

Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

E. CITIZEN REMARKS & PRESENTATIONS

Supervisor Medlin asked if there was anyone present to speak to the Board on an item not listed on the agenda. No one came forward.

F. CONSENT AGENDA

G. OLD BUSINESS

1. COVID-19 Virus Update

a. Parks

Supervisor Caldwell said the city parks have roped off their playground equipment. She said she is not for shutting down County parks. Supervisor Lee said the County parks are not crowded like the city parks. The Board was in agreement.

b. HR6210 & Families First Coronavirus Response Act

Mrs. Lynchard stated they have been studying HR6210. HR Manager Mallory House stated she found out this morning that the Dept. of labor posted another report as they are interpreting the bill. She stated the first 2 paragraphs are very descriptive. She also noted that the CDC has changed the guidelines to say if someone is having symptoms, they are to be sent home.

Supervisor Gardner asked if the County had to pay an employee 2/3 of their salary if their day care is closed and they have to stay home with their children. Mrs. Lynchard affirmed. Mrs. House stated that equates to about 5.23 hours per day rather than 8 hours. Supervisor Gardner asked if the County had anyone in a situation that they had no one to watch their child. Mrs. Crockett said they have had employees ask about it.

Supervisor Medlin asked if a person could use their leave time and draw full pay. Mrs. House said she has not seen guidance about that. She said they cannot have consecutive days for the whole time, but they can spread it out. She stated the notice is good through December as long as there is a national emergency and child care is closed due to coronavirus. She stated people will have to determine how to best use their 10 days ‘free’ leave.

Supervisor Gardner asked if the County’s policy needed to be amended. Mr. Nowak said it did not because they are obligated to follow the federal guidelines whether or not its set forth in the policies. Mrs. Lynchard said this policy will not be in effect until April 2, 2020. She said they are still determining guidelines but they do know this:

- If a person is uncomfortable at work, they do not qualify for the leave unless a healthcare provider tells them to stay home.
- If school is out and they have to stay home with children, they are only eligible for a certain percentage of their salary.
- If someone is not feeling good, but they don't want to go to the doctor, they don't qualify as they have to have a note from their healthcare provider.
- Several different scenarios, some are sick leave, some are FMLA
- FMLA starts concurrently with leave
- Employees have to have been employed for 30 days rather than 1 year with new policy
- Taking off with school children have to be paid first 2 weeks at 2/3 pay, if they file FMLA possibly pay them another 6 weeks at 2/3 pay
- Under FMLA they can take first 10 pays unpaid, go into paid sick leave, leaving 10 weeks FMLA
- Child care does not qualify for sick leave, qualifies for FMLA – 1st 10 days unpaid is part of the time.

Supervisor Gardner asked if short-term or long-term disability could be used. Mrs. House said they could file for short-term in lieu of using leave time. Mrs. House stated she put a separate job code in the payroll system to help track people who have chosen to use it and be sure they are not taking the leave consecutively.

Mrs. Lynchard said there are a lot of applications to define and interpretations from the Dept. of Labor are defining it more. She said elected officials and managers will have to be trained on how to turn in time sheets as HR will have to understand what people are qualifying for. She said they will have to keep up with time separately because, if unused, the time goes away after December 31st. She said not everything a person takes off for will qualify for this leave. Mrs. Lynchard noted a lot of administration goes along with this and HR is preparing to put it in place and be fully compliant. She said it will be a training curve. Mrs. House stated she should have a model notice by March 25th to send out to employees. She asked if they could meet with the elected officials. Mrs. Lynchard said they will do that.

The Board agreed that they wanted to everything they could to be sure employees are taken care of and compensated.

See Exhibit G.1.b.

c. Department of Human Services

Mrs. Lucy Titus stated they are also being affected at DHS. She said her director, Linda Ponders, asked if the Board of Supervisors had closed their lobby; that, if they had, she was to report it to the State. She said they also received a list of employees who could telework. Mrs. Titus said she sent home more than ½ of her staff, and they now have 10 people in the office. She stated of the 10, there are 2 clerks, and they are still receiving requests because of their more than 100 applications per day. She stated they had 111 applications today.

