(s) entered into pursuant to this Grant Application.
3. Assurance of Compliance with Parental Consent Policy. All program(s) conducted with grant funds to provide services to minors will comply with the Parental Consent Policy (found [HERE](#)). All applicable staff will be fully informed of, and will abide by, the policies and requirements set forth therein.
4. Assurance of Faith-Based Status and Policy Compliance. I have read the Substance Abuse Prevention Charitable Choice Policy (found [HERE](#)) and understand the Federal Regulations regarding faith based organization delivering federally funded substance abuse prevention services.
5. Assurance of Compliance with Federal Lobbying Policy. I understand that lobbying activities will not be conducted using grant funds.
6. Assurance of Compliance with Federal Law Regarding Supplanting of Funds. I have read the definition below and understand that Federal SUPTRS Block Grant funds, if awarded, will not be used to supplant expenditures from other Federal, State, or local sources. Grant funds cannot be used to supplant current funding of existing activities. Under the HHS Grants Policy Directives, 1.02 General -- Definition: Supplant is to replace funding of a recipient's existing program with funds from a Federal grant.

THEREFORE, to be eligible for and as a condition of this grant award, I agree to the following:

The six assurances initialed above will be effective at the time a Grant Award Agreement is signed between the

Grantee and Office of Drug Policy, and will remain in effect for the grant term for which funding is being sought.

By typing my name in the indicated field below, I hereby certify that all of the information submitted in this application is true, accurate and complete. I understand that transactions and/or signatures in records may not be denied legal effect solely because they are conducted, executed, or prepared in electronic form, and that if a law requires a record or signature to be in writing, an electronic record or signature satisfies that requirement.

Signature

Ernie Moser, Commissioner, Chairman

Date March 12, 2024

Bannock County NOTICE OF FUNDING OPPORTUNITY AND RISK ASSESSMENT FOR GRANTS

Must attach notice of funding opportunity

Submit to: grantnotify@bannockcounty.us

Department:	Juvenile Justice	Date Form Completed:	2/6/2024
Supervisor:	Todd Mauer	Program Manager:	Todd Mauer
Project Title:	Active Parenting: Families in Action	Submission Deadline:	3/15/24
Grant Name:	SFY 24 Substance Abuse Block Grant	Grant Number:	Case ID Number 30275
Funding Agency:	Idaho Office of Drug Policy		
Amount requested:	Approximately \$10,500.70	Grant match %:	<input type="checkbox"/> In-kind allowed
Total estimate project cost: \$10,500.70			
Long-term maintenance cost (including staffing):			
Explain source of match: There is no match required			
<p>Project Summary: Bannock County Juvenile Justice is requesting continued funding from The Idaho Office of Drug Policy through the SFY 25 Substance Abuse Block Grant to provide substance abuse education to families and youth in Bannock County. Active Parenting: Families in Action is a 6 session course that is in the California Evidenced Based Clearing house for Child Welfare Professionals. It is a school and community based intervention for middle school-aged youth designed to increase protective factors that prevent and reduce alcohol, tobacco, and other drug use; irresponsible sexual behavior; and violence. Juvenile Justice is requesting funding for 2 programs: Program one will provide 6 cohorts of Families in Action (Both Teen and Parent Course) to be taught in Bannock County. Program two will provide 2 cohorts of Teens in Action (Teen Portion) to all 7th graders at Marsh Valley Middle School. It is anticipated that the program will serve 100 youth and 60 parents during SFY 2024. Program one funding includes: Approximately \$4,806 in staff costs, and Approximately \$2,700 in other costs related to course materials, that includes program workbooks for parents and youth. Program two funding includes: Approximately \$1,869.00 in staff costs, and approximately \$234 in travel costs. The SABG provides a 10% administrative fee that is used for staff training, and work outside of class facilitation. Total Approximate request with 10% administrative fee \$10,500.70 (I am estimating based on past requests, I have not contacted the publishing company or looked at this years salary rates.)</p>			
Anticipated Notification date:	6/1/24	Project start/end dates:	7/1/24
Funding Type:	<input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Local government <input type="checkbox"/> Private <input type="checkbox"/> Other		
Net Cash Outflow:	<input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Advance Funded <input type="checkbox"/> Other		
<p>Target Population: Program One: Juvenile Justice intends to provide Active Parenting: Families in Action to 60 youth ages 11-14, and their parents in Bannock County who have been screened to be at risk of substance use. Families can be referred by parent, school, Juvenile Probation/Prevention Officer, Juvenile Prosecutor, or the Juvenile Court.</p> <p>Program Two: Juvenile Justice intends to provide Active Parenting: Teens in Action to 40 youth between the ages of 11-14 at Marsh Valley Middle School.</p>			
<p>Potential Impact on Target Population: The potential impact will be to increase protective factors that prevent and reduce alcohol, tobacco, and other drug use, irresponsible sexual behavior, and violence.</p> <p>The Idaho Office of Drug Policy's, SFY 23 Provider Report: Active Parenting Program Outcomes for FIA indicated improvement in substance use in last 30 days, decision making, perception of harm, disapproval of use, and refusal skills. Sample sizes included 75 pretests and 75 posttests. Outcomes do indicate that the FIA program in Bannock County is effective at providing and instilling positive parenting skills and is increasing the</p>			

disapproval of substance use of their youth. The evaluations indicate youth are gaining an accurate perception of the harm substance use causes.

Funding Source Reporting Requirements:
 Funding source requirements include: quarterly-financial, quarterly-demographic and program attendance, quarterly- pre-test and post-test evaluations, quarterly request for reimbursement, year-end-financial, year-end-demographic and program attendance, year-end request for reimbursement submitted to the Idaho Office of Drug Policy.

