

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY
REGULAR MEETING OF THE APRIL 2022 SESSION**

Fourth Day

Tuesday, April 26, 2022

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 9:00 a.m. Present were Chairman Dick Fosbury, Vice-Chair Angenie McCleary, and Commissioner Muffy Davis; Human Resources Generalist Justin Highhouse; Administrative Assistant Morgan DeWitt; Recording Secretary Sunny Grant and Deputy Clerk-Auditor-Recorder Joana Guerrero. Blaine County Administrator Mandy Pomeroy and County Clerk Stephen McDougall Graham, Chief Probation Officer Teresa Espedal, Blaine County Treasurer John David Davidson, County Attorney Tim Graves, Road and Bridge Manager Steve Thompson, Administrative Services Supervisor Stephanie Carlson, Disaster Service Coordinator Chris Corwin, Blaine County Department Head Weed Control John Cenarrusa, Sustainability Manager Lynne Barker, Blaine County Housing Authority Board Chair Sarah Michael, *Idaho Mountain Express* staff writer Mike Shultz was present for part of the morning session.

Some participants in this meeting were by web conference or teleconference.

Chairman Fosbury called the meeting to order at 9:00 a.m.

PUBLIC COMMENT: None.

CLAIMS: April 21, 2022

Also present; Accounts Payable Clerk Gretchen Stinnett

Davis moved, seconded by McCleary, to approve the claims of April 21, 2022 as presented. Motion passed unanimously.

TAX CANCELLATION: Baird, Gary & Barbara - RPC1S210222980 - 20546 N. Main, Carey, ID - hardship I.C. 63-711

The Baird's applied for a Tax Cancellation for the year 2018 on April 15, 2022, and have agreed to pay all past due taxes from 2019 to current. They presented documents to the Assessors Department with their application. In those documents it shows that the Baird's experienced medical hardship in 2018. That resulted in failure to pay their property taxes from 2018-2022. They applied for their tax cancellation before their home burned down on April 19, 2022. Blaine County Assessor John David Davidson asked the BCC to consider their current hardship when considering the cancellation. The BCC agreed with the current hardship of the home being burnt down and medical hardship in 2018 its appropriate to accept the application.

Davis moved, seconded by McCleary, to cancel the 2018 property taxes on Parcel RPC1S210222980 - 20546 N. Main, Carey, ID due to hardship for taxes, penalties and interest for 2018 taxes in the amount of \$1,950.82. Motion passed unanimously.

CONTRACTS, GRANTS AND AGREEMENTS

- **Local Professional Services Agreement #96203 with Keller Associates for Kilpatrick Bridge**

Blaine County was awarded with a federal grant through LHTAC and ITD for repairs on Kilpatrick Bridge. The repairs on the Kilpatrick bridge have been divided into stages. A contract for services with Keller Associates for the design of the bridge. A Keller Associates Engineer is going to survey thirty cross sections preform hydraulic analysis on Silver Creek, half a mile up and 4/10th of mile downstream. ITD requires environmental impact surveys that need to be performed to proceed with construction. Road and Bridge Manager Steve Thompson explained that the bridge has a history of scouring that needs to be evaluated.

Davis moved, seconded by McCleary, to approve the local professional services agreement #96203 with Keller Associates for Kilpatrick Bridge in the amount of \$359,914.00. Motion passed unanimously.

- **Memorandum of Understanding with Avertest LLC dba Averhealth**

Chief Probation Officer Teresa Espedal presented the MOU with Avertest, LLC dba Averhealth to access supplies for drug testing services. COVID-19 shut down the Probation Departments testing entirely. The Probation Department was having clients drug test through a third party. By having a third party preform the drug testing it caused confusion and delayed confirmations on results. This company will provide supplies, processing testing, a monitoring system to track clients and to track client results. The Probation Department wants to bring everything in-house and administer the tests within the department like it did in the past. Clients will pay for their own testing or could apply for Indigent Services to pay for the testing. Espedal stated that moving forward this would be in her yearly budget request. The cost of the package is \$995 for 0-399 test. If the department were to administer more tests the cost per test would decrease.

Davis moved, seconded by McCleary, to approve the Memorandum of Understanding with Avertest LLC dba Averhealth for FY 2022 in the amount \$995 averaging about 300 tests a month. Motion passed unanimously.