Mrs. Titus said they don't want to be closed down; they are just asking for the lobby doors to be closed to protect the ones who are working. She stated there a lot of electronic ways people can

send in information. She asked if the Board could provide a drop box for those without electronic access. Supervisor Caldwell said Facilities could build a drop box and the County could share the information on social media and the website.

Mrs. Titus stated she has put in an order for hand sanitizer, but for now they have all brought in their own. Supervisor Caldwell said for her to let someone know if they had any trouble getting that.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve closing the lobby at DHS and have Facilities provide them with a drop box.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

d. Justice Court

Mrs. Lynchard stated the Justice Court judges and staff are working hard and continuously to make sure they are operating. She stated it is a mandate from the State that courts continue. Supervisor Gardner asked if the prosecutor and public defender were still quarantined. Mrs. Lynchard affirmed. Supervisor Caldwell asked if they had been tested. Mrs. Lynchard stated she understood they had, but they have to get 2 negatives.

Mrs. Lynchard stated civil court is the bigger challenge. She said, excluding declarations, court will go on as normal and the bailiff will monitor social distancing in the courtroom.

Supervisor Gardner asked if there was a federal declaration on not allowing evictions during this emergency period. Mr. Nowak said he was not sure about federal, but he several states had issued such proclamations, though Mississippi had not .

Mrs. Lynchard stated there are 2 new Supreme Court Orders regarding court, and one is a notice to post. She stated the deputies on duty will make sure people read them.

Mrs. Lynchard stated the judges have requested a second custodian at Justice Court and it could be achieved through different options. She stated they could contract with Service Master, reassign someone who might not have enough work, or hire someone temporarily (maybe through May). She stated this person could be someone who has been laid off somewhere else.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to post the temporary maintenance job to last at least 2 months and extensions to last up to 4 months.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make the Justice Court recommendations a part of the Board minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.1.d.

e. EMS Report

EMS Director Mark Davis stated MEMA made a drop at Baptist DeSoto with supplies and he has been advised they are getting an additional shipment today. He stated MEMA made a drop on Saturday at both hospitals. He stated EMS will get another delivery today and will reach out to nursing homes, volunteer fire departments, and first responders to see if they need any. Mr. Davis stated Baptist DeSoto has changed their policy and employees have to wear masks all day.

Mr. Davis reported that one Olive Branch Fire Station shut down to clean and disinfect after 2 firemen were showing symptoms. He stated those firemen did not have any contact with the public from the fire station...

Mr. Davis stated Mississippi is reporting 23 positive cases at this time. He said his office staff is working on calling to see who has testing kits.

Mr. Nowak stated he has a client who has approximately 50, M95 masks. Mr. Davis said he would like to get them.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to accept the restricted donation of 50, M95 masks for EMS.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>

Supervisor Lee Caldwell, Fourth District
Supervisor Michael Lee, Fifth District

YES
YES

f. Extension Service Report

Dr. Joy Anderson, MSU Extension Service, stated they are trying to keep research-based information posted on Facebook. She stated they are going to start some youth activities this week online to keep kids active but safe. She said they will be working on gardening, cooking, and horse things. She stated most of her office is tending to work remotely. Dr. Anderson said they are going to use their annex for college students to be able to make an appointment to come in and work using the extension's wifi. She stated students will sign in and out and they have cleaning procedures in place.

Supervisor Caldwell asked Dr. Anderson to reach out to teachers and home school groups to help grow 4-H. She said people are looking for places to purchase seeds.

g. Introduction of Chief Deputy

Sheriff Rasco introduced Justin Smith as his new Chief Deputy. Chief Smith thanked the Board for what they do. Sheriff Rasco said Chief Smith recently graduated from the FBI Academy and he is blessed to have him and knows he will do a great job.

h. Volunteers

Mrs. Lynchard stated she got a phone call from Matt McClain, Asst. Pastor at Calvary Baptist, asking to volunteer. She stated she is giving his number to Chief Olson. Mrs. Lynchard stated counties statewide are looking at how to make sure shut-ins have food and are not sick; and said this could turn into a campaign to have people check on their neighbors and encourage more community outreach.

Supervisor Medlin asked if North Delta was still doing Meals on Wheels and the bus service. Mrs. Lynchard said she was not sure, but as far as we know they are. Supervisor Caldwell said someone might be able to volunteer to ride the bus and clean it after people ride.