# of staff to participate: 3	Will grant require staff be pulled from primary duties?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will staff training be provided?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Training cost included in budget?	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does grant include technology?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If so, has IT Dept been notified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does grant require office space?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Grant require new personnel?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Chance of successful funding: <input checked="" type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low				
Application prep burden:				
<input type="checkbox"/> High (needs project development & grant writing assistance)				
<input type="checkbox"/> Medium (small project development or grant writing assistance)				
<input checked="" type="checkbox"/> Low (program in place, simple project development or department able to complete application)				
Administration/Management burden: <input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low				

RISK ASSESSMENT FOR GRANTS

Grant Team Assessment: (To be completed by the Grant Team)	
Does the project align with the grant criteria?	Yes
Is the project feasible?	Yes
Can we meet the matching requirement?	N/A
Is the initiating department able to adequately manage the grant?	Yes
Are there other consideration? If so, please describe:	
Other departments to involve: IT	
Summary of Department comments/ recommendation:	
Project/Grant Program Manager Contact Information:	
Auditing Department: <u>Recommend Application</u>	Do Not Recommend Application
Signatures: <i>Wandy Keller</i> Comments:	
Legal: Recommend Application	Do Not Recommend Application
Signatures: Comments:	
BOCC: Recommend Application	Do Not Recommend Application
Comments:	

Chairman Signature

March 12, 2024

Date

BANNOCK COUNTY COMMISSIONERS

624 E. Center St., Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

JOHN CROWDER
 Commissioner
 3rd District

Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Braeden Clayson

Department:

Commission

Requestor Email:

braedenc@bannockcounty.us

Item(s) to be considered:

Seeking Approval for Forensic Pathology Technician to assist with Autopsies.

Date of meeting being requested:

03/12/2024

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

Contract

List of additional attendees:

**BANNOCK COUNTY PROFESSIONAL SERVICES CONTRACT:
FORENSIC TECHNICIAN**

THIS CONTRACT FOR PROFESSIONAL SERVICES, made and entered into on the 23rd day of February 2024, by and between Bannock COUNTY, a political subdivision of the State of Idaho, acting by and through its duly elected Board of Commissioners, hereinafter called "COUNTY," and CASEY CORRINGTON, hereinafter called "FORENSIC TECHNICIAN.

NOW THEREFORE, COUNTY and FORENSIC TECHNICIAN enter into this Agreement on the following terms and conditions:

TERM The term of this contract shall be from February 23, 2024, through February 23, 2025 and shall contain the following provisions:

CONSIDERATION and COMPENSATION:

FORENSIC TECHNICIAN shall be compensated at \$300.00 per autopsy and \$90.00 per hour after four hours for the same case. Forensic Technician may petition the Commission for additional compensation. Additional compensation is not guaranteed and may be limited by COUNTY budget restrictions and appropriations. Accurate and verifiable reports shall accompany compensation requests.

This contract is conditioned upon and subject to the approval of funding for the period of time stated herein by the COUNTY.

This contract may be renewed pending the final decision COUNTY arrives at regarding whether, or not, the Eastern Idaho Forensic Pathology Center project is continued or discontinued.

DESCRIPTION OF SERVICES: Forensic Technician shall be utilized as needed and compensated for the following, but not limited to:

- Assists medicolegal autopsies, opens and closes bodies, removes and weighs organs, collects, preserves, transports, and stores specimens.
- Prepares and preserves forensic evidence through proper collection, handling, security, and chain of custody.
- Confers with forensic odontologists, state epidemiologists, research medical professionals, police, coroners, doctors, hospital staff, next of kin and insurance investigators, and funeral homes.
- Admits decedents into morgue custody and ensures proper chain of custody procedures are followed.
- Records and maintains detailed records of evidence and examinations.
- Lifts, transfers, and positions decedents while correctly using approved lifting techniques and procedures.
- Photographs and documents of decedents, wounds, injuries, property, and evidence.
- Obtains fingerprints using several forensic techniques.
- Collects bodily fluids and tissue for toxicological analysis.
- Performs diagnostic imaging, including body and dental radiographs.

- Performs toxicology preparation and shipping.
- Procures biological cultures and coordinates with state epidemiologists and hospitals.
- Ensures proper identification has been obtained.
- Coordinates the releasing, moving, and refrigerated storage of decedents and tracks the location and status of decedents in the Eastern Idaho Forensic Pathology Center's custody.
- Cleans, prepares and releases decedents to the mortuary.
- Maintains cleanliness of facilities and equipment.

RECORDS AND REPORTS: The Forensic Technician shall compile and maintain complete and accurate records of toxicology; histology submitted and maintain at the morgue.

TERMINATION: This contract shall terminate upon the expiration of the term hereof or upon the happening of any of the following events, whichever shall first occur:

- Upon the death of the Forensic Technician,
- Upon the inability of the Forensic Technician to perform any of the professional services provided for hereunder due to physical or mental disability. Physical or mental disability shall be determined by a court of competent jurisdiction or by two licensed physicians.
- A material breach of any contract term by either party.
- By immediate written notice by either party.
- Non-appropriation of funds.

RIGHT OF CONTROL: COUNTY agrees that it will ultimately have the right to control or direct the details, manner, or means by which Forensic Technician accomplishes the results of the services performed hereunder.

INDEPENDENT CONTRACTOR RELATIONSHIP: The Forensic Technician is an independent contractor and is not an employee, servant, agent, partner, or joint venturer of COUNTY. COUNTY shall determine the work to be done by Forensic Technician, but Forensic Technician shall determine the means by which it accomplishes the work specified by COUNTY.

FEDERAL, STATE, AND LOCAL PAYROLL TAXES: Neither federal, state or local income taxes, nor payroll taxes of any kind shall be withheld and paid by COUNTY on behalf of the Forensic Technician. Forensic Technician shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. The Forensic Technician understands that Forensic Technician is responsible for paying, according to law income tax. The Forensic Technician further understands that Forensic Technician may be liable for self-employment (Social Security) tax to be paid by Forensic Technician according to law.

FRINGE BENEFITS: Because the Forensic Technician is engaged in its own independently established business, the Forensic Technician is not eligible for, and shall not participate in, any employee pension, health, or other fringe benefit plans of COUNTY.

SEVERABILITY: If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will nevertheless remain in full force and effect.

NOTICES: All notices between Forensic Technician and COUNTY shall be directed by Forensic Technician to the Bannock County Commissioners, 624 East Center, Room 101, Pocatello, ID 83201, and by COUNTY to 5061 Constitution Ave, Chubbuck Idaho 83202, or hand delivered to the location designated by the Bannock County Clerk as the mailbox for Forensic Technician.

ENTIRE AGREEMENT: This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

GOVERNING LAW: This agreement shall be construed in accordance with the laws of the State of Idaho.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals to duplicate originals hereof, this 12th day of March 2024.

