

COMMITTEE: COVID-19
DATE: WEDNESDAY, MARCH 25, 2020
TIME: 10:00 A.M.
PLACE: FOREST COUNTY BOARD ROOM

CALL TO ORDER

Tallier called the meeting to order at 10:00 a.m. and read the agenda.

ROLL CALL

Members Present: Bunda, Chaney, Gretzinger, Tallier, Shepard, Theune & Matuszewski

Absent:

Others present: Jody Jensen, Tammy Queen, Charles Simono, Rob Koplien & Terry Lukas as well as others by Go-To Meeting.

APPROVE AGENDA

Motion by Gretzinger to approve the agenda as presented, second by Bunda. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON A COVID-19 POLICY FOR FOREST COUNTY

Motion by Gretzinger, second by Shepard to approve the Policy as presented. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON FINANCIAL DOCUMENTATION IMPACT ON THE COUNTY

No Action

DISCUSSION AND POSSIBLE ACTION ON THE HEALTH DEPARTMENT-LEGAL REQUIREMENTS, CHAIN OF COMMANDS, WHAT FUTURE ITEMS ARE NECESSARY FOR PREVENTION AND SUPPRESSION OF VIRUS

Shepard explained that she has a succession plan in place and explained it to the other committee members.

DISCUSSION AND POSSIBLE ACTION EMERGENCY MANAGEMENT-LEGAL REQUIREMENTS, CHAIN OF COMMANDS, WHAT FUTURE ITEMS ARE NECESSARY FOR PREVENTION AND SUPPRESSION OF VIRUS. CONSIDER ACTION BY COMMITTEE TO MOVE EMERGENCY MANAGEMENT DIRECTOR TO FULL TIME FOR THE NEXT 60-DAYS.

Theune explained that he is the only one who can do his job, indicating that there is not anyone that could take his place if he were not able to work.

Motion by Gretzinger to move Theune to full-time for the next 60-days and look to get a part-time apprentice to work under him, with the recommendation that his position stay full-time after the 60-days, second by Bunda. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION WITH BLACKWELL JOB CORPS OR ANY OTHER BUILDINGS IN FOREST COUNTY TO BE USED FOR EMERGENCY SERVICES

The committee discussed buildings they felt would be worth looking into that could be suitable for use. No Action.

DISCUSSION AND POSSIBLE ACTION ON THE OVERSIGHT OF COURTHOUSE MANAGEMENT AS IT RELATES TO PERSONNEL, COMMITTEE MEETINGS, WORKING HOURS, WORKING DAYS, AND CLOSURE NOTICE IF NECESSARY

There was much discussion on this:

- Motion by Gretzinger, second by Chaney to streamline the hiring process for the Maintenance worker to the Chair of the Building Committee, the Chair of the Personnel & and the Maintenance Supervisor, with the Clerk doing the background checks. All present voting (AYE). Motion carried.
- Chaney felt the Forestry meeting still needs to be held because of the bids for the park as well as a trail project that needs to be worked on.
- All issues or questions that arise from committees or department heads for the committee to address should come through the Clerk and then brought to the committee to streamline the process.
- Many department heads have asked Nauncka to start setting up computers, etc. to work from home, as well as the big project that came out of the Sheriff Department, so the company hours are over for the past few weeks. Motion by Bunda, second by Chaney to approve extra hours for Nauncka at this time. All present voting (AYE). Motion carried.
- Motion by Chaney, second by Theune to have all essential committee meetings held in the County Board room with GO-TO Meeting. All present voting (AYE). Motion carried.
- The departments are not allowed to lock doors, but, can put signs on their doors with instructions for the duration of the Declaration of Emergency. Motion by Gretzinger, second by Chaney to put the press release in the paper prepared by the health director of concerns and information with a few slight changes. All present voting (AYE). Motion carried.
- Motion by Bunda, second by Shepard to put a notice on entrance doors to the building with notice of office closure to walk-in traffic. There will be a table at the entrance with information from all departments of what is available for each department and instructions on how to contact the office.

DISCUSSION ON ANY UPDATES RELATED TO COVID-19 FROM COMMITTEE OR COUNTY BOARD, POSSIBLE ACTION

No Action

DISCUSSION AND POSSIBLE ACTION ON ADOPTING POLICIES ON THE EXPANDED FMLA AND EMERGENCY SICK LEAVE BENEFITS DURING THE COVID-19 EMERGENCY

No Action

FUTURE AGENDA ITEMS AND SETTING DATE FOR NEXT MEETING

- Coronavirus Response Policy
- Department Head Plans
- Theune- Update on buildings available for isolation units
- Expanded FMLA and Emergency Sick leave benefit policy
- Meeting date- March 31st, 2020 at 10:00 a.m.

ADJOURNMENT

There being no further business, motion by Shepard to adjourn, second by Theune. All present voting AYE. Motion carried. Meeting adjourned at 12:12 p.m.