



BANNOCK COUNTY COMMISSIONERS' – MEETING

Commissioners' Agenda

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

Times are subject to change within 15 minutes of the stated time.

Tuesday, August 26, 2025

9:00 AM Business Meeting (action items)

Agenda:

- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1) (d) to consider records exempt from public disclosure (action item)
- Charity Staggs, SICOG, seeking to discuss updating and renewing the grant writing contract with SICOG (requested 10 minutes) (action item)
- Todd Mauger, Juvenile Justice, seeking (1) approval to submit grant request to the Idaho Juvenile Justice Commission's Youth Committee for the RISE UP INITIATIVE to fund the GIRL'S CIRCLES curriculum and a facilitator's guide, and (2) approval to submit grant request to the Idaho Juvenile Justice Commission's Youth Committee for the RISE UP INITIATIVE supporting Truancy Education and Prevention (requested 5 minutes) (action items)
- Buddy Romriell, Public Works, regarding a discussion pertaining to replacing the Coroner's vehicle (requested 5 minutes) (potential action item)
- ~~Discussion pertaining to budget (potential action item)~~

RESOLUTIONS AND ORDINANCES (action items):

- Resolution No. 2025-54 Approving Claims Through Contingency for Planning and Development and IT Claims
- Resolution No. 2025-55 Authorization to Dispose Surplus Assets/Property

LETTERS AND NOTICES (action items):

SIGNATURE ONLY (action items):

- Flock Safety Order Form
- Management Letter for Fiscal Year 2025 Audit

CONSENT AGENDA (action items):

- Manual Checks
- Alcohol Licenses and Catering Permits
- Certificate of Residency Approval
- Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session
- Technology Forms
- Minutes: Approval of Meeting Minutes from August 19 and 21, 2025, and Certification of Said Minutes

10:15 AM Public Hearing for Rezone (action item)

11:00 AM Public Hearing for Fiscal Year 2026 Budget (action item)

11:15 AM Public Hearing for Proposed and Increased Fees (action items)



FOR COMMISSION OFFICE USE:	
DATE _____	TIME _____

Agenda Request Form

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

Email this completed form and any supporting documents to agendarequest@bannockcounty.us by 5:00 PM the Wednesday prior to the scheduled meeting.

Name/Department: SICOG

Phone/Email: 208-233-4535

Item to be considered: Grant Writing Contract

Informational background:

Update of current and Discuss renewal of grant writing contract

1. What meeting are you requesting? 8/26/25
2. How much time will be needed for this agenda item? 10 minutes
3. Is Commission action requested (decision, approval, signature, or guidance)? Guidance
4. Does this request involve a contract, agreement, external funding source, or award acceptance? YES
5. What is the potential financial impact of this request? 0
6. Have all supporting documents been included with this form? NO
7. Will you be using presentation software or have other presentation needs? (if YES, provide presentation with this form) NO
8. Name and contact information for others who should be invited to attend:

Layne Bouregous, Charity Staggs, Danae Zepeda

Professional Services Contract
Bannock County Grant Writing Services

This contract is entered into this August 26, 2025, by and between the Bannock County, with its principal address of business at 624 E Center St. Pocatello, ID 83201 herein referred to as "BANNOCK COUNTY" and Southeast Idaho Council of Governments (SICOG), whose address is 214 East Center, Pocatello, ID, 83201 herein referred to as "SICOG", Witnesseth:

Whereas, the BANNOCK COUNTY desires to engage SICOG to provide certain services as described in the "Scope of Work" section of this contract and hereinafter referred to as "GRANT WRITING", and SICOG desires to provide said services, the parties hereto do mutually agree as follows:

1) Employment of SICOG

The BANNOCK COUNTY agrees to engage SICOG, and SICOG agrees to provide the services described in the "Scope of Work" as described in section 3 below.

2) Employee - Employer Relationship

The contracting parties warrant by their signature that no employee-employer relationship is established between SICOG and the BANNOCK COUNTY by the terms of this contract. The parties understand that SICOG is an independent contractor and as such neither SICOG nor its employees, if any, are employees of the BANNOCK COUNTY for purpose of tax withholding, retirement system or social security (FICA).

3) Scope of Work

SICOG will:

- ◆ Work with the BANNOCK COUNTY and interested Stakeholders and conduct prospect research to identify prospective funders for products, services, and construction needs.
- ◆ Work with staff to interpret guidelines, and gather material and information necessary for a strong proposal.
- ◆ Write grant proposals as requested in a timely manner to meet deadlines, and prepare the proposal for submission.
- ◆ Review organization materials and research/review other background information as necessary in order to create letters and proposals.
- ◆ Attend meetings as necessary to accomplish the required work.
- ◆ Attend meetings in person and/or by telephone necessary to accomplish the required work.
- ◆ Obtain permissions and approvals via BANNOCK COUNTY grant processes and procedures, as necessary

4) Guarantees

SICOG shall use all resources at SICOG's disposal to perform duties as assigned and agreed to by both parties and shall submit the same in good faith. However, no guarantee of receipt of funding by the BANNOCK COUNTY is implied or promised by SICOG. Payment is due upon SICOG submission of the proposal to BANNOCK COUNTY, specially to the Bannock County Board of Commissioners. In addition, SICOG and BANNOCK COUNTY recognize that performance of tasks in Section 2 necessitates communication and information exchange between the parties and with funders, and that delay in completing the tasks may occur if there are delays with information exchange. BANNOCK COUNTY also recognizes that if grants are received, BANNOCK COUNTY is responsible for any acknowledgments and reports to funders unless agreed to in writing.

5) Schedule of Services & Time of Performance:

Work under this agreement will commence on October 1, 2025 and will finalize no later than September 30, 2026. Work under this contract may be renewed on an annual basis for a contractual cost negotiated by both parties.

6) Basis of Fee and Billing

The following is a Fee Schedule that will be used for billing. The application amount refers to the actual amount of grant funds to be asked for in an application.

Grant Application	Fee
\$2,000 - \$10,000	\$500
\$10,001 - \$50,000	\$2,000
\$50,001 - \$250,000	\$5,000
\$250,001 or more	\$10,000

SICOG will not proceed with grant writing services unless permission has been given by BANNOCK COUNTY, specifically by the Bannock County Board of Commissioners. SICOG will invoice BANNOCK COUNTY, as per the fees schedule above, upon submission of an approved application. The sum of services performed **will not exceed** the Total Project Costs of **\$ 75,000 annually**.

If for any reason, approval has been granted to proceed with grant writing services, but these services are canceled by BANNOCK COUNTY before the timely submission of the grant proposal to BANNOCK COUNTY. The sum of services performed up to that point, shall be compensated at a rate of \$75 per hour not to exceed the original fee, as described in the fee schedule above. If the grant deadline is missed due to SICOG, no fees will be charged.

SICOG will submit all requests for payment related to this contract, to the BANNOCK COUNTY at: 624 E Center St. Pocatello, ID 83201. The payment to SICOG shall be made within 45 days of the deadline or determined otherwise.

7) SICOG's Insurance

SICOG warrants that it has obtained and will maintain at its expense for the duration of this contract, statutory worker's compensation coverage, employer's liability and comprehensive liability insurance coverage for its principals and employees for the services to be performed hereunder.

8) Conflict of Interest

SICOG warrants that it presently has no interest and will not acquire any interest, direct or indirect, in the project that would conflict in any manner or degree with the performance of its services hereunder. SICOG further covenants that, in performing this contract, it will employ no person who has any such interest.

9) Modification and Assignability of Contract

This contract contains the entire agreement between the parties, and no statements, promises, or inducements made by either party or agent of either party that are not contained in the written contract are valid or binding. This contract may not be enlarged, modified or altered except upon written agreement signed by both parties hereto.

10) Termination of Contract

This contract shall be terminated if it is determined that SICOG has failed to comply with the terms and conditions of this contract. In such a case, SICOG will be served with written notice sufficient to describe in general terms the nature of the contract default. If all defaults are not cured and corrected within a reasonable period as specified in the notice of default, this contract may be considered terminated without further notice.

Upon 30 days after written notice, either party by may, without cause and without prejudice to any other right or remedy, terminate the Contract. In such case, SICOG shall complete any grant proposal approved before the written notice and be compensated for services as described in the fee schedule.

11) State and Federal Law

SICOG will abide by the provisions of all state and federal laws applicable to the completion of Grant WRITING SERVICES as described herein.

12) Ownership and Publication of Materials

All reports, information, data and other materials prepared by SICOG pursuant to this contract are to be the property of the BANNOCK COUNTY, which will retain the exclusive and unrestricted authority to release, publish or otherwise use in whole or part. All such material developed under this contract shall not be subject to copyright or patent in the United States or in any other country without the prior written approval of the BANNOCK COUNTY.

13) Indemnification

SICOG waives any and all claims and recourse against the BANNOCK COUNTY for loss and damage to persons or property arising from, growing out of or in any way connected with or incident to SICOG's performance of this contract except for liability arising out of concurrent or sole negligence of the BANNOCK COUNTY or its agents or employees. Further SICOG will indemnify, hold harmless and defend the BANNOCK COUNTY against any and all claims, demands, damages, costs, expenses, or liability arising out of SICOG's performance of this contract except for liability arising out of concurrent or sole negligence of the BANNOCK COUNTY, its officers, agents or employees.

14) Legal Fees

In the event either party incurs legal expenses necessary to enforce the terms and conditions of this contract, the prevailing party is entitled to recover reasonable attorney's fees and other costs and expenses, whether same are incurred with or without suit.

15) Special Warranty

SICOG warrants that nothing of monetary value has been given, promised or implied as remuneration or inducement to enter into this contract. SICOG further declares that no improper personal, political, or social activities have been used or attempted in an effort to influence the outcome of the competition, discussion, or negotiation leading to the award of this contract. Any such activity by SICOG shall render this contract null and void.

16) Liaison

The designated contact person for each party is as follows:

SICOG:

Charity Staggs

Community Resources Coordinator

charity.staggs@sicog.org

208-223-4535 X 1015

214 E Center St, Suite 10

Pocatello, ID 83201

BANNOCK COUNTY:

Nancy Allen

Deputy Clerk

nancyn@bannockcounty.gov

grantnotify@bannockcounty.gov

624 East Center

Pocatello, ID 83201

IN WITNESS WHEREOF, the parties hereto have executed this contract on the 26th Day of August, 2025.

SOUTHEAST IDAHO COUNCIL
OF GOVERNMENTS

BANNOCK COUNTY

BY: _____
Layne Bourgeois

BY: _____
Jeff Hough

Executive Director, SICOG
Title

Commissioner, Chairman
Title

Date

August 26, 2025
Date

Attest: _____

Attest: _____

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



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

Business Meeting Agenda Request Form

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

Requestor Name:

Todd Mauger

Department:

Bannock County Juvenile Justice

Requestor Email:

Toddm@bannockcounty.gov

Item(s) to be considered:

- 1-Approval to submit grant request to The Idaho Juvenile Justice Commission's Youth Committee for the RISE UP INITIATIVE for funding for the GIRLS CIRCLES Curriculum and 1 extra Facilitators Guide
- 2-Approval to submit grant request to The Idaho Juvenile Justice Commission's Youth Committee for the STEP FORWARD INITIATIVE, supporting Truancy Education and Prevention to provide Funding for 200 Truancy 101 classes through 3rd Millennium Classrooms.

Date of meeting being requested:

08/26/2025

Time requested:

5 Minutes

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

Other

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

Todd Mauger

GRANT TEAM RISK ASSESSMENT FOR GRANTS

Department:	<u>JUVENILE JUSTICE/VILLAGE</u>	Apply for award	X
Project name:	<u>RISE UP INITIATIVE</u>	Do not apply	
Assistance Listing # <i>(formerly CFDA #)</i>	<u>16.540</u>	Federal Procurement	
Grant Writing		<i>No (0 pts)</i>	<i>Maybe (2.5 pts)</i>
			<i>Yes (5 pts)</i>
			Score
Project clearly eligible for grant? Meets priorities of the grant? If no, stop, do not apply.			x
Will administrative costs be allowed by the grant? Equipment only = 5			x
Matching funds: 0: cash or mix required, not budgeted; 2.5: match obtainable; 5: No match, or has been/can be budgeted, in-kind easily obtainable			x
Sufficient time to prepare grant submission before the due date?			x
Department and/or Grant Team have adequate time to write grant?			x
Award odds assessment: 0: strong competition, small number of awards, odds of award <10% 2.5: open competition, odds of award >10% to <50% 5: Meets top priorities, odds of award greater than 50%			x
Funding agency history: 0: none; 2.5: funder known/no history; 5: good relationship with funder			x
No organizational resources needed (space, equipment, in-kind)			x
Are new personnel fully covered by grant? n/a = 5			x
Sustainability: 0: difficult, may require significant ongoing commitment of resources; 2.5: effort needed, may require some ongoing support; 5: minimal additional resources OR no sustainability expected/needed			x
Aligns with department's mission			x
Existing or imminently anticipated need			x
Program will not be a duplication of existing efforts in area			x
Expertise of department/director in relevant area			x
Staff training: 0: required, not funded; 2.5: Minimal, some covered; 5: Minimal, required and costs covered			x
Program partnership: 0: needed/not developed; 2.5: potential identified; 5: not needed/already contacted			x
Procurement complexity: 0: multiple/phases/formal; 2.5: 1-2 simple/semi-formal; 5: none			x
Department capacity to administer and monitor project			x
Auditing capacity for processing, reporting, and monitoring			x
Department capacity for tracking/progress reports			x
Comments: Dept to send copy of application to Grant team upon completion			100
			<i>Score</i>
Scoring Key: 70% = Yes 50-69% = Maybe <50 = No	Possible adjustments to scoring: New personnel required -3 New system (reporting/application) -1 to 10 Subaward (adds admin burden) -4 Davis Bacon required -10 Does proposal provide operational support (rather than project support) up to +5		
Auditing/Grant Team: <i>LuAnn Losee</i>	Date:	08/20/2025	
Override of Recommendation not to apply: Justification:	Date:		
Commissioner:	<i>Jeff Hough</i>	Date:	<i>8/26/25</i>



The Idaho Juvenile Justice Commission's Youth Committee is excited to announce the launch of the RISE Up (Relationships, Inspiration, Support, and Empowerment). This statewide initiative aims to enhance support for girls, foster positive connections, and build competence while strengthening individual and collective abilities.

EMPOWERING GIRLS, STRENGTHENING IDAHO.

As part of this initiative, the IJJC Youth Committee is sponsoring the purchase of "Girls Circle" activity guides. This evidence-based program, developed by the One Circle Foundation, provides activity guides designed for use by juvenile probation departments, non-profit organizations, and assessment centers throughout Idaho.



Application Deadline: August 29, 2025

Who is Eligible: Idaho Government Agencies, Non-Profit Agencies, & Assessment Centers in Idaho.

How to Apply: [Online Application](#)

Departments are invited to apply for the purchase of Girls Circle Curricula, including full sets, activity guides, and facilitator materials provided by the One Circle Foundation and fully funded by the Idaho Juvenile Justice Commission's Youth Committee.

Departments will be notified of the application results on September 3, 2025.

Applications will be scored by the Idaho Juvenile Justice Commission members based on identified need in the community, target population, implementation plan, department readiness & capacity, outcome tracking and program feedback.

For Questions & Technical Assistance: planningandcompliance@idjc.idaho.gov

RISE UP Grant Application Writings

What are specific social, emotional, or behavioral challenges faced by girls in your community?

Girls in Bannock County face a range of social, emotional, and behavioral challenges, as identified through screenings conducted by The Village.

SFY 2024: Of the 375- youth screened, 37% were female. Assessments using the Juvenile Inventory for Functioning (JIFF) identified:

- Aggressive behaviors: 13% in school, 15% at home, 9% in the community; 6% fire-setting; 7% inappropriate sexual behavior.
- Mental health challenges: 39% required assessment for depression, 30% for trauma, 20% for suicide risk.
- Substance use: 12% recommended for alcohol assessment, 13% for drug assessment.

SFY 2025: Of the 343- youth screened, 44% were female. JIFF results showed improvements but ongoing needs:

- Aggressive behaviors: 5% in school, 6% at home, 3% in the community; 3% fire-setting; 1% inappropriate sexual behavior.
- Mental health challenges: 15% required assessment for depression, 12% for trauma, 7% for suicide risk.
- Substance use: 3% recommended for alcohol assessment, 3% for drug assessment.

These findings highlight that girls continue to face emotional, behavioral, and substance use challenges, with some reduction in aggressive behaviors and mental health risk indicators over time. Addressing these issues requires gender-responsive interventions that support healthy social-emotional development, prevent risky behaviors, and provide trauma-informed care.

Please share any statistics or data (e.g. school discipline rates, teen pregnancy, self-harm, anxiety, dropout rates, etc.) that highlight the challenges girls in your areas are experiencing

Girls in our community face ongoing social, emotional, and behavioral challenges that impact their academic performance, mental health, and overall well-being. The Villages screening data from SFY 2024 and SFY 2025 highlights both persistent needs and areas of improvement.

SFY 2024 (375 youth, 44% female) Key Findings:

- Academic support: 59% needed assistance in school
- Peer challenges: 23% reported being picked on; 26% influenced by peers
- Home and family issues: 47% non-compliance; 29% family environment challenges
- Mental health: 45% needed emotional support; 30% at risk for self-harm
- Substance use: 18%

- Other needs: 16% thinking and decision-making challenges; 28% health-related needs

SFY 2025 (327 youth, 37% female) Key Findings:

- Academic support: 22% needed assistance in school
- Peer challenges: 10% picked on; 10% influenced by peers
- Home and family issues: 18% non-compliance; 13% family environment challenges
- Mental health: 18% needed emotional support; 12% at risk for self-harm
- Substance use: 5%
- Other needs: 10% thinking and decision-making challenges; 10% health-related needs
- Caregiver burden: dropped from 9% to 2%

Trends & Observations:

- Improvements observed in substance use, peer influence, family burden, and academic needs.
- Persistent concerns remain in mental health, emotional support, and safe community engagement.

State-Level Context:

- According to America's Health Rankings, Idaho teen birth rates have dropped from 39.6 per 1,000 in 2008 to 10.9 per 1,000 in 2022.
- Despite this progress, Idaho still ranks 16th out of 50 states, indicating teen pregnancy and reproductive health remain ongoing challenges.

Conclusion:

These data illustrate that girls in our area face complex, interconnected challenges across academic, social, emotional, and community domains. Programs offering gender-specific support, mental health services, and skill-building opportunities are essential to empower girls, strengthen family and peer connections, and promote safe, healthy, and successful futures.

Please explain how your organization supports populations of girls who lack access to safe spaces for support and empowerment?

The Village, A Place for Youth and Families, was established in 2022 through grant funding from the Idaho Department of Juvenile Corrections as a Safe Teen Assessment Center. Its mission is to provide a trauma-informed, single-entry point for youth and families, connecting at-risk youth—particularly girls—with prevention services, resources, and safe spaces before justice system involvement.

Girls in our community often lack structured, empowering programs. The Village addresses this gap through inclusive, evidence-based programming that promotes social, emotional, and academic growth:

- After-School Programming: SFY 24–25 included 140 sessions serving 387 youth, including tutoring, community service, and recreational/life skills activities (e.g., cooking classes, movie nights, game nights). This program helps girls build confidence, social skills, and positive peer relationships in a safe environment.
- Summer Program: Served 15 youth across 48 sessions, including hiking, mountain biking, swimming, service learning, and Health City USA’s Three Peaks Challenge. Girls develop outdoor skills, teamwork, self-confidence, and a sense of accomplishment.
- River Buddies Program: Youth participated in fly-fishing excursions with instruction, equipment, and mentorship; SFY 23–24 served 26 youth. Girls gain confidence, patience, and engagement in pro-social, structured outdoor activities.
- In-Depth Tobacco Education: A 4-session program for youth cited for tobacco or vaping; SFY 24–25 served 65 youth. Girls learn decision-making, health awareness, and strategies to resist risky behaviors.
- Eat Smart Idaho: A six-session program teaching healthy meal preparation, nutrition, and physical activity; served 15 youth. Girls develop life skills for independence, healthy choices, and self-care.
- Families in Action / Teens in Action: Six 2.5-hour sessions for youth and parents; SFY 24–25 served 116 youth and 56 parents. Girls strengthen communication skills, family engagement, and leadership abilities.
- Grief Support (18+): Local counseling agency-led support groups for parents impacted by youth suicide, serving six individuals in SFY 24. Supports girls indirectly by helping their caregivers process grief and maintain stable, supportive home environments.
- Making Sense of Your Self-Worth (MSOYSW): An 8-session program for youth with mild to moderate trauma; SFY 23 included three cohorts serving 27 youth. Girls build self-esteem, emotional regulation, and resilience. Girls Circle® would be the ideal replacement, providing structured support for girls and female-identifying youth ages 9–18 to strengthen relationships, resiliency, and authentic self-expression.

Across all programs, girls develop leadership, life skills, academic support, and opportunities for pro-social engagement in trauma-informed, inclusive settings. Individualized screenings and referrals ensure each girl receives tailored support for mental health, behavioral needs, or academic success.

The Village provides girls in Bannock County and surrounding communities with safe spaces to connect, learn, and thrive, equipping them with the confidence, skills, and support networks necessary to succeed in school, home, and community life. Girls Circle® will allow The Village to offer girls-specific programming, ensuring young women have a dedicated space to build resiliency, empowerment, and peer connections that meet their unique developmental needs.

What is the age range and demographic background of the girls this curricula will serve?

The Girls Circle® model at The Village is designed to serve girls and youth who identify with female development ages 9–18 years. The curriculum provides a structured, emotionally safe environment that fosters relational skills, resiliency, and personal growth, helping participants build positive connections, self-confidence, and competence.

Over the past two years, The Village served 289 female youth. The demographic breakdown is as follows:

- Race/Ethnicity: 84% White, 6% American Indian or Alaskan Native, 6% Multiple Races, 2% Black, 1% Asian, 0.5% Native Hawaiian or Pacific Islander, 0.3% prefer not to say.
- Ethnicity: 82% non-Hispanic and 18% Hispanic.

This diverse population reflects the range of girls in our community who will benefit from the Girls Circle® programming, providing them with a dedicated, supportive space tailored to their developmental, social, and emotional needs.

Other-If your answer is no to the pervious, please provide details of how your organization will use this curriculum.

If funded, The Village will implement the Girls Circle® curriculum through Master's and Bachelor's level interns and AmeriCorps Members serving in critical roles. Affiliation agreements with Idaho State University, BYU-Idaho, Boise State University, and Grand Canyon University allow interns to gain practical experience while supporting youth programming.

As an AmeriCorps Host Site through GemState Public Health, The Village hosts 8–9 members annually under 900- or 1200-hour contracts, collectively contributing over 8,600 hours of service from January 2024 through March 2025. AmeriCorps Members serve as Behavioral Health Specialists, Assessment Center Specialists, and Community Engagement Specialists, providing direct youth support while building the local behavioral health workforce.

The Village has also hosted four advanced-standing Master's Social Work interns in the Behavioral Health Specialist role, serving 27 youth with 63 crisis/triage counseling sessions during waiting periods for local provider intake.

If funded, two Master's level interns will facilitate Girls Circle® groups, supervised by a Master's level Social Worker. This ensures the program is delivered with fidelity, providing girls a structured, trauma-informed, and supportive space to build resilience, social skills, and empowerment. This is also the need for the extra Girls Circles Facilitator Guide.

What is your organizations experience working with youth, particularly girls in a group therapeutic setting?

Bannock County Juvenile Justice has a long history of providing gender-specific services, having been established in 1993. In 2004, the Intake and Diversion Unit was created and offered gender-specific programming, providing targeted support for girls and boys prior to the establishment of The Village.

Since 2022, The Village, A Place for Youth and Families, has expanded this work as a Safe Teen Assessment Center, serving youth across six counties through trauma-informed, evidence-based programs. Over the last two years, 289 girls have participated in structured group and therapeutic programs designed to meet their developmental and emotional needs.

Programs include:

- After-School Programming: Tutoring, service learning, and recreational activities such as cooking classes, movie nights, and game nights. Girls build social skills, confidence, and positive peer relationships.
- Summer Program: Outdoor activities, service learning, and Health City USA's Three Peaks Challenge, fostering teamwork, resilience, and self-confidence.
- River Buddies: Fly-fishing excursions with mentorship, providing structured, pro-social activities that build patience, confidence, and engagement.
- Making Sense of Your Self-Worth (MSOYSW): An 8-session therapeutic group for youth with mild to moderate trauma. SFY 23 included three cohorts serving 27 youth, offering girls-only groups for ages 14–18 focused on empowerment, relational skills, and resiliency.

The Village leverages Master's and Bachelor's level interns and AmeriCorps Members to facilitate groups under supervision, collectively providing thousands of hours of direct service, including crisis counseling, mentorship, and therapeutic group facilitation.

Through these efforts, Bannock County Juvenile Justice and The Village have established a strong track record of creating safe, supportive, and effective group and therapeutic settings where girls can develop social, emotional, and academic skills while building confidence and resilience.

How does this curriculum align with your organization's mission and existing services?

The Girls Circle® model aligns closely with The Village's mission to provide trauma-informed, evidence-based screenings and interventions that divert at-risk youth from the juvenile justice system while connecting them to services that promote positive outcomes. Girls Circle® provides structured, girls-only groups for ages 9–18 that integrate relational theory, resiliency practices, and skills training in a safe, supportive environment, helping girls build confidence, develop healthy relationships, and strengthen personal and collective resilience.

This model complements The Village's existing programs and services, including after-school programming, summer programs, River Buddies, Eat Smart Idaho, In-Depth tobacco education, Families in Action/Teens in Action, and Making Sense of Your Self-Worth, which was previously offered but is currently not available. Girls Circle® naturally extends these offerings by providing girls-specific, therapeutic group support, reinforcing social-emotional learning, leadership skills, and resilience development. It fills the gap left by the discontinued Making Sense of Your Self-Worth program, offering structured support for girls with mild to moderate trauma while connecting them to additional Village services as needed.

Girls Circle® also supports The Village's goals:

1. Centralized, trauma-informed support: Provides a consistent, safe environment for girls to build skills and receive guidance.

2. Linking youth to community resources: Identifies individual needs and connects participants with services already offered at The Village.
3. Reducing juvenile justice involvement: Builds resilience, coping skills, and positive peer connections to reduce risk behaviors.
4. Promoting school participation and prosocial behavior: Strengthens confidence, emotional regulation, and social skills, complementing existing educational and recreational programs.

Overall, Girls Circle® is a natural extension of The Village's mission and services, offering a girls-specific curriculum that enhances current programming, fosters empowerment, and provides therapeutic, trauma-informed support in alignment with the center's evidence-based approach.

How Will you measure the success of curriculum participants?

The Village will measure the success of Girls Circle® participants using a combination of quantitative and qualitative data, ensuring outcomes are aligned with program goals and The Village's mission to support youth development and reduce risk behaviors. Todd Mauger will oversee data collection and reporting through the Apricot data system, which allows for secure tracking of participant demographics, attendance, engagement, and progress.

Success will be measured across multiple domains:

1. Participation and Engagement: Attendance, completion of sessions, and active involvement in group discussions and activities. High participation rates will indicate that the program provides a safe and engaging space for girls.
2. Social-Emotional Skills and Resilience: Pre- and post-assessments using validated tools (e.g., Juvenile Inventory for Functioning, PHQ-9, GAD-7) will evaluate improvements in self-esteem, emotional regulation, peer relationships, and coping strategies.
3. Behavioral and Academic Outcomes: Tracking referrals to supportive services, school attendance, and participation in prosocial activities to assess behavioral improvements and increased engagement in education.
4. Participant Feedback: Surveys and reflection activities will provide insight into participants' perceptions of personal growth, peer support, and the program's impact on confidence and life skills.

Data collected through Apricot will be reviewed regularly, enabling program staff to adjust curriculum delivery, identify emerging needs, and report measurable outcomes to funders. This approach ensures Girls Circle® participants receive tailored support and that program impact is documented, demonstrating alignment with The Village's goals of empowerment, resiliency, and positive youth development.

<https://www.jotform.com/draft/0198c877a82172bc927ef5b39bdb23aff73f>



RISE UP INITIATIVE

RELATIONSHIPS, INSPIRATION,
SUPPORT, EMPOWERMENT

Application Form

Thank you for your interest in the Idaho Juvenile Justice Commission's Youth Committee's RISE Up (Relationships, Inspiration, Support, & Empowerment) , a statewide initiative aimed at enhancing support for girls and youth who identify with female development from 9 to 18 years. This program offers funding to access "Girls Circle," an evidence-based online intervention developed by One Circle Foundation for juvenile probation departments, non-profit agencies, and assessment centers throughout Idaho.

Applicant Information *

Bannock County Juvenile Justice: The Villag

Bannock County

Organization Name

County Location

Address

345 North 5th

Street Address

Street Address Line 2

Pocatello

Idaho

City

State / Province

83202

Postal / Zip Code

Contact Information *

Todd Mauger

Chief Juvenile Probation Officer: Intake and

Primary Contact Name

Title

Phone Number

(208) 417-5033

Please enter a valid phone number.

Email

toddm@bannockcounty.gov

example@example.com

What are the specific social, emotional, or behavioral challenges faced by girls in your community?

Girls in Bannock County face a range of social, emotional, and behavioral challenges, as identified through screenings conducted by The Village, a Safe Teen Center and the Intake and Diversion Unit for Bannock County Juvenile Justice.

SFY 2024: Of the 375- youth screened, 44% were female. Assessments using the Juvenile Inventory for Functioning (JIFF) identified:

- Aggressive behaviors: 13% in school, 15% at home, 9% in the community; 6% fire-setting; 7% inappropriate sexual behavior.
- Mental health challenges: 39% required assessment for depression, 30% for trauma,

Please share any statistics or data (e.g., school discipline rates, teen pregnancy, self-harm, anxiety, dropout rates, etc.) that highlight the challenges girls in your area are experiencing.

Girls in our community face ongoing social, emotional, and behavioral challenges that impact their academic performance, mental health, and overall well-being. The Villages screening data from SFY 2024 and SFY 2025 highlights both persistent needs and areas of improvement.

SFY 2024 (375 youth, 44% female) Key Findings:

- Academic support: 59% needed assistance in school
- Peer challenges: 23% reported being picked on; 26% influenced by peers
- Home and family issues: 47% non-compliance; 29% family environment challenges

You may also include information on trauma, low self-esteem, peer conflict, cultural barriers, etc.

Please explain how your organization supports populations of girls who lack access to safe spaces for support and empowerment.

The Village, A Place for Youth and Families, was established in 2022 through grant funding from the Idaho Department of Juvenile Corrections as a Safe Teen Assessment Center. Its mission is to provide a trauma-informed, single-entry point for youth and families, connecting at-risk youth—particularly girls—with prevention services, resources, and safe spaces before justice system involvement.

Girls in our community often lack structured, empowering programs. The Village addresses this gap through inclusive, evidence-based programming that promotes social, emotional, and academic growth:

Optional: Please upload supporting documentation.



Browse Files

Drag and drop files here

What is the age range and demographic background of the girls this curricula will serve?

The Girls Circle® model at The Village is designed to serve girls and youth who identify with female development ages 9–18 years. The curriculum provides a structured, emotionally safe environment that fosters relational skills, resiliency, and personal growth, helping participants build positive connections, self-confidence, and competence. Over the past two years, The Village served 289 female youth. The demographic breakdown is as follows:

- Race/Ethnicity: 84% White, 6% American Indian or Alaskan Native, 6% Multiple Races, 2% Black, 1% Asian, 0.5% Native Hawaiian or Pacific Islander, 0.2% prefer not to

Do you have staff available to facilitate the Girls Circle curriculum?

Yes

No

Other

The Village has 3 to 5 MSW interns that are on AmeriCorps contracts. Teaching these girls sp

If your answer is no to the previous question, please provide details on how your organization will use this curriculum.

OTHER EXPLAINED-If funded, The Village will implement the Girls Circle® curriculum through Master's and Bachelor's level interns and AmeriCorps Members serving in critical roles. Affiliation agreements with Idaho State University, BYU-Idaho, Boise State University, and Grand Canyon University allow interns to gain practical experience while supporting youth programming.

As an AmeriCorps Host Site through GemState Public Health, The Village hosts 8-9 members annually under 900- or 1200-hour contracts, collectively contributing over 8,600 hours of service from January 2024 through March 2025. AmeriCorps Members

What is your organization's experience working with youth, particularly girls in a group or therapeutic setting?

Since 2022, The Village, A Place for Youth and Families, has expanded this work as a Safe Teen Assessment Center, serving youth across six counties through trauma-informed, evidence-based programs. Over the last two years, 289 girls have participated in structured group and therapeutic programs designed to meet their developmental and emotional needs.

Programs include:

- After-School Programming: Tutoring, service learning, and recreational activities such as cooking classes, movie nights, and game nights. Girls build social skills, confidence, and

How does this curriculum align with your organization's mission and existing services?

The Girls Circle® model aligns closely with The Village's mission to provide trauma-informed, evidence-based screenings and interventions that divert at-risk youth from the juvenile justice system while connecting them to services that promote positive outcomes. Girls Circle® provides structured, girls-only groups for ages 9-18 that integrate relational theory, resiliency practices, and skills training in a safe, supportive environment, helping girls build confidence, develop healthy relationships, and strengthen personal and collective resilience.

This model complements The Village's existing programs and services, including after-

How will you measure the success of curriculum participants?

The Village will measure the success of Girls Circle® participants using a combination of quantitative and qualitative data, ensuring outcomes are aligned with program goals and The Village's mission to support youth development and reduce risk behaviors. Todd Mauger will oversee data collection and reporting through the Apricot data system, which allows for secure tracking of participant demographics, attendance, engagement, and progress.

Success will be measured across multiple domains:

1. Participation and Engagement: Attendance, completion of sessions, and active

Would you be willing to provide feedback to the Idaho Juvenile Justice Commission after 6 months?

Yes

No

Available Curricula Options

Please select the specific curricula your organization is requesting. The total for all requested curricula will be included as part of your application. For specific curriculum information, please visit:

https://onecirclefoundation.org/curricula/curricula_type-girls_circle. NOTE: PLEASE VERIFY THE INFORMATION ON THE CURRICULUM IN THIS APPLICATION BEFORE MAKING SELECTIONS. WE CANNOT REPLACE MIS-ORDERED/IDENTIFIED ITEMS.

Available Girls Circle Options *

Categories: All ▼

Girls Circle Sets ▲



Girls Circle Complete Set



Resiliency Set



Harmony Set

The entire line of Girls Circle® activity guides*, in addition to the Facilitator Manual and Evaluation Tool Kit, make this the most comprehensive offering for girls and youth. Additionally includes our groundbreaking set of sessions for youth with ACE's, All Together Rising: Sessions for Youth in Adversity, in addition to Sex in the Digital Age and now the new Voice & Choice: Embracing Boundaries and Consent activity guide!

\$2,368.00

Quantity

1 ▾



Community Set

Buy all four programs addressing innovative ways to cultivate respect, build alliances, and examine beliefs, values, and choices about girls' lives and the world around them.

\$568.00

Quantity

1 ▾

four activity guides for all genders with specific themes and activities relevant to helping youth get through this difficult time. Growing Healthy, Going Strong; Wise & Well; PRIDE; and Empowerment and Identity on Social Media each support the mental health of children and teens in crisis.

\$635.00

Quantity

1 ▾



Foundation Set

Buy all three programs designed to meet girls where they are and develop a healthy foundation with female identity, friendships, and body image.

\$379.00

Quantity

1 ▾

Buy all four programs designed to strengthen girls' skills to move into more complex definitions of relationship to self and others - exploring feelings, goals, assertiveness, and achieving success.

\$547.00

Quantity

1 ▾

Activity Guides





Voice & Choice: Embracing Boundaries and Consent

Voice & Choice: Embracing Boundaries and Consent is a nonjudgmental youth development approach to fostering teen awareness of boundaries and consent. This 10-session Unity Circle® activity guide contains essential tools and resources to promote healthier relationships, boundaries, and autonomy for youth.

\$147.00

Quantity

1 ▾



All Together Rising

These in-depth sessions address eight familiar but adverse conditions affecting many youth. Designed as trauma-responsive supplemental sessions to implement individually within any One Circle program, this collection serves as a go-to resource for specific topics offering enhanced awareness, support, and tools for youth. Also available as a digital flipbook.

\$147.00

Quantity

1 ▾



Body Image Activity Guide

The Body Image guide you know and love, new and improved. Examines cultural messages and personal beliefs that influence body image. Themes emphasize raising awareness, recognizing body signals, menstruation, and exploring underlying causes of poor body image. Topics cover physical awareness, health, and emotional balance through media exploration, imagery, art, personal story telling, and more. An excellent prevention program. Also available as a digital flipbook.

\$147.00

Quantity

1 ▾



Friendship Activity Guide

Groundbreaking guide that addresses exclusion, intolerance, and feuding. Confronts relational aggression and shores girls up with strong interpersonal skills; knocks down barriers to pride, confidence, and empathy. Themes include topics such as "Being Included, Being Left Out," & "Feuds, Followers & Fairness." Increases caring and relational competence. Also available as a digital flipbook.



Empowerment and Identity on Social Media Activity Guide

An essential tool and resource to promote healthy development for youth growing up in today's digital world. Providing skills development for media literacy, digital citizenship, and more accurate information on how to use social media safely and in more of an emotionally healthy manner, this curriculum harnesses the



Being A Girl Activity Guide

Introduces girls to the positive experience of a support circle addressing topics such as "Growing Up Female," "Growth and Self-Care," and "Female Role Models." Activities include collage, affirmations, and theme-related crafts. Great kit for middle-school girls new to support groups.

\$116.00

Quantity

\$116.00

Quantity

1

curriculum harnesses the relational strengths of youth to

effectively explore the complex intersecting topics of technology, body image, cyberbullying, exploitation, and relationships. Also available as a digital flipbook

\$147.00

Quantity

1



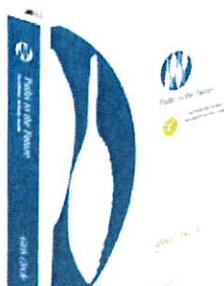
My Family, My Self Activity Guide

This essential guide gets at the critical importance of girls' development within the context of their family relationships and offers girls the opportunity to safely and respectfully acknowledge and explore the many gifts and challenges of growing up within the family unit. Girls are invited to share the influence of their families and cultural values on their own social-emotional development, and build skills to strengthen their confidence in relationships with relatives and peers.

\$116.00

Quantity

1



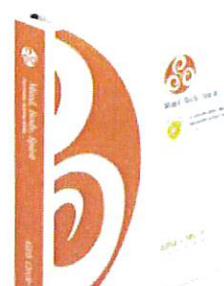
Paths to the Future Activity Guide

A skills-building support circle for use with at-risk or court-involved girls. Examines thoughts, beliefs, and actions about friendships, trust, authority figures, mother/daughter relationships, sexuality, dating violence, HIV, drug abuse, stress and goal setting. Opens up girls to important exploration regarding their choices and behaviors and examines ways to promote self-care and healthy decision-making through lively, prepared discussions and activities. Creative activities include assertiveness role-plays, collage, progressive relaxation, writing, creating "Lifemaps" and more.

\$168.00

Quantity

1



Mind, Body, Spirit Activity Guide

This excellent prevention program addresses alcohol, tobacco, and drug decision-making as well as healthy sexuality, promoting abstinence and/or reduction to high-risk behaviors by exploring the realities of risk and the power of self-care. Helps girls examine and evaluate choices through affirmations, role-play, media influence, journal writing, videos and more. Addresses sexuality decision-making and definitions of "infatuation, desire, and love" through real teen stories, music messages, and personal standards activity. Outstanding prevention program that promotes critical thinking and is much enjoyed by girls!

\$168.00

Quantity



La Mariposa Activity Guide

La Mariposa: A Personal Empowerment Program for Adolescent Latinas engages girls in twelve interactive workshop sessions where facilitators teach personal empowerment skills (JARS – Journaling, Affirmations, Personal Rules and Setting Goals). Girls will learn about the power within and the ways in which they can lead the direction of their lives, in addition to valuable skills that assist girls in exploring the impact of the values, norms and beliefs that shape them, especially those that present barriers. This guide specifically addresses the challenges with assimilating to a dual-cultural life, and reinforces a sense of pride and connection with Latina culture. All workshops are facilitated in a relational, strengths-based, trauma informed and culturally competent manner.

\$199.00

Quantity

1



Who Am I Activity Guide

Works with girls to examine identity, assertiveness skills, and goal setting through role-play, mandala-making, relationship to music, and more. Themes include "Journaling and Self-Disclosure," "Song About Me-Who I Am," "Personal Growth/Assertiveness," and "Life Goals/Personal Goals." Very well received by high school girls.

\$116.00

Quantity

1



Mother-Daughter Circle: "Heart of the Matter" Activity Guide

In this activity guide, mothers or female caregivers and their daughters join together in combined and age-appropriate groups to strengthen their bonds through shared listening, creative expression, and skill building. "Heart of the Matter" promotes empathy, communication skills, stress reduction, setting limits and honoring boundaries, exploring meanings and messages about female identity, identifying relationship accountability, and experiencing affirmation together and within their broader female community. Co-facilitation recommended.

\$221.00

Quantity

1





Relationship With Peers Activity Guide

Enhances girls' awareness of their relationships with themselves and others. Themes include "Expressing Myself," "Accepting Different Parts of Myself," "Giving Voice to Feelings," "Romantic Relationships," "Girlfights or Girlfriends" and are complimented by activities such as journaling, role-play, sculpting, and more. Highly engaging for teen girls.

\$147.00

Quantity

1 ▾

Honoring Diversity Guide

Recognizes girls' varied cultural, ethnic, and racial backgrounds emphasizing positive identity and alliance building. Includes discussions and activities that cover topics such as "Stereotype Busting," "Beyond Fear," "Cultural Treasures," "Culture Clash," and includes a community advocacy exercise. Themes focus on appreciating diversity in girls lives by identifying biases, developing navigational tools in a multi-cultural society, and promoting understanding and respect within and between groups. Guide includes a girls' journal for weekly reflection.

\$168.00

Quantity

1 ▾

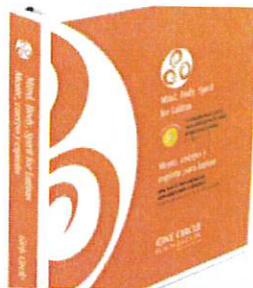
Wise & Well Activity Guide

Addresses 21st Century challenges such as cyberbullying, social networking, binge drinking, marijuana use, the stigma of mental health and more. In this guide, girls and facilitators walk through the myriad of common 21st Century risks with discussions and activities that inspire eyes wide open, minds sharp and aware, and hearts willing to step up to leadership for their own health and safety.

\$116.00

Quantity

1 ▾



Expressing My Individuality Activity Guide

Explores topics such as celebrating individuality, diversity, getting along with others, and addresses goals, conflict styles, feeling good about ourselves, and taking time to relax. Activities include values exploration, "How Others See Me," making dream catchers, potting a plant to symbolize personal growth

Mind, Body, Spirit for Latinas - In Spanish & English

Spanish & English in one guide. This excellent prevention program considers the rich, cultural context of Latina life and provides culturally adapted discussion and activities that empower Latina girls to express their views, determine goals, and balance their well-being, safety, and inter-personal relationships

...moderate personal growth, and finally culminates with a

...inter personal relationships. Considers and explores the

girls' compliment circle. A variety of topics and activities for middle and high school girls!

\$116.00

Quantity

1

traditions, perspectives, and experiences of Latinas when addressing decision making about sexual activity, alcohol, tobacco, and drugs. Examines the impact of risk behaviors on Latina girls' relationships with their families, the community, and their own personal development. Builds media literacy skills by exploring messages aimed at or promoted within Hispanic communities. Based on the original Mind, Body, Spirit guide, this guide aims to focus on preventing and reducing high-risk behaviors for Latina girls throughout the adolescent years.

\$190.00

Quantity

1

Facilitator Materials



Girls Circle Facilitator Manual

Start your Girls Circle® journey here by learning the guiding principles, theoretical framework, and foundational structure of the Girls Circle® program, an evidence-based model proven to increase girls' self-efficacy, body image, and social support. Facilitators and organizations that serve girls in



Girls Circle Evaluation Tool Kit

Contains all the materials you need to measure outcomes with your Girls Circle® program in conjunction with any combination of the Girls Circle® Activity Guides. This comprehensive Toolkit and Administrative Manual provides the Girls Circle® Survey, a measurement

any setting or culture will find this one-of-kind facilitator manual rich with practical, useful information presented in our workshop.

\$104.00

Quantity

1 

instrument designed specifically for use within organizations using the Girls Circle® model, and integrates a validated self-efficacy instrument. Additional contents include step-by-step instructions for program evaluation, consent forms, and information sheets. Spanish language Survey and forms also included. Reproducible within purchasing organizations.

\$83.00

Quantity

1 

Total **\$2,472.00**

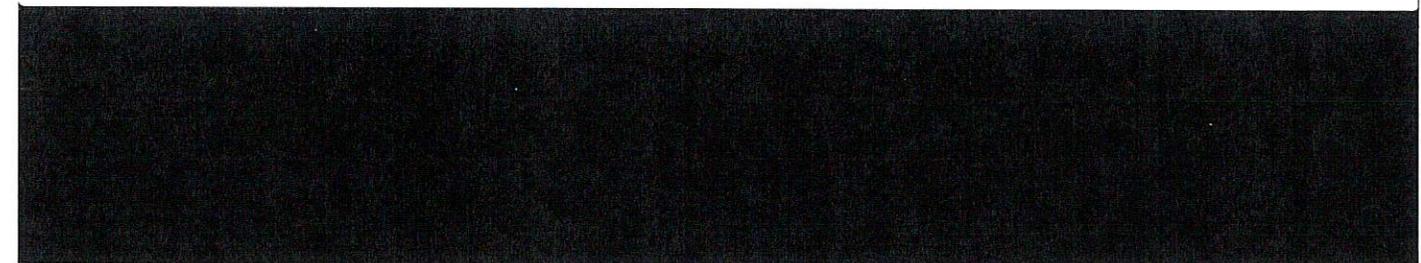
Organization Representative Signature

Sign Here

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Save

Continue



GRANT TEAM RISK ASSESSMENT FOR GRANTS

Department:	<u>JUVENILE JUSTICE/VILLAGE</u>	Apply for award	X
Project name:	<u>STEP (Supporting Truancy Education & Prevention)</u>	Do not apply	
Assistance Listing # <i>(formerly CFDA #)</i>	<u>16.540</u>	Federal Procurement	
Grant Writing		<i>No (0 pts)</i>	<i>Maybe (2.5 pts)</i>
		<i>Yes (5 pts)</i>	Score
Project clearly eligible for grant? Meets priorities of the grant? If no, stop, do not apply.			x 5
Will administrative costs be allowed by the grant? Equipment only = 5			x 5
Matching funds: 0: cash or mix required, not budgeted; 2.5: match obtainable; 5: No match, or has been/can be budgeted, in-kind easily obtainable			x 5
Sufficient time to prepare grant submission before the due date?			x 5
Department and/or Grant Team have adequate time to write grant?			x 5
Award odds assessment: 0: strong competition, small number of awards, odds of award <10% 2.5: open competition, odds of award >10% to <50% 5: Meets top priorities, odds of award greater than 50%			x 5
Funding agency history: 0: none; 2.5: funder known/no history; 5: good relationship with funder			x 5
No organizational resources needed (space, equipment, in-kind)			x 5
Are new personnel fully covered by grant? n/a = 5			x 5
Sustainability: 0: difficult, may require significant ongoing commitment of resources; 2.5: effort needed, may require some ongoing support; 5: minimal additional resources OR no sustainability expected/needed			x 5
Aligns with department's mission			x 5
Existing or imminently anticipated need			x 5
Program will not be a duplication of existing efforts in area			x 5
Expertise of department/director in relevant area			x 5
Staff training: 0: required, not funded; 2.5: Minimal, some covered; 5: Minimal, required and costs covered			x 5
Program partnership: 0: needed/not developed; 2.5: potential identified; 5: not needed/already contacted			x 5
Procurement complexity: 0: multiple/phases/formal; 2.5: 1-2 simple/semi-formal; 5: none			x 5
Department capacity to administer and monitor project			x 5
Auditing capacity for processing, reporting, and monitoring			x 5
Department capacity for tracking/progress reports			x 5
Comments: Dept to send copy of application to Grant team upon completion	100 <i>Score</i>		
Scoring Key: 70% = Yes 50-69% = Maybe <50 = No	Possible adjustments to scoring: New personnel required -3 New system (reporting/application) -1 to 10 Subaward (adds admin burden) -4 Davis Bacon required -10 Does proposal provide operational support (rather than project support) up to +5		
Auditing/Grant Team: <i>LuAnn Losee</i>	Date:	08/20/2025	
Override of Recommendation not to apply: Justification:	Date:		
Commissioner:	<i>Jeff Hough</i>	Date:	<i>8/26/25</i>



STEP FORWARD INITIATIVE SUPPORTING TRUANCY EDUCATION AND PREVENTION

The Idaho Juvenile Justice Commission's Youth Committee is pleased to announce the launch of the STEP Forward Program (Supporting Truancy Education and Prevention), a statewide initiative to reduce school absenteeism and promote early intervention through educational tools for youth.

SUPPORTING TRUANCY EDUCATION & PREVENTION.

As part of this initiative, the IJJC Youth Committee is sponsoring the purchase of "Truancy 101," an evidence-based, online intervention course offered by 3rd Millennium Classrooms. This course is designed to help youth understand the importance of consistent school attendance, the consequences of truancy, and how to stay engaged in their education.

Application Deadline: August 29, 2025

Who is Eligible: Juvenile Probation & Diversion Departments in Idaho

How to Apply: [Online Application](#)



Truancy 101

3RD MILLENNIUM CLASSROOMS

Truancy 101 is a restorative, evidence-based course designed to help students understand the serious impacts of chronic absenteeism and take responsibility for improving their attendance. Through reflection, skill-building, and guided planning, students explore the personal, academic, and long-term consequences of truancy, identify the barriers they face, and develop practical strategies for improvement.

Departments are invited to apply for pre-paid Truancy 101 courses, provided by 3rd Millennium Classrooms and fully funded by the Idaho Juvenile Justice Commission's Youth Committee.

Departments will be notified of the application results on September 3, 2025.

Applications will be scored by the Idaho Juvenile Justice Commission members based on identified need in the community, target population, implementation plan, department readiness & capacity, outcome tracking, and program feedback.

For Questions & Technical Assistance: planningandcompliance@idjc.idaho.gov

STEP Forward Initiative Proposal

DESCRIBE THE TRUANCY CHALLENGES CURRENTLY FACED IN YOUR COUNTY?

Truancy Challenges in Bannock County

Bannock County continues to experience significant challenges with truancy despite the development of multiple referral pathways and evidence-based programming through the Juvenile Justice Intake and Diversion Program, operated out of The Village which is a Safe Teen Assessment Center.

Our community has established several referral options to address truancy, including:

- Self-referrals from parents seeking support for their child.
- Referrals from Community Resource Workers (CRWs).
- School referrals initiated by counselors and administrators.
- Law enforcement referrals both with and without citations.

Once a referral is received, The Village screens and assesses each youth and family to connect them with appropriate resources. Supports may include prevention services, case management, or structured supervision. Supervision options include:

- Prevention and case management support through the Family Engagement Coordinator.
- Law enforcement referrals (with or without citations) supported by the Truancy Court Coordinator.
- Higher-need truancy cases supervised by the Status Offender Program Coordinator, who is a Juvenile Probation Officer stationed at The Village.

Additionally, Bannock County operates a Truancy Court Program where youth participate in a three-phase process and regularly check in with a Judge to report attendance and educational progress. Youth referred to court for truancy-only cases are supervised by The Village, keeping them separate from the Probation Department. However, youth on probation for other misdemeanor or felony charges may also carry truancy charges, and these cases are managed within the Probation Unit.

Truancy Data

- Juvenile Court cases involving truancy (calendar year):
 - 2021: 206 cases
 - 2022: 185 cases
 - 2023: 177 cases
 - 2024: 98 cases
- Village truancy referrals (screened and provided prevention/diversion support):
 - SFY 2023: 91 referrals
 - SFY 2024: 78 referrals

- Truancy Court intakes (by County Fiscal Year):
 - CFY 2021: 76
 - CFY 2022: 67
 - CFY 2023: 70
 - CFY 2024: 111
 - CFY 2025 (to date): 31
- Truancy Court outcomes:
 - SFY 2024: 95 participants released, 71 (75%) successfully completed
 - SFY 2025: 41 participants released, 32 (78%) successfully completed

Trend Analysis

Over the past four years, Juvenile Court cases involving truancy have declined sharply, dropping from 206 cases in 2021 to just 98 cases in 2024. This reduction reflects a deliberate effort to handle truancy outside of formal court proceedings. At the same time, Truancy Court intakes have increased, rising from 70 in SFY 2023 to 111 in SFY 2024. This shift demonstrates Bannock County’s commitment to addressing truancy through structured, supportive, and evidence-based diversion programs rather than punitive measures.

Importantly, success rates within Truancy Court remain strong, with 75% of youth in SFY 2024 and 78% in SFY 2025 successfully completing the program. These outcomes highlight both the effectiveness of the program and the continued need for resources to support families struggling with chronic absenteeism.

While Bannock County has made progress in reducing formal court involvement, truancy remains a persistent challenge tied to community-level barriers such as poverty, unstable housing, limited transportation, family disengagement, and unmet behavioral health needs. Continued investment in prevention, family engagement, and diversion strategies is critical to sustaining this progress and further reducing chronic absenteeism.

While Bannock County has made progress in reducing formal court involvement, truancy remains a persistent challenge tied to community-level barriers such as poverty, unstable housing, limited transportation, family disengagement, and unmet behavioral health needs. Step Forward Initiative funding will allow Bannock County to expand prevention services, strengthen family engagement, and maintain the downward trend in court filings by keeping youth connected to school and out of the justice system.

WHY IS “TRUANCY 101” A GOOD FIT FOR YOUR YOUTH POPULATION?

Truancy 101 is an ideal fit for Bannock County’s youth population because it provides an evidence-based, education-focused intervention that addresses the root causes of truancy through accessible, youth-friendly content. As a 3rd Millennium course, it is designed specifically to shift attitudes, increase accountability, and equip students with the skills and insights needed to make better decisions about school attendance.

Our juvenile justice-involved youth often face complex challenges—mental health struggles, family instability, trauma, and disengagement from school—that contribute to chronic

absenteeism. Traditional punitive responses do little to address these underlying issues. Truancy 101 offers a constructive alternative by promoting personal responsibility while also acknowledging and validating the social and emotional barriers these youth experience.

Key reasons Truancy 101 aligns with our population:

- **Accessible and Self-Paced:** Youth can complete the course online at their own pace, making it suitable for those with unstable schedules or who may be engaged in multiple services.
- **Behaviorally Informed:** The course encourages reflection, goal-setting, and mindset shifts—critical tools often missing in punitive systems.
- **Diversion-Oriented:** Truancy 101 supports our county’s strategy to reduce deeper system involvement by offering education-based diversion opportunities.
- **Culturally Relevant:** The content is designed to be engaging and respectful, which helps capture the attention of youth who may otherwise resist traditional interventions.

By integrating Truancy 101 into our truancy response model, we can reinforce accountability while also supporting behavior change, reducing repeat offenses, and helping youth re-engage with education—ultimately diverting them from the juvenile justice system. Village staff will also use the information obtained when families and youth take the class to integrate Truancy 101 strategies into individualized case plans and truancy court proceedings. This ensures consistency between what youth are learning in the course and the supports provided by staff, creating a stronger pathway to long-term success.

Data-Driven Justification: Bannock County’s existing diversion efforts, such as Truancy Court, already demonstrate that structured, supportive interventions work: in SFY 2024, 75% of participants successfully completed the program, and in SFY 2025 that success rate increased to 78%. Incorporating Truancy 101 into this framework provides another evidence-based tool to further boost these outcomes by giving youth concrete strategies to change behavior and improve school engagement.

Cost-Effectiveness: Truancy 101 is also a cost-effective intervention. By reducing the number of truancy cases that escalate into formal court involvement or probation supervision, the program conserves limited justice system resources while keeping youth in school and out of deeper system contact. Every successful completion reduces the likelihood of additional hearings, probation caseloads, and long-term justice involvement—delivering both financial savings and stronger outcomes for youth and families.

HOW WILL YOUR DEPARTMENT REFER AND MONITOR YOUTH PARTICIPATION OF THIS COURSE?

All referrals to the Truancy 101 course will go through The Village and Todd Mauger. Referral sources will include schools, juvenile probation, law enforcement (both with and without citation), self-referrals, medical/local provider, and juvenile court prevention stipulation referrals. Once referred, Todd Mauger will track youth participation through the Apricot Data System, recording who was referred, by whom, and the date the course was completed.

Youth and parents already participating in case management and after-school activities at The Village will have access to a laptop computer and designated space to complete the Truancy 101 course onsite. Both youth and their parents are encouraged to engage with the material, creating opportunities for shared learning and accountability. Information from course participation will be integrated into each youth's case management plan, aligning lessons learned in the course with family goals, school success, and long-term stability.

To evaluate effectiveness, both past attendance (prior to referral) and attendance after completing Truancy 101 will be tracked. This ensures accurate documentation, accountability, and measurable outcomes related to improved school engagement. Regular reporting will occur quarterly through The Village dashboard, not only to meet compliance requirements but also to guide continuous improvement. Data trends will be reviewed with staff and partners to identify strengths, address gaps, and strengthen the overall impact of the Truancy 101 program under the STEP FORWARD INITIATIVE.

HOW WILL YOU ENSURE THE COURSE IS USED CONSISTENTLY AND APPROPRIATELY ACROSS YOUR DEPARTMENT?

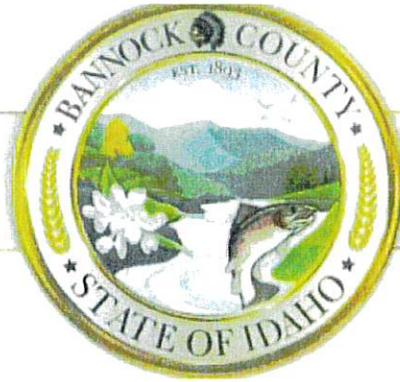
To ensure the Truancy 101 course is used consistently and appropriately across Bannock County Juvenile Justice and The Village, a shared referral and monitoring process will be implemented. All referrals will go through The Village and Todd Mauger, creating a single point of coordination to ensure youth are consistently enrolled and tracked in the Apricot Data System. This centralized system documents referral source, participation, and course completion, eliminating duplication and ensuring accountability.

Staff from Bannock County Juvenile Justice and The Village will follow the same referral protocols and timelines. Bi-weekly joint staff meetings will allow both units to review youth participation, coordinate case planning, address any challenges, and ensure consistent application of the Truancy 101 course across both agencies. In addition, quarterly data reviewed through The Village dashboard will provide insight into broader participation trends, outcomes, and areas for improvement.

Youth and parents participating in case management and after-school programs at The Village will be provided access to laptops and designated space to complete the course in a supportive environment. Course participation will be integrated directly into each youth's case management plan, ensuring the intervention supports school attendance, family engagement, and overall stability rather than serving as a stand-alone requirement.

Staff training and oversight will reinforce consistent and proper use of Truancy 101. All staff involved in referrals and case management will receive initial and ongoing training on course objectives, referral procedures, tracking methods, and integration of course outcomes into case management plans. Supervisors will periodically review records and provide guidance to ensure fidelity to program protocols, consistent application across all youth, and alignment with the goals of the STEP FORWARD INITIATIVE.

<https://www.jotform.com/draft/0198c870ce0378b89e8d4695f32b30adbbfe>



AGENDA REQUEST FORM

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

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

Name/Department:

Buddy Romriell / Public Works

Item to be considered/background:

Discussion on vehicle replacement for The Coroner. Possible action item.

How much time will be needed? Meeting date requested:

5 Minutes

8/26/25

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

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Buddy Romriell / Torey Danner

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

Commissioner Office Only:

Date: _____ Time: _____

BANNOCK COUNTY COMMISSIONERS

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



ERNE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

Business Meeting Agenda Request Form

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

~~Requestor Name:~~

~~Commission~~

~~Department:~~

~~Commission~~

~~Requestor Email:~~

~~commission@bannockcounty.gov~~

~~Item(s) to be considered:~~

~~Budget discussion (potential action item)~~

~~Date of meeting being requested:~~

~~08/26/2025~~

~~Time requested:~~

~~10 Minutes~~

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

~~No~~

~~Contract/Agreement Begin Date:~~

~~Contract/Agreement End Date:~~

~~List of additional attendees:~~

~~Kristi Klauser~~

In the Matter of APPROVING CLAIMS THROUGH)
CONTINGENCY FOR PLANNING AND)
DEVELOPMENT AND IT CLAIMS)

R.S. No. 2025-54
August 26, 2025

RESOLUTION

WHEREAS, Idaho Code §31-1605 allows the board of county commissioners, by unanimous vote, to make an appropriation from contingency to a department in the event any unforeseen contingency arises that requires the expenditure of money not provided for in the budget, and which could not reasonably have been provided for in the budget; and

WHEREAS, the Planning and Development office needs to replace conference room equipment that was shared with Emergency Services who is relocating, the cost of which was not anticipated when the current budget was developed; and

WHEREAS, the IT Department has helped with equipment purchases and installation for new buildings that was not anticipated, and will be overbudget;

NOW, THEREFORE, BE IT RESOLVED that payment for the new conference room equipment be paid through contingency funds up to \$8,500; and that IT claims up to \$15,000 be paid through contingency funds.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chairman

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

RESOLUTION

WHEREAS, Idaho Code §§31-807 and 31-808 vest the power and authority to manage real and personal property for the benefit of the County with the Board of County Commissioners; and

WHEREAS, Idaho Code §31-829 provides that whenever any elected official has any personal property belonging to the county under his/her jurisdiction or control which, in his/her judgment, is of no further use to the county, he/she may, with the consent of the Board of County Commissioners, dispose of the property through sale or other means; and

WHEREAS, the following assets/property are of no further use to the County:

Quantity	Description	County ID: Asset Number/VIN/Dept
5	Desk	Event Center office
1	Table	Event Center office
1	File cabinet	Event Center office
2	Photocopy machine	Fairgrounds – one with asset #15109
2	Pepsi coolers: 1 small; 1 large	Fairgrounds
3	Water cooler	Fairgrounds
1	Roping chute	Fairgrounds
Various	Scrap metal	Fairgrounds
37	Chairs – kids	Fairgrounds
1	Troy Built mower	Fairgrounds 04420007
1	Troy Build mower	Fairgrounds 13CC26JD011
1	Husqvarna rototiller	Fairgrounds 031511T004359

and

WHEREAS, it was recommended to dispose of the above items.

NOW THEREFORE, IT IS HEREBY RESOLVED that the above property is declared to be surplus and be disposed of properly.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

BANNOCK COUNTY COMMISSIONERS

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



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

AGENDA REQUEST FORM

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

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

Name/Department:

Tereca Argyle / Sheriff's Office

Item to be considered/background:

Flock Safety Order Form - Signature Needed

How much time will be needed? Meeting date requested:

Signature Only

8/26/25

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

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

N/A - Signature Only

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

Commissioner Office Only:

Date: 8/26/25 Time: _____



EXHIBIT A
ORDER FORM

Customer: ID - Bannock County SO
 Legal Entity Name: ID - Bannock County SO
 Accounts Payable Email:
 Address: 5800 S 5Th Ave Pocatello, Idaho 83204

Initial Term: 24 Months
 Renewal Term: 24 Months
 Payment Terms: Net 30
 Billing Frequency: Annual
 Retention Period: 30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$20,000.00
Flock Safety Bundles			
Flock Safety Solar Multi-Purpose LPR and Video Fixed w/ LTE Service	Included	2	Included
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	4	Included
Flock Safety Video Products			
Solar Power Boost	Included	2	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	\$0.00	4	\$0.00
Professional Services - Bundle Implementation Fee	\$0.00	2	\$0.00

Subtotal Year 1:	\$26,000.00
Annual Recurring Subtotal:	\$20,000.00
Discounts:	\$4,400.00
Estimated Tax:	\$0.00
Contract Total:	\$40,000.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$26,000.00
Year 2 (at First Camera Validation Anniversary)	\$14,000.00
Annual Recurring	\$20,000.00
Contract Total	\$40,000.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$4,400.00

Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Flock Safety Solar Multi-Purpose LPR and Video Fixed w/ LTE Service	Law enforcement grade bundled standard range license plate recognition camera and live streamed solar powered fixed camera with 30 days of edge storage, with LTE. VMS included and server free. Installed and maintained by Flock Safety, turn key-no additional software or integrations required. with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users. AC power is also available if needed.
Professional Services - Bundle Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Solar Video Camera Fixed, fka Condor	Law enforcement grade live streamed Solar powered Fixed camera with 30 days of edge storage. VMS included and server free. Installed and maintained by Flock Safety, turn key-no additional software or integrations required. *Flock provided sim card camera is limited to 25 hours per month of live streaming.
Solar Power Boost	Low sun area solar boost package to support longer power duration

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>.

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: ID - Bannock County SO

By: _____

By: _____

Name: _____

Name: Jeff Bullock

Title: _____

Title: Commissioner, Chairman

Date: _____

Date: August 26, 2025

PO Number: _____

Master Services Agreement

This Master Services Agreement (this “*Agreement*”) is entered into by and between Flock Group Inc. with a place of business at 1170 Howell Mill Road NW Suite 210, Atlanta, GA 30318 (“*Flock*”) and the entity identified in the signature block (“*Customer*”) (each a “*Party*,” and together, the “*Parties*”). This Agreement is effective on the date of mutual execution (“*Effective Date*”). Parties will sign an Order Form (“*Order Form*”) which will describe the Flock Services to be performed and the period for performance, attached hereto as **Exhibit A**.

RECITALS

WHEREAS, Flock offers a software and hardware situational awareness solution through Flock’s technology platform that upon detection is capable of capturing audio, video, image, and recording data and provide notifications to Customer (“*Notifications*”);

WHEREAS, Customer desires access to the Flock Services (defined below) on existing devices, provided by Customer, or Flock provided Flock Hardware (as defined below) in order to create, view, search and archive Footage and receive Notifications, via the Flock Services; and

NOW THEREFORE, in consideration of the mutual promises and covenants set forth herein, the Parties agree as follows:

WHEREAS, Flock desires to provide Customer the Flock Services and any access thereto, subject to the terms and conditions of this Agreement, solely for the awareness, prevention, and prosecution of crime, bona fide investigations and evidence gathering for law enforcement purposes, (“*Permitted Purpose*”).

1. DEFINITIONS

Certain capitalized terms, not otherwise defined herein, have the meanings set forth or cross-referenced in this Section 1.

1.1 “**Agreement**” means the order form (to be provided as Exhibit A, “Order Form”), these terms and conditions, and any document therein incorporated by reference in section 11.4.

1.2 “**Anonymized Data**” means Customer Data permanently stripped of identifying details and any potential personally identifiable information, by commercially available standards which irreversibly alters data in such a way that a data subject (i.e., individual person or entity) can no longer be identified directly or indirectly.

1.3 “**Authorized End User(s)**” means any individual employees, agents, or contractors of Customer accessing or using the Services, under the rights granted to Customer pursuant to this Agreement.

1.4 “**Customer Data**” means the data, media, and content provided by Customer through the Services. For the avoidance of doubt, the Customer Data will include the Footage.

1.5. “**Customer Hardware**” means the third-party camera owned or provided by Customer and any other physical elements that interact with the Embedded Software and the Web Interface to provide the Services.

1.6 “**Effective Date**” means the date this Agreement is mutually executed (valid and enforceable) by both Parties.

1.7 “**Embedded Software**” means the Flock proprietary software and/or firmware integrated with or installed on the Flock Hardware or Customer Hardware.

1.8 “**Flock Hardware**” means the Flock device(s), which may include the pole, clamps, solar panel, installation components, and any other physical elements that interact with the Embedded Software and the Web Interface, to provide the Flock Services as specifically set forth in the applicable Order Form.

1.9 “**Flock IP**” means the Services, the Embedded Software, and any intellectual property or proprietary information therein or otherwise provided to Customer and/or its Authorized End Users. Flock IP does not include Footage (as defined below).

1.10 “**Flock Services**” means the provision of Flock’s software and hardware situational awareness solution, via the Web Interface, for automatic license plate detection, alerts, audio detection, searching image records, video and sharing Footage.

1.11 “**Footage**” means still images, video, audio, and other data captured by the Flock Hardware or Customer Hardware in the course of and provided via the Flock Services.

1.12 “**Integration Data**” means any distribution of data from a Customer requested third party integration.

1.13 “**Installation Services**” means the services provided by Flock for installation of Flock Services.

1.14 “**Permitted Purpose**” means for legitimate public safety and/or business purpose, including but not limited to the awareness, prevention, and prosecution of crime; investigations; and prevention of commercial harm, to the extent permitted by law.

1.15 “**Retention Period**” means the time period that the Customer Data is stored within the cloud storage, as specified in the applicable Order Form. Flock deletes all Footage on a rolling thirty (30) day basis, except as otherwise stated on the Order Form. Customer shall be responsible for extracting, downloading and archiving Footage from the Flock Services on its own storage devices.

1.16 “**Term**” means the date, unless otherwise stated in the Order Form, upon which the cameras are validated by both Parties as operational.

1.17 “**Web Interface**” means the website(s) or application(s) through which Customer and its Authorized End Users can access the Services.

2. SERVICES AND SUPPORT

2.1 **Provision of Access.** Flock hereby grants to Customer a non-exclusive, non-transferable right to access the features and functions of the Flock Services via the Web Interface during the Term, solely for the Authorized End Users. The Footage will be available for Authorized End Users to access and download via the Web Interface for the Retention Period. Authorized End Users will be required to sign up for an account and select a password and username (“**User ID**”). Customer shall be responsible for all acts and omissions of Authorized End Users. Customer shall undertake reasonable efforts to make all Authorized End Users aware of all applicable provisions of this Agreement and shall cause Authorized End Users to comply with such provisions. Flock may use the services of one or more third parties to deliver any part of the Flock Services, (such as using a third party to host the Web Interface for cloud storage or a cell phone provider for wireless cellular coverage).

2.2 Embedded Software License. Flock grants Customer a limited, non-exclusive, non-transferable, non-sublicensable (except to the Authorized End Users), revocable right to use the Embedded Software as it pertains to Flock Services, solely as necessary for Customer to use the Flock Services.

2.3 Support Services. Flock shall monitor the Flock Services, and any applicable device health, in order to improve performance and functionality. Flock will use commercially reasonable efforts to respond to requests for support within seventy-two (72) hours. Flock will provide Customer with reasonable technical and on-site support and maintenance services in-person, via phone or by email at support@flocksafety.com (such services collectively referred to as “*Support Services*”).

2.4 Updates to Platform. Flock may make any updates to system or platform that it deems necessary or useful to (i) maintain or enhance the quality or delivery of Flock’s products or services to its agencies, the competitive strength of, or market for, Flock’s products or services, such platform or system’s cost efficiency or performance, or (ii) to comply with applicable law. Parties understand that such updates are necessary from time to time and will not diminish the quality of the services or materially change any terms or conditions within this Agreement.

2.5 Service Interruption. Services may be interrupted in the event that: (a) Flock’s provision of the Services to Customer or any Authorized End User is prohibited by applicable law; (b) any third-party services required for Services are interrupted; (c) if Services are being used for malicious, unlawful, or otherwise unauthorized use; (d) there is a threat or attack on any of the Flock IP by a third party; or (e) scheduled or emergency maintenance (“*Service Interruption*”). Flock will make commercially reasonable efforts to provide written notice of any Service Interruption to Customer, to provide updates, and to resume providing access to Flock Services as soon as reasonably possible after the event giving rise to the Service Interruption is cured. Flock will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that Customer or any Authorized End User may incur as a result of a Service Interruption. To the extent that the Service Interruption is not caused by Customer’s direct actions or by the actions of parties associated with the Customer, the time will be tolled by the duration of the Service Interruption (for any continuous suspension lasting at least one full day). For example, in the event of a Service Interruption lasting five (5) continuous days, Customer will receive a credit for five (5) free days at the end of the Term.

2.6 Service Suspension. Flock may temporarily suspend Customer's and any Authorized End User's access to any portion or all of the Flock IP or Flock Service if (a) there is a threat or attack on any of the Flock IP by Customer; (b) Customer's or any Authorized End User's use of the Flock IP disrupts or poses a security risk to the Flock IP or any other customer or vendor of Flock; (c) Customer or any Authorized End User is/are using the Flock IP for fraudulent or illegal activities; (d) Customer has violated any term of this provision, including, but not limited to, utilizing Flock Services for anything other than the Permitted Purpose; or (e) any unauthorized access to Flock Services through Customer's account ("*Service Suspension*"). Customer shall not be entitled to any remedy for the Service Suspension period, including any reimbursement, tolling, or credit. If the Service Suspension was not caused by Customer, the Term will be tolled by the duration of the Service Suspension.

2.7 Hazardous Conditions. Flock Services do not contemplate hazardous materials, or other hazardous conditions, including, without limit, asbestos, lead, or toxic or flammable substances. In the event any such hazardous materials are discovered in the designated locations in which Flock is to perform services under this Agreement, Flock shall have the right to cease work immediately.

3. CUSTOMER OBLIGATIONS

3.1 Customer Obligations. Flock will assist Customer Authorized End Users in the creation of a User ID. Authorized End Users agree to provide Flock with accurate, complete, and updated registration information. Authorized End Users may not select as their User ID, a name that they do not have the right to use, or any other name with the intent of impersonation. Customer and Authorized End Users may not transfer their account to anyone else without prior written permission of Flock. Authorized End Users shall not share their account username or password information and must protect the security of the username and password. Unless otherwise stated and defined in this Agreement, Customer shall not designate Authorized End Users for persons who are not officers, employees, or agents of Customer. Authorized End Users shall only use Customer-issued email addresses for the creation of their User ID. Customer is responsible for any Authorized End User activity associated with its account. Customer shall ensure that Customer provides Flock with up-to-date contact information at all times during the Term of this Agreement. Customer shall be responsible for obtaining and maintaining any equipment and

ancillary services needed to connect to, access or otherwise use the Flock Services (e.g., laptops, internet connection, mobile devices, etc.). Customer shall (at its own expense) provide Flock with reasonable access and use of Customer facilities and Customer personnel in order to enable Flock to perform Services (such obligations of Customer are collectively defined as “*Customer Obligations*”).

3.2 Customer Representations and Warranties. Customer represents, covenants, and warrants that Customer shall use Flock Services only in compliance with this Agreement and all applicable laws and regulations, including but not limited to any laws relating to the recording or sharing of data, video, photo, or audio content.

4. DATA USE AND LICENSING

4.1 Customer Data. As between Flock and Customer, all right, title and interest in the Customer Data, belong to and are retained solely by Customer. Customer hereby grants to Flock a limited, non-exclusive, royalty-free, irrevocable, worldwide license to use the Customer Data and perform all acts as may be necessary for Flock to provide the Flock Services to Customer. Flock does not own and shall not sell Customer Data.

4.2 Customer Generated Data. Flock may provide Customer with the opportunity to post, upload, display, publish, distribute, transmit, broadcast, or otherwise make available, messages, text, illustrations, files, images, graphics, photos, comments, sounds, music, videos, information, content, ratings, reviews, data, questions, suggestions, or other information or materials produced by Customer (“*Customer Generated Data*”). Customer shall retain whatever legally cognizable right, title, and interest in Customer Generated Data. Customer understands and acknowledges that Flock has no obligation to monitor or enforce Customer’s intellectual property rights of Customer Generated Data. Customer grants Flock a non-exclusive, irrevocable, worldwide, royalty-free, license to use the Customer Generated Data for the purpose of providing Flock Services. Flock does not own and shall not sell Customer Generated Data.

4.3 Anonymized Data. Flock shall have the right to collect, analyze, and anonymize Customer Data and Customer Generated Data to the extent such anonymization renders the data non-identifiable to create Anonymized Data to use and perform the Services and related systems and technologies, including the training of machine learning algorithms. Customer hereby grants Flock a non-exclusive, worldwide, perpetual, royalty-free right to use and distribute such

Anonymized Data to improve and enhance the Services and for other development, diagnostic and corrective purposes, and other Flock offerings. Parties understand that the aforementioned license is required for continuity of Services. Flock does not own and shall not sell Anonymized Data.

4.4 Data Distribution. Customer may, upon request, choose to integrate Flock Services with a third party to either distribute Integration Data or Customer Data (such third party, "Recipient"). Upon such request, Customer hereby grants to Flock a non-exclusive, non-transferable, royalty-free, perpetual license to access, share, view, record, duplicate, store, save, reproduce, modify, display, and distribute Customer Data and/or Integration Data, as required by the requested distribution. Customer acknowledges that such data may be viewed, recorded, duplicated, stored, saved, reproduced, modified, displayed, distributed, and retained by Recipient for a period longer than Flock's standard retention period and hereby provides consent to such retention period. Unless expressly listed in the Order Form, the provision, access, or use of any Application Programming Interfaces ("APIs") is not included under this Agreement. Any rights, licenses, or obligations related to APIs shall be governed solely by the terms set forth in the Order Form or a separate agreement between the parties.

5. CONFIDENTIALITY; DISCLOSURES

5.1 Confidentiality. To the extent required by any applicable public records requests, each Party (the "*Receiving Party*") understands that the other Party (the "*Disclosing Party*") has disclosed or may disclose business, technical or financial information relating to the Disclosing Party's business (hereinafter referred to as "*Proprietary Information*" of the Disclosing Party). Proprietary Information of Flock includes non-public information provided by the Disclosing Party to the Receiving Party regarding features, functionality and performance of this Agreement. Proprietary Information of Customer includes non-public data provided by Customer to Flock or collected by Flock via Flock Services, which includes but is not limited to geolocation information and environmental data collected by sensors. The Receiving Party agrees: (i) to take the same security precautions to protect against disclosure or unauthorized use of such Proprietary Information that the Party takes with its own proprietary information, but in no event less than commercially reasonable precautions, and (ii) not to use (except in performance of the Services or as otherwise permitted herein) or divulge to any third person any

such Proprietary Information. The Disclosing Party agrees that the foregoing shall not apply with respect to any information that the Receiving Party can document (a) is or becomes generally available to the public; or (b) was in its possession or known by it prior to receipt from the Disclosing Party; or (c) was rightfully disclosed to it without restriction by a third party; or (d) was independently developed without use of any Proprietary Information of the Disclosing Party. Nothing in this Agreement will prevent the Receiving Party from disclosing the Proprietary Information pursuant to any judicial or governmental order, provided that the Receiving Party gives the Disclosing Party reasonable prior notice of such disclosure to contest such order. At the termination of this Agreement, all Proprietary Information will be returned to the Disclosing Party, destroyed or erased (if recorded on an erasable storage medium), together with any copies thereof, when no longer needed for the purposes above, or upon request from the Disclosing Party, and in any case upon termination of the Agreement. Notwithstanding any termination, all confidentiality obligations of Proprietary Information that is trade secret shall continue in perpetuity or until such information is no longer trade secret.

5.2 Usage Restrictions on Flock IP. Flock and its licensors retain all right, title and interest in and to the Flock IP and its components, and Customer acknowledges that it neither owns nor acquires any additional rights in and to the foregoing not expressly granted by this Agreement. Customer further acknowledges that Flock retains the right to use the foregoing for any purpose in Flock's sole discretion. Customer and Authorized End Users shall not: (i) directly or indirectly, reverse engineer, decompile, disassemble, or otherwise attempt to discover, or recreate the source code, object code or underlying structure, ideas or algorithm of the Flock Services or any software provided hereunder; modify, translate, or create derivative works based on the Flock Services or any software provided hereunder, (ii) attempt to modify, alter, tamper with or repair any of the Flock IP, or attempt to create any derivative product from any of the foregoing; (iii) interfere or attempt to interfere in any manner with the functionality or proper working of any of the Flock IP; (iv) remove, obscure, or alter any notice of any intellectual property or proprietary right appearing on or contained within the Flock Services or Flock IP; (v) use the Flock Services for anything other than the Permitted Purpose; or (vi) assign, sublicense, sell, resell, lease, rent, or otherwise transfer, convey, pledge as security, or otherwise encumber, Customer's rights. There are no implied rights.

5.3 Disclosure of Footage. Subject to and during the Retention Period, Flock may access, use, preserve and/or disclose the Footage to law enforcement authorities, government officials, and/or third parties, if legally required to do so or if Flock has a good faith belief that such access, use, preservation or disclosure is reasonably necessary to comply with a legal process, enforce this Agreement, or detect, prevent or otherwise address security, privacy, fraud or technical issues, or emergency situations.

6. PAYMENT OF FEES

6.1 Billing and Payment of Fees. Customer shall pay the fees set forth in the applicable Order Form based on the billing structure and payment terms as indicated in the Order Form. To the extent the Order Form is silent, Customer shall pay all invoices net thirty (30) days from the date of receipt. If Customer believes that Flock has billed Customer incorrectly, Customer must contact Flock no later than thirty (30) days after the closing date on the first invoice in which the error or problem appeared to receive an adjustment or credit. Customer acknowledges and agrees that a failure to contact Flock within this period will serve as a waiver of any claim. If any undisputed fee is more than thirty (30) days overdue, Flock may, without limiting its other rights and remedies, suspend delivery of its service until such undisputed invoice is paid in full. Flock shall provide at least thirty (30) days' prior written notice to Customer of the payment delinquency before exercising any suspension right.

6.2 Notice of Changes to Fees. In the event of any changes to fees, Flock shall provide Customer with sixty (60) days notice (email sufficient) prior to the end of the Initial Term or Renewal Term (as applicable). Any such changes to fees shall only impact subsequent Renewal Terms.

6.3 Taxes. To the extent Customer is not a tax exempt entity, Customer is responsible for all taxes, levies, or duties, excluding only taxes based on Flock's net income, imposed by taxing authorities associated with the order. If Flock has the legal obligation to pay or collect taxes, including amount subsequently assessed by a taxing authority, for which Customer is responsible, the appropriate amount shall be invoice to and paid by Customer unless Customer provides Flock a legally sufficient tax exemption certificate and Flock shall not charge Customer any taxes from which it is exempt. If any deduction or withholding is required by law, Customer shall notify Flock and shall pay Flock any additional amounts necessary to ensure that the net

amount that Flock receives, after any deduction and withholding, equals the amount Flock would have received if no deduction or withholding had been required.

7. TERM AND TERMINATION

7.1 Term. The initial term of this Agreement shall be for the period of time set forth on the Order Form (the “*Term*”). Unless otherwise indicated on the Order Form, the Term shall commence upon first installation of Flock Hardware, as applicable. Following the Term, unless otherwise indicated on the Order Form, this Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a “*Renewal Term*”) unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

7.2 Termination. Upon termination or expiration of this Agreement, Flock will remove any applicable Flock Hardware at a commercially reasonable time period. In the event of any material breach of this Agreement, the non-breaching Party may terminate this Agreement prior to the end of the Term by giving thirty (30) days prior written notice to the breaching Party; provided, however, that this Agreement will not terminate if the breaching Party has cured the breach prior to the expiration of such thirty (30) day period (“*Cure Period*”). Either Party may terminate this Agreement (i) upon the institution by or against the other Party of insolvency, receivership or bankruptcy proceedings, (ii) upon the other Party's making an assignment for the benefit of creditors, or (iii) upon the other Party's dissolution or ceasing to do business. In the event of a material breach by Flock, and Flock is unable to cure within the *Cure Period*, Flock will refund Customer a pro-rata portion of the pre-paid fees for Services not received due to such termination.

7.3 Survival. The following Sections will survive termination: 1, 3, 5, 6, 7, 8.3, 8.4, 9, 10.1 and 11.6.

8. REMEDY FOR DEFECT; WARRANTY AND DISCLAIMER

8.1 Manufacturer Defect. Upon a malfunction or failure of Flock Hardware or Embedded Software (a “*Defect*”), Customer must notify Flock’s technical support team. In the event of a Defect, Flock shall make a commercially reasonable attempt to repair or replace the defective Flock Hardware at no additional cost to the Customer. Flock reserves the right, in its sole

discretion, to repair or replace such Defect, provided that Flock shall conduct inspection or testing within a commercially reasonable time, but no longer than seven (7) business days after Customer gives notice to Flock.

8.2 Replacements. In the event that Flock Hardware is lost, stolen, or damaged, Customer may request a replacement of Flock Hardware at a fee according to the reinstall fee schedule (<https://www.flocksafety.com/reinstall-fee-schedule>). In the event that Customer chooses not to replace lost, damaged, or stolen Flock Hardware, Customer understands and agrees that Flock is not liable for any resulting impact to Flock Service, nor shall Customer receive a refund for the lost, damaged, or stolen Flock Hardware.

8.3 Warranty. Flock shall use reasonable efforts consistent with prevailing industry standards to maintain the Services in a manner which minimizes errors and interruptions in the Services and shall perform the Installation Services in a professional and workmanlike manner. Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by Flock or by third-party providers, or because of other causes beyond Flock's reasonable control, but Flock shall use reasonable efforts to provide advance notice in writing or by e-mail of any scheduled service disruption.

8.4 Disclaimer. THE REMEDY DESCRIBED IN SECTION 8.1 ABOVE IS CUSTOMER'S SOLE REMEDY, AND FLOCK'S SOLE LIABILITY, WITH RESPECT TO DEFECTS. FLOCK IS NOT LIABLE FOR ANY DAMAGES OR ISSUES ARISING FROM THIRD-PARTY DISTRIBUTIONS REQUESTED BY CUSTOMER. AFOREMENTIONED DISTRIBUTION IS AT CUSTOMER'S OWN RISK. FLOCK DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SERVICES. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION, THE SERVICES ARE PROVIDED "AS IS" AND FLOCK DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THIS DISCLAIMER ONLY APPLIES TO THE EXTENT ALLOWED BY THE GOVERNING LAW OF THE STATE MENTIONED IN SECTION 11.6.

8.5 Insurance. Flock will maintain commercial general liability policies to be provided as Exhibit B.

8.6 Force Majeure. Parties are not responsible or liable for any delays or failures in performance from any cause beyond their control, including, but not limited to acts of God, changes to law or regulations, embargoes, war, terrorist acts, pandemics (including the spread of variants), issues of national security, acts or omissions of third-party technology providers, riots, fires, earthquakes, floods, power blackouts, strikes, supply chain shortages of equipment or supplies, financial institution crisis, weather conditions or acts of hackers, internet service providers or any other third party acts or omissions.

9. LIMITATION OF LIABILITY; INDEMNITY

9.1 Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, FLOCK, ITS OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS AND EMPLOYEES SHALL NOT BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR TERMS AND CONDITIONS RELATED THERETO UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, PRODUCT LIABILITY, OR OTHER THEORY: (A) FOR LOSS OF REVENUE, BUSINESS OR BUSINESS INTERRUPTION; (B) INCOMPLETE, CORRUPT, OR INACCURATE DATA; (C) COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY; (D) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; (E) FOR ANY MATTER BEYOND FLOCK'S ACTUAL KNOWLEDGE OR REASONABLE CONTROL INCLUDING REPEAT CRIMINAL ACTIVITY OR INABILITY TO CAPTURE FOOTAGE; OR (F) FOR ANY AMOUNTS THAT, TOGETHER WITH AMOUNTS ASSOCIATED WITH ALL OTHER CLAIMS, EXCEED THE FEES PAID AND/OR PAYABLE BY CUSTOMER TO FLOCK FOR THE SERVICES UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS PRIOR TO THE ACT OR OMISSION THAT GAVE RISE TO THE LIABILITY, IN EACH CASE, WHETHER OR NOT FLOCK HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION OF LIABILITY OF SECTION ONLY APPLIES TO THE EXTENT ALLOWED BY THE GOVERNING LAW OF THE STATE REFERENCED IN SECTION 11.6. NOTWITHSTANDING ANYTHING TO THE CONTRARY, THE FOREGOING LIMITATIONS OF LIABILITY SHALL NOT APPLY (I) IN THE EVENT OF GROSS

NEGLIGENCE OR WILLFUL MISCONDUCT, OR (II) INDEMNIFICATION
OBLIGATIONS.

9.2 Responsibility. Each Party to this Agreement shall assume the responsibility and liability for the acts and omissions of its own employees, officers, or agents, in connection with the performance of their official duties under this Agreement. Each Party to this Agreement shall be liable for the torts of its own officers, agents, or employees.

9.3 Flock Indemnity. Flock shall indemnify and hold harmless Customer, its agents and employees, from liability of any kind, including claims, costs (including defense) and expenses, on account of: (i) any copyrighted material, patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this Agreement; or (ii) any damage or injury to property or person directly caused by Flock's installation of Flock Hardware, except for where such damage or injury was caused solely by the negligence of the Customer or its agents, officers or employees. Flock's performance of this indemnity obligation shall not exceed the fees paid and/or payable for the services rendered under this Agreement in the preceding twelve (12) months.

10. INSTALLATION SERVICES AND OBLIGATIONS

10.1 Ownership of Hardware. Flock Hardware is owned and shall remain the exclusive property of Flock. Title to any Flock Hardware shall not pass to Customer upon execution of this Agreement, except as otherwise specifically set forth in this Agreement. Except as otherwise expressly stated in this Agreement, Customer is not permitted to remove, reposition, re-install, tamper with, alter, adjust or otherwise take possession or control of Flock Hardware. Customer agrees and understands that in the event Customer is found to engage in any of the foregoing restricted actions, all warranties herein shall be null and void, and this Agreement shall be subject to immediate termination for material breach by Customer. Customer shall not perform any acts which would interfere with the retention of title of the Flock Hardware by Flock. Should Customer default on any payment of the Flock Services, Flock may remove Flock Hardware at Flock's discretion. Such removal, if made by Flock, shall not be deemed a waiver of Flock's rights to any damages Flock may sustain as a result of Customer's default and Flock shall have the right to enforce any other legal remedy or right.

10.2 Deployment Plan. Flock shall advise Customer on the location and positioning of the Flock Hardware for optimal product functionality, as conditions and locations allow. Flock will collaborate with Customer to design the strategic geographic mapping of the location(s) and implementation of Flock Hardware to create a deployment plan (“*Deployment Plan*”). In the event that Flock determines that Flock Hardware will not achieve optimal functionality at a designated location, Flock shall have final discretion to veto a specific location, and will provide alternative options to Customer.

10.3 Changes to Deployment Plan. After installation of Flock Hardware, any subsequent requested changes to the Deployment Plan, including, but not limited to, relocating, re-positioning, adjusting of the mounting, removing foliage, replacement, changes to heights of poles will incur a fee according to the reinstall fee schedule located at (<https://www.flocksafety.com/reinstall-fee-schedule>). Customer will receive prior notice and confirm approval of any such fees.

10.4 Customer Installation Obligations. Customer is responsible for any applicable supplementary cost as described in the Customer Implementation Guide, attached hereto as Exhibit C. Customer represents and warrants that it has, or shall lawfully obtain, all necessary right title and authority and hereby authorizes Flock to install the Flock Hardware at the designated locations and to make any necessary inspections or maintenance in connection with such installation.

10.5 Flock’s Obligations. Installation of any Flock Hardware shall be installed in a professional manner within a commercially reasonable time from the Effective Date of this Agreement. Upon removal of Flock Hardware, Flock shall restore the location to its original condition, ordinary wear and tear excepted. Flock will continue to monitor the performance of Flock Hardware for the length of the Term. Flock may use a subcontractor or third party to perform certain obligations under this Agreement, provided that Flock’s use of such subcontractor or third party shall not release Flock from any duty or liability to fulfill Flock’s obligations under this Agreement.

11. MISCELLANEOUS

11.1 Compliance with Laws. Parties shall comply with all applicable local, state and federal laws, regulations, policies and ordinances and their associated record retention schedules, including responding to any subpoena request(s).

11.2 Severability. If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect.

11.3 Assignment. This Agreement is not assignable, transferable or sublicensable by either Party, without prior consent. Notwithstanding the foregoing, either Party may assign this Agreement, without the other Party's consent, (i) to any parent, subsidiary, or affiliate entity, or (ii) to any purchaser of all or substantially all of such Party's assets or to any successor by way of merger, consolidation or similar transaction.

11.4 Entire Agreement. This Agreement, together with the Order Form(s), the reinstall fee schedule (<https://www.flocksafety.com/reinstall-fee-schedule>), and any attached exhibits are the complete and exclusive statement of the mutual understanding of the Parties and supersedes and cancels all previous or contemporaneous negotiations, discussions or agreements, whether written and oral, communications and other understandings relating to the subject matter of this Agreement. All waivers and modifications must be in a writing signed by both Parties, except as otherwise provided herein. None of Customer's purchase orders, authorizations or similar documents will alter the terms of this Agreement, and any such conflicting terms are expressly rejected. Any mutually agreed upon future purchase order is subject to these legal terms and does not alter the rights and obligations under this Agreement, except that future purchase orders may outline additional products, services, quantities and billing terms to be mutually accepted by Parties. In the event of any conflict of terms found in this Agreement or any other terms and conditions, the terms of this Agreement shall prevail. Customer agrees that Customer's purchase is neither contingent upon the delivery of any future functionality or features nor dependent upon any oral or written comments made by Flock with respect to future functionality or feature.

11.5 Relationship. No agency, partnership, joint venture, or employment is created as a result of this Agreement and Parties do not have any authority of any kind to bind each other in any respect whatsoever. Flock shall at all times be and act as an independent contractor to Customer.

11.6 Governing Law; Venue. This Agreement shall be governed by the laws of the state in which the Customer is located. The Parties hereto agree that venue would be proper in the

chosen courts of the State of which the Customer is located. The Parties agree that the United Nations Convention for the International Sale of Goods is excluded in its entirety from this Agreement.

11.7 Special Terms. Flock may offer certain special terms which are indicated in the Order Form and will become part of this Agreement, upon Customer's prior written consent and the mutual execution by authorized representatives ("*Special Terms*"). To the extent that any terms of this Agreement are inconsistent or conflict with the Special Terms, the Special Terms shall control.

11.8 Publicity. Upon prior written consent, Flock has the right to reference and use Customer's name and disclose the nature of the Services in business and development and marketing efforts. Nothing contained in this Agreement shall be construed as conferring on any Party, any right to use the other Party's name as an endorsement of product/service.

11.9 Feedback. If Customer or Authorized End User provides any suggestions, ideas, enhancement requests, feedback, recommendations or other information relating to the subject matter hereunder, Customer or Authorized End User hereby assigns to Flock all right, title and interest (including intellectual property rights) with respect to or resulting from any of the foregoing.

11.10 Export. Customer may not remove or export from the United States or allow the export or re-export of the Flock IP or anything related thereto, or any direct product thereof in violation of any restrictions, laws or regulations of the United States Department of Commerce, the United States Department of Treasury Office of Foreign Assets Control, or any other United States or foreign Customer or authority. As defined in Federal Acquisition Regulation ("FAR"), section 2.101, the Services, the Flock Hardware and Documentation are "commercial items" and according to the Department of Defense Federal Acquisition Regulation ("DFAR") section 252.2277014(a)(1) and are deemed to be "commercial computer software" and "commercial computer software documentation." Flock is compliant with FAR Section 889 and does not contract or do business with, use any equipment, system, or service that uses the enumerated banned Chinese telecommunication companies, equipment or services as a substantial or essential component of any system, or as critical technology as part of any Flock system. Consistent with DFAR section 227.7202 and FAR section 12.212, any use, modification, reproduction, release, performance, display, or disclosure of such commercial software or

commercial software documentation by the U.S. Government will be governed solely by the terms of this Agreement and will be prohibited except to the extent expressly permitted by the terms of this Agreement.

11.11 **Headings.** The headings are merely for organization and should not be construed as adding meaning to the Agreement or interpreting the associated sections.

11.12 **Authority.** Each of the below signers of this Agreement represent that they understand this Agreement and have the authority to sign on behalf of and bind the Parties they are representing upon the Effective Date.

11.13 **Conflict.** In the event there is a conflict between this Agreement and any applicable statement of work, or Customer purchase order, this Agreement controls unless explicitly stated otherwise.

11.14 **Notices.** All notices under this Agreement will be in writing and will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by email; the day after it is sent, if sent for next day delivery by recognized overnight delivery service; and upon receipt to the address listed on the Order Form (or, if different, below), if sent by certified or registered mail, return receipt requested. All notices will be provided to the email or mailing address listed in the Order Form.

11.15 **Non-Appropriation.** Notwithstanding any other provision of this Agreement, all obligations of the Customer under this Agreement which require the expenditure of public funds are conditioned on the availability of said funds appropriated for that purpose. To the extent applicable, Customer shall have the right to terminate this Agreement for non-appropriation with thirty (30) days written notice without penalty or other cost.

FLOCK NOTICES ADDRESS:

1170 HOWELL MILL ROAD, NW SUITE 210

ATLANTA, GA 30318

ATTN: LEGAL DEPARTMENT

EMAIL: legal@flocksafety.com

Customer NOTICES ADDRESS:

ADDRESS: Bannock County Sheriff's Office - 5800 S. 5th Ave., Pocatello, Idaho 83204

ATTN: Chief Deputy Alex Hamilton

EMAIL: alexh@bannockcounty.gov

EXHIBIT B
INSURANCE

Required Coverage. Flock shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the services under this Agreement and the results of that work by Flock or its agents, representatives, employees or subcontractors. Insurance shall be placed with insurers with a current A. M. Best rating of no less than “A” and “VII”. Flock shall obtain and, during the term of this Agreement, shall maintain policies of professional liability (errors and omissions), automobile liability, and general liability insurance for insurable amounts of not less than the limits listed herein. The insurance policies shall provide that the policies shall remain in full force during the life of the Agreement. Flock shall procure and shall maintain during the life of this Agreement Worker's Compensation insurance as required by applicable State law for all Flock employees. For the avoidance of doubt, (i) all required insurance limits by Customer can be met through a combination of primary and excess/umbrella coverage, and (ii) Flock's Cyber and Professional Liability/Errors and Omissions insurance has a shared limit of Five Million Dollars (5,000,000) per incident and in the aggregate.

Types and Amounts Required. Flock shall maintain, at minimum, the following insurance coverage for the duration of this Agreement:

(i) **Commercial General Liability** insurance written on an occurrence basis with minimum limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate for bodily injury, death, and property damage, including personal injury, contractual liability, independent contractors, broad-form property damage, and product and completed operations coverage;

(ii) **Workers Compensation** insurance in accordance with statutory limits;

(iii) **Professional Liability/Errors and Omissions** insurance with minimum limits of Five Million Dollars (\$5,000,000) per occurrence and Five Million Dollars (\$5,000,000) in the aggregate;

(iv) **Commercial Automobile Liability** insurance with a minimum combined single limit of One Million Dollars (\$1,000,000) per occurrence for bodily injury, death, and property coverage, including owned and non-owned and hired automobile coverage; and

(v) **Cyber Liability** insurance written on an occurrence basis with minimum limits of Five Million Dollars (\$5,000,000).

ID - Bannock County SO :

By: _____

Title: _____

Name: _____

Date: _____

Flock Safety + ID - Bannock County SO

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Tyler Anderson
tyler.anderson@flocksafety.com
+13039063160

flock safety

flock safety

EXHIBIT A ORDER FORM

Customer:	ID - Bannock County SO	Initial Term:	24 Months
Legal Entity Name:	ID - Bannock County SO	Renewal Term:	24 Months
Accounts Payable Email:		Payment Terms:	Net 30
Address:	5800 S 5Th Ave Pocatello, Idaho 83204	Billing Frequency:	Annual Plan - First Year Invoiced at Signing.
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$9,000.00
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	3	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	\$0.00	3	\$0.00
		Subtotal Year 1:	\$9,000.00
		Annual Recurring Subtotal:	\$9,000.00
		Estimated Tax:	\$0.00
		Contract Total:	\$18,000.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Special Terms:

- For the duration of this contract, any one time fees and hardware cost associated with this Agreement will be paid by ID - City of Lava Hot Springs. ID - Bannock County SO will own all associated data from hardware related to this purchase.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$9,000.00
Annual Recurring after Year 1	\$9,000.00
Contract Total	\$18,000.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$1,950.00

Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>.

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: ID - Bannock County SO

By: _____

By: _____

Name: _____

Name: Jeff Hough

Title: _____

Title: Commissioner, Chairman

Date: _____

Date: August 26, 2025

PO Number: _____

BANNOCK COUNTY COMMISSIONERS

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



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

Business Meeting Agenda Request Form

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

Requestor Name:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Signature only - management letter for FY25 audit

Date of meeting being requested:

08/26/2025

Time requested:

5 Minutes

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

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:



August 25, 2025

Bannock County Commissioners
624 E. Center Room 104
Pocatello, ID 83205-7363

We are pleased to confirm our understanding of the services we are to provide for Bannock County, Idaho for the year ended September 30, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Bannock County, Idaho as of and for the year ended September 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Bannock County, Idaho's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Bannock County, Idaho's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of expenditures of federal awards
- 3) Schedule of employer's share of net pension liability
- 4) Schedule of employer contributions
- 5) Schedule of changes in total OPEB liability and related ratios

We have also been engaged to report on supplementary information other than RSI that accompanies Bannock County, Idaho's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a separate written report accompanying our auditor's report on the financial statements.

- 1) Schedule of expenditures of federal awards.
- 2) Combining and individual fund statements

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1) Statistical section

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- If applicable - Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit (if applicable)

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks. We also consider cash and cash equivalents to be a significant risk.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Bannock County, Idaho's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. If this audit is required, our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Bannock County, Idaho's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Bannock County, Idaho's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including

noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings or results from examination should be available for our review on October 15, 2025.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing related notes of Bannock County, Idaho in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

If it is determined that a Single Audit exception is applicable, we will perform an examination rather than the single audit, regarding compliance with the expenditures of qualified federal COVID-19 funds. The detail of such examination will be included in a separate engagement, however, such costs are included with the estimated audit fee associated with this engagement.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the

financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the County; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Deaton & Company, Chartered and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Deaton & Company's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the federal Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Doran Lambson CPA, CFE is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately September 1, 2025.

Our fee for the audit service will be \$40,000. Other non-audit services will be billed at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc). Our standard hourly rates vary according to the degree of responsibility involved and the level of experience of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit or examination. Our reports will be addressed to the commissioners of Bannock County, Idaho. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to Bannock County, Idaho and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Deaton & Company

RESPONSE:

This letter correctly sets forth the understanding of Bannock County, Idaho.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____ *Jeff Hough*

Title: *Bannock County Commissioner, Chairman*

Date: *August 26, 2025*

BANNOCK COUNTY COMMISSIONERS

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



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

August 26, 2025

WIPFLI

Attn: Fred V. Goodworth, CPA
1220 Whitewater Dr.
Idaho Falls, ID 83402

Dear Mr. Goodworth,

We have engaged Deaton & Company, Chartered to audit our financial statements for the year ended September 30, 2025. In connection with their audit, they would like to make inquiries and examine your workpapers for the audit of our financial statements for the year ended September 30, 2024. We hereby authorize you to respond fully and without limitation to their inquiries.

Please allow our auditors to copy any information needed from files related to our financial statements that they request (unless proprietary in nature), and bill us for the reproduction costs.

We have stated to our auditors that we are not involved with your firm in any disputes about accounting policies, auditing procedures, or similarly significant matters and that we (have) (have not) paid in full for all services rendered by you to date. You will be contacted by Doran Lambson, CPA of Deaton and Company, Chartered concerning these matters.

BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Commissioner

Ken Bullock, Commissioner

**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTES CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the date(s) of August 19 and 21, 2025, as approved during the meeting of August 26, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, August 9, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Attorney Scott Pearson, and HR Director Matthew Phillips

Agenda Details

AGENDA	
	Regular Business Meeting (action items)
	Agenda:
1	<ul style="list-style-type: none"> Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
2	<ul style="list-style-type: none"> Jerry Hunt – requesting to discuss a solution for the gravel trucks traveling through residential areas in the Siphon area (potential action item)
3	<ul style="list-style-type: none"> Daniel Kendall, Chief Building Officer, providing a monthly facilities update (potential action item)
4	<ul style="list-style-type: none"> Tristan Bourquin, Assistant Planning Director, requesting to discuss (1) flood plain and the Landfill, (2) furniture discussion, and (3) signature on Open Gov contract (requested 10 minutes) (potential action item)
5	<ul style="list-style-type: none"> Shanda Crystal, Chief Procurement Officer, requesting to discuss (1) disposal of Event Center office furniture and (2) payment of CMS Communications invoice for the YDC building (potential action item)
6	<ul style="list-style-type: none"> Jennifer Clark, Treasurer, requesting an Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 15 minutes) (potential action item)
7	RESOLUTIONS AND ORDINANCES (action items): Resolution 2025-52 Denying Petition to Validate North Beehive Road Ext Resolution 2025-53 Accepting the Construction Bond for the Westfield Estates Subdivision Phase 6
8	CONSENT and CLAIMS AGENDA (action items): <ul style="list-style-type: none"> Board of Ambulance District: Invoices and Commissioner Report Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session Manual Checks Alcohol Licenses and Catering Permits Certificate of Residency Approval Technology Forms Minutes: Approval of Meeting Minutes for August 12, 2025, and Certification of Said Minutes

Meeting Notes

- 1 8:59 AM Hough called the meeting to order. Hough moved to enter into executive session under Idaho Code §§74-206(1)(d) to consider records exempt from public disclosure. The motion passed by roll call vote. 9:01 AM Hough moved to exit executive session. The motion passed. Hough reviewed the settlement request for case 20160022 for \$2,500. Moser moved to accept the offer of \$2,500 for case 20160022. The motion passed. Moser amended the motion for Commissioner Hough to sign the release of lien upon receipt. The motion passed.

- 2 9:03 AM Jay Christensen, Jim Severson, Public Works Director Kiel Burmester, and Assistant Director Buddy Romriell were also present. Hunt explained issues with big trucks going through residential areas near Siphon Road. Christensen reviewed the zoning history in the area. 9:05 AM A proposed route to get the gravel to the interstate was suggested which involves upgrading a bridge. The route will avoid the big trucks going through residential areas. Videos were shown of trucks hauling nonstop to West Siphon Road and the big trucks competing with residential traffic. The proposed solution will allow the company to mine gravel and avoid tragedy.
9:12 AM Hunt shared in the last five years, there are more bikers and runners using the road, along with an increase in vehicles and horses. There are no shoulders on the road. When approaching an oncoming personal vehicle or ag vehicle, they slow down or pull over, but gravel trucks don't. School busses carry one of the most valuable cargo and the transportation director has worries. Mail delivery personnel have fears of getting hit from behind. Pictures were submitted of vehicle accidents with the semis.
9:17 AM Hunt investigated the owner of the bridge and learned it belongs to Fort Hall. They can apply for grants to replace the bridge, but it will take two years to get the bridge replaced.
9:19 AM Burmester reviewed that Siphon Road from Laughran Road to the bridge and out belongs to the tribe. This is a major collector road that was built for the traffic. The County's portion of Siphon Road, from Rio Vista to Laughran, is set to be paved. To improve safety, the shoulders are going to be widened. The corners at the intersection will be looked at for possible solutions to keep trucks from going into the other lane to turn. Discussion ensued on bridge replacement. The Board will discuss the urgency for bridge replacement with Fort Hall.

- 3 9:27 AM Kendall gave updates on projects.

- 4 9:35 AM Planning Director Hal Jensen and Landfill Manager Dillon Evans were also present. Bourquin gave some background information that a new owner came in seeking to build a church on property at the bottom of the Landfill. There is designated floodway and floodplain on that property and the owner is working with the office and the state floodplain coordinator in order to cross the floodway for the parking lot. As part of that, the state floodplain coordinator toured the Landfill and reviewed the stormwater pond. Some compliance issues were discovered that need resolved. A stormwater capacity assessment was completed in May and that report was submitted to the state coordinator. Options to correct the compliance issues were submitted for the packet. Bourquin recommended to schedule time with the state floodplain coordinator to discuss a path forward. A letter of map revision and engineering studies may need to be done. Questions were addressed on the ability to build on that property. The floodway designations from the 70's are questionable and correcting some floodway designations will help growth of the Landfill and the properties below it. This will affect the Weed and Mosquito storage as well.
9:39 AM Bourquin explained that with the move of Emergency Services to SICO, new conference room equipment will be needed. Some of the conference room equipment was purchased with OEM grant funding. A list of items was put together and reviewed with IT. The total is approximately \$18,000. There is about \$10,000 remaining in the Planning budget that can be used. Klauser reviewed the remaining could be funded from contingency, or from county operations in match or litigation. A resolution will be prepared to allow the department to sign invoices up to \$8,500 from contingency.
9:45 AM Bourquin reviewed OpenGov contract options for 12 or 36 months. There is a non-appropriations clause. Bullock moved to approve the one-year annual subscription. The motion passed.

- 5 9:49 AM Crystal reviewed some Event Center office furniture that is not worth anything. There are five desks, one table, and a file cabinet that are requested to be left and demolish with the building. Moser moved to leave the materials as identified in the building for destruction. The motion passed.
9:52 AM Crystal reviewed an invoice from CMS Communications. Klauser explained the other data ports are being paid from PILT and recommended the same. Bullock so moved. The motion passed.

- 6 9:55 AM Chief Deputy Treasurer Misty Katsilometes was also present. Hough moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. The Board excused everyone except the Treasurer and her Chief Deputy. 10:25 AM Hough moved to exit executive session. The motion passed.
- 7 9:54 AM Hough moved to approve Resolution Numbers 2025-52 and 53. The motion passed.
- 8 9:55 AM Moser moved to approve the consent agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved entry/exit executive session – exempt records; and settlement agreement and release of lien for case number 20160022.	Indigent
Work on Siphon Road safety improvements.	Public Works/Commission
Schedule meeting with state floodplain coordinator; approved contingency funds for conference room equipment; and approved one-year contract with OpenGov.	Planning/Resolution
Approved destruction of Event Center equipment with the building demolition and payment of CMS Communications invoice from PILT.	Procurement/Resolution/ Auditing
Approved entry/exit executive session – personnel; and consent agenda.	Clerk
Approved Resolutions 2025-52 Denying Petition to Validate North Beehive Road Ext; and 2025-53 Accepting the Construction Bond for the Westfield Estates Subdivision Phase 6.	Clerk



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, August 21, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser,

Agenda Details

AGENDA	
	Regular Business Meeting (action items) Agenda:
1	BOARD OF AMBULANCE DISTRICT <ul style="list-style-type: none"> Autumn Baker, Ambulance Executive Assistant, requesting authorization to execute a capital purchase for a Zoll Z-Vent transport ventilator (requested 10 minutes) (action item)
2	BOARD OF COUNTY COMMISSIONERS <ul style="list-style-type: none"> Melissa Hartman, Veteran's Services, seeking (1) to provide a Veteran's Services update, and (2) approval of and signature on an Application for Parade/Motorcade Permit and a Certificate of Liability Insurance with the City of Pocatello (requested 10 minutes) (action item)
3	<ul style="list-style-type: none"> Fair Board discussion pertaining to (1) Bannock County Fair recap, (2) facilities fees and activities, and (3) request to dispose of assets (requested 15 minutes) (action item)
4	<ul style="list-style-type: none"> Tristan Bourquin, Assistant Planning Director, providing an update on the rewrite of the Land Use and Development Ordinance (requested 10 minutes) (action item)
5	<ul style="list-style-type: none"> Kristi Klauser, Comptroller, request to discuss (1) IT budget and potential coverage of up to \$15,000; and (2) FY25 audit this may require executive session under Idaho Code §74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations with potential action following adjournment of executive session (requested 10 minutes) (action item)
6	Claims Agenda: <ul style="list-style-type: none"> Board of Ambulance District: Invoices and Commissioner Report Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session Payroll Report Alcohol Licenses and Permits Certificate of Residency Approval Mileage Reimbursement Requests Technology Request Form Memorandum Authorization for Accounts Payable Cardholder User Agreement and Authorization
7	Bid Opening for Request for Proposal for Janitorial Services (action items)

Meeting Notes

- 1 8:59 AM Hough called the meeting to order. Moser moved to accept the amended agenda and enter into the Ambulance District. The motion passed.
Dean Bullock also appeared and reviewed the request to purchase a ventilator for the new ambulance and expressed this will keep within budget constraints. Moser moved to approve the ventilator purchase. The motion passed. Moser moved to exit the Board of Ambulance. The motion passed.
- 2 9:02 AM Hartman requested signature for the parade permit for the 9/11 event. Moser moved to approve the agreement and parade application. The motion passed.
- 3 9:07 AM Alex Hauser, D'Lyn Moser Evans, Cody Miller, Nikki Ennis, and Jamie Pehrson appeared. Evans reviewed the fair saw the largest attendance since she's been there, and ran smoothly. Ennis reported this was the biggest year for 4-H, and the sale was the best in area. Miller reported the sale went well. Pehrson reported all sales were up and she received on-the-spot sponsors. Hauser reported that it was a long week, the stands were full, and the feedback was good. There was a lot of competition with other events.
9:16 AM Facilities Director Dan Kendall would like to add sidewalks, continue improvement and maintenance of the new building. Discussion ensued on ADA access, IFFT grant, baseball field, rental aspects, fees, insurance, deposits, waiver, key fobs, and responsibility for contracts.
9:35 AM Storage containers and mowing were discussed.
9:38 AM Items for disposal were reviewed. Bullock moved to dispose of items listed. The motion passed.
- 4 9:40 AM Subdivision Planner Alise Foster also appeared. Bourquin explained the overall project intention is to combine all eight ordinances into one to provide clarity, remove redundancy, and modernization. A consolidated draft was sent for feedback. Public outreach and workshops will be conducted. Open space will only be in areas with wildlife habitat or ag. Discussion ensued on energy needs, provisions for an ordinance, and keeping the ordinance separate for energy.
- 5 9:49 AM Chief Technical Officer Adam McKinney also appeared. With additional purchases for the new buildings, the IT budget will potentially be over. Klauser recommended to allocate contingency for overages. McKinney reviewed price changes and new building equipment were not anticipated. Moser moved to allow up to \$15,000 for potential IT overages from contingency. The motion passed.
10:03 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce. The motion passed by roll call vote.
10:11 AM Hough moved to exit executive session. The motion passed. Hough reviewed that auditing services were discussed. Bullock moved to invite a letter of engagement from Deaton and Co. to audit FY2025. The motion passed.
- 6 9:53 AM Bullock moved to approve the items on the consent agenda. The motion passed.
- 7 10:00 AM Procurement Officer Shanda Crystal appeared. Hough reviewed the janitorial services request for proposals and addendums. Crystal unsealed the submissions. Hough reviewed the four submissions from:
Boatman and Sons Cleaning
JPC Janitorial
Night Owl Janitorial
Nucleane LLC
An evaluation group has been put together. Bullock moved to accept the proposals for review. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved entry/exit Ambulance District and ventilator purchase.	Ambulance

Approved parade permit application for 9/11 ceremony.	Veterans
Approved disposal of assets.	Fairgrounds/Resolution
Approved up to \$15,000 from contingency for IT budget overages.	Auditing/IT/Resolution
Approved invitation to Deaton and Co. to submit engagement letter for audit.	Auditing
Approved consent agenda.	Clerk
Accepted proposals for review for janitorial services from: Boatman and Sons Cleaning, JPC Janitorial, Night Owl Janitorial, and Nucleane LLC.	Procurement