- **Request to Apply - FY23 PDC Indigent Public Defense Financial Assistance**

Blaine County applies for this grant every year, County Clerk Stephen McDougall Graham is only requesting for the BCC to approve staff to prepare the contact and amount not to exceed \$95,000. The application for grant is due May 16, 2022 and has no cost match for Blaine County. This grant provides financial assistance, public defense standards, immigration attorney consultation and mental health evaluation investigations.

Davis moved, seconded by McCleary, to approve the request to apply for the FY23 PDC Indigent Public Defense Financial Assistance Grant not to exceed \$95,000. Motion passed unanimously.

COUNTY DEPARTMENT REPORTS

Probation - Teresa Espedal

- Department Update

Probation Department has a new employee Alfredo Ojeda Villa. They are extremely pleased with the department remodel. The remodel has made the office more confidential for clients to come in for appointments and testing. The remodel will make it easier to administer testing, schedule appointments, and process clients directly from the Judicial Court or Blaine County Jail.

- Avertest LLC dba Averhealth

Probation Department is anticipating to have drug testing back to being done in house on May 9, 2022. They will have the probation department's new employee managing the Conditions and Release Program and administering drug testing. Bringing drug testing back to the department may increase the number of walk-ins in the Annex building.

Road and Bridge - Steve Thompson

- Traffic Logix Quote

County Clerk Stephen McDougall Graham explained that the four signs the Road and Bridge Department asked to order was a total of \$14,851 and that the Road and Bridge Department could provide \$5,000 from their budget and the remaining balance of \$9,851 would need to come from the Contingency Fund. Today was a request for the BCC to approve using funds from the Contingency Fund to make the purchase. Road and Bridge Manager Steve Thompson is going to be shuffling the signs around Blaine County. The signs will be able to perform a traffic count, track speeds and alert drivers if they are speeding. Thompson spoke with the Sheriff's Department and suggested setting up a sign on Broadford Road. Thompson mentioned that this would be a good test, and that possibly in the future they may order more and have permanent home for each.

Davis moved, seconded by McCleary, to approve the purchase of four Evolution Signs from Traffic Logix in the amount of \$14,851 with \$5,000 paid by Road and Bridge Department and \$9,851 from the contingency fund. Motion passed unanimously.

- Trail Creek

Thompson explained that there is still about four to six feet of snow on Trail Creek and estimates it being reopen in three to four weeks. He suggested publishing a notice on Blaine County website that the road is still inaccessible. Thompson does want to clean up rock slides before he reopens the road. He also mentioned that this winter there was damage to the gates and gate lock and people have been sneaking through. Fosbury suggested installing cameras and Thompson agreed that is a great idea but, in the winter, it would be a challenge to change the batteries.

- Croy Creek

Thompson received a bid of \$450,000 for the Croy Creek asphalt overlay. Blaine County Engineer Jeff Loomis suggested to perform a double chip seal in the problem areas. Blaine County can draft a plan in the future how to fund the reconstruction of the road. The double chip seal should buy the county one to two years to draft a plan.

- Airport Asphalt

Road and Bridge has received around 8-10 tons of recycled asphalt from the airport renovation. They are currently storing it at the shop they have South of Bellevue. The plan is to use that asphalt on Croy Creek and Warm Springs Rd.

- New Equipment Request

There was a gravel hauling trailer accident due to mechanical failure. The trailer is around thirty years old and has had its regular maintenance and has had many repairs done but has reached its end of life. County Administrator Mandy Pomeroy and Thompson found a used trailer on the East Coast with Freight included for \$30,000 to \$40,000. They did find a new trailer in Boise for \$87,114 and found more trailers prices at a higher price. Thompson stated that losing a gravel hauler really puts a strain on their workload and an extra hauler is a necessity. BCC agreed that the department needs to purchase the equipment for department to operate successfully. BCC also agreed to use contingency fund to purchase equipment. County Clerk Stephen McDougall Graham advised BCC that Thompson prepare a quote for BCC to consider and make a motion on next week's agenda.

Disaster Services - Chris Corwin

- LEPC/Emergency Management Webpage Discussion

Emergency Management Webpage is currently separate from the Blaine County Website. Homeland Security funded the creation of the LEPC Emergency website. Disaster Services Coordinator Chris Corwin was alerted by Account Services Supervisor Stephanie Carlson that she was revamping the

Blaine County Website. They decided that Emergency Management should be on the county website. Corwin discussed with Chief Deputy Sheriff Will Fruehling the plans to move Emergency Management to Blaine County's website and removing it from the Sheriff's Department's website. Corwin will coordinate with Carlson on the transition and he will continue to update information.

Clerk - Stephen McDougall Graham

- ARPA Reporting - Standard Allowance for Lost Revenue/ Government Services

County Clerk Stephen McDougall Graham explained the advantage of designating the total amount of awarded ARPA funds as Revenue Loss for Government Services. By doing this it will relieve the burden on grant recipients on the terms of their reporting requirements. This will reduce the risk that these funds will be recouped by Treasury at a later time. There will be no impact to committed funds internally and anticipated FY22, FY23, FY24 Community Services Organization or commitments to applicants under ARPA Grant Program. McDougall Graham asked for BCC to take action to increase the amount that was elected for Revenue Loss for Government Services from the \$1.5 million that the board had designated to the entire amount of \$4,4751.559. Fosbury stated that all the cities within Blaine County have taken similar actions to streamline reporting.

Davis moved, seconded by McCleary, to increase Blaine County's ARPA Funds for Lost Revenue Government Services from \$1.5 million to \$4,471,559 million. Motion passed unanimously.

- Transfer of Surplus County Property - Elections Department

Blaine County Elections Department has used 1960's election booths for all elections, and recently received new booths. The department received a request from Blaine County School District if they could be gifted some of the booths for educational purposes. McDougall Graham and County Attorney Tim Graves determined the cost of the booths did not exceed \$250 and could be disposed as they sees fit and does not require a motion. Davis will ask Idaho State Senator Michelle Stennett and Idaho State Representative Sally Toone if she could ask other school districts if they would like some booths as well.

County Administrator - Mandy Pomeroy

- May 2022

County Administrator Mandy Pomeroy presented the schedule of special meetings, workshops and trainings for the month of May. On May 2nd there is an Ambulance District Strategic Planning Workshop. Pomeroy would like to discuss Air St. Luke's proposal and the transfer request from Jefferson County for an ambulance unit. On May 4th there will be a ClearGov software training seminar at 8:00 am that the BCC should attend. That will give them a preview of the software before Budget Season begins. On May 9th there is a Department Head meeting to discuss and consider forty-hour work weeks. On May 9th there is also an ARPA fund meeting in the afternoon. Pomeroy would like for the BCC to consider putting a hold on accepting new ARPA requests until July when the County Budget Process is finalized. On May 12th there is a Community Services Budget Hearing.

- Bike/Ped Plan

Pomeroy is reviewing the MOU that Hailey drafted that includes cost sharing. The City of Hailey will be contacting all the cities in Blaine County and REC District if they are going to participate and contribute financially. Pomeroy and McCleary discussed using funds from the Transportation Plan and that the amount should not exceed \$4,000. Pomeroy is verifying if they could use funds from the Transportation Plan. McCleary stated that the total cost for the update is \$16,900 and would like for Pomeroy to send Fosbury and Davis the rough draft proposal.

- Development Impact Fee Advisory Committee

Pomeroy would like for the BCC begin brainstorming who they are considering on appointing to the committee. She will then bring it in front of the BCC for a motion. She will discuss with County Attorney Tim Graves about other tasks Galena Consulting requested from Pomeroy.

COVID UPDATE

- **Blaine County COVID-19 Risk Level Plan**

Current Risk Level for Blaine County is still at "Low Risk".

- **Covid-19 Mayor's Meeting**

McCleary attended the meeting and they decided to schedule the Mayor's Meeting as needed.

- **Updates**

McCleary was made aware that the COVID Dashboard will be updated monthly going forward. Fosbury read that people who have been infected with COVID could be subject to long COVID could suffer long term side effects. Fosbury stated that local pharmacies are making it easy and convenient to get the COVID Vaccine. He also stated CDC is approving vaccination for children under 5 years of age.

