

Treasurer - at office as needed

Health Department- remain fully staffed during the Order

Road and Bridge- continue normal operations

Emergency Management- remain operational

Sheriff Office/Jail- Sheriff has full authority to manage Deputies and Jail staff as he feels fit to maintain law and order, as well as protect all staff from COVID-19.

Commission- in order to conduct necessary business, Commission will meet on currently scheduled Mondays and Wednesdays beginning at 9:00 a.m. and adjourning once all business is conducted. Doors will not be open to face to face meetings with the public. All business will be conducted via phone, fax, email and other alternative means as needed. Commissioner Lant seconded the motion. Motion passed with unanimous vote.

If the above number of employees per office does not accommodate the number of staff required to carry out necessary business, the office holder should relay this information to the Commission with a recommendation to what they need.

Commission discussed an ordinance establishing a Pandemic Leave Policy. After much discussion, the Commission decided upon the wording for this ordinance. Kimberly Bell, County Clerk, will type up the ordinance for review and signing by the Commission on March 23, 2020.

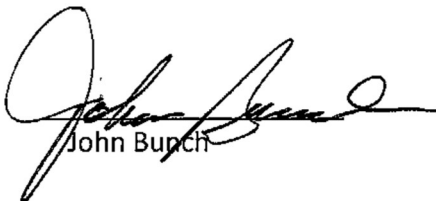
County Clerk Bell gave information regarding maximum accrued sick leave, varying based on employee longevity. Employees who have reached the maximum number of sick hours allowed under Section 7.8 SICK PAY of the current Employee Handbook, currently are not allowed to carry any sick hours accrued over the maximum number of hours. Bell requested the Commission remove the maximum number of hours an employee can accumulate and allow employees to "bank" the additional hours during this pandemic. Commissioner Bunch made a motion to have no maximum sick leave hours under Section 7.8 SICK PAY of the Employee Handbook only during this pandemic and all hours accrued above the maximum hours will be allowed to be "banked" until further notice. Motion seconded by Commissioner Lant. Motion passed with unanimous vote.

Also in attendance were Kayla Langford and Stephanie Sweeten.

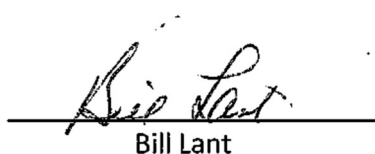
#### ADJOURN

Commission will reconvene on March 23rd, 2020

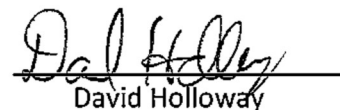
#### SIGNATURES



John Bunch



Bill Lant



David Holloway

Approved

Monday March 23rd, 2020

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