FORENSIC TECHNICIAN:

CASEY CORRINGTON

ATTEST:

JASON C. DIXON, CLERK

BANNOCK COUNTY COMMISSION

ERNIE MOSER, CHAIRMAN

JOHN CROWDER, COMMISSIONER

JEFF HOUGH, COMMISSIONER

BANNOCK COUNTY COMMISSIONERS

624 E. Center St., Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

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 Commissioner
 3rd District

Business Meeting Agenda Request Form

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Requestor Name:

Braeden Clayson

Department:

Commission

Requestor Email:

braedenc@bannockcounty.us

Item(s) to be considered:

Continuation of Human Resources Planning Meeting.

Date of meeting being requested:

03/12/2024

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

List of additional attendees:

Kristi Klauser, Josh Waters



BANNOCK COUNTY COMMISSIONERS
624 E. Center St., Pocatello, ID 83201
Phone: (208) 236-7210 • Fax: (208) 232-7363

ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

JOHN CROWDER
Commissioner
3rd District

AGENDA REQUEST FORM

The Board of Bannock County Commissioners business meetings are generally held on Tuesday at 9:00 AM in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed 48 hours prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within 15 minutes of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at 208-236-7210, three to five working days before the meeting.

E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Tereca Argyle / Sheriff's Office

Item to be considered/background:

Pocatello Downs / Agreement to Provide Law Enforcement Protection

How much time will be needed? Meeting date requested:

Signature Only 3/12/24

Does this item involve a contract, agreement, external funding application or award acceptance?

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Signature Only - Sheriff Manu can attend if needed

Please include any supporting documents with your Agenda Session Request Form.

Commissioner Office Only:
Date: _____ Time: _____

**AGREEMENT TO PROVIDE LAW
ENFORCEMENT PROTECTION**
Non-Mutual Aid Agreement

ORIGINAL

AGREEMENT, made between Bannock County Sheriff hereinafter referred to as the "LAW ENFORCEMENT" AND Pocatello Downs.

WHEREAS, Pocatello Downs desires to enter into a contract with *Bannock County Sheriff* for the performance of law enforcement protection within, and

WHEREAS, *Bannock County Sheriff* agrees to render such services and protection under the terms and conditions set forth herein, and

WHEREAS, this Agreement is authorized and provided for by the provisions of Idaho Code Sections 31-604.

NOW, THEREFORE, the parties hereto agree as follows:

1. LAW ENFORCEMENT PROTECTION: *Bannock County Sheriff* agrees to employ, furnish, and supply all necessary personnel together with their equipment, supplies and supervision, vehicles and equipment with maintenance, jail and communication facilities, records and record keeping, and such other items as are reasonably necessary to provide law enforcement protection within limits of BANNOCK COUNTY, hereinafter referred to as the "protected area" under the following terms and conditions:

a. *Bannock County Sheriff* will provide protection services for the protected area; of the Bannock County Event Center. This protection shall include at least ONE (1) LAW ENFORCEMENT deputy on the dates of May 5th, 11th, 12th, 18th, 25th, 26th July 12th and 26th, for approximately 4 to 6 hours per day. The level of service shall be at least the same basic level of service provided to the governing area of LAW ENFORCEMENT.

b. The personnel used by *Bannock County Sheriff* to perform the law enforcement protection shall remain under the jurisdiction and control of *Bannock County Sheriff* while rendering the services and *Bannock County Sheriff* shall maintain the standard of performance of such personnel.

c. The scope of the law enforcement protection shall be to enforce all of the state laws and ordinances and to preserve the peace within the protected area.

d. All arrests made, or citations issued for misdemeanors or infractions that occur within the protected area shall be deemed *Bannock County Sheriff* arrests and citations for the purpose of prosecution and distribution of penalties, fines, and forfeitures.

2. EMPLOYEES OF LAW ENFORCEMENT: It is agreed that all employees of *Bannock County Sheriff* shall remain employees of *Bannock County Sheriff* for all purposes, including the payment of wages and benefits and the coverage of insurance, including worker's compensation. It is agreed that Pocatello Downs shall not be liable for compensation or indemnity to any of the employees of *Bannock County Sheriff* for injuries or sickness arising out of the performance of *Bannock County Sheriff* protection of the protected area, and *Bannock County*.

AGREEMENT TO PROVIDE LAW ENFORCEMENT PROTECTION

Non-Mutual Aid Agreement

3. **ADMINISTRATION:** Each of the parties have designated an employee to be its administrator of this Agreement for the purpose of coordinating the efforts of employees of Pocatello Downs and the employees of *Bannock County Sheriff* in requesting and performing the law enforcement protection. Pocatello Downs designates Lukrena Shoonover, as its administrator and *Bannock County Sheriff* designates Captain Andy Iverson, as its administrator. All communications between the parties with regard to this Agreement and the providing of law enforcement protection shall be made between these parties or their designee. Each party agrees to provide full cooperation and assistance to the other, so as to facilitate the performance of this Agreement.

4. **COMPENSATION:** As compensation for the law enforcement protection provided by *Bannock County Sheriff*, Pocatello Downs hereby agrees to pay to *Bannock County Sheriff* the sum of \$ 63.00 per HOUR per Deputy. The amount of this compensation may be modified or amended only by an agreement in writing.

5. **TERM OF AGREEMENT:** This Agreement shall be effective commencing on the 1st day of May, 2024 and continue in full force and effect through the 26th day of July, 2024. The term of this Agreement may be extended by the parties by agreement in writing.

6. **RECITALS:** The above and foregoing recitals shall be considered a part of this Agreement for all purposes and interpretations.

AGREEMENT TO PROVIDE LAW ENFORCEMENT PROTECTION

Non-Mutual Aid Agreement

IN WITNESS WHEREOF, the parties have adopted this Agreement by its governing bodies and this Agreement has been signed and attested by the authorized officials of each party.

DATED this _____ day of _____, 20____.

LAW ENFORCEMENT:

Tony T. Manu
Tony T. Manu
Bannock County Sheriff

CONTRACTING AGENCY:

Pocatello Downs
(Contracting Agency)

Administrator of Contracting Agency

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chairman 3/12/24
Date

Jeff Hough, Member 3/12/24
Date

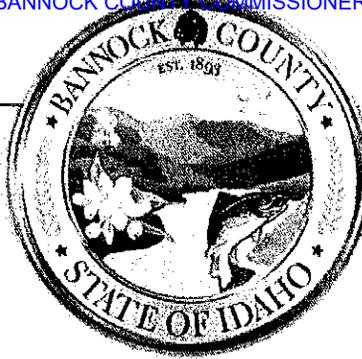
John Crowder, Member 3/12/24
Date

ATTEST: _____
Jason Dixon, Clerk

APPROVED as to form and content:

Brian Trammell
Chief Civil Deputy Prosecutor

Date



BANNOCK COUNTY COMMISSIONERS
624 E. Center St., Pocatello, ID 83201
Phone: (208) 236-7210 • Fax: (208) 232-7363

ERNIE MOSER JEFF HOUGH JOHN CROWDER
Commissioner Commissioner Commissioner
1st District 2nd District 3rd District

AGENDA REQUEST FORM

The Board of Bannock County Commissioners business meetings are generally held on Tuesday at 9:00 AM in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed 48 hours prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within 15 minutes of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at 208-236-7210, three to five working days before the meeting.

E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Tereca Argyle / Sheriff's Office

Item to be considered/background:

2024 Forest Service Operating Plan Modification - Increase in funding

How much time will be needed? Meeting date requested:

Signature Only 3/12/24

Does this item involve a contract, agreement, external funding application or award acceptance?

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Signature Only - Sheriff Manu can attend if needed

Please include any supporting documents with your Agenda Session Request Form.

Commissioner Office Only:
Date: _____ Time: _____



USDA Forest Service

ORIGINAL

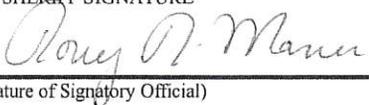
OMB 0596-0217
FS-1500-19

MODIFICATION OF GRANT OR AGREEMENT		PAGE	OF PAGES
		1	10
1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 23-LE-11041500-015	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 001	
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Region 4 Grants & Agreements 324 25 th St. Ogden, UT 84401	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Caribou-Targhee National Forest Supervisor's Office 1405 Hollipark Dr. Idaho Falls, ID 83401		
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Bannock County Sheriff 5800 S 5 th Ave Pocatello, ID 83204-2205	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):		
8. PURPOSE OF MODIFICATION			
CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.		
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:		
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Increase obligations by \$5,000.00 from \$283.68 to \$5283.68		
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:		
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): Update Exhibit A to incorporate 2024 Operating and Financial Plan. See Block 9.		
Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.			
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed): Provisions of the agreement are modified as follows: Update Exhibit A for 2024 Operating and Financial Plan			
10. ATTACHED DOCUMENTATION (Check all that apply):			
<input type="checkbox"/>	Revised Scope of Work		
<input type="checkbox"/>	Revised Financial Plan		
<input checked="" type="checkbox"/>	Other: Operating & Financial Plan		

	USDA Forest Service	OMB 0596-0217 FS-1500-19
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11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. SIGNATURE 	11.B. DATE SIGNED 3/12/24	11.C. U.S. FOREST SERVICE SIGNATURE 	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print): ERNIE MOSER		11.F. NAME (type or print): MEL BOLLING	
11.G. TITLE (type or print): Chairman, Bannock County Board of Commissioners		11.H. TITLE (type or print): Forest Supervisor Caribou-Targhee National Forest	
11.A. SHERIFF SIGNATURE 		11.B. U.S. Forest Service Signature 	
(Signature of Signatory Official)	DATE SIGNED 3/6/2024	(Signature of Signatory Official)	
11.E. NAME (type or print): TONY MANU		11.F. NAME (type or print): LARRY HALL	
11.G. TITLE (type or print): Sheriff Bannock County		11.H. TITLE (type or print): Special Agent in Charge, Region 4 U.S. Forest Service	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by: Digitally signed by LUCAS KNOWLES Date: 2024.02.27 11:14:33 -0700 LUCAS KNOWLES U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED
--	---------------------------



USDA Forest Service

OMB 0596-0217
FS-1500-19

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

	USDA, Forest Service	OMB 0596-0217 FS-1500-8A
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FS Agreement No. 23-LE-11041500-015

Cooperator Agreement No. _____

EXHIBIT A

COOPERATIVE LAW ENFORCEMENT OPERATING & FINANCIAL PLAN
Between
BANNOCK COUNTY SHERIFF
And the
USDA, FOREST SERVICE
CARIBOU-TARGHEE NATIONAL FOREST

2024 OPERATING AND FINANCIAL PLAN

This Financial and Operating Plan (Operating Plan), is hereby made and entered into by and between the Bannock County Sheriff, hereinafter referred to as "Cooperator," and the United States Department of Agriculture (USDA), Forest Service, Caribou-Targhee National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #23-LE-11041500-015. This Operating and Financial Plan is made and agreed to as of the last signature date on the Cooperative Law Enforcement Agreement and is in effect through 12/31/2027, unless modified during the annual review.

Previous Year Carry-over: \$283.68
 Current FY 2024 Obligation: \$5,000.00
Total Available: \$5,283.68

I. GENERAL:

A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Tony Manu, Sheriff 5800 S. 5 th Avenue Pocatello, ID 83204 Telephone: 208-236-7111 Email: sheriff@bannockcounty.us	Jeremy Taysom, Lieutenant 5800 S. 5 th Avenue Pocatello, ID 83204 Telephone: 208-236-7122 Email: JTaysom@bannockcounty.us

	USDA, Forest Service	OMB 0596-0217 FS-1500-8A
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Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Rayce Angell, Patrol Captain Idaho/Wyoming Zone 1405 Hollipark Drive Idaho Falls, ID 83401 Telephone: 208-557-5959 Email: Rayce.Angell@usda.gov	Lucas Knowles Grants Management Specialist Region 4 North Zone 324 25 th St. Ogden, UT 84401 Telephone: 385-832-9834 Email: Lucas.Knowles@usda.gov
Gerald Youngblood Law Enforcement Officer 4350 Cliffs Drive Pocatello, ID 83204 Telephone: 208-236-7544 Email: Gerald.Youngblood@usda.gov	Ragan Hall Supervisory Administrative Specialist Region 4 Law Enforcement & Investigations 324 25 th St. Ogden, UT 84401 Telephone: 801-625-5780 Email: Ragan.Hall@usda.gov

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

Wages: at the prevailing rate plus fringe benefits for the individual officer; vehicle mileage: at the prevailing rate.

II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol on following U.S. Forest Service roads:

N/A

2. Patrol in the following campgrounds, developed sites, or dispersed areas:

Scout Mountain Recreation Area, Inman Canyon Parking Lot, dispersed camping areas in south, east, and west Mink Creek and Gibson Jack locations.

Total reimbursement for this category shall not exceed the amount of: \$5,283.68.



USDA, Forest Service

OMB 0596-0217
FS-1500-8A**III. DISPATCHING:**

- A. Provide frequency access and dispatch services for Forest Service Agents and Law Enforcement Officers for the period of the plan.

IV. TRAINING:

See Cooperative Law Enforcement Agreement Provisions IV-K for additional information.

V. EQUIPMENT:

See Cooperative Law Enforcement Agreement Provisions IV-K, IV-L, and IV-M for additional information.

Total reimbursement for this category shall not exceed the amount of \$0.00.

VI. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Operating Plan.
1. Drug Enforcement: This will be handled on a case-by-case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
 2. Fire Emergency: During emergency fire suppression situations and upon request by the U.S. Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the U.S. Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals. **See Addendum A.**



USDA, Forest Service

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3. **Group Gatherings:** This includes but is not limited to situations which are normally unanticipated, or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a U.S. Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated, or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

VII. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. Billing frequency is no more than quarterly and no longer than annually. Cooperator is approved to submit lump sum billing once all expenditures are complete for the operating period. The U.S. Forest Service will make payment for project costs upon receipt of an invoice and completed Form FS-5300-5, Cooperative Law Enforcement Activity Report. Each correct invoice shall display Cooperator actual expenditures to date. The invoice should be forwarded as follows, with preference on e-mail:

Send original invoice to:

USDA Forest Service
Albuquerque Service Center
Payments – G&A
101B Sun Ave NE
Phone: (877) 372-7248
FAX: (877) 687-4894
Email : sm.fs.asc_ga@usda.gov

Send invoice copy and FS-5300-5 to:

Rayce Angell
U.S. Forest Service
Email: rayce.angell@usda.gov
and
Gerald Youngblood
U.S. Forest Service
Email: gerald.youngblood@usda.gov

- B. The following is a breakdown of the total estimated costs associated with this Operating Plan.

Category	Estimated Costs
Patrol Activities	\$5,283.68
Training	
Equipment	
Special Enforcement Situations	
Total	\$5,283.68



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- C. Any remaining funding in this Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-C.*

Addendum A

U.S. Forest Service Fire Emergency Language & Billing Protocol Coop Law Enforcement Agreements / Operating & Financial Plan

Fire Emergencies:

During fire emergencies, the U.S. Forest Service will reimburse the County for actual costs incurred while the County is providing assistance requested by either the Agency Administrator or Incident Commander.

Reimbursement for personnel wages and services are based upon the information in the resource order and must identify the number of roadblocks, number of personnel required, hours and time frame required and must be ordered by the Incident Commander or Agency Administrator. A copy of the resource order generated for the request for assistance will be provided by the U.S. Forest Service dispatch to the County. It is critically important that the Incident Management Team, Agency Administrator, and the Sheriff/County Official agree to what emergency services are needed and listed in the Resource Order and Incident Action Plans for each day until this resource is no longer required.

Upon request of the Agency Administrator or Incident Commander, a County designated Liaison(s) to the fire incident(s) may be established. The liaison will be requested via an incident resource order. The liaison(s) primary duties, on behalf of the County Sheriff, will be to attend public meetings, planning and Incident Command meetings. Eligible costs for reimbursement will include personnel time.

If meals and lodging are required for county officials, authorization must be documented using the standard fire meals and lodging authorization forms provided by the host fire unit. Cooperator personnel directly assigned to the incident by a resource order will be entitled to meals that are provided on the incident.

Administrative support (e.g. posting incident time, delivering meals, bill preparation, etc.) will be reimbursed on an actual cost basis. The County will prepare and submit an itemized accounting of actual cost as part of the reimbursement request.

What is not eligible for reimbursement?

1. Law enforcement duties that are within the normal jurisdictional responsibilities such as enforcement, patrols, evacuation. 2. Automotive repairs, tires, and services are covered in the prevailing wage rate as identified in the OP Provision I. B.

Billing Protocol:

Documentation required to be submitted by the County to the FS for payment processing:

- Resource Order. Resource order will state what kind of assistance is ordered, how many people requested, and the time period for the services as ordered by the IC or Agency Administrator.
- Copy of Cooperative Law Enforcement Agreement and Operating & Financial Plan.
- UEI number.
- Active status in System for Award Management (SAM).
- Tax ID number.
- Breakout of actual costs:
 - Salary – Daily Crew Time Reports, Payroll summary by hours per day or timesheets of personnel.
 - Supplies – Copies of receipts with date and description of items purchased and FS authorization (S# or FS Signature) for purchase.
 - Mileage – Summary by day by vehicle and personnel using the vehicle.

- Incident Action Plans – copies of plans that document assignment to that incident.
- Map of roadblock locations.

BILLINGS ARE NOT TO BE SUBMITTED TO THE SM.FS.ASC_GA@USDA.GOV UNDER THE OBLIGATION ESTABLISHED THROUGH THE COOPERATIVE LAW ENFORCEMENT AGREEMENT.

Please coordinate remittance of billings to the Albuquerque Service Center, Incident Finance Branch through the local Fire Incident Business Specialist:

NAME: Jared Fisher, Fire Management Planning Specialist

ADDRESS: 1405 Hollipark Dr. Idaho Falls, ID 83401

Email: Jared.Fisher@usda.gov

Invoices must include the information identified above in the Billing Protocol section in order to be processed in a timely manner.

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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BANNOCK COUNTY COMMISSIONERS
 624 E. Center St., Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7369

ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

JOHN CROWDER
 Commissioner
 3rd District

AGENDA REQUEST FORM

*The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.*

E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

ASSESSOR

Item to be considered/background:

TAX CANCELLATION anitah@bannockcounty.us

How much time will be needed? Meeting date requested:

5 minutes

3/12/20

Does this item involve a contract, agreement, external funding application or award acceptance?

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Anita Hymas - Bannock County Assessor

Please include any supporting documents with your Agenda Session Request Form.

Commissioner Office Only:

Date: _____ Time: _____



BANNOCK COUNTY
ASSESSOR'S OFFICE
130 N. 6TH AVE., Pocatello, ID 83201
P.O. Box 4969, Pocatello, ID 83205

ANITA HYMAS
Assessor

Phone: (208) 236-7260
Fax: (208) 232-7074

March 7, 2024

Honorable Commissioners
Ernie Moser, Chairman
Bannock County Courthouse
Pocatello, Idaho 83205

Honorable Commissioners:

Please allow the following property tax cancellations pertaining to the **2023 property tax roll**. Calculations are to be completed by the Bannock County Treasurer using the appropriate levy and the following market value. Any request for tax cancellation will be accompanied with an explanation for each individual parcel. This request for tax cancellation does not affect the certified market value. Idaho Code 63-1302

PARCEL NUMBER	OWNER	EXPLANATION	MARKET VALUE CANCELLATION
RPR3803008011	SNAPP, JOSEPH	TRIBAL EXEMPT	\$81,696
RPR4013007200	STATE OF IDAHO	STATE OF IDAHO; EXEMPT FOR 6MONTHS – TAX DOLLARS	\$1,561.36
RPRRTM2004600	REBEL ESTATES LLC	BTA DECISION	\$11,511
RPRRTM2009000	REBEL ESTATES LLC	BTA DECISION	\$7,169

Sincerely,

Anita Hymas
Bannock County Assessor
CC: TRSR; FILE

BANNOCK COUNTY COMMISSIONERS

Chairman _____

Commissioner _____

Commissioner _____

3/12/24

In the Matter of FEBRUARY 2024)
COMMISSIONER PROCEEDINGS)

The following is a synopsis of proceedings, pursuant to Idaho Code §31-819, of the Board of Bannock County Commissioners for February 2024, to wit, of which a complete set of minutes is on file at the Bannock County Clerk's Office, Pocatello, Idaho, or can be found online at www.bannockcounty.gov.

Feb 2: Approved entry/exit and claims for Board of Ambulance; invoices, Commission report, salary forms, and certificate of residency. Approved eligibility application to purchase federal surplus property. Approved MOU with Power County for Spillman access. Approved facility use form for Marsh Valley High School Auditorium. Approved tax cancellation requests.

Feb 5: Town hall discussion on solar ordinance.

Feb 6: Denied cremation application 20240012 and approved cremation application 20240013 and three releases of lien. Approved animal shelter contract with City of Pocatello with addition of amendment. Approved courtroom use for mock trials at reduced cost of \$500. Approved bid publication for Connecting Communities Trail. Approved Permission to Enter Property for Lava Ranches. Approved disposal of Commission records. Approved quitclaim deed for parcel RPRPOOR000903. Approved Resolutions 2024-10 Authorization to Dispose Surplus Assets/Property and 2024-11 Approving January 2024 Salaries, and Ordinance 2024-01 Amendment No. 66 to Zoning Ordinance No. 1998-1. Approved publication of January Commissioner Proceedings. Approved consent agenda with minutes, salary forms, and residency approvals. Approved entry/exit executive session – legal. Accepted bids for review for bulk fuel.

Feb 8: Approved invoices, reports, credit applications, certificate of residency, and payroll report. Approved event contracts for Bob Conley Invitational, Mystic Realms Fantasy Fair, SRD's Haunted Fairgrounds, SE Idaho Days, Pocatello Kid's Day, and Thrills 'n Chills Festival. Approved entry/exit executive session – personnel; and moving forward with RIF.

Feb 13: Approved jail inspection report. Approved MOU with LHTAC for bridge replacements. Approved quarterly worker's compensation billing. Approved Resolutions 2024-12 Approving Tax Cancellation Requests and 2024-13 Authorizing the destruction of Commission Files. Approved support letter for Idaho Power grant application. Approved tax cancellation for parcel RPRCPAA015100 and tabled request for East Village. Approved certificate of residency and minutes.

Feb 15: Approved invoices, credit applications, reports, and salary forms. Approved contract with Ivy Correctional Medicine for MOUD program after legal review. Approved contract for Snake River Opportunities High School at \$500 and contract with 4th District High School Rodeo with fees waived. Approved ISU agreement for facility use for courts. Approved Robin Valley Estates plat. Approved sending zoning ordinance back to council to consider Caribou County ordinance regarding solar, and add wind farms. Approved entry/exit executive session – personnel.

Feb 20: Approved cremation application assistance for case number 20240014, 20240015, and 20240016. Approved entry/exit executive session and to forgive remaining balance for case numbers 98000060, 98000226, and 98000260. Approved entry/exit Board of Ambulance, agreement for naloxone leave-behind program, and write-off deceased patient balances.

Approved Chubbuck facility use form for solar ordinance meeting. Approved Resolution 2024-14 Approving Tax Cancellations. Approved tax cancellation request. Approved Chubbuck facility use form for Elections. Approved minutes. Accepted guardrail bid from Railco, LLC, for review. Accepted architectural bids from Booth Architecture and Hummel Architects for review. Approved entry/exit executive session – personnel.

Feb 22: Approved entry/exit Board of Ambulance and invoices, Commission report, invoices, and payroll report. Denied request for ordinance exception for Marley Acres. Approved tax exemption for parcel RPRPOC183100 for 2023 and denied request to refund taxes for parcel RPRPTH1000100. Approved reallocation of funds for extra help for Event Center/Complex. Approved contract with Thomsen Reuters for Westlaw. Reallocated vehicles to OEM, R&B, Coroner, and Juvenile. Approved Field Study Agreement with Grand Canyon University for interns. Approved applying for SFY25 SUPTRS grant. Awarded bulk fuel bid to Conrad Bischoff. Approved waiving 2020 taxes and four years of interest and late fees if payment of taxes is made for parcel RPRPEA1002600.

Feb 27: Approved releases of lien. Approved applying for BLM Good Neighbor Authority Grant. Approved contract extensions for the Crises Center with the state and RHS. Approved Resolution Numbers 2024-15 Approving Tax Cancellation Requests and 2024-16 Authorization and Order to Reallocate Funds. Approved tax cancellations. Approved records disposal for Sheriff. Approved inmate health services agreement with Ivy. Approved tractor invoice from federal surplus property. Approved intern form and minutes.

Feb 29: Approved entry/exit Board of Ambulance and invoices, invoices, Commission reports, salary forms, and memo allowing claims signatures. Approved awarding guard rail bid to Railco LLC. Approved contract for promotions and consulting with Nederlander.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

Attest: _____
Jason C. Dixon, Clerk

Published: March 16, 2024

**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of March 5 and 7, 2024, as approved during the meeting of March 12, 2024.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

ATTEST:

Jason C. Dixon, Clerk



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, March 5, 2024
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, and Chief of Staff Braeden Clayson

Agenda Details

AGENDA	
1	Board of County Commissioners Regular Business Meeting (action items) BOARD OF COMMISSIONERS MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)
2	<ul style="list-style-type: none"> Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
3	<ul style="list-style-type: none"> Hanging of Field of Heroes canvas in the Commission Chambers (action item)
4	<ul style="list-style-type: none"> Read and sign the Proclamation of National Nutrition Month (action item)
5	BOARD OF AMBULANCE DISTRICT <ul style="list-style-type: none"> Ryan O'Hearn, Pocatello Fire Chief, regarding approval of and signature on the application for the Assistance to Firefighters Grant (requested 10 minutes) (action item)
6	BOARD OF COMMISSIONERS <ul style="list-style-type: none"> Adam McKinney, Chief Technical Officer, requesting signatures on the IRON Master Services Agreement (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> Braeden Clayson, Chief of Staff, seeking a discussion to establish a fee schedule related to autopsy services, and potentially sign a Public Hearing Notice for the Autopsy Fee Schedule (requested 5 minutes) (action item)
8	<ul style="list-style-type: none"> Human Resources Planning Discussion (action item)
9	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2024-17 Authorizing the Destruction of Sheriff Files Resolution No. 2024-18 Designating County Roads for State Reimbursement Resolution No. 2024-19 Approving Tax Cancellation Requests Resolution No. 2024-20 Approving February 2024 Salaries
10	SIGNATURE ONLY (action items): Tax Cancellation Request Agreement for Pathology Services
11	CONSENT AGENDA (action items): <ul style="list-style-type: none"> Manual Checks Alcohol Licenses and Catering Permits Certificate of Residency Approval Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session Technology Forms Minutes: Approval of Meeting Minutes for February 27 and 29, 2024, and Certification of Said Minutes

12 Bid Opening Detention Center Plumbing Renovation RFP (action item)

Meeting Notes

- 1 9:00 AM Moser called the meeting to order.
- 2 No business.
- 3 9:00 AM Veterans Administrative Assistant Lillian Molina, Veterans Coordinator Melissa Hartman, Kyle Riley, and Public Information Officer Emma Iannacone appeared. Iannacone explained that Riley has gifted the County a canvass print of the Field of Heroes. Hough moved to accept the photo. The motion passed.
- 4 9:03 AM Management Assistant Kristi Davenport and Senior Activity Center Board of Directors Kathleen Stephens, Linda Fairchild, and Darrell Brown were present. Hough moved to accept the Proclamation for National Nutrition Month. The motion passed. Moser read the Proclamation.
- 5 9:07 AM Hough moved to enter into the Board of Ambulance. The motion passed. Klauser reviewed the AFG request and the match will be budgeted in FY25. Hough moved to approve the submission for the AFG grant. The motion passed. Hough amended the motion to authorize electronic submission if needed. The motion passed. Hough moved to exit the Board of Ambulance. The motion passed.
- 6 9:09 AM McKinney reviewed the IRON agreement is for a new connection to augment and replace connections. Bingham County originally applied for the grant for connection. Legal was concerned for funding going forward. He was unaware that Bannock County was included in the Lewis County grant and the service is paid for two years. After that, he can request ongoing funds from IPSCC for future funding. A non-appropriations clause is included in the agreement. McKinney plans to renew the grant every two years. Discussion ensued on bandwidth, cost elimination, and connections with the state and other counties. Hough moved to approve the agreement with the IRON network. The motion passed.
- 7 9:15 AM Clayson reviewed a proposed fee schedule to publish for a public hearing. Crowder questioned costs with the hospital, locums, consultant costs, consumables, and whether there is a provision for charges if a locum has to testify. Crowder felt other counties are being subsidized. Hough explained this is a state sponsored test at this time and he is fully committed to not subsidizing other counties. Crowder expressly opposed the setup of any fee schedule as he has most of the project in the past. Moser pointed out that the new fees would be discussed at the public hearing. Hough moved to post the fees as presented. The motion passed with Moser and Hough voting yes. Crowder opposed.
- 8 9:23 AM HR Professional Josh Waters and Senior Payroll Tech Alecia Jensen appeared. Discussion ensued on tasks that will need assistance during the vacant HR position. The job description was discussed, and separating risk management duties. Klauser reviewed suggestions for job description. Waters shared that a salary comparison for the area shows our rate is low. Dixon will reach out to other clerks for job descriptions and salary for another discussion next week.
- 9 9:49 AM Moser reviewed the resolutions. Hough moved to approve Resolution Numbers 2024-17, 18, 19, and 20. The motion passed.
- 10 9:50 AM Hough moved to approve the Assessor's request for tax cancellations. The motion passed.
Agreement for Pathology Services
- 11 9:51 AM Moser reviewed the consent agenda included alcohol permit, certificate of residency and minutes. Hough moved to approve the consent agenda. The motion passed.
- 12 11:00 AM Management Assistant Kristi Davenport appeared. Moser reviewed the bid RFP. Davenport shared there were no proposals received and requested to cancel the solicitation. Hough moved to cancel

the bid. The motion passed. Moser declared that the project can move forward in the best interest of Bannock County.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Accepted gift of canvass print of Field of Heroes.	Staff
Approved Proclamation designating March National Nutrition Month.	Staff
Approved entry/exit Board of Ambulance and application to AFG.	Clerk/Grant Team
Approved Master Services Agreement with IRON.	E-911
Approved publication of proposed fees for forensic pathology for public hearing.	Staff
HR job descriptions/salaries will be requested from other counties to discuss next week.	Clerk
Approved Resolution Nos. 2024-17 Authorizing the Destruction of Sheriff Files, 2024-18 Designating County Roads for State Reimbursement, 2024-19 Approving Tax Cancellation Requests, and 2024-20 Approving February 2024 Salaries.	Staff
Approved tax cancellation requests.	Resolution
Approved consent agenda with salary forms, certificates of residency, and minutes.	Clerk/Auditing
Cancelled RFP for Detention Center Plumbing Renovation and project to move forward in best interest of County.	Procurement/Sheriff



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, March 7, 2024
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Attorney Brian Trammell, and Chief of Staff Braeden Clayson