Sheriff Rasco said the department's VIP program has a list of people going around and checking on the elderly.

Supervisor Gardner said there were 5 local pastors that got together, called The Church United, and they are distributing food Monday, Wednesday, and Friday nights. He said they handed out 150 boxes of food Friday and they are doing it again tonight.

i. Allowing Public in Buildings

Supervisor Gardner said Olive Branch City Hall is only allowing drive-by and electronic payments. He said they are not allowing the public in the building. Mrs. Lynchard said the Tax

Assessor's office still has walk-ins by nature of how they have to take the Homestead applications. She said the courts cannot stop, but they are limiting as much as possible.

j. Internet Information

Supervisor Caldwell said she spoke with Brandon Presley about students being asked to work online and the fact that DeSoto County does not have coverage everywhere. She said ATT, Verizon and another provider have taken the cap off internet service limits so people won't be charged more and can use hot spot on their phones. She said they are also looking at temporary towers. She said we are seeing the absolute necessity for it with tele-health and education. Supervisor Caldwell said Commissioner Presley is updating his Twitter account daily and he is working with CSpire now. She stated the libraries and Landers Center are letting people use their parking lots for wifi.

k. Farmer's Market

Mrs. Lynchard said the City of Hernando got a concern about the Farmers' Market being open. She said they responded that the market will not start until recommendations regarding social distancing have been relaxed. She said the City told the person that Brown's Dairy had a relationship with the County to sell on Saturdays. Mrs. Lynchard stated that they do park on the square to sell milk and meat, but they do not have any kind of agreement with the County to do so. Supervisor Gardner said he felt like an open-air market was a safe place. Supervisor Caldwell said it seems safer than going inside the grocery store. Supervisor Denison pointed out that would be considered an essential service. Mrs. Lynchard said she would get in touch with them and ask them to be sure their line is spread out. Mrs. Crockett said she drove by there Saturday morning and people were distancing themselves.

l. Quarantine & Telecommuting

HR Director Carla Crockett asked if the Board wanted to look at self-quarantine for people who have traveled. The Board said people should use common sense and follow CDC protocols, which are changing often.

Supervisor Gardner asked if all the high risk employees have gotten a doctor's note and if there were more. Mrs. Lynchard stated everyone knows they have the option to do that and she does not know of more. Supervisor Gardner asked about telecommuting. Mrs. Lynchard said that has not been done and it makes a vast change in the way you do business. Supervisor Gardner asked about extending homestead. Supervisor Medlin asked if the Tax Assessor could accept applications for an extended period and not turn it in to the state with the understanding they might not get approved this year. Mr. Nowak said that might be a possibility but is up to the state .

Mrs. Lynchard stated they will continue to monitor and update. She said the Board has come up with so many good things and she encouraged them to continue to do that and let her know their thoughts so they can work on them.

2. Budget Amendment for Sheriff's Radios

Mrs. Lynchard stated they thought at first thought the purchase was not going to require a purchase order and would just be by contract since the payment is not due until October. She stated the budget amendment takes \$140,480 out of the Firing Range Insurance line and \$859,490 from Ending Cash. She stated the Sheriff will have to apply for the WCC money to replace some of the ending cash.

Supervisor Gardner asked why the money had to be moved if the purchase was not being made immediately. Mrs. Lynchard stated they have to move the money to a line item to issue a purchase order. She stated they cannot pull a purchase order for a deficit.

Supervisor Lee asked if they were paying for the radios now. Mrs. Lynchard stated they are not paying until October, but they have to have the money showing in the correct line item to issue a purchase order.

Supervisor Medlin stated the money will still be in the bank drawing interest. He stated the Board has done this before with roads and it is something that auditors will look at. Mrs. Lynchard agreed and said they did not bring it up before because they thought the purchase was being made by contract, not purchase order.

Supervisor Jessie Medlin made the motion to approve the \$999,970 budget amendment using \$140,480 from the Firing Range Insurance line, \$859.490 from Ending Cash and noting that the Sheriff would replace some of the ending cash from WCC money as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.2.

H. NEW BUSINESS

I. PLANNING

J. EXECUTIVE

The executive session portion of these minutes is recorded under the portion of the minutes called "Executive Session".

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until Monday, March 30, 2020 at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 6th day of April, 2020, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors