



Clerk's Office

General Fund 01-01

Pamela W. Eckhardt – Clerk

Auditor, Recorder, Jury Commission, Clerk to the Board of County Commissioners

Mission Statement

As the hub of county government, we protect, preserve, and maintain the public records and public funds with integrity and accountability. We are responsive to our citizens with superior customer service.

Program Description

The following services are provided by the Clerk's Office:

- Recording and maintaining all documents relating to property.
- Issuing marriage licenses and alcohol licenses and permits
- Acceptance Agent for processing passport applications through the United States Department of State -three clerks are certified for this processing.
- Auditing functions including claims, tax remittances, revenue acceptance and payroll.
- County budgeting process and certification of county and taxing district levies per Idaho Code 31.
- Responsible for minutes of all Commissioner proceedings, contracts, resolutions and ordinances signed by the Commissioners and maintaining their daily agenda.
- Jury – maintaining the jury list as per Idaho Code 2-206, creating the jury pool of 1500 persons called three times per year, processing jury qualification forms and calling prospective jurors as requested by the courts.
- Maintaining, protecting and providing public access to the historical records of Bingham County dating from 1885.

FY 2021 Accomplishments

- Maintained certification as a passport facility for the US State Department. Passport applications were not accepted for 6 months as the State Department had limited processing ability due to COVID-19.
- Continue to improve Docuware searchable data for Commissioner Minutes and historical records.
- Increased evaluation and projection of revenues for FY 2021 budget showing positive improvement in expenditure and revenue ratio for the county audit. Received a clean audit opinion from WIPFLI, LLC.
- Contracted Affordable Care Act reporting creating a savings of personnel time.
- Continued improved process for fleet management tracking and sale of county property.
- Benefited from membership in the Government Finance Officers Association with increased training in budget planning and processes and COVID-19 financial ramifications.



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- Continued work on the Veteran's Honor Project - Patriot Field Website www.patriotfieldmemorial.com to add veteran's names, photos, and stories.
 - Tracked new county codes and updated county ordinances through American Legal.
 - Tracked and submitted invoices of \$840,806 to the Idaho State Controller's Office for CARES Act Reimbursements. March 2020-December 2020.
 - The Clerk's Office was the county contact for information regarding the 2020 Census and encouraged the public to complete the Census.
 - Implemented a successful tax exemption process in coordination with the Assessor's Office.
 - With the disincorporation of Atomic City, the clerk was charged with putting the financial and physical assets of Atomic City into trust being managed by Bingham County and contacting entities of the disincorporation..

COVID-19 Pandemic Response

2021 continued with the United State's response to a growing world-wide pandemic called COVID-19. The Clerk's Office adapted to the changing health situations in the state and the county and worked with the other departments to create information for the public through signage and social media. With the low housing interest rates and booming real estate market, property recordings increased from an average of 40-50 per day to 70-100 per day.

The Idaho Supreme Court allowed jury trials to begin consequently the jury commissioner summoned between 160-200 potential jurors per week because of the backlog of jury trials due to COVID-19. Commissioner Meetings continued with the option for participants to join via ZOOM.

FY 2022 Goals and Objectives

- Continue to serve the public in a courteous, helpful and timely manner.
- Scan all Commissioner files into Docuware to increase ability to search.
- Continue to work on the historical records management plan.
- Propose changing to new HR/Payroll program.
- Address any ADA compliance issues in programs or facilities.
- Work with Bingham County Historical Society and Eric Jackson, Building Maintenance Director to create a plan for ADA accessibility for the Bingham County Museum.
- Work with IT and Shirley Featherston - county webmaster, to change the look of the Commissioner Agenda on the county website or as part of a proposed new county website.
- Work with legal counsel on managing the assets in the Trust for the Former Atomic City.

Significant Changes to FY 2022 Budget

Request to continue \$10,000 allocation to Imaging/Contract for historical record book repair and digitizing. This line item includes the \$3800 yearly maintenance for Docuware which houses the commissioner minutes and other historical records and \$2220 yearly maintenance for the recording program used in the commissioner chambers. A reclassification for the court clerks



from N12 to N13 and a reclassification for the deputy clerk recorder and deputy clerk jury commissioner from N11 to N12 have been submitted to the HR Director.

5 year Capital Outlay

No capital outlay needs at this time except for the possibility of replacement of printers, desks or chairs not to exceed \$2000.

Employees paid through this account:

1 Elected Official, 9 Deputy Court Clerks, 6 Deputy Clerks, 1 PT Deputy Clerk



Assessor's Office
General Fund 01-02
Donavan Harrington – Assessor

Property Division

Mission Statement

The primary mission of the property division in the Assessor's Office is to collect, document, and disseminate accurate information for use by other government entities or departments with major emphasis on the general public (taxpayers) of Bingham County. Our goal is to strive to achieve excellent public service for the constituents of Bingham County.

Program Description

- The Property Division of the Assessor's Office is responsible to plat all property ownership within the county for assessment purposes.
- Keep accurate data relating to taxing district boundaries and the processing of all annexation and boundary changes.
- Process and review deeds to assure all property in the county is transferred properly with correct and accurate legal descriptions.
- With the help of the county surveyor, review all new subdivision plats to assure compliance with state and county code.
- Provide computer assistance to reappraisal staff with recording of all assessed values for property within the county.
- Provide the above information to other county, state, and federal offices as needed as well as providing it to the general public.

FY 2021 Accomplishments

- All of the Commercial Property in North Bingham County as well as about one half of the City of Blackfoot was looked at by the commercial appraiser Gary Shewey. We were also able to review all of the Trailer Parks and Mobile Homes in Bingham County this year.
- Ranges 30,31,32,33,& 34 were re-appraised or value changed for the year 2021 as part of the continuing 5 year plan put in place. Our team looked at Residential, mobile homes and farm ground while in those areas.
- With the passing of House Bill 389 (The Mike Moyle Bill) which changed the Homeowners exemption from the previous reduction of \$100,000.00 to the new amount



of \$125,000.00 the county has seen a reduction in value of \$83,241,905.00. Even with this reduction the County will see a positive value change of \$17,191,198.00.

- I believe we have achieved our main objectives of great public service for the constituents of Bingham County. Our maps are up to date and we have been able to help a multitude of taxpayers identify their property as well as provide information to help with the many transactions that take place with those properties. We have also had another successful year, with the help of our computer arts programs, providing taxpayers with their assessment notices and providing other government entities an accurate assessment roll to facilitate their funding needs.
- During the Covid 19 closure we were able to help almost everyone through remote access, telephone access, or personal appointment. Although this time has been somewhat challenging, I believe we have been able to improve some of the ways we do business in the future and have helped the public realize they can accomplish much of their business through online services.

Significant Changes to FY 2022 Budget

The need to continue with commercial Re-valuation and the additional need to try to convert the Farm & Agricultural Lands to a cash rent basis will put additional financial stress on the Assessor's Budget. We would like to start the first of a two year process to implement the change over to all of our agricultural parcels. We are estimating that this two year process will cost the county approximately \$105,000.00 per year. Each parcel will require an in the field look to determine the actual use of the land and how it is irrigated, whether or not the corners are being farmed and the reasons why or why not. Once this process is complete we will implement the shift across the entire county in the same year so as to be fair and equitable.

- With the move planned for IT to inherit a larger portion of the Assessor's Office space we would like to have the Commissioners consider building desks and storage cupboards in the newly acquired GIS Mapping Room. We are currently seeking bids for this project. It would be wonderful if IT would foot the bill for this expense as they are getting all of the existing desks and cupboards from the Assessor's Office.
- We will need to ensure that funds are available for the education of our Revaluation Appraisers. Some of these funds were removed from the budget during the 2021 budget setting process and with the reduction in restrictions due to Covid 19 we are anticipating the need to travel to other parts of the state for continuing education classes. There is always a need to continue the education process with staff in order to stay certified.



Motor Vehicle

Mission Statement

The primary mission of the Motor Vehicle Division centers on knowledgeable and courteous customer service in all aspects of licensing and titling of vehicles within the boundaries of the State as well as Bingham County.

Program Description

- The Motor Vehicle Division has the responsibility to make sure that all vehicles within Bingham County are licensed and titled in accordance with all Idaho state licensing laws.
- The Motor Vehicle Division makes sure sales tax laws are adhered to in the titling of motor vehicles within the county and that all funds relating to licensing and titling are accounted for and distributed correctly.
- Motor Vehicle Personnel must disseminate accurate information in the titling and licensing of all vehicles within the county in a knowledgeable, courteous, and efficient manner.

FY 2021 Accomplishments

- Our Motor Vehicle Division has also been successful in providing excellent public service in the area of licensing and titling of all motor vehicles. They have also taken on enhanced responsibilities in relation to issuing of titles and handicapped placards as well as a new program for titling of all boats. The responsibilities in this department seem to change each year and our personnel have been very effective in keeping up with those changes. Our clerks work well together as a team and we are very proud of them.
- With the implementation of the new GEM System on 13 Oct 2020 the work and load on Motor Vehicle Services has changed. Because we chose to stay open to the Public we received citizens from Jefferson, Bonneville, Bannock & Power Counties on a daily basis. This caused additional stress to the already long wait times. We expect the increased workload to continue as we strive to catch up with those who were unable to accomplish their motor vehicle needs. We believe the public has become better educated on their ability to accomplish much of their motor vehicle needs online without a personal visit to the Courthouse. We hope that will improve the service they receive from the County and ITD. I believe our motor vehicle office has the highest amount of traffic for customer service in the courthouse and they do a wonderful job.



- Parks and Recreation have gone to a new registration program that has not been integrated into the normal motor vehicle program. This now requires our clerks to separate out the Parks and Recreation funds from those of the Motor Vehicle Operations. There currently are no other vendors in Bingham County who have chosen to join the Parks and Recreation Licensing. We feel it is important to continue to work with county residences to insure that their registration needs are met for Parks and Recreation. We receive very little revenue for that service and unless they improve on the program we may not have the time to devote to the issue of Parks and Recreation stickers. We hope it doesn't come to that because we feel it is a great service to the public to be able to issue those stickers along with our regular motor vehicle titling and registration program.

FY 2022 Goals and Objectives

- Our goals in 2022 will hopefully fall in line with our accomplishments of 2021. We primarily provide public service, so it is imperative that we provide that service in a manner that is complementary to the needs of the public we serve, whether it be over the phone or over the counter.
- Because of the additional time required to work in the Gem Program for ITD we would like to see our clerks extend their work day from the now 7 hours per day to 8 hours per day. We see those and other changes that need to take place at this time, so we will strive to do the best we can as we work towards providing better customer service and additional hours of operations including reopening during the lunch hour of 12 to 1 PM.

Significant Changes to FY 2022 Budget

The revenues continue to support our extra efforts in Motor Vehicle Registration of a busier than normal season. After the first 6 months of the fiscal year we are above the funds generated last year at the same time. We are hopeful that the Motor Vehicle Clerks are transitioned to a 40 hour per week position and that we can advance their pay scale to those comparable to the other clerks in the court house. They do a tremendous amount of work under very stressful situations. It should also be noted that these clerks are generating significant funds for the County General Fund.

5 year Capital Outlay

- I would like to see the motor vehicle clerk's salaries upgraded sometime in the near future. Right now they are at level 10 on the 35hr work schedule. I would like to see them at level 12 to reflect the same pay scale as other clerks in the court house. The amount of training and expertise needed to fulfill their assignments have greatly increased over the past few years. Boise has passed more of the responsibility to the local offices. It would be nice to see personnel in the Clerk and Treasurer office more in line with the pay



in my office. I think most of the jobs in all of the offices are pretty much on the same level of importance and should be paid as such. With that in place it could resolve people jumping offices just for pay increases. Pay between offices many years ago was that way and seemed to work pretty well. I believe a meeting between all Elected officials could go a long way to help resolve some of the pay differences between offices.

Closing Statement

- As the new Assessor I am not certified to complete some of the tasks that Ron Simmons had taken care of for so many years. I do however recognize that those who work in the Assessor's Office are very knowledgeable and are willing to help in whatever capacity I have asked them to complete. I have enjoyed my first 9 months in office and ask for the commissioners' continued support going forward to the 2022 budget year.

Employees paid through this account:

- 1 Elected Official
- 2 Full Time Data Entry Clerks
- 2 Full Time Deeds Clerk / one position currently open
- 1 Part Time Deeds Specialist
- 4 Full Time Motor Vehicle Clerks



Treasurer's Office
General Fund 01-03
Tanna Beal – Treasurer/Tax Collector

Mission Statement

Serve to fulfill the statutory requirements of the county Treasurer's Office with professional, ethical and transparent practices. To ensure citizens are given courteous, considerate, and effective service.

Program Description

The following services are provided by the Treasurer's Office:

- Receive and deposit all money belonging to the county.
- Balance County bank and investment accounts.
- Honor county warrants.
- Invest idle funds with safety, liquidity, and yield on available funds in compliance with Idaho Code.
- Prepare and collect property taxes for all taxing districts in Bingham County.
- Collect and account for all current and delinquent taxes.
- Prepare and issue tax deeds.
- Issue Warrants of Distraint on unpaid personal property.
- Administrate bankruptcy cases as they pertain to property taxes.
- Act as public administrator on behalf of decedents without heirs.

FY 2021 Accomplishments

- Continuing Education - Bankruptcy, business writing, stress management.
- Continued to provide courteous and prompt customer service.
- Created a sweep account for Idaho Central accounts creating cash savings.
- Finished the Road and Bridge shop project tracking cash flow. This worked well with the help of Dusty Whited and the contractor.
- Assisted Solid Waste setting up credit card payments with Access Idaho.
- Our office worked diligently to collect on 2017 delinquent taxes leaving just one property for tax deed.
- We only had one Manufactured Home to sell. This was impressive considering we did not conduct the Warrant of Distraint process in the fall due to Covid 19.
- Continued office operations through COVID 19 restrictions, offering multiple options for tax payments including accepting credit card payments over the phone.
- Our office was successful (or lucky) in having no COVID 19 cases within the office.
- The camera system in our office was upgraded to cover more area and high defination.
- We continue to have effective output with a small staff. This may have to change down the road as Bingham County grows.



FY 2022 Goal and Objectives

- Create a program for education on property taxes. I have been in contact with Blackfoot High School to teach a class. I will look into presenting in the Senior Centers.
- Provide quality customer service while streamlining the tax paying process.
- Assist in creating a credit card account for Parks and Recreation.
- Work towards making our front counter ADA compliant.
- Work towards creating a cash flow chart to better forecast when the County will need to access invested funds.
- Work towards finishing the remodel of our office, repairing cupboards and replacing countertops.
- Look into getting a kiosk in front of the building to receive tax payments. This could also be used to accept other county office's payments.
- Replace our dropbox out front so it is more secure. It has been at times impossible to unlock and there is no more room for another lock.

Significant Changes to the FY 2021 Budget

Increase in travel budget to cover travel to Northern Idaho for IACT Conference in August of 2022.

5 year Capital Outlay

- Replace older printers and finish office remodel.
- Outside kiosk.

Employees paid through this fund:

1 Elected Treasurer

1 Full-time

4 Part-time



Commissioners

General Fund 01-05

Whitney Manwaring - Chairman

Mark R. Bair

Jessica Lewis

Mission Statement

The Mission of Bingham County is to provide essential government services based on statutory requirements with the highest priority of public safety, future economic development and long-term fiscal stability at the very least cost to the citizens.

Program Description

The Commissioner's salaries and benefits are paid from this fund. It also contains line items for travel, vehicle expenses and other miscellaneous expenses. Travel expenses are associated with commissioner training.

FY 2021 Accomplishments

- Fulfilled responsibilities for district and state committees.
- Proactive with COVID-19 situation.
- Placed marker at Patriot Field memorializing date of dedication.
- Completed funding of the Public Works shop.

FY 2022 Goal and Objectives

FY 2022 Changes

none

Employees paid through this account:

3 Full-time Commissioners



Coroner

General Fund – 01-06

Nicholas Hirschi – Coroner

Mission Statement

The Bingham County Coroner office is dedicated to excellence in public service by providing professional, scientific, and compassionate forensic death investigation through a joint effort with law enforcement, EMS and other agencies in order to protect the interests of deceased individuals, their families and members of the community we serve.

Program Description

The Bingham County Coroner's Office investigates sudden, violent, unexpected and suspicious deaths that occur in Bingham County. The Coroner's Office certifies death after investigation and postmortem examination and issues the death certificate as required by law. Complete findings of the death investigation are distributed to families and law enforcement agencies as appropriate.

The main duties of the Office of the Coroner are to determine the cause and manner of death, and certify deaths that are reported to the Coroner's Office. The cause of death is the disease process or injury that resulted in death. There are thousands of diseases and injuries that may result in death. The manner of death is a classification in which a determination is made regarding whether the death resulted from natural causes, homicide, suicide, or an accident. On occasion, the manner of death is classified as indeterminate.

Information collected during the investigation helps clarify the circumstances, such as the sequence of events prior to death. Evidence collected during an investigation and/or postmortem examination may help lead to the arrest or successful conviction of a suspect in a homicide case. Because deaths occur around the clock, Coroner's Office staff members are available 24 hours a day, 365 days a year.

FY 2021 Accomplishments:

- Drafted several new Standard Operating Guidelines.
- Hired and trained 2 new deputies.
- Trained employees on Operating Guidelines.
- Adjusted procedures due to Covid-19.
- Began meetings with law enforcement agencies regularly to discuss cases in order to improve performance quality and promote cohesiveness between agencies.

FY 2022 Goals and Objectives

- Ensure 24/7 coverage with timely responses
- Provide beneficial training for employees.



- Continue safe and professional appearance.
- Manage budgets effectively.
- Prepare for potential Covid-19 issues.
- Increase supplies ahead of time.
- Be informed on up-to-date procedures.

Significant Changes to FY 2022 Budget

- In accordance with Coroner's Office 5-year Wage Step program approved in 2019:
 - 5% increase for Deputy Coroners: Shawn Croft, John Kluvers, Scott Tweedy to \$210.00/month.
 - 3% Increase for Chief Deputy Coroner: Debra Wright to \$412/month.
- Coroner wages increase to \$24,500/year
- Increase supplies budget line item to \$2500. to combat increased supply usage due to Covid-19.
- Increase autopsy/labs budget to \$35,000 due to increased autopsy cases in 2020 budget year.
- Continue to maintain an accurate and reasonable budget plan while providing professional services to county members. Provide training to employees and purchase needed supplies while making every effort to function within the set budget.

5-Year Capital Outlay Plan

The Coroner's Office was approved to lease a new vehicle in FY 2021 Continue vehicle lease for FY 2022.

Employees paid through this account:

- 1 Part-time Elected Coroner with Full-time benefits
- 4 Part-time



Prosecuting Attorney's Office

General Fund – 01-07

Paul Rogers – Prosecutor

Mission Statement

The mission of the Bingham County Prosecuting Attorney's Office is to promote community and public safety for our citizens, in conjunction with facilitating an efficient county government. We are determined to work vigorously to accomplish justice for victims of crime and strive to hold perpetrators of crime accountable for their actions.

Program Description

General

- All prosecution and support staff of the prosecutor's office will have a high level of experience and training;
- Members of the community will be informed of the work being done by the prosecutor's office;
- The prosecutor's office will have a positive and productive working partnership with each governmental agency.