BOARD of COUNTY COMMISSIONERS' REPORTS

- Housing Action Plan - McHanville tenant evictions

Blaine County Housing Authority, Blaine County Charitable Fund and Crisis Hotline are working diligently on finding housing for the McHanville tenants that are set to be evicted on end of May. Blaine County doesn't have a surplus of housing available for these families.

BCHA and BCCF and Crisis Hotline are in contact with Meadows Mobile Home Trailer Park. The Meadows Trailer Park will have space for four mobile homes once they are inspected by Blaine County Building Department that they meet Blaine County Code. Meadows Trailer Park has applied to expand

mobile home overlay district. Planning and Zoning Committee will review in June, the BCC will consider the recommendation of Planning and Zoning. There has been a request to the owner for an extension to the eviction. Planning and Zoning Committee is considering a proposed new amendment to establish new language for all new redevelopment that requires relocation of current residents. Fosbury has reached out to all the cities in Blaine County as to what affordable housing will be developed by this fall and is waiting for an answer.

- BCHA Board Meeting - Strategic Plan, Property Transfer, Foundation Bylaws Amendment.

Agnew-Beck did a workshop on creating a new strategic plan. They did a review with Blaine County Housing Authority Executive Director Nathan Harvill regarding the existing strategic plan on what has been accomplished and what has not. They discussed possible opportunities and new ideas for a strategic plan.

BCHA Board approved the transfer of the Blaine County properties to ARCH for ARCH's housing project. Blaine County Housing Authority Board Chair Sarah Michael presented updates and amendments to Blaine County Housing Authority Foundation to the Bylaws and is making progress. They discussed hiring a local attorney to provide legal counsel but they have been unsuccessful.

- City of Carey Town Hall - Vision Workshop

City of Carey Mayor Sara Mecham are having a town hall meeting on the vision and future of the City of Carey with Carey residents. Fosbury is going to attend and represent the Blaine County Commissioners, he is very interested in supporting and learning what they are envisioning for the future.

- Blaine County's Board of Health Representative Appointment

Blaine Commissioners Fosbury and Davis both agreed on reappointing Blaine County Commissioner McCleary to continue serving on the South-Central Public Health District Board. They believe she has done a superb job on the board representing the Blaine County Commissioners. The appointment will be from July 1, 2022 to June 30, 2023.

McCleary appreciates being reappointed and accepts the appointment.

Davis moved, seconded by Fosbury, to nominate Blaine County Commissioner Angenie McCleary to serve on the South-Central Public Health District Board from July 1, 2022 to June 30, 2023. Motion passed unanimously.

- Jail Inspection

Davis joined Blaine County Sheriff Steve Harkins, Blaine County Chief Deputy Sheriff Fruehling, Blaine County Jail Administrator Captain Jay Davis and Idaho State Sheriff Association Inspector Cindy Malm to inspect the Blaine County Public Safety Facility. The Blaine County Public Safety Facility received a great review from ISA Inspector Cindy Malm.

With COVID cases declining, the public safety facility will begin to accept out-of-county inmate transfers. COVID put a hold on allowing out-of-country transfers that affected the facility's revenue. They are pleased to begin allowing transfers again.

- Senior Connection

Davis attended Senior Connection Talent Show along with City of Hailey Mayor Martha Burke.

The Senior Connection is now allowing visitors and are holding events the public can attend. They had stopped visitation and events due to COVID restrictions. Davis encourages public to visit the Senior Connection.

- South Central Public Health Board Meeting

McCleary attended the meeting and they discussed the budget regarding employee wages. They are having a hard time retaining and hiring employees. They decided for the upcoming year to increase wages by 4% for cost of living. The increased cost in living in Blaine County has put a strain on employee wages county-wide.

- Sustainability DEI Training

Sustainability Manager Lynne Barker hosted a DEI Training and Commissioner Davis & McCleary, Human Resources Justin Highhouse, and Blaine County Clerk Stephen McDougall Graham, attended the training. The training was very educational and productive. Attendees were able to share ideas along with the DEI volunteers regarding Blaine County's Sustainability Program. Sustainability Manager Lynne Barker does want to try and make this training a yearly routine to keep volunteers and the community better informed on the progress and how to help. Barker is creating a report to present to other county and community members, Blaine County Cities Officials, and Representatives who were not able to attend but are interested in learning.

- Correspondence

Idaho Woman's Business Center Statewide Outreach Director Susie Rio and Idaho Black Community Alliance Founder Patricia Walker will be speaking on May 5th at the Community Center in Hailey. They are going to be talking about equality and being a Small Business Owner.

- Other

Triumph

Road and Bridge Manager Steve Thompson, Blaine County Engineer Jeff Loomis and Fosbury received a request to place a water service line from one residential lot to another residential lot in Triumph. Usually, public utilities are under an organization such as an HOA who are then responsible for these water lines. They have been working on policy language for a request like this, and it may be presented to the BBC to make a motion.

Tri-County Community Garden

Fosbury also received a call from Jerome County asking if Blaine County would like to become a partner with Tri-County Community Garden. They have Jerome, Gooding and Lincoln County provide adult support. This aids adults that have become unable to take care of themselves. Fosbury is going to forward information to Davis and McCleary. They decided they are going to pass the information on to County Attorney Tim Graves for guidance.

CSI Extension

Fosbury made contact with CSI regarding the CSI online extension in Blaine County. Fosbury asked if Blaine County Clerk Stephen McDougall Graham if there are any grants or opportunity's Blaine County has to aid in High Education. McDougall stated the revenue from State Liquor Revenue Fund has funds for the College Tuition Program. The County is required to estimate how much they need for the College Tuition Program. He stated it was not done consistently in years past. The funds that were allocated for the College Tuition Program and not used must be transferred to the general fund.

Public Comment:

Idaho State Senator Michelle Stennett advised that for a county to have discussion with the school on what their costs commitment will be and what the counties commitment will be. The schools base their extension campus based on their budget. The County will have to communicate with Idaho Legislators and CSI.

LEGISLATIVE UPDATE:

Also present; Idaho State Senator Michelle Stennett, Idaho State Representative Sally Toone, Idaho State Representative Ned Burns and retired Wood River Fire and Rescue Captain Ron Taylor.

Idaho State Senator Michelle Stennett advised that there will be a 45% turn over in the legislature this year. Meaning new faces and new Leadership, Chairman, legislators. She is concerned with Idaho legislators being held accountable and how it may be difficult because they are all new to the program and will be a learning curve.

Idaho State Representative Ned Burns reported there was \$15 million for educational purposes. Funds were allocated for daycare facilities, to expand facilities and to add more staff. COVID effected daycares and mothers who needed to stay home and tend to children. Money was set aside for early childhood learning and reading programs to ensure kids are reading at their grade level.

The Transportation Budget received \$200 million to aid the road repair back log. This will positively affect Blaine County who is on the top priority list of roads that are in need of repairs. Transportation Enhancement and Congestion Management was created and this will help repair existing roads instead of building new roads.

There was water infrastructure funding and funding in the state budget available for County and Cities to do infrastructure projects. The Idaho Department of Water Resources Board also received funds for enhancement of infrastructure.

Idaho State Representative Sally Toone is pleased they were able to create an agreement with Basin 47. According to the Idaho Department of Water Resources, this is one of the more complex water systems. This watershed program was instrumental and explained where the water goes, where it comes from, when it reaches canals, their loads, where it percolates from, and where it contributes to the aquifer.

Ground and service water users, their counties and municipalities, all worked together to have this study performed.

Idaho State Representative Sally Toone explained that University and College budgets were never restored since 2008 recession. Public Schools maintenance and repairs are 20 years outdated. Cost of living and cost of keeping buildings running has gone up but the budget has remained the same.

There was money budgeted to teachers, to help them get degrees, help get more social workers, and help with student loans. Toone explained there were some incentives for educational staff that were budgeted.

Idaho State Representative Ned Burns is very grateful and pleased that The Blaine County Commissioners have kept in constant contact with Burns regarding needs. Davis explained that being a representative and now a commissioner, she realizes how much the legislature impacts county processes.

BREAK

LAND USE and BUILDING SERVICES

- **P&Z Discussion: Text Amendment Request - Request to Board to initiate MOD and other housekeeping text amendments.**

Also present; Flood Plaine Manager Kristine Hilt, County Land Use Director Tom Bergin, LUBS Deputy Director Kathy Grotto.

LUBS Deputy Director Kathy Grotto explained that the BCC had priority list in the year 2020. The list included some housekeeping to text amendments. Grotto presented the amendments that are being amended. These amendments are being made to restrict residents from performing their own fire mitigation without a permit, preventing residence from removing plant life without a permit and to prevent residents from damaging the aesthetics and visual of hillsides. In the past residence have removed plant life that could take twenty years to reach maturity. Land Use would like for residents to apply for permits to remove these kinds of plants.

Davis moved, seconded by McCleary, to initiate text amendments to Title 9 Zoning Regulations, zoning Regulations, of the Blaine County Code including Chapter 1, 3, 6, 6A, 6B, 7, 9, 12, 17, 21 21A and 27. Motion passed unanimously

- **P&Z Discussion: Riparian/Wetland Planting List - Draft Resolution.**

Flood Plain Manager Kristine Hilt presented a planting list that had not been revised since 2005 and was created by the Wood River Land Trust. The list was adopted and an ordinance was made in the past without a resolution. Hilt is asking the BCC to pass a Resolution for the revised list. The Riparian & Wetland Planting List is used for action permits such as stream restorations and repairs. When there is a riparian or stream alteration it is required to utilize the handbook. The updated list is much more complex and comprehensive list for people to use and can be amended as needed.

Hilt reviewed the list and modified with the help of Land Use Planner Allison Kennedy, Idaho Fish and Game, Native Evergreen Landscape Owner & Founder Kelley Weston, Nation Resource Conservation Service Chris Hogue, Horticultural Specialist Carol Blackburn. The list has highlighted plants that are aggressively invasive for public education.

McCleary moved, seconded by Davis, to adopt Resolution 2022-14 as presented. Motion passed unanimously.

- **P&Z Discussion: Consideration of sign installation to address public access and parking issues within the Chocolate Gulch neighborhood.**

Flood Plain Manager Kristine Hilt expressed that Chocolate Gulch home owners met with Hilt regarding parking at the Chocolate Gulch trail head. County Attorney Tim Graves advised that Blaine County cannot tow or ticket the public because the parking is not currently enforced in Blaine County. Rodger Godfrey a Chocolate Gulch resident contacted Hilt regarding the parking issues since his home is adjacent to the trail head. Hilt suggested installing parking sign around the trail head reminding public to be aware of their surroundings. Godfrey requested for Hilt to revise the sign to state "Park in Designated Area Only" and suggested installing a sign at the entrance of Chocolate Gulch advising public to "Parking at Trailhead Only". Hilt sent Graves the suggestions. He advised Hilt to alert Chocolate Gulch Residents that Blaine County cannot enforce any parking violations or towing but that the verbiage is approved. Hilt is going to include a sign that has QR Code to give the public trailhead maps. The BCC approved of the signage and Hilt will work with Road and Bridge Manager Steve Thompson on getting signage installed. Fosbury mentioned that Blaine County may adopt a Parking Ordinance in the future. Hilt will present the informational sign in the future for the BCC to review.

- **P&Z Discussion: Water Futures Inc. Contract Scope of Work.**

Water Features Inc. President Wendy J. Pabich requested an extension on her presentation. The Water Feature Inc. Contract Scope Work presentation is rescheduled for May 3, 2022.

APPROVAL OF BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

- November 30, 2021 Special Meeting
- November 9, 2021 Regular Meeting
- April 5, 2022 Regular Meeting
- April 12, 2022 Regular Meeting

No Minutes were approved and will be rescheduled for May 3, 2022 Meeting.

BREAK

EXECUTIVE SESSION - IC Section 74-204(1)(f) Blaine County v. Flying Heart Ranch Homeowners.

Davis moved, seconded by Fosbury, that the BCC convene in Executive Session, pursuant to Idaho Code IC Section 74-204(1)(f) Blaine County v. Flying Heart Ranch Settlement.

Roll call: Davis (aye), and Fosbury (aye). 2/0

OPEN SESSION RESUMED

Davis moved, seconded by Fosbury, to approve the settlement agreement between Blaine County and Silver Creek Outfitters and Flying Heart Ranch Owners Association.

Roll call: Davis (aye), and Fosbury (aye). 2/0

ADJOURN

At the hour of 3:30 p.m., with no more business before them, the County Commissioners adjourned.

Attest: _____ Approved _____
Stephen McDougall Graham Dick Fosbury
County Clerk Chairman