Agenda Details

AGENDA	
1	<p>Claims Meeting and Work Session (action item)</p> <p>Agenda:</p> <ul style="list-style-type: none"> • Board of Ambulance District: Invoices and Commissioner Report • Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications • Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session • Payroll Report • Alcohol Licenses and Permits • Certificate of Residency Approval • Mileage Reimbursement Requests • Technology Request Form • Memorandum Authorization for Accounts Payable • Cardholder User Agreement and Authorization <p>Work Session Agenda:</p> <p>Agenda:</p>
2	<ul style="list-style-type: none"> • Stace Gearhart, Idaho Department of Juvenile Correction, seeking to present the IDJC Annual Report for Bannock County Juvenile Justice (requested 15 minutes)
3	<ul style="list-style-type: none"> • Scott Crowther, Business Manager and Event Director, regarding signatures on (1) Rental Agreement for HPC District 4 Rodeo, and; (2) Government Equipment Rental Agreement with Buttars Tractor (requested 10 minutes) (action items)
4	<ul style="list-style-type: none"> • Jared Marchand, Treatment Courts, requesting use of opioid funds to send Bannock County team members to the RISE24 National Drug Court Training (requested 10 minutes) (action item)
5	<ul style="list-style-type: none"> • Charity Staggs, SICO, requesting approval to submit an application for the 2024 WSFM Cotton Valley Fuels Reduction grant (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> • Emma Iannacone, Public Information Officer, seeking reading of and signature on the proclamation declaring April as “Child Abuse Prevention Month” (action item)
7	<ul style="list-style-type: none"> • Shanda Crystal, Chief Procurement Officer, seeking (1) to discuss a potential signature on a contract with Idaho Asphalt Supply, Inc., and; (2) to provide a procurement update (requested 10 minutes) (action item)
8	<ul style="list-style-type: none"> • Jamie Pehrson and Alex Hauser, Bannock County Fair board, discussion regarding two new barns and future look of fairgrounds (requesting 15 minutes) (action item)
9	<ul style="list-style-type: none"> • Daniel Kendall, Facilities, presenting three projects for approval by the Commission (requested 10 minutes) (action item)

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| 10 | <ul style="list-style-type: none"> • (AMENDED) Tristan Bourquin and Hal Jensen, Planning and Development, pertaining to discussion on Council's decision for Ordinance Amendment and process moving forward (potential action item) |
| 11 | <ul style="list-style-type: none"> • Signature on Public Hearing Notice (action item) |

Meeting Notes

- 1 8:59 AM Moser called the meeting to order and shared the agenda was amended to include Planning. Hough moved to accept the amended agenda. The motion passed. Hough moved to approve the invoices. The motion passed.
- 2 9:02 AM Juvenile Probation Director Matt Olsen also appeared. Gearhart reviewed data compilation sources and the yearly report. Questions were addressed on status offenses, restitution, The Village impacts, and referrals.
- 3 9:18 AM Tiffini Crockett with District 4 Rodeo appeared. Crowther reviewed the district rodeos, and the request of fees at 50% at \$1,400. Hough moved to approve the 4th District Rodeo contract. The motion passed.
9:21 AM Crowther reviewed the rental agreement for a tractor. The indemnification clause can be stricken. Hough moved to approve the contract with Buttars Tractor. The motion passed.
- 4 9:24 AM Marchand requested to use opioid settlement funds to send three personnel to a drug conference. Hough moved to approve the request and use of opioid settlement funds. The motion passed.
- 5 9:27 AM Emergency Services Director Wes Jones and SICO Grant Writer Kate Selvage appeared. Jones requested approval to submit the grant to Idaho Department of Lands which is due March 15 with work to be started in 2026. Hough moved to approve grant submission. The motion passed.
- 6 9:29 AM Iannacone read the proclamation. Hough moved to adopt the proclamation. The motion passed.
- 7 9:32 AM Assistant Public Works Director Buddy Romriell also appeared. Crystal reviewed the contract with Idaho Asphalt Supply for road oils. Legal had concerns for the price terms, time of ownership, indemnification, venue for litigation, enforceability, and non-appropriations. Hough moved to approve the contract with the changes. The motion passed.
9:39 AM Crystal gave procurement project updates.
- 8 9:42 AM Fair Board members D'Lyn Moser, Cody Miller, and Zachary Dame also appeared. D'Lyn Moser reviewed they are requesting an increase in funds for one large barn rather than two small ones. Discussion ensued on the condition of the exhibit buildings and contracting out work. 9:51 AM Maintenance Director Dan Kendall appeared and urged the display buildings need worked on first. The Fair Board will discuss the options next week.
- 9 9:53 AM Corporal Jen Warner, Corporal Mark Suechting, and Chief Deputy Clerk Keri Povey appeared. Kendall explained some recommended projects as the juvenile office, room 108, and the first floor vault door. Funding will come from the capital acquisitions trust. Moser explained the security radios are not encrypted and should be discussed with ARPA. Hough moved to approve the projects with funding from capital acquisitions. The motion passed.
- 10 Assistant Planning Director Bourquin and Subdivision Planner Alisse Foster appeared. Bourquin reported on the Planning Council's recommendation after a public hearing on March 5. To accept the zoning amendments, excluding sections 395 and 451. Bourquin explained the Council felt the change was too much, should be more flexible, and they were concerned for private property rights. Moser explained the proposal was sent to Planning Council and they recommended changes. Discussion ensued on "material change" and if another public hearing would need conducted. The Board felt the ordinance was presented two days ago as directed by the BOCC, and the Council did not recommend adopting the ordinance fully.

The BOCC does not have to accept the Council's recommendations. A public hearing is set for later this month.

- 11 10:09 AM Hough moved to approve the March 26 public hearing notice for publication for the proposed zoning ordinance amendments. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda and invoices.	Clerk/Auditing
Approved contract with District 4 Rodeo at \$1,400.	Parks and Rec
Approved rental agreement with Buttars Tractor.	Parks and Rec
Approved use of opioid settlement funds for personnel training.	Courts
Approved submitting 2024 WSFM Cottonwood Valley Fuels Reduction grant.	OEM/Grant Team
Approved proclamation declaring April as "Child Abuse Prevention Month."	PIO
Approved contract with stated changes for road oil from Idaho Asphalt Supply.	Procurement/Public Works
Approved projects for the juvenile office, room 108, and the vault door from capital acquisitions.	Maintenance/Auditing
Approved publication of March 26 public hearing notice for zoning ordinance amendments.	Clerk/Planning