Criminal

- Each person, group or agency affected by a criminal act can have input in the prosecution of the matter.
- The prosecutor's office will provide information and assistance to victims throughout the legal proceedings and offer resource information for assistance programs;
- The People of Bingham County will feel safe and confident that crime is appropriately addressed within their community and Bingham County and are allowed to come discuss matters with prosecutors at any time.

Civil

- Provide legal counsel to the Bingham County Commissioners efficiently and effectively.
- Each of the agencies served by the prosecutor's office will have access to the services of the prosecutor's office when needed for legal advice and /or legal document drafting;
- The prosecutor's office will provide training of other county elected officials and department heads regarding their legal obligations and duties.

FY 2021 Accomplishments

- Our office had a lot of turnover with attorneys. We currently have hired three new attorneys to fill the obligations the Prosecutor's Office has to the County. The new attorneys are Janet Franklin, Rebecca Gullett and Oliver Wimbish.
- The most significant and positive change that took place is that the Commissioners allowed for the Human Resource Director position to be combined with the Civil Deputy Attorney position, allowing an extra criminal deputy position to be filled. This approval met our 5 year goal from the last three years to acquire an additional attorney to



Bingham County. Currently, we now have 5 criminal deputies and 1 civil deputy to more efficiently cover the County needs.

- Hired new deputy attorney, Abby French, to manage the misdemeanor and infraction case load.
- Interviewed and hired a new SAUSA position, Blythe McClain, who was announced December 2019.
- Successful in sentencing a convicted criminal that shot one of our deputies, with a 27 to life sentence.
- Recently resolved issues with video discovery issues by working with the Sheriff in gaining access to Watch Guard, which will aid in production to defense attorneys.
- Hired a temporary secretary in the summer of 2019 who scanned documents and significantly improved our office work flow and vastly cut down the physical file storage.
- Hired two new legal assistants to replace two that had left our office.
- Promoted community and public safety during initial COVID19 steps for our citizens, in conjunction with facilitating an efficient county government;
- Maintained Westlaw Contract with the lead of Pam Eckhardt.
- Updated our attorney computers.

FY 2022 Goals and Objectives

- Meet more frequently with Department Heads and Elected Officials to make sure we are meeting the needs of every position in the County.
- Better allocation of caseloads amongst attorneys to catch up to the backlog of the inability to have jury trials in 2021.
- Provide better information to the media about significant crimes happening in the County.
- Continually train and aid each of the attorneys to hold a high standard for Bingham County and help those in the community understand the importance of prosecution.
- To continue to work hard in keeping an open door policy with the community to show support for victims of crimes.
- Continue effective communication and representation of elected officials for the betterment of Bingham County.

Significant Changes to the FY 2022 Budget

The following are major issues and challenges impacting the Prosecutor's Office now and in the future:

- In accruing a new attorney position, we need to increase bar license maintenance and IPAA training and Westlaw licensing. Currently the Commissioners' budget is paying for 1 Westlaw license and a bar license and partial IPAA training. I would be asking for our office to manage those responsibilities and to take on that demand of the budget bringing our bar license fee budget up to \$8,750 for the training costs.
- In order to maintain high quality attorneys in Bingham County, as long as we are on a step level system I will be requesting that our attorneys are increased from an N28 to an N30.



Our current hiring starting salary does not compete with most of the rest of Idaho and it creates a deterrence from applying to Bingham County.

- With the new position, we will need an increase in budget for office maintenance, such as a computer cost increase, chairs and desks as well.
- This Office and the Commissioners need to finalize how to pay the salary of the Human Resource Director and Civil Attorney and determine how the split of pay needs to function. Currently, the Prosecutor's Office is budgeting \$12,000 per year to pay towards the civil attorney.
- The SAUSA will be proposed to have a raise for the Partnership this upcoming year.
- Similar to last year, I will be requesting an additional secretary position to meet the office work demands of electronic filings, case increase and daily inquiries by phone and email.

5 year plan

- Increase training to other agencies, law enforcement and community.
- Provide more efficient legal advice to the County.
- Improve sufficient salary resources to halt frequent turnover in deputy attorney and legal assistant positions and to adequately reward attorneys and staff based on achievement, experience, and workload.

5 year Capital Outlay

- Purchase of additional office furniture to accommodate the increase in personnel when needed.
- Purchase of additional office furniture for storage to accommodate the increase in video files.
- Continue to improve our computer systems and keep up with technology trends.

Employees paid through this fund:

10 Full-time

1 part budget shared with County Commissioners



Human Resources/Risk Management Department

General Fund 01-09

John Dewey – Director

Elected Official – BOCC

Mission Statement

The Human Resources/Risk Management Department is committed to providing and retaining a skilled, adaptable, and diverse workforce for County departments so that they may deliver superior services to the residents of, and visitors to, the County of Bingham.

Program Description

Reporting directly to the Board of County Commissioners, the Department is responsible for two primary functions, Human Resources and Risk Management.

1. Human Resources

Known simply as “Personnel” for many years, the Department deals with the organization’s most valuable resources, its employees. The term Human Resources, therefore, can generally be defined as the department or division within a company or organization that is focused on activities relating to its employees. These activities typically include recruiting and hiring new employees, orientation, retention, and advancement. Additionally, working in close concert with the County Clerk, the Department assists with the administration of employee benefits including:

- Medical, Dental, Vision, Life, and Disability insurance
- Retirement including PERSI (Public Employee Retirement System of Idaho) and 401 (k)
- Employee Assistance Program (EAP)

Additionally, the Department is charged with assisting Management and employees alike in understanding and applying federal and state laws that are applicable to the management of employees. The more common laws include:

- Family Medical Leave Act (FMLA)
- Fair Labor Standards Act (FLSA)
- Workers Compensation
- Occupational Safety and Health Act (OSHA)
- Mine Safety and Health Administration (MSHA)

The Department is also responsible for the ongoing administration and maintenance of the *Bingham County Employee Handbook* which is a collection of human resource policies. Human Resources is an ever-evolving discipline which requires not only policies to guide it but also vigilance in fairly administering and maintaining those policies. This administration and maintenance is done, in part, through close interaction with the Bingham County Board of County Commissioners, the Bingham County Personnel Board, and the County Prosecuting Attorney.



2. Risk Management

Risk Management is generally defined as the technique or profession of assessing, minimizing, and preventing accidental loss to a business, as through the use of insurance, safety measures, etc. It is important to note that there is no such thing as “risk avoidance”; Bingham County, therefore, is actively and prudently engaged in the practice of risk *management*.

The primary goal of the Risk Management function of the Department is to ensure the safety and/or will-being of those who work for, or interact with, Bingham County. Specific areas of concentration include:

- A close, working relationship with the County’s primary insurer, ICRMP (Idaho Counties Risk Management Program)
- Partnerships with private insurance companies
- Partnerships with state and federal agencies
- Administration of the Americans with Disabilities Act (ADA)
- Ongoing Safety and Drivers Training programs

FY 2021 Accomplishments

- Conducted 39 total recruitments in the first seven months, on pace for 67
- Processed 22 new employees in the first seven months, on pace for 38
- Reviewed 157 applications for employment in first seven months, on pace for 269
- Made significant changes to the [Bingham County Employee Handbook](#)
- Continued management of the Employee Recognition Program
- Made significant progress in improving and updating ADA infrastructure and programs
- Implemented and managed the COVID-19 CARES Act

COVID-19 Pandemic Response: Fiscal Year 2020 brought us the COVID-19 pandemic. In an effort to protect the health of employees, co-workers, and the public during the crisis, the Bingham County Human Resources Department found itself changing the manner in which it conducted even the most routine functions. Like so many other departments, agencies, and private businesses and organizations, even the most mundane and simplest tasks became complicated. Examples included:

- Job applications could be submitted electronically only, either through email or fax.
- Because of the nature of the extremely personal and confidential work conducted by the Human Resources Department, staff found itself inventing unique ways of conducting new employee orientations through strict, social distancing.
- Job interviews were conducted electronically through an application called Zoom.
- Even the most routine staff meetings were all conducted electronically or telephonically.



→The Department was also responsible for implementing and managing the federal CARES Act which included administration of the Emergency Sick Leave and Emergency Family Medical Leave Act (FMLA) provisions of the CARES Act.

Under the leadership of the extremely proactive and concerned Board of County Commissioners, however, the functions of the Department were completed in an exemplary manner and with the public's assistance and understanding, the storm was weathered.

FY 2022 Goals and Objectives

Inasmuch as the Human Resources/Risk Management Department is a service department, that is, it supports the related needs of all County operations, it is difficult to quantify specific goals and objectives. For example, it would be nearly impossible to estimate the number of recruitments to be conducted or the number of new employees to be hired. The primary objectives of the Department, therefore, will be as follows:

- Assist all departments with recruitment and hiring needs
- Assist all departments in interpreting and administering state and federal regulations
- Administer and update the Bingham County Employee Handbook as required
- Work closely with the County Clerk and industry partners in managing employee benefits
- Respond to public inquiries
- Administer Employee Recognition Program
- Conduct special studies and projects as directed by the County Board of Commissioners

Significant changes to FY 2022 Budget

None anticipated; the Department currently operates with 2.0 FTE positions and is expected to maintain that staffing level. No significant budget changes are anticipated.

5 Year Capital Outlay plan

The work of the Department is conducted primarily in an office setting and does not utilize any unique equipment or vehicles. As such, the following standard, office equipment is anticipated to be acquired/replaced within the next five years:

- 1 Executive desk to replace an existing clerical desk, \$650
- 1 Executive chair to replace an existing clerical chair, \$250
- 1 clerical chair to replace an existing clerical chair, \$100

Employees paid through this account:

2 Full-time



Building and Maintenance

General Fund 01-10

Eric Jackson – Supervisor

Elected Official – BOCC

Mission Statement

The primary mission of the Bingham County Maintenance Department is to maintain county facilities in such a manner to ensure a safe environment in an effective and efficient manner that will support county employees and the public sector using county facilities.

Program Description

We as a maintenance team ensure that maintenance operations are done to safeguard the employees and patrons of Bingham County ensuring a safe and comfortable place to conduct business and work. Responsible for the following facilities:

- Courthouse and Jail at 501 N Maple
- Probation Services Building
- Commissioners Office
- Extension Building
- Bingham County Historical Museum
- Home next to Probation Services
- 2 Rental Houses: 503 N Oak; 48 Airport Rd
- Newly acquired annex building, 490 N Maple

COVID-19 Pandemic Response

Maintenance Department was actively involved with the safety of employees and the public during the COVID-19 pandemic as Bingham County Courthouse continued to provide services to the citizens. Some of the safeguard measures and accommodations made were:

- Installation of several transparent shields to separate employees and visitors
- Signs, tape marks, and other visual cues on the floor to show where to stand when physical barriers weren't possible
- Spacing and/or removing chairs to maintain social distancing
- More frequent and enhanced cleanings of high-touched surfaces
- Sanitizer, gloves and masks provided when and where needed

FY 2021 Accomplishments

1. Remodeled booking area of Jail
2. Remodeled west side of Probation Office, including carpet & tile
3. New carpet and updates to north side of new annex building
4. Installed new roofing on rental house
5. Installed new furnace in Extension Office building
6. New front steps completed at Historical Museum



FY 2022 Goals and Objectives

1. Replace carpet where needed	\$30,000
2. Update lighting to L.E.D. where possible	\$ 5,000
3. Remodel main floor public restrooms	\$40,000
4. Insulate and soundproof ceiling in dispatch	\$ 5,000
5. Clean Coils on roof top HVAC system	\$ 5,000
6. Phase II holding cells of Jail remodel	\$ 1,500
7. Minor remodel of present HR to IT	\$ 3,000
8. Minor remodel of present PZ to HR	<u>\$ 1,500</u>
Total	\$ 91,000

Significant Changes to the FY 2022 Budget

- Increased cost of courthouse cleaning contract due to additional annex building and larger Public Works building.
- Continue with the line item for overtime pay.
- The department currently operates with 1 FTE Supervisor and 1 FTE Maintenance Assistant. Proposal for additional employee. With the near future retirement of the present supervisor, an additional employee will need to be trained for a successful transition.

5 year Capital Outlay

- | | |
|--|----------|
| ● Continue with parking lot upkeep and repair (\$10,000/yr.) | \$50,000 |
| ● Replace roof at Historical Museum | \$20,000 |

Employees paid through this fund:

- 1 FTE - Supervisor
- 1 FTE - Maintenance Assistant
- 1 Proposed Maintenance Trainee



Emergency Management General Fund 01-11 R. Scott Reese – Director

Mission Statement

The mission of Bingham County Emergency Management is to be a guide in effectively preparing for, protecting against, mitigating the effects of, responding to and recovering from all hazards, putting the highest priority on *preparedness*.

Program Description

Bingham County Emergency Management is a direct link between the State of Idaho, cities, schools and other community partners (law enforcement, fire departments, EMS, hospital, hazmat, Red Cross, just to name a few). Our office works closely with grant programs that come from the federal government and are passed through the State of Idaho for our county's benefit.

COVID-19 Pandemic

The health and safety of our community is our top concern, and we are doing our part to help contain the spread of this COVID-19. We made daily assessments based on Public Health's guidance, and did our best to communicate any changes as quickly and effectively as possible in accordance with guidance from Southeast Idaho Public Health regarding COVID-19.

FY 2021 Accomplishments

- Passed several FEMA training courses.
- Participated in TTX for Palisades & Ririe Dams.
- Provided several in car cameras, as well as body cameras to local law enforcement and probation.
- Received an additional \$10,000.00 from IOEM on our EMPG grant.
- Participated in monthly WEBEOC communication training.
- Attended the DIGB5 meetings held throughout the year.
- Attended the Emergency Management Workshops (EMW) that were held in East Idaho.
- Updated our Emergency Operations Plan (EOP)
- Fixed levy on the Sand Creek blowout (Richard Tominaga)
- Started revision of All Hazards Mitigation Plan

FY 2022 Goals and Objectives

Our office will continue to work with the State of Idaho on the grant programs that benefit the county. We will continue to meet our goals for training and exercises. We will also continue to foster positive relationships with our state and federal partners. We will attend the annual IEMA and IOEM conferences. Finally, we will work closely with our residents of Bingham County in strengthening our mission.

No Significant Changes to the FY 2022 Budget



5 year Capital Outlay

- Begin the process of updating our All Hazards Mitigation Plan (AHMP). This needs to be done every 5 years to remain eligible for federal grants.
- Update the EOC to meet the demands of the future
- Replenish the sand bags

Employees paid through this account:

1 Full-time director who also is the director of Parks and Recreation



Bingham County Extension and 4-H Office

General Fund 01-13

Julie Buck – Director

Elected Official – BOCC

University of Idaho Extension – Mission Statement

University of Idaho Extension in Bingham County improves people’s lives by engaging the University and our communities through research-based education. Our areas of expertise are 4-H Youth Development, Agriculture, Livestock, and Family and Consumer Sciences.

Bingham County Extension - Program Description

University of Idaho Extension, Bingham County helps citizens through research-based, locally relevant information and programs. Clients learn through classes, office visits, phone calls and online resources. We offer programming in:

- 4-H and youth development
- Health and nutrition
- Food safety/food preservation
- Financial management
- Crops
- Horticulture
- Livestock

These programs reach thousands of Bingham County citizens each year.

Bingham County Extension – FY 2021 Accomplishments

Health & Nutrition – Julie Buck, Educator & County Chair
Position Description 80% Extension/Outreach
25% Food Safety
35% Health and Nutrition
20% 4-H Youth Development
15% University Service and Leadership
5% scholarship and creative activities



Video Productions:

- Buck, J. 2020. Ginger and butternut squash soup. University of Idaho Extension.
<https://youtu.be/w8zPdfBzvsW>
- Buck, J. 2020. Chili. University of Idaho Extension.
<https://www.youtube.com/watch?v=dmFSD-mRXGc&feature=youtu.be>
- Buck, J. 2020. How to preserve pickles. University of Idaho Extension.
<https://www.youtube.com/watch?v=l6drLxjJ6As>
- Buck, J. 2020. Downsize and organize. University of Idaho Extension.
<https://www.youtube.com/watch?v=aFC-NML-qBs&feature=youtu.be>
- Buck, J. 2020. Emergency kit update. University of Idaho Extension.
<https://www.youtube.com/watch?v=NDQQiKdFIGo&feature=youtu.be>

Health and Wellness

- Buck, J. Victory garden, Pocatello Greenhouse, Pocatello, Idaho, August 15, 2020. Buck, J. DASH diet, Blackfoot Senior Center, Shelley, Idaho, March 11, 2020. Buck, J. Sheet pan dinner, Fort Hall Extension, March 10, 2020.
- Buck, J. Nuts, Shelley Senior Center, Shelley, Idaho, March 4, 2020.
- Buck, J. Cooking under pressure, Butte County Extension, February 13, 2020.
- Buck, J. DASH diet, Blackfoot Senior Center, Blackfoot, Idaho, February 12, 2020. Buck, J. DASH diet, Shelley Senior Center, Shelley, Idaho, February 5, 2020.

Food Safety

- Buck, J. Preserve@Home online course, January 2020. Buck, J.

4-H Youth Development and Volunteer Development

- Buck, J. Food truck cook-off, Blackfoot High School, Blackfoot, Idaho, February 27, 2020.
- Buck, J. School pantry cook-off, Blackfoot High School, Blackfoot, Idaho, February 24, 25, 26 2020.
- Buck, J. Electric pressure cooker youth, Independence High School, Blackfoot, Idaho, February 4 2020.

Family Economics:

- Buck, J. Welcome to the real world, a youth budgeting program presented in each of the following classes:
 - o Blackfoot High School, Blackfoot, Idaho, March 6, 2020. Blackfoot High School, Blackfoot, Idaho, February 27, 2020.

Refereed: Extension Publications:

Bulletins/Pacific Northwest (PNW) Publications:

- Morrisroe-Aman, B., L. Sant, S. Johnson, J. Buck, J. Kim, G. Wittman. 2020. H2O to Go-Staying Hydrated Safely, University of Idaho Extension. BUL 971. (5, 6)
- Buck, J., L. Sant, A. Robertson. 2020. Making Jerky at Home Safely, University of Idaho Extension. PNW 632. (5, 6)
- Thomas, J., B. Stokes, J. Buck. 2020. Pantry Pest Guide, University of Idaho Extension. PNW 729. (1, 5, 6)



- Amende, J., B. Morrisroe-Aman, J. Buck. 2020. Nutrition for Healthy Aging: Four Key Nutrition Messages for the Older Adult, University of Idaho Extension. BUL 975. (3, 5, 6)

University of Idaho Extension Impact Statements:

- Foist, L., M. McMurphy, B. Woodhouse, A. Roe, K. Hansen, J. Buck. October 2020. Eat Smart Idaho helps high school students create food pantry.
- Foist, L., L. Blanch, J. Buck, L. Dye, L. Hansen, K. Hoffman, L. Sant. August 2020. Mealtime Inspirations provides new ideas to save time and money.
- Hoffman, K., J. Buck, S. Greenway, J.H. Kim, G. Wittman. 2020. Teachers report U of I handwashing lessons in schools help students.
- Hutchings, B., L. Hansen, J. Buck, S. Greenway, A. Robertson, N. Ghimire. 2020. Statewide trainings help Idahoans realize the benefits of cooking at home.
- Hansen, L., S. Greenway, A. Robertson, J. Buck, B. Hutchings, S. Martinez. 2020. Youth cooking program builds knowledge and instills confidence in participants.

Displays and Posters:

- Buck, J., K. Jang, L. Sant, S. Johnson, B. Morrisroe-Aman, G. Wittman. Effect of Cleaning Education on Microbiological Quality of Reusable Water Bottles. National Extension Association of Family and Consumer Sciences Virtual Conference. 2020.
- Buck, J., K. Jang, L. Sant, S. Johnson, B. Morrisroe-Aman, G. Wittman. Effect of Cleaning Education on Microbiological Quality of Reusable Water Bottles. Idaho and Washington Academy of Nutrition and Dietetics Conference, Spokane, Washington. 2020.

Professional Meeting Papers, Workshops:

- Hansen, L., S. Greenway, A. Robertson, B. Hutchings, J. Buck, and S. Martinez. 2020. Cooking under pressure for youth, National Association of Extension 4-H Youth Development Professionals, Conference, Virtual Conference.
- Martinez, S., L. Hansen, S. Greenway, A. Robertson, J. Buck, and B. Hutchings. 2020. Cooking Under Pressure for Youth. Idaho Out-of- School Network Annual Power Up Summit: EmPower Up Virtual Conference, Boise, Idaho.
- Hansen, L., S. Greenway, A. Robertson, B. Hutchings, J. Buck, and S. Martinez. 2020. Cooking under pressure for youth, National Extension Association of Family and Consumer Sciences, Annual Session, Virtual Session.
- Lee, S.G., G. Macker, N. Ghimire, L. Foist, J. Buck. 2020. National Association of Extension 4-H Youth Development Professionals, Annual Virtual Conference.
- Martinez, S., L. Hansen, S. Greenway, A. Robertson, J. Buck, and B. Hutchings. 2020. Cooking Under Pressure for Youth. Idaho Out-of- School Network Annual Power Up Summit: EmPower Up Virtual Conference, Boise, Idaho.
- Ghimire, N., J. Hogge, S. Hines, L. Hansen, T. Ewers, B. Glaze, J. Buck, N. Dalton, M. De Haro Marti, K. Hart, R. Norell, N. Olsen, A. Ruth, A. Roe. 2020. Program reporting in the Cooperative Extension: Focus, expectations, practices, and views. Extension Leadership Conference, San Antonio, Texas.

Grants and Contracts Awarded:

- McShane, J., C. Vaughan, S. Dolecheck, J. Buck. Children, Youth and Families at Risk (CYFAR), Juntos 4-H, 2019-2024, \$640,000 (\$185,732 spending authority).



Internal Funding Awarded:

- Manker, G., S.G. Lee, J. Buck, J. Amende. University of Idaho Innovative Project Grant, Dining with Diabetes, September 1, 2019-June 30, 2020, \$4,000 (\$4,000 spending authority).
- Buck, J. Mildred Habery Endowment Award, School of Family and Consumer Sciences, 2020, \$1,300. Buck, J. Eastern District Funds, February 26, 2020, \$398.65 (\$398.65 spending authority).

Scholarship Honors and Awards:

- Hansen, L. S. Greenway, A. Robertson, B. Hutchings, J. Buck, and S. Martinez. Innovative Youth Development Programming Award for Cooking Under Pressure for Youth. National Extension Association of Family and Consumer Sciences, Second Place Western Regional Winner, 2020.
- Hansen, L. S. Greenway, A. Robertson, B. Hutchings, J. Buck, and S. Martinez. Excellence in Healthy Living Award for Cooking Under Pressure for Youth. Idaho Association of Extension 4-H Professionals, State Winner, 2020.
- Buck, J., H. K. Jang, L. Sant, S. Johnson, B. Morrisroe-Aman, G. Wittman. Effect of Cleaning Education on Microbiological Quality of Reusable Water Bottles. Program Excellence Through Research Award, National Extension Association of Family and Consumer Sciences, 3rd Place Western Regional Winner, 2020.

SERVICE:

Major Committee Assignments: International/National

- National Extension Dining with Diabetes Working Group, 2015-present
- Curriculum Sub-Committee Chair, 2020-present.
- Extension Disaster Education Network, 2019-present
- University of Idaho Delegate, 2019-present

Regional:

- Chronic Disease & Comprehensive Coalition, Southeast Idaho Public Health, 2015-present. Diabetes Alliance of Idaho, 2019-present.
- Western Region Physical Activity Collaborative, 2019-present.

District:

- Eastern District Family and Consumer Sciences Working Group, 2015-present
- Treasurer, 2018-present
- Eastern District Shooting Sports coordinator, 2016-2020.
- Oral Health Network. Southeast Idaho Public Health, 2015-present.
- Healthy Eating Active Living, 2014-present.

County/Local:

- Chronic Disease Coalition, Southeast Idaho Public Health, 2017-present.

Professional and Scholarly Organizations:

- National Epsilon Sigma Phi, 2015-present
- Professional Development Committee, 2019-present.
- National Extension Association of Family and Consumer Sciences, 2014-present.
- Society for Nutrition Education and Behavior, 2016-present
- Academy of Nutrition and Dietetics, 1985-present.
- Idaho Academy of Nutrition and Dietetics, 1993-present.



Outreach Service:

Classes, Workshops, Seminars, Share Fairs and Tours Organized:

- Buck, J. Bingham County Advisory. January 6, 2020.

Miscellaneous Extension Publications:

- Bingham County Extension Newsletter:
 - o 4-H Dining with Diabetes, October 2020.
 - o 4-H Nutrition news, September 2020.
 - o 4-H Instant pot class, July 2020.
 - o 4-H Food delivery to your home, June 2020.
 - o 4-H Shelf life of stored food, May 2020.
 - o 4-H COVID-19 tips in one place, April 2020.
 - o 4-H Instant pot, March 2020.
 - o 4-H News you can use, February 2020.
 - o 4-H Dining with Diabetes, January 2020.

Popular Press:

- Making Halloween safer. Idaho State Journal, October 25, 2020.
- Teflon pans. Idaho State Journal, October 18, 2020.
- Clean versus disinfect. October 11, 2020.
- Department updates show success despite COVID-19. Bingham County Chronicle, October 8, 2020.
- Safe recipe style guide. Idaho State Journal, October 4, 2020.
- Waste not, want not. Idaho State Journal, September 27, 2020.
- Package numbers decoded. Idaho State Journal, September 20, 2020.
- Food service director. Idaho State Journal, September 13, 2020.
- National Food Safety Education Month. September 6, 2020.
- Pressure in the kitchen. Idaho State Journal, August 30, 2020.
- The bagged salad challenge. Idaho State Journal, August 23, 2020.
- It's that time of year again. Idaho State Journal, August 16, 2020.
- Safe school lunches. Idaho State Journal, August 9, 2020.
- Summer fun without illness. Idaho State Journal, July 30, 2020.
- Summer traveling with food. Idaho State Journal, July 19, 2020.
- High speed hand washing. Idaho State Journal, July 12, 2020.
- Grilling this weekend? Be cancer safe. Idaho State Journal, July 5, 2020.
- Campylobacter. Idaho State Journal, June 28, 2020.
- It's that time of year. Idaho State Journal, June 21, 2020.
- County 4-H conducting diaper drive. Bingham News Chronicle, June 19, 2020.
- Safe delivery of food. Idaho State Journal, June 14, 2020.
- 4-H Fair still on the books. Bingham News Chronicle, June 11, 2020.
- Safe grilling methods. Idaho State Journal, June 7, 2020.
- Food safety hero. Idaho State Journal, May 31, 2020.
- Mealtime. Idaho State Journal, May 24, 2020.
- Emergency Kits. Idaho State Journal, May 17, 2020.



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- Shelf life of pantry foods. Idaho State Journal, May 10, 2020.
 - Shelf life of cans. Idaho State Journal, May 3, 2020.
 - Community gardens. Idaho State Journal, April 26, 2020.
 - Hand sanitizer. Idaho State Journal, April 20, 2020.
 - Produce update. Idaho State Journal, April 12, 2020.
 - Clean vs. sanitize. Idaho State Journal, April 5, 2020.
 - Kids washing hands. Idaho State Journal, March 29, 2020.
 - Grocery store shopping. Idaho State Journal, March 22, 2020.
 - Covid-19. Idaho State Journal, March 15, 2020.
 - Phones and germs. Idaho State Journal, March 8, 2020.
 - Food safety as we age. Idaho State Journal, March 1, 2020.
 - Safe food from the start. Idaho State Journal, February 23, 2020.
 - Heart health. Idaho State Journal, February 16, 2020.
 - Keeping babies safe. Idaho State Journal, February 2, 2020.
 - Super bowl smarts. Idaho State Journal, January 26, 2020.
 - Least wanted bugs. Idaho State Journal, January 19, 2020.
 - Home food inspection. Idaho State Journal, January 12, 2020.
 - Winter food canning. Idaho State Journal, January 5, 2020.

Review Activities:

- Institute of Translational Health Sciences, Translational Pilot Award with Special Emphasis on Diabetes, October 2020
- Society for Nutrition Education and Behavior (SNEB) 2020 Annual Conference abstract reviewer, January 2020.

Community Service:

- Blackfoot Mayor's community council, 2019-present.
- Blackfoot Community Pantry, 2019-present.
- DONA International, Idaho Ambassador, 2019-2020.
- Doulas of Eastern Idaho Community Outreach and Events Director, 2017-present.

PROFESSIONAL DEVELOPMENT: Teaching:

- National Association of Extension 4-H Youth Development Professionals Virtual Conference. October 20-22, 2020.
- Epsilon Sigma Phi Virtual National Conference. October 6-8, 2020.
- Extension Disaster Education Network Annual Virtual Conference. September 22-24, 2020.
- National Extension Association of Family & Consumer Sciences Annual Virtual Conference. September 14-16, 2020.
- Black Swan to Phoenix: Business Model for the Future. Farm Journal Field Days. August 25, 2020.
- A Systematic Approach to Building Resilient Communities: Enhancing Capacity to Respond to Future Disasters in the Gulf of Mexico. National Oceanic Atmosphere Administration. July 21, 2020.
- Eating Disorders & Diabetes: A Complicated Relationship. Center for Change. June 25, 2020.



- Ready In The Middle. Mississippi State University Extension. May 26, 2020.
- Don't Corona My Cash. University of Idaho Extension. May 3, 2020.
- Windows 10 Video Editor. eXtension. June 2, 2020.
- Best Practices for Community Gardens During COVID-19. Washington State University Extension. April 6, 2020.
- Four Seasons Gardening. 18th Annual Thaw 'N Awe. March 21, 2020.
- The Promise of Adolescence: Realizing Opportunity for all Youth. National Academies of Science Engineering. March 26, 2020.
- Transcranial Magnetic Stimulation (TMS) for Depression, OCD, & Eating Disorders. Reid Robison, M.D.
- Center for Change. March 12, 2020.
- Mindful Eating: How to Encourage Youth to Think Before They Eat. eXtension. January 28, 2020.

Outreach:

- Suicide Prevention Fundamentals instruction. Idaho Lives Project. September 22, 2020.
- Philippine Tour. Epsilon Sigma Phi webinar. April 28, 2020.
- Answering the Call: The Role of Extension After an Emergency. Southern University Agricultural
- Research Extension Center. April 16, 2020.

Administration/Management:

- Eastern District Faculty Meeting. University of Idaho Extension. October 6, 2020.
- Kevin Mitnick Security Awareness Training. KnowBe4. September 21, 2020.
- Spot the Phish Game. KnowBe4. September 21, 2020.
- Race Circles. University of Idaho Extension. August 19, 2020.
- Reimagining Services for Hispanic Clients during COVID-19. National Research Center Hispanic
- Children's and Families. July 9, 2020.
- Coping During COVID-19. Center for Advance Energy Studies. July 6, 2020.
- University of Idaho Extension Professional Development Training. May 28, 2020.
- Eastern District Faculty Training. April 29, 2020.
- University of Idaho Extension County Chair Training. April 28, 2020.
- Captain Awareness: Defeat Ransomware. KnowBe4. March 3, 2020.
- University of Idaho Fast Track Review Training. February 3, 2020.
- University of Idaho Protecting Minor Training. January 27, 2020.
- University of Idaho 2020 Required Training B. January 13, 2020.

2021 Covid-19 response

The Bingham County Extension office has remained opened throughout the COVID-19 pandemic Monday through Friday with access to other staff and faculty via cell phone and emails. To reach out to the community, I have videotaped two food preservation videos, presented three live virtual classes, have interviewed, and hired two employees, and continue to work on state and national committee efforts.



Horticulture & Forage – Reed Findlay, Educator

Quantitative Accomplishments

Program Areas Forages, Agronomy, Horticulture

Position Description

5% Scholarship and Creative Activities

80% Outreach and Extension

15% Service and Leadership

Published refereed publications

- Findlay, J.R., Hogge, J., Leslie, M., Reitz, S., Sagers, J., Thomas, J. 2020. Evaluating Thrips Damage on Idaho Alfalfa Crops. Journal of the NACAA. 13(1). (<https://www.nacaa.com/journal/index.php?jid=1079>)
- Sagers, J., Findlay, J.R., J. Hatch, G. Shewmaker, K. Jensen, J. Hogge, R. Romer, J. Burr 2020. Determining Quality and Performance of Cool Season Pasture Grasses at high elevation in Eastern Idaho. Journal of the NACAA. 13(1). (Retrieved from: <https://www.nacaa.com/journal/index.php?jid=1079>)
- Sagers, J. K., R Findlay, G. Shewmaker, R. Roemer. 2020. Evaluating the Effects of Planting Date and Cutting Height on Teff Grass in Idaho. Poster Session. Finalist. 2020 NACAA National Conference. (https://www.nacaa.com/posters/poster_list.php?poster_id=2027)
- Winford, E., J. Sprinkle, J. Lucas, J. Naveen, J.R. Findlay, M. Strickland, N. Vishwanath, A. Kolok. 2020. Relationships among fecal coliforms, the location of cattle in a mixed-use rangeland watershed, and microbial source tracking markers. Report to the USFS Caribou-Targhee National Forrest.

Published peer-reviewed publications

- Eborn, B., J.R. Findlay. 2020. Buying and Selling Hay on the Stump. UI Extension Publication. BUL 958, (<https://www.extension.uidaho.edu/publishing/html/BUL958-Buying-and-Selling-Hay.aspx>.)
- Findlay, J.R., Eastern Idaho Pest Alert. Mineral nutrition and plant disease. 2020. (This is peer reviewed but not refereed.)



Published UI Extension Impact statements

- Werlin, J., A. West, J.R. Findlay, L. Ellis, R. Patterson, J. Thomas, N. Ghimire. 2020. Growing the Master Gardener program using hybrid online/in person learning.
- Henderson, B., J.R. Findlay, J. Hatch, R. Patterson, J. Rickman, J. Sagers, T. Sorensen, G. Loomis, D. Callister. 2020. Pesticide recertification credits provided in person & via Zoom broadcast.

Internal and external funding

[\$98,893] Total External Funding (spending authority \$ 0)

[\$10,530] Total Internal Funding (spending authority \$5,000)

Scholarly Presentations & Creative Activities

Total= 4

- Posters Total= 1
- Abstracts Total=
- Proceedings Total=
- Invited Presentations Total= 2
- Research Reports- Technical Report Total= 1

Scholarship Honors and Awards

Total=

- State Total=
- State & Regional Total=
- State, Regional, & National Total=

OUTREACH AND EXTENSION

Major (PET) Multifaceted Extension Programs



Total= 4

- Small Farms and Horticulture (Lead and Collaborator) Master Gardener Education and Volunteers
- Food Production Systems (Lead and Collaborator) Forage and Pasture Research and Education
- Water Quality (Collaborator) Area Watershed Water Quality Research and Education
- 4-H Youth Development (Collaborator) Youth- Crops, Livestock, and Horse Programs

Teaching activities

Total= 71

- In person presentations (with no Zoom component) Total= 62
- In person field days/tours Total= 4 (Rose garden, 2 green houses, 1 Ag tour)
- Web-based presentations, synchronous (live) Total= 5
- Web-based presentations, (Hybrid Live and Zoom) Total= 4

Outreach

Engagement/Facilitation Activities (such as classes organized but not taught at)

- Volunteers (4-H, MG, AmeriCorps, other) Total= 24
- Student interns Total=

Contacts

Direct (all) (Teaching + engagement) Total= 2,986

- Teaching Total= 2,061
- Engagement Total= 925
- Direct (Minority) Total= 51 minorities, 148 Hispanic
- Indirect (all) Total= 12,222

Community Outreach



- Newsletters Total= 27
- Media articles Total= 1
- Media interviews Total= 1 Television for Master Gardener Program
- Webpages Total= 2

Professional Development

- In person Total= 7
- Virtual Total= 11

Extension/Teaching Honors and Awards

- Total= 1 (UI- 25 years)

UNIVERSITY SERVICE AND LEADERSHIP

Major Committee Assignments

Total= 6

- International/National Total=
- Regional Total= 1
- State Total= 1
- University of Idaho Total=
- College of Agricultural and Life Sciences Total= 3
- Extension Total=
- District Total= 1
- County/local Total=

Professional/Scholarly Organizations

Total= 2



- Positions held Total= Outgoing Secretary (IACAA)

Applied Research/Demonstration Trials

Total= 5

Review activities

Total= 1

Untenured Extension educators mentored

Total= 4 (Bracken, Nikki, David, Ron)

Service Honors and Awards

Total= 1 (NAE4-HA- 25 years)

County Chair

- Budget increase Maintenance -Office Equipment \$ 1,000.00

o Vehicle Lease-	\$ 3,900.00
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o Total	\$ 4,900.00
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- Personnel additions (staff, interns, AmeriCorps) Total= 1- Akira Averett
- Facility improvements Major facility modifications for COVID protection, increase in storage space. Reduction of hornet harborage.
- Meetings with commissioners Total= 9
- Office staff meetings Total= 20
- Itineraries sent to district office Total= 20

Qualitative Program Accomplishment Narrative

Stakeholder input and Coalitions nurtured:

I gathered stakeholder input from the overall advisory committees in Bingham and Bannock Counties. We maintain a 6-person committee in each county and modify programming each



year based on their input. I also garner input from the program advisory committees for cereals and forage Crops, as well as gather input from stakeholders at each of our commodity school planning committee meetings. I also have a group of forage growers and field men (12 individuals) that give me input for continued forage research goals and objectives. I also assisted in the formation of a broad rancher and multi-agency coalition to deal with area water quality issues. I also enlist my advanced master gardeners from both counties (25 individuals) to direct my horticulture programming.

Goals and responsibilities from 2019:

Alfalfa/Thrips Research- I completed data collection and analysis of thrips damage in area alfalfa crops. The results were accepted for publication in the Journal of the IACAA.

Grass Variety Trials- I completed harvest sampling along with yield and quality laboratory analysis. The results were presented at the UI forage schools and accepted for publication in the Journal of the NACAA. The goal was for a preceding paper, but we went to the extra work of a journal article owing to the fact that we had multi-year data results.

Turf Grass Production Research- We completed harvest sampling along with yield and quality laboratory analysis. We also went above our goals and published this work as a poster for the NACAA AM/PIC. It was a finalist poster.

Water Quality (fecal coliform) study at Mink Creek- I assisted in the data collection, analysis, and editing of various peer reviewed publications.

All other outreach and extension goals as well as my service and leadership goals were met or exceeded.

Accomplishments:

Forage Research- This was the third and final year for the high-altitude grass variety trial. This research was solicited from growers, was well received and resulted in a journal article. This was also my first collaboration with Joseph Sagers. We have developed a great working relationship that will continue to produce effective research results.

We also completed our second year of the tef grass agronomic study. This study is giving us new knowledge into a crop that can be used as a rescue crop in our area. We plan on redoing the study at a cooler location in Aberdeen this year. Forage growers have expressed a desire to know if this grass can be successful further east in the state.

Last year I successfully demonstrated that thrips were indeed a pest of alfalfa in my counties and that significant damage occurs from their feeding. My advisory team asked if I could take this research to the next level and gather the data to calculate an economic threshold for this pest. This is the first time I will be engaging in economic threshold research and I have asked



Ben Eborn and Ashlee Westerhold to assist me in the calculation. I have collected the thrips level and harvest yield data. I will finish it up with the forage quality analysis and the calculation of the economic threshold this coming year. Below is the preliminary graph of the 2020 thrips population and damage assessments. This year I have additionally taken yield and quality analysis which I will be using to calculate the economic threshold for this pest. The quality data I have completed (but have not completed the statistics) include: dry matter, acid detergent fiber and neutral detergent fiber (measures of forage digestibility), Calcium, phosphorus, potassium, magnesium, 4 other in vitro calculations, ash (a measure of mostly minerals), fat, lignin (digestibility), starch, and crude protein (probably the most important component on which forage is valued). I have been trained to use the NIR spectrophotometry apparatus at the Kimberly Research Station to complete these analyses. This machine and permission to use at a reasonable rate has been invaluable to our continuing forage research. I have endeavored to gain the skills to partially cover forage research during the time when we have no forage specialist (lost Shewmaker.)

I also continued to assist Dr. Sprinkle with the water quality monitoring at the Mink Creek grazing allotments. This work is vital to our ranchers and they have been very appreciative of our efforts. We have worked hard to publicize this work and have been highlighted in many popular publications. We will continue to work on this data and publish the results as a peer reviewed journal article. This study is designed to cast additional light on the source (cattle as well as wildlife, dogs, and human) of fecal coliform in the area. Past government studies did not use genetic markers to identify species contributions and thus cattle were assumed to be the primary contributors.

I also helped organize and teach at area forage schools. I also delivered information on thrips in alfalfa at the Idaho Hay and Forage Conference again this year.

Idaho Outlook Conference- This program includes forecasts for all the major crops we grow in Idaho, as well as sessions on environmental and weather forecasting. I have presented the forage and hay component for this program for five years and am on the agenda to give the hay outlook for the coming sessions. This year we will be developing the program to be given via Zoom remote technology.

Farm Management- I assisted in the delivery of the farm management and estate planning program. 12 weeks at various locations. This year Pocatello hosted one of the two locations.

Agriculture- I also worked with district educators to provide pesticide applicator recertification seminars. I assisted with all area cereal schools, potato school, and forage schools, and hosted the forage School in Blackfoot. I assisted area beef growers with bull grading, and pasture issues. I was invited by Joseph Sagers and the UI Potato School planning committee to speak and present at the Spanish Sessions of the conference. I spoke on



sanitary potato production management and harvest practices as well as crop rotation effects.

Small Farms and Horticulture-This year I participated in a more regional Master Gardener program delivery between two extension districts. We used Zoom remote technology coupled with OWL camera and audio technology to offer the program in person and remotely. I feel we were one of the well positioned extension programs as the COVID crisis hit. We had been offering the course in person with the presenters being broadcast from their live locations. Halfway through the course the in-person option was shut down, but due to our preparations we had the students attend remotely and no site experienced a lap in programming. We were able to go remotely the same week. I feel that this ability to pivot to a completely remote format was one of our greatest accomplishments this year. We were able to give the quizzes and exams remotely and give students a path to completion. COVID also posed hurdles for the EISF Master Gardener demonstration garden. The Master Gardeners who provide this garden spent many hours developing a social distancing plan to myself and to the health department and to EISF. In the end we were not able to have the public visit the garden even after extensive modification of our distancing plans. We were able to harvest the garden for various needy institutions and food banks in the area. My Master Gardener volunteers each give around 30 hours of service each year. The service had some COVID limitations and donated hours were down moderately for some advanced master gardeners.

4-H Youth Development-I assisted in the Bannock/Bingham County Fairs. I served as chair of the dairy goat show, co-chair of the working ranch show, and team member of the livestock judging contest. 4-H camps were not held this year due to COVID. We had no time between the onset of the virus and camp planning. I did, however, assist at the Alpine, Wyoming camp opening and closing workdays.

University Service and Leadership-I Serve as County Chair- Bannock County. I put special effort into maintaining great rapport with commissioners, as well as focus on creating an effective office team. In order to use resources wisely and develop a more smoothly running office, I have moved the responsibility of assisting with the Master Gardner groups from Teri to Jolynn. This will better fit their unique abilities, and help with time flow and limited personnel resources, as well as reduce office friction. I have continued to put extra effort into maintaining our relationship with the Fairground and Event Center Administrator. The administrator has made some drastic personnel replacements this year that have the potential to affect our programming efforts. I have given direction to our educators and staff on best practices to strengthen our relationship with the Administrator. We depend on good teamwork with all county departments.

I am on the mentoring committee for Nikki Dalton, David Callister, Bracken Henderson, and Ron Patterson. I am the chair for Nikki and Bracken. Jacob Rickman left us this year, but in good shape to go forward in his career at Texas A&M. I had been on his mentoring



committee. I put special effort into mentoring this year and have met individually and with the other committee members with each of these educators. I assisted them in evaluating their progress toward promotion, helped set goals, and assisted them in integrating their talents into current teams and Extension programming. This year I transitioned out of the position of IACAA Secretary/Treasurer by continuing the training of our new Secretary. The association voted to have a transition year for this critical position. I also served as a P&T reviewer for an MSU candidate. I also have spent considerable effort serving on our own district P&T committee with Jon Hoge as the chairman.

Review Activities- I have signed up as a UI Fast Track reviewer. I have assisted in the review of various Extension Publications. I have assisted in the review of various papers and journal articles for publication.

COVID Response 2020-I responded to the pandemic in a rapid and responsible manner as an Educator and as County Chair. I took a leadership role in the county and contributed to all our emergency and other meetings with the commissioners and other departments we work closely with. We made and implemented plans to help mitigate the effects of this disease. These plans covered a wide range of program and facility modifications to ensure public and staff health. I initiated the installment of plastic front desk shields, modified staff work schedules, insured that staff had the resources needed to work remotely, moved staff meetings and extension programming to online zoom methods, developed safer protocols for interacting with client office visits (mask wearing and the taking of temperatures), and ensured that we followed the Idaho Governor's mandates for safety. There are many things I must leave out in this section due to the volume of hours and the effort expended, but I feel that we were able to effectively and rapidly make the changes necessary to deal with the pandemic. I also feel that we had minimal impact to our programming efforts due to our diligence.

Livestock & 4-H –

A new Livestock & 4-H Educator is being hired.

4-H – Office staff



Bingham County
2019-2020

Tuesday, August 18, 2020
Page 1

Report: ES237 (All Reports)
Filters: Extended Search=;

(a)	(b)	(c)	(d)	(e)
Youth Members of Organized 4-H Community Clubs	Youth Members of Organized 4-H In-School Clubs	Youth Members of Organized 4-H After School Clubs	Youth Members of Military 4-H Clubs	Total 4-H Club Membership
412	0	0	0	412

(f)	(g)	(h)	(i)
Youth Participating in 4-H Special Interest / Short-Term Programs	Youth Participating in 4-H Overnight Camping Programs	Youth Participating in 4-H Day Camping Programs	Total Youth Participating in 4-H Camping Programs
403	0	0	0

(j)	(k)	(l)	(m)
Youth Participating in School Enrichment Programs	Youth Participating in Individual Study / Mentoring / Family Learning Programs	Youth Participating in After-School Programs Using 4-H Curricula / Staff Training	Youth Participating in Instructional TV/Video/Web Programs
985	0	0	0

Total (with duplications included)
1800

School Grade (duplications eliminated)

Kinder	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Post HS	Not in School	Special	Total
9	39	205	476	440	121	43	111	105	62	54	27	20	1	2	0	1715

Gender of 4-H Youth Participants (duplications eliminated)

Male	Female	Total
834	881	1715

Place of Residence of 4-H Youth Participants (duplications eliminated)

Farm	Towns of under 10,000 and rural non-farm	Towns and cities (10,000-50,000), and their suburbs	Suburbs of cities of over 50,000	Central cities of over 50,000	Total
130	124	1457	4	0	1715

Total 4-H Youth Participants (duplications eliminated)

Total
1715

Note: The four totals on this page should all match.



ETHNICITY	TOTAL YOUTH
Hispanic or Latino	530
Not Hispanic or Latino	1185

Directions: Type in the appropriate numbers for your project. Ethnicity is separate from race. YOU should indicate an ethnicity category for each participant and all racial categories that apply to each participant (i.e. a participant of more than one race would be recorded in each applicable racial category). Ideally, your total participants should equal the total of numbers in your ethnicity section. Totals of racial categories will be equal to or greater than your total participants if they all report racial information.

4-H Youth Participants: Any youth taking part in programs provided as a result of action by extension personnel (professional, Paraprofessional, And volunteer). This includes youth participation in programs conducted through 1862, 1890, and 1994 land-grant universities, EFNEP, urban gardening, and other programs that may not actually use the 4-H name and emblem with participants.

RACE	TOTAL YOUTH
American Indian or Alaskan Native	102
Asian	8
Black or African American	4
Native Hawaiian or other Pacific Islander	20
White	1571
Youth Indicating More Than One Race	3
Undetermined	7

Total Number of Adult Volunteers	Total Number of Youth Volunteers	Total
65	6	71

Adult Volunteer: Unpaid support for the 4-H program by an individual beyond high school age.

Youth Volunteer: Unpaid support for the 4-H program by a person who has not yet graduated from high school.

Bingham County Extension – FY 2022 Goals & Objectives

1. Contribute to Bingham County prosperity by providing research-based information and education where people live, work, and attend school to help create a safer, healthier, and more productive citizenry.
2. Provide prompt, courteous, high quality, and cost-effective customer service via social media, email, telephone, face-to-face conversations, and web access.
3. Utilize Extension Advisory group to inform programs and community needs to Extension faculty so we can respond to emerging issues. Develop, design, implement, and support the continuous evaluation process to assess outcomes and return on investment for UI Extension programs.



Bingham County Extension – Significant changes to FY 2022 Budget

- 409-0006 Increase part-time hours from 12 to 16 weekly.
- 800-0000 Return budget to 2019 amounts

5-year Capital Outlay Plan

Name	Description	Year bought	Who Bought	Expected Life	2022	2023	2024	2025	2026
Van	10 Dodge Caravan - WHITE (seats 7) vin # 2D4RN4DEZAR353016 fleet #1006	transferred 2019	County	150,000 miles					
Truck	11 Toyota Tundra Truck- Red (seats 5) vin # STF0Y5F13BX186487 #1106	transferred 2020	County	175,000 miles					
Copier	Xerox A22909 color & blk/wht copier	2019/2020	County	700,000-100,000 copies					
Reed laptop	Dell Latitude 5490 service #hx490c2	10/2/2016	UI	5 yrs		replace			
Reed Printer	Canon D530	2016	County						
Meranda Laptop	Dell Latitude E6440 service # 8804k12	9/28/2015	UI	5 yrs					
Julie desktop	dell optiplex 7050 (id2nfke) #gbthwk2	11/8/2017	UI start up	5 yrs		replace			
Julie laptop	dell latitude 5480 #26mrgh2	10/29/2017	UI	5 yrs		replace			
Julie ipad	ipad model a1954, bcga1954 serial : dmpwva22jmxk	11/1/2018	UI start up	5 yrs					
Heather Laptop	Dell Latitude E6540 service # hcj0r32	5/23/2015	County	5 yrs	replace				
Krista Desktop	Dell Optiplex 5060 service # dh9kq2, coex137 property # 03241	12/11/2018	County	5 yrs					replace
assistant Desktop	Dell Optiplex 5060 service # dh3ckq2, coex136 prperty # 03240	12/11/2018	County	5 yrs					replace
Surface Tablet	Dell xps	2016	UI	5 yrs	replace ?				
Surface tablet	microsoft surface pro 4	2016	UI	5 yrs					
Laptop	Dell latitude service #gtxjcs1	4/23/2012	UI	5 yrs	replace				
6- ipads	ipads for Robotics	2019/2020	4-H						
Teaching Kitchen TV	Vizio TV and soundbar	2019	UI						
Tables	5 small heavy tables, 1 square table, 2 small adjustable height tables, 3 lg light tables, 7 sm light tables	most bought 2016	County						
Chairs	75	2016	County						
Safe	Sentry	2015	County						
Cash Register	Sharp XE-A507	2018	County						
Projector	Epson LCD projector H551A		UI	5 yrs		replace			
Small Projector	Dell DLP Front projector M410HD		County	5 yrs					replace
White projector	dracolight 4500 lux video projector	2020	county	5 yrs					
folding machine		2006	County						

Employees paid through this account:

- 2 Full-time
- 1 Part-time



Information Technology

General Fund 01-14

Scott Mensching – Information Technology Director

Elected Official – BOCC

Mission Statement

To provide transparent and accountable information and support to the employees of the county so they can serve the public and carry on the business of the County that is useful, timely and accurate. Also, maintain a safe and secure network.

Program Description

Bingham County Information Technology Department managed server count increased from 35 to 61 servers this year. IT manages the ongoing, day-to-day operations of computer information systems departments; develops, implements and interprets policy, establishes guidelines; develops processes and procedures designed to enhance efficiency and effectiveness of information systems.

Oversees and participates in the daily operation, maintenance and management of various systems infrastructure features and components including operating systems, networks software and hardware, (SQL) servers, firewalls and security.

FY 2021 Accomplishments

- Added two IT Employees this year, Marcia Elison and Matt Galloway.
- Implemented MS-ISAC MDBR program that detects and blocks all malicious websites. This program is free for members of MS-ISAC and saved the county \$10,000 this year.
- Signed up for antivirus software provided by EL-ISAC for beta testing. This program provides one of the top antivirus solutions provided by CrowdStrike. This program saved the county \$25,000 this year.
- Replaced wireless access points to increase security, reliability, and speed for wireless users.
- Setup server room and network for the Road & Bridge Shop.
- Setup server room and network for Planning and Zoning building.
- Implemented SDO authentication system that eliminated difficult passwords, provided increased security, and decreased login time for county employees.
- Added remote site backup redundancy that stores two weeks of data. This provides a faster recovery time from a disaster.



- Setup password policy enforcer to require stronger passwords.
- Replaced Dispatch - County server with new hardware.
- Replaced outdated switches with new fiber switches. Ongoing project.
- Upgraded to VMware version 7.2

- **FY 2022 Goals and Objectives**

- Replace 60 PCs and outdated monitors.
- Replace the network firewall, the current device has several flaws that cause network downtime.
- Replaced outdated switches. Ongoing project.
- Install two GIS servers to replace outdated hardware.
- Deploy next-gen antivirus software with endpoint detection and response.
- Setup LastPass password manager for all county employees.
- Install a CISA recommended Albert network monitoring device. The Albert device will monitor all network traffic for malicious activity. This service is monitored 24X7 365 by the CISA network monitoring team.
- Implement Akamai Threat Protection. This service is an update to the MS-ISAC MDR program. It will inspect all traffic inbound and outbound traveling through our internet connections for viruses, malicious files, and unsafe websites.

Changes to FY 2022 Budget

Requesting a salary review for the IT Director position. See attached survey from the IAC.

Repairs and Maintenance: 01-14 492-00

2020	2021	2022
\$58,105	\$118,000	\$31,000

- General repairs and maintenance.
- Verizon Jetpacks



Backup line item: 01-14 492-01

2020	2021	2022
\$97,000	\$60,000	\$65,000

Computer Software: 01-14 524-00

2020	2021	2022
\$45,000	\$20,000	\$95,000

Computer Software Renewal and Maintenance: 01-14-524-1

2020	2021	2022
N/A	N/A	\$98,000

5 Year Capital Outlay Plan

The Information Technology Department handles the IT helpdesk, provides technical support for all of Bingham County users and Blackfoot PD users, IT oversees computer replacement, Maintenance Agreements, System Backups, Phone systems, Networking, and much, much more. The Information Technology Department includes an IT Director, Systems Administrator, Systems Support Specialist and IT Support Specialist. We are on a hardware rotation to replace 60 PCs per year, upgrading outdated network infrastructure, keeping up with the latest technology and security trends. The Information Technology Department has a priority on network security and customer service. Our goal is to stay up to date on the latest security technology, software and education to keep our network safe.



The Information Technology department will continue to replace hardware and software on a 5-year schedule to keep the yearly budget manageable.

Capital-IT Department: 01-14 804-00

2020	2021	2022
\$77,500	\$176,000	\$115,000

- 60 PCs, 40 monitors, and miscellaneous hardware.
- Firewall.
- Server racking and security..

Capital-Servers: 01-14 810-00

2020	2021	2022
\$164,000	\$35,000	\$45,000

- GIS Servers.
- Fax server and software.
- Network equipment and maintenance.

Summary

2021 - 2022 Total increase \$137,926.00

2021 - Expenses: \$366,830

2022 - Expenses: \$539,600

2021 - Capital Outlay: \$211,000

2022 - Capital Outlay: \$160,000

Employees paid through this fund:

4 Full-time



Elections

General Fund 01-15 – Consolidated Elections 60-00

Danette Miller – Director

Elected Official – County Clerk

Mission Statement

Bingham County Elections Department's purpose is to serve the people of Bingham County with their voter rights and privileges, as well as ensure that the elections and related activities are handled in an honest, timely and professional manner.

Program Description

Idaho Code, Title 34, cites the statutory requirements for elections. These include voter registration, absentee voter requests, issuing, receiving and tracking of absentee ballots, and early voting. Other requirements of the elections office are recruiting, training and administering all election activities and poll workers. Maintain voting records for all federal, state, county and special taxing district elections. Also track and maintain campaign finance reports/records for all of Bingham County candidates.

FY 2021 Accomplishments

The Elections Department attended the 2021 IACRC Elections Conference held via Zoom on April 20th and 21st. It was once again very informative with many excellent presentators. We are becoming increasingly more knowledgeable of our voter program, Tenex. We have performed our annual street/district cleanup, did the required cancellation of voter registrations per Idaho Code 34-435 which is required every four years after the November General Presidential Election for any voters who have not voted in that four year period. We also did an extensive cleanup of each precinct's registration cards, making certain all active and inactive cards were accounted for. Our November election was one for the record books! There was a record turnout in the State of Idaho as well as Bingham County. I feel it is noteworthy to share the numbers from our county; new registrations 2,677; early voting 2,302; absentee ballots issued 7,821 with 6,574 being returned; registered voters 25,392; ballots cast 20,255 for an 80% voter turnout. The General Election was maintained and conducted with the highest awareness, sensitivity and preparation relative to COVID restrictions and guidelines. In early December we purchased new electronic poll books and ballot on demand printers from Tenex. Due to COVID conditions, they were not delivered until our March Levy Election had begun. We are now set up to use them for the May 18, 2021 Primary election.

FY 2022 Goals and Objectives

- Fully functional with the new Tenex software program for all our election needs.
- Implementing a new Electronic Poll Book at each of the 25 precinct locations.
- Become familiar with what adjustments and/or redistricting that will need to be made regarding the 2020 Census.



- Become more knowledgeable of the Campaign Finance Portal, in order to serve the candidates of Bingham County.

Significant Changes to the FY 2022 Budget

No new equipment purchases for 2021.

Smaller local and state elections in 2021 versus 2020 which saw the Presidential Primary, Primary and General Election.

5 Year Capital Outlay

Possible need to replace some DS 200 machines within the next five (5) years.

Increase the number of electronic poll books so that each precinct has the opportunity to have two at each location.

Employees paid through this fund: 1 full-time in Fund 1-15 and 2 part-time in Fund 60



General Fund -1-18 Elected Officials – County Clerk and BOCC

Program Description

This general fund covers many of the expenses incurred for general county use. Examples include:

- courthouse security and cameras
- cell phone stipends
- county audit
- dues and memberships
- postage
- shredding service
- sick-leave payout for retiring employees
- worker's comp payments
- state unemployment payments
- dependent medical coverage
- general reserve line item of \$50,000 for unexpected costs
- fleet management for general county use

Employees paid through this fund:

- 2 Full-time security
- 2 Part-time security



Planning and Zoning

General Fund 01-21

Tiffany G. Olsen – Department Head

Elected Official – BOCC

Mission Statement

We will meet our community's needs through the efficient and professional delivery of quality services, with pride and integrity, in an open, honest spirit of teamwork, respecting the self-worth of the individual and the environment. Our goal is to assist our citizens in determining a desired lifestyle and quality of life via informed management of the use of land and building safety.

Program Description

Building Division: responsible for safeguarding public health, safety and welfare in the building environment of the adopted codes by the County and Idaho Statutes as they apply to the construction of buildings and related structures. This is accomplished by the Building Official/Chief Plans Examiner, two Building Inspectors, and the Department's Management Assistant (this position is shared with the Planning Division).

Planning/Code Enforcement Division: prepares, monitors and implements the County's Comprehensive Plan and Zoning Ordinance including compliance review, zone changes, special use, variance and code enforcement. This division also oversees code enforcement of land use regulations within the County. These functions are accomplished by the Planning & Development Director/Department Head, Planner, and the Department's Management Assistant (this position is shared with the Building Division).

Economic Development Division: works to improve the economic well-being of our County through efforts that entail job creation, job retention, tax base enhancements and quality of life.

2021 Accomplishments

- Converted Building and Planning application submittals, plans, and overall document management from paper to digital files with new OpenGov software
- Launched a governmental fleet vehicle system for Department
- Building Plan review was reduced from 6 weeks to 2 weeks (on average) with implementing precise scheduling and setting priorities

2022 Goals

- Continue training of staff and promote additional certifications
- Review historic permits to ensure compliance with conditions enacted at permit approval
- Begin scanning closed building files and store electronically
- Amend and clarify existing Zoning Ordinance



- Review the Comprehensive Plan and hold public meetings to input
- Implement online code enforcement complaint process

Capital Outlay Plan

Purchase a color scanner for plans and plats

Employees paid through this fund: 7 Full-time



Road and Bridge – Public Works

02-40 General

02-46 Crusher

02-47 Shop

Dusty Whited – Public Works Director

Elected Official – BOCC

Mission Statement

Public Works employees deliver cost effective, safe, reliable and sustainable projects, programs and quality services to provide essential government services with the priority on public safety and future economic development with a long term fiscal stability and provide a high standard of quality work for the public.

Program Description

1. Maintain 1400 miles of improved and unimproved roadways
2. Service and maintain all county owned vehicles and equipment
3. Provide a aggressive pavement management program on over 90 miles of roads each year
4. Maintain 320 bridge structures
5. Work with all the cities and agencies within Bingham County
6. Install and maintain all traffic signs and striping within the county
7. Manage all county owned aggregate sources and crusher needs

FY 2022 Goals and Objectives

1. Implement all new pavement management programs
2. Continue fleet improvements
3. Continue reducing equipment downtime
4. Continue crushing 100,000 plus tons of material to haul and place on county roads as needed

Bingham County Road and Bridge 2021 Accomplishments

1. Paved 2 miles of Degiulio rd 500 south-700 south
2. Paved 1 ½ miles Ash rd 600 north-750 north
3. Micro surfaced approximately 45 miles of paved roads throughout the county
4. Chipped sealed approximately 45 miles of roads throughout the county
5. Built new road and bridge shop
6. Major bridge repair on rose bridge
7. Improved 5 miles of road on Wolverine Rd through the w



8. Crushed and hauled 16,500 tons on the mountain roads
9. Crushed 100,000 tons of road base chips and patching materials

2021 Major Purchases

1. Two T800 Kenworth dump trucks
2. Purchased one T800 Kenworth tractor trailer
3. Purchased 3 twelve foot Henderson snow plows
4. Purchased new 30 X 36 conveyor for the crusher
5. Purchased one new Dodge Tradesman for public works
6. Purchased new 36X60 crusher conveyor

5 Long term goals

1. Upgrade Fleet replace older trucks and graders
2. Maintain pavement Management Programs
3. Continue to reduce equipment downtime and lower maintenance costs

Covid 19 Pandemic Response

During this trying time, Road and Bridge managed to provide the same services that the county residents have come to expect with little change. We have adapted to social distancing measures by keeping one person in each piece of equipment keeping outside contact to a minimum with parts drop off points outside of the shops sales by phone in only public inquiries by phone installing barriers in the office meetings by zoom or other forms of electronic communication

Employees paid through this fund:

- 1 Full-time director
- 6 Full-time leads
- 6 Full-time mechanics
- 26 Full-time operators, drivers and technicians
- 2 Full-time secretaries



Sheriff's Office

05-02 Sheriff

05-03 Jail

05-04 Grants

05-05 Dispatch

Craig T. Rowland – Sheriff

Mission Statement

It is our commitment to provide professional law enforcement services to all citizens of Bingham County through a trained, motivated, and focused work force of men and women dedicated to public service.

Program Description

Patrol

The Patrol Division is responsible for providing the following services to the citizens of Bingham County.

- Ensure the safety of all citizens within Bingham County.
- Respond quickly and safely to calls for service at all hours of the day.
- Treat the public with respect and dignity.
- Provide prompt, professional assistance to other first responders within our means.
- Patrol, monitor and enforce traffic issues throughout the county daily.
- Maintain a safe environment for those citizens in custody.
- Provide safe transportation to the proper facilities for those in custody or being detained.
- Provide the security and integrity of crime scenes.

Long-term Goals

- Provide continued quality service to the citizens of Bingham County.
- Provide a safe working environment for Bingham County employees.
- Provide modern up to date equipment for Patrol Deputies.
- Continue needed maintenance on issued and non-issued equipment.
- Replace worn out aging equipment as needed.
- Replace our current pay scale with an updated long term solution.

It is imperative that we get to and keep up with "market value". If our goals revolve around employee retention and being an attractive employer to applicants in today's competitive job market we must be diligent, dedicated, and fully engaged in getting to market value and staying in market value. We have been successful in maintaining our current pay scale that was set in place in 2015 but we are falling further behind in the "Market Value" Money talks. We have lost 4 patrol positions this year. Main cause was higher wages in surrounding areas.



FY 2022 Accomplishments

- Our most notable accomplishment for the 2020-2021 year has been the response to Covid-19. We as a sheriff's office have remained open throughout the entire crisis to continue our dedication to public service. We worked closely with the Board of County Commissioners, all elected officials and department heads including some of the city officials. Weekly meetings were held and sometimes daily meetings to plan, adjust and strategize for the constant evolving situation. We reorganized our jail staff with area specific assignments, we made sure we were following state and federal guidelines for the safety of the public and employees. We maximized our ankle monitoring system to help reduce the Jail population and provide the much needed quarantine cells. We have since opened back up in the jail to full operational status.
- We have maintained our spending at or under our current budget levels.
- Moved Admin and Detective vehicles to a one year lease option, saving Bingham County about \$25,000 a year.
- Our radio tower upgrade was completed
- Started a countywide security camera project. Will finish in 2022.

FY 2022 Objectives

- Implement a new payroll schedule to compete with surrounding city and county law enforcement.
- Replace all patrol vehicles that are due to be replaced (FY 2022) when we entered into a lease program.
- We plan to explore the option of a jail expansion. allowing us the ability to not go beyond our rated capacity and provide a quarantine area.

5 year Plan

- Our plan is to continue the lease program and continually monitor the program to keep it fiscally the best option to maintain the fleet of vehicles.
- Change our current (RMS) records management software to a new vendor. This will allow us to be fully integrated with cameras radios and RMS
- Upgrade our current Watchguard camera system to a cloud base system that allows integration with RMS and radios.

Detention Division

Mission Statement

The Bingham County Jail shall be operated in accordance with the Idaho Jail Standards as well as additional ICRMP Standards. By doing so, we strive to assist in protecting our communities, as part of the Bingham County Sheriff's Office Mission Statement, providing employees a safe work environment and holding inmates in a manner which protects their self-respect and dignity. All inmates entrusted to our care are treated fairly and justly without regard to their race, gender, religion, age or social status. The health, safety and wellbeing of these individuals is the main priority.



Sheriff's Office – Jail – Primary Services:

The Bingham County Sheriff's Office Detention personnel are responsible for providing the following in the most cost effective manner:

- Required security with the jail and courthouse
- Transporting inmates to and from other facilities
- Accurate inmate account management
- Inmate booking/custody records
- Professional and consistent service to the public and courts
- Meeting necessary nutritional requirement of inmates
- Providing necessary clothing and personal hygiene items
- Maintaining a clean/sanitary environment
- Ensuring the safe humane custody of inmates
- Providing basic medical services such as mental health and dental
- To support any other services as requested by the Sheriff

FY 2022 Accomplishments

- Reduced jail population to comply with jail standards
- Managed Covid-19 with structured assignments to maintain health and safety in the jail and courthouse.
-

Long-term Goals

1. Manage equipment costs by replacing aging equipment.
2. Provide an efficient and safe work environment.
3. Provide a safe, secure and humane environment for inmates; maintain a clean and sanitary environment.
4. Provide a safe and secure environment for citizens, professionals and visitors to the jail.
5. Maintain adequate staffing levels for both certified deputies and non-certified support positions in accordance with the volume of work and number of open housing units.
6. Manage inmate population numbers to stay within the approved number of inmates assigned to the jail, housing units and cells. **JAIL EXPANSION**

5 year Capital Outlay

1. Replace all vehicles and trailer in possibly the following order
 - a. Work Crew Trailer/porta-potty
 - b. Booking area remodel
 - c. Work Crew Van
 - d. Transport Van
2. The following list of equipment will be replaced on a five year basis to ensure that these items are in good working quality. This list is in no particular order.
 - a. Hobart Mixer \$17,000 - \$20,000
 - b. Southbend 4 burner stove \$3,500
 - c. Flat Top \$3,000



- d. Grill \$3,000
- e. Prodigy Ice Maker \$3,800
- f. Milnor Washers \$10,000 - \$15,000 for two
- g. Milnor Dryers \$10,000 for two
- h. Hot Water Heater \$2,500
- i. Replacement Food Trays \$2,000
- j. Indoor Recreation Room Heater \$7,500
- k. Replace X-ray and Scanner at front doors Cost TBD.

Employees paid through this fund:

05-02: Elected Sheriff, 40 Full-time patrol, detectives, SROs, civilians, 3 Part-time DARE and evidence

05-03: 31 Full-time jail related, 1 Full-time assigned to supervise work crew, and 1 Full-time pretrial services

05-05: 11 Full-time dispatchers, 3 Part-time dispatchers



District Court Fund
06-50 District Court
Sheri Landon – Court Supervisor
Elected Official – County Clerk

Mission Statement

As the third branch of the government, we provide access to justice by ensuring fair processes and the timely, impartial resolution of cases.

Program Description

The Bingham County Courts are responsible for both civil and criminal filings, collecting fines, fees, restitution and bonds from parties owing the County, State and City governments as well as individuals. We also have an archiving department that handles requests for records from various departments and individuals. The Clerk of the District Court employs seventeen full-time employees, one part-time employee and provides part-time on the job training for two high school interns each year.

All courts in the State of Idaho are currently on the new case management system called Odyssey. Bingham County and the 7th Judicial District moved to this new system in October, 2018. In January of 2021 we transitioned to an updated version called Odyssey/Navigator.

FY 2021 Accomplishments

- Collections continue to be up despite COVID-19. Implementation of our review payments monthly plan was affected by covid that we could see monthly but despite that our collections are still up from last year and the year before. I believe this is because the office staff continued to problem solve new ways to keep people on track with their payment agreements. They also found new ways to motivate payments on current and old cases by reaching out to probation and parole officers when they could to remind them of their clients payment agreements or to set up new payment agreements. With the implementation two years ago of our payment agreement plans and someone to monitor them closely this has made a difference in our collections and getting cases paid in full. We continue to be in good shape since we implemented this process. We have been diligently working with our clients to continue to make their monthly payments. See the “Fee by Fee Schedule Reports” below.
- NOMAD system was successfully installed in courtroom #1. The NOMAD system is an evidence presentation system that is easy to use and enhances the jury’s ability to understand the evidence more clearly as it is being presented. This additionally allows us to be more streamlined with our time and efficiency when conducting trials and hearings. It helps court proceedings to run smoothly and efficiently and is easy to use



with little or no training. In the last year this has also been helpful when used in training by Zoom for groups of people.

- Revo Text continues to be a great asset for our county in court reporting since its installation in courtroom #1. Revolutionary Text is a company that provides remote real-time court reporters to cover hearings that a court reporter is required to cover. Courtroom 1 has an upgraded sound system installed and Revo Text is up and running. This allows for any District Court/Magistrate Judge to have a court reporter to appear remotely to cover hearings requiring a court reporter. This has especially helped during Covid-19. The sound system upgrade and the Revo Text was paid for by the Idaho Supreme Court. There has been a shortage of court reporters throughout the state that has not affected Bingham County since we have Revo Text and can easily access court reporters by sending them a calendar of hearings to court report on each week.
- Implementation of ISC orders regarding COVID-19 court processes. The ISC issued several orders during 2021 and it was the court's responsibility to implement and come up with new court processes for Bingham County on how to keep our cases moving forward during COVID-19. This included coordination with our justice partners (prosecutors, public defenders, jails, probation departments, specialty court staff). We also implemented senior judge mediators each month to mediate criminal cases that counsel could agree to. This came about when we ended up with a backlog of criminal cases set for jury trials that we were not able to hear because of COVID-19 numbers.
- Since COVID-19 the courts have moved to hearing most of our cases by ZOOM conference hearings. This has added more responsibility to the clerks conducting hearings. The additional work creating zoom hearings, notifying counsel, pro se litigants and other court partners is just some of additional case load added to the clerks. During hearings now clerks are required to bring numerous people in and out of hearings, create multiple breakout rooms all while managing FTR Gold, minutes on Odyssey and FTR recorder, prepare and send documents, look up information and send out as needed and requested by the judge and counsel.
- Jury Room #1 approval for upgrade in juror chairs. In the process of ordering the chairs to replace the old chairs.

FY 2022 Goals and Objectives

- Odyssey case management, video conferencing, ZOOM set up/recording and FTR gold recording are becoming technically complicated. The Supreme Court implemented the new case management system in the 7th Judicial District with an upgrade to the Navigator system. Continued training and addressing issues as they come up with our new electronic system.



-
- Finding and putting in court processes to create checks and balances in the electronic world. Clerks used to just process paperwork and are now responsible for making sure information is being submitted, entered correctly and tracked. Example: tracking out of county orders our cases for cost of supervision, drug court orders, starting and stopping auto charges. We are in the process of creating some spreadsheets for tracking purposes. We are also working with probation to check on “out of county case” status to make sure out of county supervision is being correctly entered in by the sentencing county.
 - Last year we stated our intent was to discuss and request reclassification of the court clerks for the FY2022 year. This is still our intent. As stated earlier the Supreme Court continues to demand more of court clerks in case management and technology competence. All clerks have been trained to conduct remote hearings through ZOOM. They coordinate with the judge, attorneys, and self-represented litigants, and initiate the meeting along with creating side rooms for witnesses or other parties awaiting the hearing. Clerks also continue to use FTR (For the Record)for recordings, taking meeting notes and creating minutes for each hearing, motion, sentencing or trial. Case management in Odyssey which now houses all of our cases electronically is technically challenging and requires proficiency and caseload tracking along with more coordination with parties than what was required in the previous court filing system.

5 year Capital Outlay

We still plan on upgrading the District Court office and would like to have a firm timeline to complete this. Finding an area for the election voting equipment and supplies so that we can complete our remodel request for the District Court. Our remodel of the District Court office will bring our Archivist to the District Court office, extend Courtroom #5 out and create an access hallway to get to Courtroom #5. We also would like to upgrade our additional courtrooms. We are in the process of upgrading the jury chairs in jury room #1. Our upgrades are to accommodate updated technology, become ADA compliant and become more efficient in processing our cases.

Employees paid through this fund:

- 6 Full-time deputy clerks
- 1 Full-time bailiff
- 1 Part-time bailiff
- 2 High school work study



Fee by Fee Schedule Report

IDODYPROD

Date Range: Tuesday, October 1, 2019 - Wednesday, September 30, 2020 Fee Schedule: CREDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF

Notes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
A - Credit/Debit Card Fee (Criminal)	3348	10,194.00
A - Handling Fee (Criminal)	4254	8,804.00
Audio Media (CD/Other) Fees (Criminal)	9	100.00
Bond Forfeiture (FTA) (Criminal)	38	19,158.20
Certification Fees (Criminal)	1	1.00
Copy Fees (Criminal)	23	68.50
Court Costs - Felony - Drug (Criminal)	216	9,652.12
Court Costs - Felony - DUI (Criminal)	61	2,922.00
Court Costs - Felony - DV/SA (Criminal)	2	265.50
Court Costs - Felony - Motor Vehicle (Criminal)	14	820.56
Court Costs - Felony - Other State Laws (Criminal)	110	4,460.97
Court Costs - Felony - Sex Crimes (Criminal)	1	245.50
Court Costs - Infraction - Alcohol Age Violation (Criminal)	72	18,306.30
Court Costs - Infraction - Child Restraint (Criminal)	17	944.00
Court Costs - Infraction - County Ordinances (Criminal)	21	1,961.50
Court Costs - Infraction - Criminal Trespass (Criminal)	1	356.50
Court Costs - Infraction - Driving Without Privileges (Criminal)	158	32,038.22
Court Costs - Infraction - Motor Vehicle (Criminal)	2750	259,749.56
Court Costs - Infraction - Open Container/DV (Criminal)	11	1,122.00
Court Costs - Infraction - Other Parking Violations (Criminal)	2	93.00
Court Costs - Infraction - Other State Laws (Criminal)	58	6,022.50
Court Costs - Infraction - Overweight (Criminal)	11	866.50
Court Costs - Infraction - Seatbelt Operator Greater Than	495	4,890.00
Court Costs - Infraction - Seatbelt Operator Less Than 18	19	1,230.25
Court Costs - Infraction - Shelley City Ordinances (Criminal)	1	100.00
Court Costs - Misd - Aberdeen City Ordinances (Criminal)	1	157.50
Court Costs - Misd - Blackfoot City Ordinances (Criminal)	20	670.00
Court Costs - Misd - County Ordinances (Criminal)	4	315.00
Court Costs - Misd - Criminal Trespass (Criminal)	8	230.65
Court Costs - Misd - Driving Without Privileges (Criminal)	81	4,857.50
Court Costs - Misd - Drug (Criminal)	242	16,741.56
Court Costs - Misd - DUI (Criminal)	346	20,107.12
Court Costs - Misd - DV Fine(Violation of Protection Order	17	1,032.50
Court Costs - Misd - DV/SA (Criminal)	60	3,213.18
Court Costs - Misd - Fish and Game (Criminal)	15	1,625.00
Court Costs - Misd - Motor Vehicle (Criminal)	159	8,782.72
Court Costs - Misd - Other State Laws (Criminal)	345	15,405.71
Court Costs - Misd - Other State Laws-Payable (Criminal)	146	10,225.10
Court Costs - Misd - Overweight (Criminal)	6	1,675.00
Court Costs - Misd - Overweight-Payable (Criminal)	8	3,498.00
Court Costs - Misd - Shelley City Ordinances (Criminal)	3	76.00
Court Costs - Misd - Motor Vehicle - Payable (Criminal)	77	6,504.00
Fine for Civil Penalty (Non-Interest Bearing) (Criminal)	1	58.50
Fine Program - Blackfoot City Ordinances (Criminal)	11	625.00
Fine Program - County Ordinances (Criminal)	2	100.00
Fine Program - Criminal Trespass (Criminal)	8	242.50



Fee by Fee Schedule Report

IDODYPROD

Date Range: Tuesday, October 1, 2019 - Wednesday, September 30, 2020 Fee Schedule: CREDDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Fine Program - Driving Without Privileges (Criminal)	73	5,732.02
Fine Program - Drug (Criminal)	360	41,671.77
Fine Program - DUI (Criminal)	425	57,719.97
Fine Program - DV/SA (Criminal)	39	1,931.50
Fine Program - Fish and Game (Criminal)	12	1,654.65
Fine Program - Motor Vehicle (Criminal)	136	9,840.99
Fine Program - Motor Vehicle - Overtaking School Bus (Cr	1	100.00
Fine Program - Motor Vehicle - Payable (Criminal)	83	4,948.93
Fine Program - Motor Vehicle Overweight Fixed Fine (Crim	1	300.00
Fine Program - Other State Laws (Criminal)	354	26,338.42
Fine Program - Other State Laws-Payable (Criminal)	122	9,216.00
Fine Programs - PDV Fine (Violation of Protection Order)	10	886.00
Fine Programs - Sex Crimes (Criminal)	2	877.00
Fines & Fees Refund (Criminal)	9	85.50
Juvenile - Restitution - Victim (Criminal)	29	4,836.04
Juvenile Community Service (Criminal)	35	371.40
Juvenile Correction Fee \$20 (Criminal)	69	1,380.00
Misdemeanor Fine In Excess of Max (Criminal)	1	107.50
NSF Check Fee (Criminal)	1	20.00
Postage Fees (Criminal)	1	2.00
Pretrial Services Electronic Monitoring (Criminal)	1	100.75
Public Defender Fee (Criminal)	375	25,790.37
Restitution - Agency/Other (Ordered Prior to 7/1/20) (Crim	100	17,387.98
Restitution - Victim As of July 1, 2018 (Criminal)	170	18,594.04
Restitution - Victim Prior to July 1, 2018 (Criminal)	12	872.95
SUP Monitored Probation Monthly Fee (Criminal)	966	74,333.56
Workmans Comp Fee (Criminal)	226	4,104.10
xOOC Probation - Bonneville (Criminal)	1	360.00
xOOC Probation - Twin Falls (Criminal)	8	518.00
ZZZ Do Not Use TXC Wood Court 7/1/18 - 6/30/20 (Crimi	8	439.00
ZZZ Drug Court Fee Ordered Prior to FY2019 (Criminal)	48	3,225.55
ZZZ Drug Court Fee Ordred FY2019 - FY2020 (Criminal)	244	17,710.96
ZZZ DUI Drug Court Fee Ordered Prior to FY2019 (Crimin	2	77.60
ZZZ JV PROB Fee Ordered in FY2020 (Criminal)	9	250.00
ZZZ JV PROB Fee Ordered Prior to FY2020 (Criminal)	63	4,234.00
ZZZ MH Drug Court Fee Ordered FY2019 - FY2020 (Crim	26	1,567.50
ZZZ MH Drug Court Fee Ordered Prior to FY2019 (Crimin	1	180.00
ZZZ MISD PROB Fee Ordered Prior to FY2019 (Criminal)	195	17,575.43
ZZZ OOC Drug Court Fee 10 Ordered Prior to FY2021 (C	42	4,216.00
ZZZ OOC DV Drug Court Fee 10 Ordered Prior to FY2021	5	325.00
ZZZ OOC MH Drug Court Fee 10 Ordered Prior to FY2021	2	57.00
ZZZ OOC MH Drug Court Fee D7 Ordered Prior to FY2021	6	220.00
ZZZ OOC Veterans Drug Court Fee 03 Ordered Prior to F	4	507.00
ZZZ OOC Veterans Drug Court Fee D7 Ordered Prior to F	5	633.00
ZZZ OOC Wood Court Fee 10 Ordered Prior to FY2021 (C	32	1,872.00
ZZZ OOC Young Adult 10 Ordered Prior to FY2021 (Crim	35	2,168.00

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Fee by Fee Schedule Report

IDODYPROD

Date Range: Tuesday, October 1, 2019 - Wednesday, September 30, 2020 Fee Schedule: CREDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Total Number of Payment Transactions:	17602	845,854.70
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Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, May 20, 2021 Fee Schedule: CREDDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF,CRCOF

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
A - Credit/Debit Card Fee (Criminal)	2455	7,389.00
A - Handling Fee (Criminal)	2348	4,794.00
Audio Media (CD/Other) Fees (Criminal)	4	40.00
Bond Forfeiture (FTA) (Criminal)	19	18,115.00
Certification Fees (Criminal)	4	10.00
Copy Fees (Criminal)	17	153.50
Cost of Prosecution (Criminal)	1	200.00
Court Costs - Felony - Drug (Criminal)	150	7,309.99
Court Costs - Felony - DUI (Criminal)	21	1,291.50
Court Costs - Felony - DV/SA (Criminal)	5	146.50
Court Costs - Felony - Motor Vehicle (Criminal)	16	600.44
Court Costs - Felony - Other State Laws (Criminal)	60	3,155.47
Court Costs - Infraction - Alcohol Age Violation (Criminal)	45	12,019.52
Court Costs - Infraction - Child Restraint (Criminal)	8	627.00
Court Costs - Infraction - County Ordinances (Criminal)	13	1,598.50
Court Costs - Infraction - Criminal Trespass (Criminal)	1	356.50
Court Costs - Infraction - Driving Without Privileges (Crimin	72	12,254.48
Court Costs - Infraction - Fish and Game (Criminal)	1	136.00
Court Costs - Infraction - Motor Vehicle (Criminal)	2053	198,017.47
Court Costs - Infraction - Open Container/DV (Criminal)	7	714.00
Court Costs - Infraction - Other State Laws (Criminal)	33	2,379.00
Court Costs - Infraction - Overweight (Criminal)	4	326.00
Court Costs - Infraction - Seatbelt Operator Greater Than	488	4,785.26
Court Costs - Infraction - Seatbelt Operator Less Than 18	15	997.50
Court Costs - Misd - Aberdeen City Ordinances (Criminal)	1	157.50
Court Costs - Misd - Blackfoot City Ordinances (Criminal)	2	157.50
Court Costs - Misd - County Ordinances (Criminal)	1	157.50
Court Costs - Misd - Driving Without Privileges (Criminal)	32	2,277.33
Court Costs - Misd - Drug (Criminal)	148	10,521.04
Court Costs - Misd - DUI (Criminal)	222	16,470.72
Court Costs - Misd - DV Fine(Violation of Protection Order	12	811.50
Court Costs - Misd - DV/SA (Criminal)	48	2,798.00
Court Costs - Misd - Fish and Game (Criminal)	9	1,440.00
Court Costs - Misd - Motor Vehicle (Criminal)	108	6,737.18
Court Costs - Misd - Other State Laws (Criminal)	155	9,213.86
Court Costs - Misd - Other State Laws-Payable (Criminal)	72	6,458.90
Court Costs - Misd - Overweight-Payable (Criminal)	2	1,335.00
Court Costs - Misd - Shelley City Ordinances (Criminal)	3	81.50
Court Costs - Misd- Motor Vehicle - Payable (Criminal)	31	3,802.32
Fine for Civil Penalty (Non-Interest Bearing) (Criminal)	7	405.50
Fine Program - Aberdeen City Ordinances (Criminal)	1	150.00
Fine Program - Blackfoot City Ordinances (Criminal)	1	150.00
Fine Program - County Ordinances (Criminal)	1	100.00
Fine Program - Driving Without Privileges (Criminal)	45	4,561.42
Fine Program - Drug (Criminal)	265	33,410.95
Fine Program - DUI (Criminal)	359	44,607.76



Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, May 20, 2021 Fee Schedule: CREDDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF,CRCOF

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Fine Program - DV/SA (Criminal)	37	1,899.79
Fine Program - Fish and Game (Criminal)	8	787.50
Fine Program - Motor Vehicle (Criminal)	121	9,299.24
Fine Program - Motor Vehicle - Payable (Criminal)	47	4,275.24
Fine Program - Other State Laws (Criminal)	226	21,040.92
Fine Program - Other State Laws-Payable (Criminal)	60	5,391.15
Fine Program - Shelley City Ordinances (Criminal)	3	100.00
Fine Programs - PDV Fine (Violation of Protection Order)	13	667.00
Fine Programs - Sex Crimes (Criminal)	6	2,022.00
Fines & Fees Refund (Criminal)	4	378.50
Juvenile - Restitution - Victim (Criminal)	18	4,344.08
Juvenile Community Service (Criminal)	22	241.20
Juvenile Correction Fee \$20 (Criminal)	33	720.00
NSF Check Fee (Criminal)	1	20.00
Public Defender Fee (Criminal)	197	18,495.17
Restitution - Agency/Other (Ordered Prior to 7/1/20) (Crim	57	11,264.30
Restitution - Victim As of July 1, 2018 (Criminal)	87	11,572.67
Restitution - Victim Prior to July 1, 2018 (Criminal)	3	283.77
Restitution-Agency/Other - (Interest Bearing)(Prior 7/1/20)	2	194.00
SUP Monitored Probation Monthly Fee (Criminal)	731	58,634.61
Workmans Comp Fee (Criminal)	114	2,015.80
xOOC Probation - Ada (Criminal)	9	675.00
xOOC Probation - Twin Falls (Criminal)	2	142.00
ZZZ Do Not Use TXC Wood Court 7/1/18 - 6/30/20 (Crimi	4	307.50
ZZZ Drug Court Fee Ordered Prior to FY2019 (Criminal)	7	462.21
ZZZ Drug Court Fee Ordred FY2019 - FY2020 (Criminal)	87	9,064.79
ZZZ DUI Drug Court Fee Ordered Prior to FY2019 (Crimin	1	8.16
ZZZ JV PROB Fee Ordered in FY2020 (Criminal)	1	35.00
ZZZ JV PROB Fee Ordered Prior to FY2020 (Criminal)	25	2,955.00
ZZZ MH Drug Court Fee Ordered FY2019 - FY2020 (Crim	25	1,518.00
ZZZ MISD PROB Fee Ordered Prior to FY2019 (Criminal)	63	5,169.27
ZZZ OOC Drug Court Fee 10 Ordered Prior to FY2021 (Ci	12	358.00
ZZZ OOC JV PROB 06 Ordered Prior to FY2021 (Crimina	1	40.00
ZZZ OOC MH Drug Court Fee 10 Ordered Prior to FY202	5	227.00
ZZZ OOC Veterans Drug Court Fee D7 Ordered Prior to F	11	719.00
ZZZ OOC Wood Court Fee 10 Ordered Prior to FY2021 (C	19	2,281.50
ZZZ OOC Young Adult 10 Ordered Prior to FY2021 (Crimi	10	657.00
Total Number of Payment Transactions:	11437	601,488.48



Fee by Fee Schedule Report

IDODYPROD

Date Range: Monday, October 1, 2018 - Monday, September 30, 2019 Fee Schedule: CREDDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF,CR

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Fine Program - DUI (Criminal)	316	42,941.66
Fine Program - DV/SA (Criminal)	46	5,941.37
Fine Program - Fish and Game (Criminal)	15	1,359.00
Fine Program - Motor Vehicle (Criminal)	98	8,349.99
Fine Program - Motor Vehicle - Payable (Criminal)	105	7,075.30
Fine Program - Other State Laws (Criminal)	195	16,513.11
Fine Program - Other State Laws-Payable (Criminal)	112	10,746.00
Fine Program - Overweight-Payable (Criminal)	14	3,474.50
Fine Program - Shelley City Ordinances (Criminal)	2	300.00
Fine Programs - PDV Fine (Violation of Protection Order)	9	465.00
Fine Programs - Sex Crimes (Criminal)	2	1,161.31
Fines & Fees Refund (Criminal)	1	364.00
Juvenile - Restitution - Victim (Criminal)	13	2,221.64
Juvenile - Restitution - Victim - (Interest Bearing) (Criminal)	1	170.07
Juvenile Community Service (Criminal)	39	469.30
Juvenile Correction Fee \$20 (Criminal)	50	999.40
Juvenile Probation (Criminal)	6	500.00
Juvenile Probation as of July 1, 2019 (Criminal)	2	155.00
PSC Drug Court Fee (Criminal)	147	11,521.51
PSC Drug Court Fee Prior to 7/1 (Criminal)	110	7,883.42
PSC DUI Court Fee Prior to 7/1 (Criminal)	22	567.05
PSC Mental Health Drug Court Fee (Criminal)	25	855.00
PSC MHC Drug Court Fee Prior to 7/1 (Criminal)	11	523.00
PSC Veterans Court Fee (Criminal)	4	195.00
PSC Wood Court (Criminal)	66	5,977.50
Public Defender Fee (Criminal)	144	8,365.93
Restitution - Agency/Other (Criminal)	16	13,784.37
Restitution - Victim As of July 1, 2018 (Criminal)	63	8,531.29
Restitution - Victim Prior to July 1, 2018 (Criminal)	14	610.96
SUP Monitored Prob Monthly Fee PRIOR to July 1, 2018 (Criminal)	556	35,231.20
SUP Monitored Probation Monthly Fee AS OF July 1, 2018 (Criminal)	465	29,382.50
Workmans Comp Fee (Criminal)	153	2,832.70
zOOC Drug - Bonneville (Criminal)	3	195.00
zOOC MHC - Bonneville (Criminal)	2	83.00
zOOC MHC - Dist 7 Fremont,Jefferson,Madison (Criminal)	4	130.00
zOOC VET - Bannock (Criminal)	2	213.00
zOOC VET - Dist 7 All Counties (Criminal)	2	178.00
zOOC Wood Court - Bonneville (Criminal)	3	100.50
zOOC Young Adult Court - Bonneville (Criminal)	10	622.00
Total Number of Payment Transactions:	14789	684,753.58



Fee by Fee Schedule Report

IDODYPROD

Date Range: Tuesday, October 1, 2019 - Wednesday, May 20, 2020 Fee Schedule: CREDDEB,CRHAND,CCDT,BF,W22,CRA,CCPR,CF,CRCC

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Fine Program - DV/SA (Criminal)	28	1,464.87
Fine Program - Fish and Game (Criminal)	10	1,175.50
Fine Program - Motor Vehicle (Criminal)	95	6,743.09
Fine Program - Motor Vehicle - Overtaking School Bus (Cr	1	100.00
Fine Program - Motor Vehicle - Payable (Criminal)	64	3,881.69
Fine Program - Motor Vehicle Overweight Fixed Fine (Crim	1	300.00
Fine Program - Other State Laws (Criminal)	249	16,568.67
Fine Program - Other State Laws-Payable (Criminal)	96	6,634.50
Fine Program - Overweight (Criminal)	6	1,675.00
Fine Program - Overweight-Payable (Criminal)	8	3,498.00
Fine Programs - PDV Fine (Violation of Protection Order)	7	570.22
Fine Programs - Sex Crimes (Criminal)	2	877.00
Fines & Fees Refund (Criminal)	9	85.50
Juvenile - Restitution - Victim (Criminal)	16	2,420.82
Juvenile Community Service (Criminal)	20	220.80
Juvenile Correction Fee \$20 (Criminal)	29	560.00
Juvenile Probation (Criminal)	29	1,830.00
Juvenile Probation as of July 1, 2019 (Criminal)	5	145.00
Misdemeanor Fine In Excess of Max (Criminal)	1	107.50
Postage Fees (Criminal)	1	2.00
Pretrial Services Electronic Monitoring (Criminal)	1	100.76
PSC Drug Court Fee (Criminal)	166	11,514.66
PSC Drug Court Fee Prior to 7/1 (Criminal)	39	2,794.05
PSC DUI Court Fee Prior to 7/1 (Criminal)	2	77.60
PSC Mental Health Drug Court Fee (Criminal)	17	1,184.50
PSC Wood Court (Criminal)	8	439.00
Public Defender Fee (Criminal)	263	16,728.77
Restitution - Agency/Other (Criminal)	67	11,858.67
Restitution - Victim As of July 1, 2018 (Criminal)	110	11,116.78
Restitution - Victim Prior to July 1, 2018 (Criminal)	11	829.59
SUP Monitored Prob Monthly Fee PRIOR to July 1, 2018 (141	12,829.26
SUP Monitored Probation Monthly Fee AS OF July 1, 201	626	45,642.06
Workmans Comp Fee (Criminal)	156	2,900.50
xOOC Probation - Twin Falls (Criminal)	6	360.00
zOOC Drug - Bonneville (Criminal)	27	2,733.00
zOOC DV Drug - Bonneville (Criminal)	4	203.00
zOOC MHC - Bonneville (Criminal)	2	57.00
zOOC MHC - Dist 7 Fremont,Jefferson,Madison (Criminal)	6	220.00
zOOC VET - Bannock (Criminal)	4	507.00
zOOC VET - Dist 7 All Counties (Criminal)	3	407.00
zOOC Wood Court - Bonneville (Criminal)	27	1,421.00
zOOC Young Adult Court - Bonneville (Criminal)	28	1,634.00
Total Number of Payment Transactions:	11330	529,938.42



District Court Fund
06-55 Adult Misdemeanor Probation
Shawn L. Hill – Director
Elected Official – BOCC

Mission Statement

It is the mission of Bingham County Probation Services to supervise, assist, and support the habilitation or rehabilitation of juvenile and adult offenders by way of evidence based or best practices with a balanced approach of accountability, competency development, community protection and restorative justice in an effort to help those individuals become better members of society.

Program Description

Effective July 2008, Idaho Code 31-878 makes it a county responsibility to contract for or provide Adult Misdemeanor Probation services. The Seventh Judicial District, Bingham County Magistrate Division relies on the Adult Misdemeanor Probation Department to provide risk appropriate community supervision to individuals placed on misdemeanor probation. In January 2011, the Idaho POST Academy started the Adult Misdemeanor Probation Academy which is mandatory for all Probation Officers. All of our Misdemeanor Probation Officers are POST certified. The ability for the courts to utilize probation instead of jail is not only a financial saving for the County but provides offenders with a positive reinforced pathway for remaining in the community while being held accountable by POST certified Probation Officers. The Adult Misdemeanor Probation department supervises 250-300 clients per month on average.

FY 2021 Accomplishments

Between January 1, 2020 and December 31, 2020 the probation departments tracked the number of probationers that live within the City limits versus the number of probationers that reside within the County boundaries. The probation departments have been tracking these numbers and the numbers appear to be consistent with about 29% of the individuals placed on probation reside within the City limits of Blackfoot.

COVID-19 Pandemic Response

February 2020 began with the United State's response to a growing world-wide pandemic called COVID-19. The concerns over sickness and death quickly spread across many states and Idaho was forced to address the concerns. On March 13, 2020, Governor Brad Little issued a Proclamation and state of emergency. The county also issued a state-of-emergency. In the weeks following, additional orders and stay-at-home orders were issued by the Governor. The Courthouse was closed to the public except for specific appointments or emergency Court Hearings. The Probation Services Complex responded to the Pandemic by suspending all home visits, face-to-face contacts and UA testing. The Adult Misdemeanor Probation Division was staffed with one Probation Officer each day of the working week. The Juvenile Probation Division



was also staffed with one Probation Officer each day of the working week. The two Secretaries rotated the days of the working week and staffed the front office. The staff members not scheduled to be in the office, worked from home by continuing to contact probation clients by phone to maintain regular appointments and to conduct sign-ups. The Secretaries supported the Probation Officers by fielding calls, emailing paperwork and anything else they could do to help. This went on for approximately 45 days at which time the Leadership Team put a number of safety protocols in place to keep the public and county employees safe. The safety protocols included temperature checks for everyone, face masks for everyone, the waiting area closed, Probation Officers meeting clients outside to check for symptoms, the use of hand sanitizer, barriers during the collection process for urinalysis testing, face shields and the sanitation cleaning of all common surfaces. This allowed the essential probation supervision process to continue without compromising safety for anyone. The practice of the safety protocols mentioned previously, continued through April of 2021 when the safety protocols were updated to align with the practices being conducted in the Courthouse. Masks were strongly recommended but not required, temperature checks were encouraged on an as needed basis and the waiting area was reopened keeping the six foot distance practice in mind.

FY 2022 Goals and Objectives

Goal: It is the goal of Bingham County Adult Misdemeanor Probation to effectively supervise offenders placed on misdemeanor probation while providing services in a fair, efficient and cost effective manner.

Objectives:

- Proactively supervise clients by continuing to conduct home/field/office visits in an effort to increase public safety by monitoring probation compliance and holding clients accountable.
- Continue yearly training and Probation Officer development.
- Continue to evaluate Probation Officer competence.

Significant Changes to the FY 2022 Budget

- There will be significant changes in the requested budget due to the end of the Bingham County Lab. There are three specific line items that will see significant changes. The first is line item 0006-54-0409-0000 Salaries - Other Personnel. There was a considerable amount added last year from the Bingham County Lab Budget to this line item to help cover the salary for the part time UA/ Probation Technicians and the Bingham County Lab Technician. This line item can be adjusted and reduced from \$18,021 down to \$4,000 to cover the ongoing salaries for UA/Probation Technicians. The second is line item 0006-54-0678-0005 Misc. This line item can be adjusted and reduced from \$69,500 down to \$3,000. This reduction is due to funds from the Bingham County Lab being moved over to this line item to cover the costs of the lab. With the Siemen's Contract ending there is no need for the additional amount to



remain in this line item. The third line item is 0006-54-0742-0000 Testing - Adult Msd. Prob. This line item will need to be increased from \$10,000 up to \$15,000 to cover the cost of drug testing supplies.

5 year Capital Outlay

At some point in the next 5 years or so we will need to look at replacing the body armor worn by the Probation Officers. The current vests worn are 3 years old and will need to be replaced after they reach 5 years.

Employees paid through this fund:

6 Full-time

District Court Fund

06-55 Juvenile Probation

Mission Statement

It is the mission of Bingham County Probation Services to supervise, assist, and support the habilitation or rehabilitation of juvenile and adult offenders by way of evidence based or best practices with a balanced approach of accountability, competency development, community protection and restorative justice in an effort to help those individuals become better members of society.

Program Description

In July 1995, Idaho Code 20-501 was signed into law. The law created the Idaho Department of Juvenile Correction and mandated certain responsibilities to local County Juvenile Probation Departments.

Bingham County Juvenile Probation Department provides court ordered supervision and related support services to adjudicated and non-adjudicated (Diversion) offenders and their families. Juvenile Probation provides services to 85 offenders per month on average. Services provided or facilitated by the Juvenile Probation Department include: Social History Investigative Reports, intensive offender supervision, drug and alcohol education and treatment, mental health counseling, GED preparation and testing, the Short-Stop Program, the Youth Court program, diversion supervision, community service projects, electronic monitoring, home detention, shoplifting class, anger management class, NOT Program (Not on Tobacco), urinalysis drug testing, restitution monitoring and detention.

The Seventh Judicial District, Bingham County Magistrate Juvenile Division relies on the Juvenile Probation Department to provide risk appropriate community supervision to individuals placed on juvenile probation. In January 2002, the Idaho POST Academy



started the Juvenile Probation Academy which is mandatory for all Probation Officers. All of our Juvenile Probation Officers are POST certified. The ability for the Juvenile Court to utilize probation instead of detention is not only a financial savings for the County but provides offenders with a positive reinforced pathway for remaining in the community while being held accountable by POST certified Probation Officers. The Juvenile Probation Department operates under the Restorative Justice and The Balanced Approach Models, as adopted by the Idaho Department of Juvenile Corrections. Restorative means that the harm done to the community and victims is restored and The Balanced Approach requires a balance between, community protection, offender accountability and competency development.

COVID-19 Pandemic Response

February 2020 began with the United State's response to a growing world-wide pandemic called COVID-19. The concerns over sickness and death quickly spread across many states and Idaho was forced to address the concerns. On March 13, 2020, Governor Brad Little issued a Proclamation and state of emergency. The county also issued a state-of-emergency. In the weeks following, additional orders and stay-at-home orders were issued by the Governor. The Courthouse was closed to the public except for specific appointments or emergency Court Hearings. The Probation Services Complex responded to the Pandemic by suspending all home visits, face-to-face contacts and UA testing. The Adult Misdemeanor Probation Division was staffed with one Probation Officer each day of the working week. The Juvenile Probation Division was also staffed with one Probation Officer each day of the working week. The two Secretaries rotated the days of the working week and staffed the front office. The staff members not scheduled to be in the office, worked from home by continuing to contact probation clients by phone to maintain regular appointments and to conduct sign-ups. The Secretaries supported the Probation Officers by fielding calls, emailing paperwork and anything else they could do to help. This went on for approximately 45 days at which time the Leadership Team put a number of safety protocols in place to keep the public and county employees safe. The safety protocols included temperature checks for everyone, face masks for everyone, the waiting area closed, Probation Officers meeting clients outside to check for symptoms, the use of hand sanitizer, barriers during the collection process for urinalysis testing, face shields and the sanitation cleaning of all common surfaces. This allowed the essential probation supervision process to continue without compromising safety for anyone. The practice of the safety protocols mentioned previously, continued through April of 2021 when the safety protocols were updated to align with the practices being conducted in the Courthouse. Masks were strongly recommended but not required, temperature checks were encouraged on an as needed basis and the waiting area was reopened keeping the six foot distance practice in mind.

FY 2021 Accomplishments:

Between January 1, 2020 and December 31, 2020 the probation departments Tracked the number of probationers that live within the City limits versus the



Number of probationers that reside within the County boundaries. The probation departments have been tracking these numbers and the numbers appear to be consistent with about 46% of the individuals placed on probation reside within the City limits of Blackfoot.

FY 2022 Goals and Objectives

1. GOAL:

It is the goal of Bingham County Juvenile Probation Department to effectively supervise offenders placed on juvenile probation or diversion while providing services in a fair, efficient and cost effective manner.

2. Objectives:

- Pro-actively supervise clients by continuing to conduct home / school / office visits in an effort to increase public safety by monitoring probation compliance and holding clients accountable;
- Continue yearly training and Probation Officer development;
- Continue to evaluate Probation Officer competence;

Significant Changes to the FY2022 Budget:

- There will not be any significant changes to the 0006-55 District Court Juvenile Probation budget.

5 year Capital Outlay

At some point in the next 5 years or so we will need to look at replacing the body armor worn by the Probation Officers. The current vests worn are 3 years old and will need to be replaced after they reach 5 years.

Employees paid through this fund:

5 Full-time



Preventative Health

11-00

BOCC

Program Description

Idaho Code 31-862 states that the board of county commissioners is authorized to levy a special tax not to exceed four hundredths percent (.04%) of market value for assessment purposes of all taxable property in the county, to be expended solely and exclusively for preventative health services by county or district boards of health.

There are seven health Districts in the state, Bingham County is a member of the Southeastern Idaho Public Health District along with Bannock, Bear Lake, Butte, Caribou, Franklin, Oneida and Power County. Commissioner Manwaring serves on the Southeastern Idaho Public Health Board. \$297,835 is budgeted for the health district assessment.

The following donations are also paid for with this fund are:

Aberdeen Senior Center:	\$28,000 per year
Blackfoot Senior Center:	\$50,000 per year
Shelley Senior Center:	\$28,000 per year
Board of Guardians:	\$900 per year
Foster Grandparents:	\$700 per year
Behavioral Health	
Crisis Center	\$5,000 per year



Historical Society and Museum

12-00

Executive Director: Merlin Wright

President: Heather McPhie

Bingham County Historical Society

1. The mission of the Society is to acquire and preserve historical objects, documents, photographs, and other items, and for the dissemination of historical information and facts through meetings, programs, trips, and any other means deemed suitable.
2. The purpose of the Society shall be to provide a means whereby individuals interested in history, especially the history of Bingham County, Idaho, can meet and acquaint themselves with this information, not only for their personal gratification, but for the betterment of the community as a whole, and may more fully understand our democratic way of life and development as a county, territory and state.
3. The Society is organized exclusively for historical, educational, charitable, scientific, and literary purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. Notwithstanding any other provision of these articles, the Society shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code.
4. As with all other organizations we have experienced a significant downturn in revenue generated through our Sustaining Membership program and contributions at the museum because of the COVID-19 pandemic. We have also had to discontinue our general membership meetings and board meetings due to the pandemic.
5. The Museum currently remains closed to the public, although the County Health Department has approved the Museum to be open this summer (2021) by appointment only in order to ensure social distancing requirements. Our board member who was over the physical museum facilities passed away this year. His wife was our museum curator, and she has asked to step down from her position. The board of directors will be filling those positions in the near future.
6. At the recommendation of the County Health Department, the Archive has been closed to the public. The head archivist has experienced some severe health issues, and another volunteer passed away unexpectedly. Despite these issues, the Archive has been able to continue the indexing and digitization efforts through dedicated volunteers and the ability to social distance.



FY 2021 Accomplishments

- Digitization of our collection was able to continue despite the pandemic.
- One high school senior chose to complete her senior project through volunteering at the Archive. We continue to encourage seniors to research and present Bingham County information for their senior projects.
- In May, the Historical Society conducted a field trip for fourth graders at the Grove City Cemetery and State Hospital South Cemetery to teach them about the Civil War Veterans buried in Bingham County.
- The Society continues to maintain the Bingham County Historical Society website.
- Thanks to Bingham County for the 3-year grant to repair the masonry and paint the exterior of the Bingham County Museum.

FY 2022 Goals and Objectives

- Continue collecting and preserving the history of Bingham County.
- Continue creating a visual presence to citizens of Bingham County through the Society's website and social media. As the County Health Department recommends, we will eventually resume community meetings and presentations, and archive and museum events.
- Apply for new grants for historical projects.
- Create easier access to historical documents and photos for community members through our digitization efforts.
- Increase membership through various campaigns and social media contacts.
- Work with the county on the goal of having the museum ADA accessible.
- Expand the duties and salary of the executive director.

Significant changes to the FY 2022 Budget

The Historical Society is working toward the goal of expanding the responsibilities of our executive director. The board of directors has created an expanded job description for this position that can be viewed at

https://docs.google.com/document/d/1cFP7IF3qL_F4hyqMi8iVt2D2Im3KuDgvQjy_GECxyVg/edit?usp=sharing.

Volunteers are an important part of the organization, but the society is at a critical juncture to retain cohesive organization stability and protect the assets of the archives and the museum.



Many of our volunteers are aging, some passed away this year, and others are in poor health. We would like to be able to expand the responsibilities of the executive director to include responsibilities over the museum, the archive, managing and recruiting volunteers, and fundraising. In order to attract qualified personnel, we would need about an extra \$10,000 in our budget, but any additional amount would be helpful. The Historical Society requests that the county consider increasing its contributions to the society or that the county considers directly hiring a county historian to work with the historical society.



Indigent Services

16-00 Indigent Services

16-01 Jail Medical

Laura Lora – Director

Elected Official – County Clerk

Mission Statement

To provide resources and assistance to residents of Bingham County in partnership with community, state, and federal entities. We serve the constituents of Bingham County to promote the betterment of individuals and families, while being good stewards of public funds.

Program Description

Bingham County Indigent Services (BCIS) is a program designed to assist qualified Bingham County residents in paying their catastrophic medical bills. In addition, we provide assistance for non-medical needs such as rent, utilities, prescriptions, and cremations.

BCIS also provides assistance to all US veterans. We aid veterans in applying for health benefits through the VA Health System, as well as provide guidance to those wanting to apply for benefits through the VA Benefits Administration.

BCIS works together with the Bingham County Board of Community Guardians to provide guardian and conservatorship to those individuals who have been appointed by the 7th Judicial District Court.

FY 2021 Accomplishments

Due to the ongoing COVID-19 pandemic, our office schedule changed to mirror the State's guidelines in handling business during the pandemic. Our office continued to provide services, while working remotely from home and the office. We were able to provide customer service to our clients as well as continue to work with our hospital counterparts in making sure that current applications for assistance were processed timely.

We successfully transitioned to telephonic interviews in lieu of the traditional face to face. Moving forward, this will be the preferred method of interviewing.

BCIS continued to use the VetraSpec program to process claims for our county veterans who were applying for VA benefits. VetraSpec has immensely facilitated our ability to keep track of veteran claims and communication.

FY 2022 Goals and Objectives



BCIS main goal for FY 2022 is to continue to provide assistance to our residents and veterans as well as stay knowledgeable about resources in our community and state.

Continue to monitor how Idaho House Bill 316 affects Indigent Services in regards to caseload and budget.

Work with the County Clerk to restructure the BCIS office when appropriate and as the budget and caseload changes.

Significant Changes to the FY 2021 Budget

In April 2021, Bingham County and Bingham Memorial Hospital entered under contract for in-kind services relating to jail inmates. Because of this, the contract with Badger Medical was ended. This is a yearly savings of over \$260,000. In addition, contracting with an outside pharmacy will no longer be needed, resulting in a savings of \$25,000 each year.

In May 2021, the Idaho legislature passed HB316 which limits eligibility for the county medically indigent program and state CAT fund. HB316 prevents anyone who qualifies for Medicaid or other health insurance from receiving assistance through the programs.

With this new legislation, it can be expected that our budget will greatly change for the coming fiscal year. In addition, this new legislation requires that counties pay for the local health districts, and the state of Idaho will cover the cost of expanded Medicaid.

5 Year Capital Outlay Plan

Within the next five years, we may need to upgrade desk printers, scanners, and other computer accessories.

Employees paid through this account:

2 Full-time



Indigent Defense

16-03

Contract Public Defenders:

David Cannon, Jeffery Kunz, Trevor Castleton, Manuel Murdoch, Nathan Rivera

Conflict Public Defenders: James Archibald, Jeromy Pharis

1st Appearance Public Defender: Jeromy Pharis

Elected Official – BOCC

Program Description

Idaho Code 19-849 through 19-864 guides Indigent Defense in Idaho. At this time, Bingham County has chosen to continue with the option to contract with attorneys for Indigent Defense. Legislation in 2016 allowed counties to move their public defender costs into the Indigent Services Fund for FY 2017 and forward.

Contracts for all Public Defenders was signed at \$80/hr

Contract for 1st Appearance Public Defender was signed at \$85/hr

Felony caseload is assigned to:

Manuel Murdoch, Nathan Rivera and Jeffrey Kunz

Misdemeanor caseload is assigned to:

Trevor Castleton and David Cannon

Juvenile caseload is assigned to:

David Cannon

Mental Hearings: assigned by day

All Public Defenders may take on additional cases as assigned by the courts.

COVID-19 Effects on Public Defense

All attorneys expressed that holding hearings by ZOOM took longer, contacting the defendant took more time, and negotiating with the Prosecutor's Office took more time.

From Jeff Kunz: When the virus swept through our region's jails, the jail asked us not to come in any more. They were good enough to set up non recorded phones so we could talk to the defendants, but getting those calls set up and having them call in took far longer than meeting with them. It also took longer to send documents through the jail, go through them with the clients on the phone, and then have the jail send them back. It's been a pretty wild year. ZOOM takes more time

From Manuel Murdoch: Covid has created some real inefficiencies in how we provide services. ZOOM court requires more preparation beforehand, because all exhibits and other paperwork has to be lined up and submitted beforehand, rather than in court. For the past year, our pool of active cases has been increasing because not many cases were actually being worked through



the system due to the courts' scaled back operations. This took more time and effort to maintain these cases because they all still require work and client contact for an ever increasing number of people. Now that things are opening back up and cases will be presumably working through the court process, we are seeing a large increase in criminal case filings that I imagine will take awhile to work its way through.

FY 2020 Accomplishments

Met all standards for the Public Defense Commission. Continued public defense activities under difficult circumstances caused by the COVID-19 pandemic.

Parks & Recreation



18-00

R. Scott Reese – Director Elected Official – BOCC

Mission Statement

The mission of Bingham County Parks & Recreation is to improve the quality of life in Bingham County by providing safe, welcoming and affordable recreation facilities for continued outdoor recreation and resource stewardship.

Program Description

Bingham County Parks & Recreation maintains five different parks throughout the county. North Bingham County Park (NBCP) and Sportsman Park both provide boat ramps, shelters for large groups, walking paths, shower facilities, and overnight camping. Springfield, Moreland, and Rose Pond are also maintained by the county, as day use facilities with no overnight camping. Also, the county and city maintain a 10.5 mile greenbelt.

COVID-19 Pandemic Response

The health and safety of our community is our top concern, and we are doing our part to help contain the spread of this COVID-19. We made daily assessments based on Public Health's guidance, and did our best to communicate any changes as quickly as possible in accordance with guidance from Southeast Idaho Public Health. The parks continue to stay open in spite of the shelters being unable to rent out in order to help ensure social distancing and ensure all appropriate steps were being taken to prevent the spread of COVID-19. The Health Department continues to encourage people to stay active while maintaining social distancing.

2021 Accomplishments

We once again implemented an aggressive spraying program to rid the parks of weeds and dandelions. This will be an ongoing effort to improve the overall look of the parks. We saw record funds collected at both NBCP and Sportsman's. Finally, the parks had several trees trimmed and dead ones removed.

Goals for FY 2022

Bingham County Parks & Recreation proposes to have the current manager at NBCP become the Assistant Park & Recreation Director for all the parks in the county. This position will be full-time. It's proposed to have 4 seasonal park hosts for NBCP and Sportsmans (2 each) to take reservations and clean the restrooms, with 2 additional seasonal employees for Moreland Park



and Springfield Park. The new assistant director will be responsible for the maintenance, care, fertilizing, repairs on irrigation systems, etc. for all the park grounds in the county.

We will continue to work with the spaying efforts in all five parks. Also, the parks will see improvements in meeting the needs of the disabled. We will continue to be proactive in tree trimming and pruning. Additionally, we will look to replace one of our older mowers at NBCP. Finally, we will continue to meet and exceed our customer's expectations.

5 Year Capital Outlay

- Seal coat and resurface tennis and ball courts at NBCP
- Seal coat NBCP
- Expand RV Park at NBCP
- Future plans for a dog park
- New mowers
- Purchase a leaf vacuum.
- Weed eaters / leaf blowers / edger's
- Snow plow ATV
- Additional truck lease for proposed Assistant Park Director
- New trailer capable of hauling mower and equipment to & from parks

Employees paid through this fund:

Presently:

3 Full-time (Assistant and 2 Park Managers)

4 Part-time

Proposed:

2 Full-time (1-(Assistant and 1 Assistant Park Director)

6 Part-time



Assessor's Office
Revaluation – Reappraisal 20-00
Donavan Harrington – Assessor

Mission Statement

The primary mission of the reappraisal department is the uniform assessment of property in Bingham County for tax purposes and to carry out that assignment within the parameters set forth by Idaho Code and the rules of the Idaho State Tax Commission.

Program Description

- A. Appraisers in this department assess all property within Bingham County using appraisal cost manuals and current sales data and depreciation tables to arrive at a fair market value of the property for tax purposes.
- B. Carry on a 5 year appraisal program in which every property in Bingham County is physically reappraised at least once within that 5 year cycle, or in other words, 20% of the parcels in the county must be reappraised annually.
- C. Monitor all available sales data within the county of various types of property using sales data formulas (ration studies) to determine if all categories of properties are in compliance with Idaho State Tax Commission guidelines.
- D. Meet with property owners on an annual basis, or as requested, to discuss issues relating to the market value of their property.
- E. Attend all board of equalization hearings to defend appraisals before the board.
- F. Attend all state board of tax appeals hearings and defend appraisals before that board.

FY 2021 Accomplishments

- A. 2021 was the fourth year of our 5 year appraisal cycle and we have completed it within the guidelines set forth by the Idaho State Tax Commission with no adjustments to the plan required for compliance.
- B. We have kept our appeals to the board of equalization at a minimum and in 2020 no property owner appealed their value to the State Board of Equalization.
- C. Ration studies for 2020-21 show that we are in compliance with Idaho Code and State Tax Commission Guidelines in all areas. Our ratio studies show that we have kept an acceptable assessment level showing little or no bias to different types of properties. This assures that taxes are more equitably spread across the properties in the county.
- D. I believe with the years of appraisal staff experience, we have shown a high level of competence in the appraisal process as well as dealing with the property owner with their assessment concerns. We have one new appraiser in the revaluation office and she is being trained to excel in the many areas of reappraisal within our County. Our commercial appraisals are contracted out to maintain the level of expertise needed to appraise those types of properties.



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- E. With the increase in property values, this past year, we anticipate there will be more interest from the public concerning their increased assessments. We will do our best to help the public understand the housing market better and defend our current assessments to assure equity across the County.

FY 2022 Goals and Accomplishments

- A. Our goals will continue to build upon the accomplishments we have achieved in the past year as well as many of the previous years. We will do our best to make sure the property owner is taken care of in a courteous manner and they can leave our office feeling confident that the value they have on their property is not out of line with comparable properties in Bingham County.
- B. In 2022 we will embark on our fifth and final year of the reappraisal cycle. It will be our goal to meet our reappraisal projections for 2022 and show that we are in compliance with our plan submitted to the state tax commission.
- C. We will do our best to limit board of equalization hearings but if we must have a hearing we will submit clear and substantiated evidence to defend our values.

5 year Capital Outlay

We received a new leased vehicle in the reappraisal department last year. We now have four good vehicles to handle the work required in the office.

- New Leased 2020 Toyota RAV
- 2016 Jeep
- 2011 Toyota Rav
- 1996 Jeep

I am not sure of the direction the County is going to proceed in the leased vehicle category. Our Vehicles right now are in pretty good condition but if some need to be replaced to fall in line with the Counties fleet program goals, we would welcome that also.

The 2022 budget needs to show an increase for the one new appraiser that will become certified this year. She will need to move to a level 19 on the 40 hr work schedule.

I know of no other items in the 2022 budget that should raise any flags.

Employees paid through this account:

- 1 Senior Appraiser Supervisor / Chief Deputy
- 4 Full-time appraisers / One position open at this time



Assessor's Office

GIS - Mapping - Surveyor 20-01

Donavan Harrington – Assessor

This fund was newly created for FY 2019. With the increased use of GIS (geographic information systems), expenditures from three different funds – Assessor's, Revaluation, and Rural Addressing were moved to this new fund. The GIS/Surveyor and GIS/Admin-Supervisor position salaries were moved to this fund.

FY 2021 Accomplishments

- The Joint purchase of a Drone with County Road & Bridge and Solid Waste has been a very effective tool for flying over spots otherwise not accessible. It has also allowed our Surveyor to complete field tasks in a shorter period of time while out in the field.
- Continued upgrades to the County GIS Mapping system have been ongoing and maintained with additional mapping and information requests by local public and governmental districts. Requests for various layers in order to determine boundaries for taxing districts have been met throughout the year.
- Additional layers have been added to the GIS Mapping as requested and the program has proven useful for many public and private entities.
- We are now at the point the Agricultural soil classification mapping can be utilized on the GIS system for internal use.

2022 Goals

We will continue to improve our GIS system so as to provide a quality product for the County and to the general public.

5 year capital outlay

I see no huge expenditures that need to be made this coming year other than the regular cost of maintenance and improvement of the GIS system.

We do have a lease on the Surveyors pickup. I don't remember the duration of the lease or the payment amount. But this will be an ongoing budget item as we replace units in the Assessor's Office moving forward.

Employees paid through this account:

1 Full-time Surveyor

1 Full-time Mapping Specialist



Solid Waste

23-70

Derrick Going – Supervisor

Dusty Whited – Public Works Director

Elected Official – BOCC

Mission Statement:

To manage Bingham County's current and long-term solid waste disposal needs in an environmentally responsible and cost-effective manner, providing essential government services with priority on public safety, while reducing reliance on landfills by implementing waste reduction, reuse, and recycling strategies.

Program Description:

The Bingham County Solid Waste program consists of the Mooreland Central Transfer Station, Rattlesnake Transfer/Landfill and the Aberdeen Transfer/Landfill.

The purpose of the Solid Waste program is to receive the Municipal Solid Waste (MSW), Construction & Demolition (C&D) and Composting materials generated within Bingham County and process it to be either buried in the Rattlesnake or Aberdeen landfills or transported to the landfill in Bannock County.

2021 Accomplishments:

- Maintained compliance with all Federal and State Regulations
- Operated within our assigned budget.
- Purchased one new IMCO refuse trailer.
- Flipped live floor on the oldest refuse trailer.
- Purchase four new waste bins.
- Purchased a new UTV for CTS and moved the older one to the Rattlesnake Site and sent the older ATV to the Aberdeen Site.
- Purchased a new Backhoe for CTS, moved the older one to the Rattlesnake Site.
- Installed new solid rubber tires on the new Backhoe.
- Leased one used loader for CTS, moved the older loader to the Aberdeen Site.
- Repaint both Rattlesnake and Aberdeen scalehouses.
- Replace old lights in CTS building with new more energy efficient ones.
- Reclassified lead and operator positions.



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- COVID-19: followed all county policies for covid. Restructured the fee schedule and implemented the rounding feature in the scale software to limit the use change and reduce the interactions between the public and the employees.

FY 2022 Goals and Objectives

1. Recycle 10% of all material
2. Operate within our annual budget
3. Maintain 100% Compliance with all State and Federal Regulations
4. Update older equipment with newer, more efficient and reliable equipment.
5. Add third party closure costs to the Rattlesnake Facility.
6. Purchase of a used water truck and dump truck.
7. Purchase a used sweeper and a new lawn mower for CTS
8. Add a part time scale attendant position.

5 year Capital Outlay

- 1) Purchase a new refuse trailer.
- 2) Add new waste bins.
- 3) Replace the Bultrite machine.
- 4) Trade in one of the older refuse trailers.
- 5) Replace the track loader at CTS
- 6) Add steps to East side of CTS building
- 7) Seal CTS parking lot

Employees paid through this fund:

- 1 Full-time supervisor
- 13 Full-time employees



Veterans Memorial

25-00

Elected Official – BOCC

Program Description

Funds from this budget were used to help with the creation and maintenance of Patriot Field. This public park is located across from the courthouse and is a place of reflection and tribute to the veterans of Bingham County. The budget will be maintained in FY 2021 at \$5,000. This will cover the Idaho Power bill for lighting and the City of Blackfoot utility charges for water. Also any associated charges with maintenance and repair of the park.

FY 2021 Accomplishments

- Maintenance and grounds were kept in excellent condition to encourage citizens to enjoy the memorial.

FY 2022 Goals

- Continue adding names, stories and photos to the Patriot Field Memorial Website www.patriotfieldmemorial.com.



Weed Fund

27-60

Noxious Weed Department

Kraig Edwards – Superintendent

Dusty Whited – Public Works Director

Elected Official – BOCC

Mission Statement

To be effective in managing and controlling noxious weeds throughout the county in order to preserve our local resources in accordance with the Idaho Noxious Weed Law. We will promote these efforts by utilizing integrated weed management practices consisting of education, prevention, mechanical, biological, cultural, and chemical control.

Program Description

- Manage the county's roadside vegetation in order to protect the integrity of the roads, assist in stopping the spread of noxious weeds, and reduce environmental hazards
- Administer the Idaho State Noxious Weed Law
- Chemically treat about 1200 miles of roadway (658 Paved, 536 Gravel) at least twice a year, more if necessary
- Mow all paved roads at least twice a year and any additional gravel roads believed to be vital
- Chemically treat county properties such as shop yards, landfills and gravel pits on an as needed basis
- Conduct education and outreach activities and support similar local activities

FY 2021 Accomplishments

- Performed targeted herbicide applications and mowing operations throughout the county, multiple times as needed
- Continue lease of 2 new Tractors & Mowers to maintain road edges
- Purchased a small pull behind ATV boom sprayer for treating new Public Works Shop property as well as other county properties
- Maintain addition of 12 acre property where new Public Works shop is located
- Attended Continuous Training & Recertification Meetings to keep our licensed applicators up-to-date and current on herbicide use and safety
- COVID-19 Impact: Covid-19 repercussions caused us to have delays in hiring of Seasonal Employees.

FY 2022 Goals & Objectives

- Spot spray all roadsides with targeted treatments using different chemicals. Spray County properties where needed
- Educate Public About Noxious Weeds and Landowners responsibilities



- Maintain Equipment and update
- Apply for ISDA Cost Share funds.

5 year Capital Outlay Plan

- Continue lease payments of 2 Massey Ferguson tractors
- Update a mowing deck
- Update 1 Spray Truck
- Update 21 year old John Deere Mower Tractor

Employees paid through this fund:

2 Full-time
4 Part-time



28-00

911 Emergency Communication

Elected Official – Sheriff

Program Description

Supports the operating expenses for the Bingham County Dispatch Center with the exception of the 11 dispatch operators who are paid from the 05-05 Sheriff Dispatch.

All equipment, line charges, ILETS, and grants are budgeted through this fund.

Employees paid through this fund:

- 1 Full-time dispatch supervisor
- IT administrative support billing



Payment in Lieu of Taxes (PILT)

50-00

Elected Official – BOCC

Program Description

“Payments in Lieu of Taxes” (PILT) are Federal payments to local governments that help offset losses in property taxes due to non-taxable Federal lands within their boundaries. The original law is Public Law 94-565, dated October 20, 1976. This law was rewritten and amended by Public Law 97-258 on September 13, 1982 and codified at Chapter 69, Title 31 of the United States Code. The law recognizes the inability of local governments to collect property taxes on Federally-owned land can create a financial impact. The formula used to compute the payments is contained in the PILT Act and is based on population, receipt sharing payments, and the amount of Federal land within an affected county. PILT payments are in addition to other Federal revenues (such as oil and gas leasing, livestock grazing, and timber harvesting) the Federal Government transfers to states.

PILT Received FY20	% of PILT Land	PILT Entitlement Acres	PILT Amount per acre
\$850,000	22.4%	300,700	2.83

FY 2021 Accomplishments

PILT money was used to pay or help pay for the following in 2021:

- Public Works Shop \$1,957,000
- Purchased building at 490 Maple Street, Blackfoot, for an annex building \$331,818
- Upgrades to annex building \$11,700
- Cloud Seeding \$3,000

FY 2021 Goal and Objectives

\$50,000 dedicated to county match for new Snake River Bridge.



Drug Court (Treatment Court)

54-00

Cody Lewis Coordinator

Elected Official – BOCC

Mission Statement

The Bingham County Treatment Courts strive to help reduce crime rates for alcohol and drug offenses in Bingham County by providing community protection with cost effective, integrated care. This program supports offenders in achieving long-term recovery and empowers participants to become law-abiding citizens, successful family members, and contributors to the community.

Program Description

Bingham County Treatment Courts (BCTC) programs are innovative alternatives to incarceration with emphasis on accountability and motivation to change. Treatment Courts intervene in the traditional methods of the criminal justice system and provide an opportunity to avoid jail or prison and receive treatment services designed to promote education and change. This is achieved by placing clients in a new type of courtroom environment, coordinating treatment and counseling, and scheduling regular appearances before a judge. Clients are taught proven methods to live a successful and sober lifestyle. Substance abuse is not simply a law enforcement or criminal justice issue, it is a significant and prominent public health issue. Treatment Court programs rely on the courts, specifically the judge, to fill a role that goes beyond that of adjudication. These programs promote education, motivation, and a positive productive lifestyle.

BCTC operates based on the 10 key components benchmarked by the National Association of Drug Court Professionals. These essential guidelines establish the foundation of policies and operating procedures for the department. The BCTC programs follow a statewide Treatment Court model established in Idaho designed to target non-violent substance abusers, who without these courts, would be bound for state prison, county jail, or subject to other sentences.

FY 2021 Accomplishments

- Our most notable accomplishment for FY 2020 - 2021 has been the response to Covid-19.
 - With the onset of the Coronavirus, we have had to completely change the way we interact in our programs. We have managed to keep our programs up and running while keeping our clients safe through the use of digital video communication for Court, Treatment and even at times some drug testing.
 - National Conference training for the Magistrate Judge and a Counselor at no cost to the County.



- With the conclusion of the Bingham County substance testing Lab, We have redesigned drug and alcohol screening again and reduced the cost by another 50%.
- *New Program success*
 - Treatment Court programs such as our DUI tracts and our Family Treatment programs have seen an increase in capacity over the last fiscal year despite the logistic hurdles of a pandemic. There are currently thirteen clients participating in the Misdemeanor DUI tract program. Up from seven as of last year.
- *Reducing Drug Testing Costs through Innovative Solutions*
 - Reduced total drug testing costs for Drug Court specific participants by 50%.
 - Breathalyzer testing program improvements continue to provide a significant increase in testing and monitoring, while reducing overall cost to the program.
 - Oral swab testing allowing for remote testing when needed and an added convenience with a less invasive process for clients and probation officers.
- *Increased Income while Continuing to Decrease County Costs*
 - Treatment Courts continue to reduce days spent in Bingham County custody by program participants, averaging a reduction of 180 days per misdemeanor client. This reduction of jail time results in a countywide savings of over \$15,000 per misdemeanor Drug Court participant.
 - The implemented protocols by the courts regarding client fee payment resulted in a significant increase in criminal fine and fee payments over previous years.
- *Building Positive Relationships with the Community*
 - The department has a positive and productive working partnership with each county department, government office, and private agency that supports these programs.
 - Treatment Courts continue to serve the public with respect and dignity.
 - This department seeks out and provides training opportunities for other county agencies, specific to DUI and substance abuse treatment.

FY 2022 Goals and Objectives

- Continue to fulfill the Bingham County Treatment Courts Program mission statement
- Increase number of Misdemeanor Drug Court participants
- Incorporate training among team members.

Significant Changes to the FY 2022 budget

- None at this time

5 year Capital Outlay Plan

- Update computer in 2024

Employees paid through this fund:

1 Full-time



Bingham County Lab

61-00

Shawn L. Hill – Director

MISSION STATEMENT

It is the mission of Bingham County Lab to provide urinalysis screening in an unbiased, accurate and secure manner.

Program Description:

In October 2010 Bingham County contracted with Siemens Healthcare and began operating our urinalysis screening lab. The lab's main purpose is to provide urine screening to the various entities that need the service. The lab involves a machine, the Viva-Twin Analyzer, which processes 80 samples at one time. This process involves assays the machine uses to detect substances in samples. It takes approximately 7-8 hours to process 80 samples depending on the number of drugs tested for. All samples are frozen and securely stored after processing, for one week, just in case a sample is needed for further testing. All positive samples are frozen and securely stored for one month. The lab technician also sends off samples to Redwood Toxicology in the event sample results need to be verified by a certified lab. The lab provides services to the following customers: Bingham County Adult Misdemeanor Probation, Bingham County Juvenile Probation, Bingham County Misdemeanor Drug Court, Bingham County Felony Drug Court, Bingham County Misdemeanor / Felony Mental Health Court, Idaho Department of Corrections – Probation and Parole, Department of Health and Welfare Child Protection, Pretrial Services and Fort Hall Shoshone-Bannock Tribal Probation. The lab processes approximately 600 samples per month.

FY 2020-2021 Accomplishments:

The Bingham County Lab processed 6,576 samples from February 2019 through February 2020. This averages out to approximately 548 samples processed per month for the entire year. The Bingham County Lab did not have any legal challenges during this period.

Significant Changes to the FY 2021-2022 Budget:

This fund was closed in March of 2021.