

December 15, 2020

MINUTES OF DECEMBER 15<sup>th</sup> MEETING

All Commissioners were present. Staff and Commissioner elect Fred Rush recited the pledge at 8:30. Purchase orders and bills were reviewed and signed. Pending issues were discussed with the following resolutions approved and signed:

- V105-212 Minutes of December 10, 2020:  
1<sup>st</sup>-Rogers 2<sup>nd</sup>-Crowe Roll call: Crowe-yes, Rogers-yes, Striker-yes  
V105-213 Luke Underwood NFIP Administrator \$2500 annual thru 2024  
1<sup>st</sup>-Crowe 2<sup>nd</sup>-Rogers Roll call; Striker-yes, Rogers-yes, Crowe-yes  
V105-214 Luke Underwood Sanitary Engineer \$25,000, \$5,000 WWTP annual to 2024  
1<sup>st</sup>-Rogers 2<sup>nd</sup>-Crowe Roll call: Rogers-yes, Striker-yes, Crowe-yes  
V105-215 Additional Appropriation: Aerials REA  
1<sup>st</sup>-Crowe 2<sup>nd</sup>-Rogers Roll call: Rogers-yes, Crowe-yes, Striker-yes  
V105-216 Reallocation: Hardin Hills  
1<sup>st</sup>-Rogers 2<sup>nd</sup>-Crowe Roll call: Striker-yes, Rogers-yes, Crowe-yes  
V105-217 Reimbursement to Ditch Maintenance  
1<sup>st</sup>-Crowe 2<sup>nd</sup>-Rogers Roll call: Rogers-yes, Striker-yes, Crowe-yes  
V105-218 Bills  
1<sup>st</sup>-Rogers 2<sup>nd</sup>-Crowe Roll call: Rogers-yes, Crowe-yes, Striker-yes  
V105-219 Waibel to repair North Annex Unit #1 furnace (heat exchanger, flame sensor, ignitor, \$5530, N02. Commissioner Striker to sign  
1<sup>st</sup>-Crowe 2<sup>nd</sup>-Rogers Roll call; Crowe-yes, Rogers-yes, Striker-yes  
V105-220 Release of Funds: JFS Public Assistance and Children's Services  
1<sup>st</sup>-Crowe 2<sup>nd</sup>-Rogers Roll call: Striker-yes, Rogers-yes, Crowe-yes

**Chris Griffith**, iTech Solutions, doing IT work for the county, concern with GIS. Nathan is requesting to open ports that work with 911. There are no credentials to open the ports. Also, Chris prefer the county host things like this outside the network as opposed inside the network to reduce security risks. Chris can open ports in the short term but can't find credentials. Waiting until the first part of the project is done, then the information will be known to open the ports. He can't get into the firewall and would be risky. Firewall has been in place for a while. The former IT Coordinators will be contacted. The other issue concerns the Safety Center. A piece of equipment needs changed out, he does not have information for their IT Coordinator. Phones, cost, monthly recurring costs? Chris can't move forward until a sit down with all can be held. The Sheriff noted he was going to change to the network. 911 is not changing to Spectrum. Also, Teltron is in the building completing the Phase I project in the courthouse. Chris will come on site next week to verify the plans to make sure the bid process can move forward. Chris will forward the number of drops and Scope of Work. Access points, cameras, drops, equipment/switches. Phase I has 115 drops.

Cindy Keller, **Health Commissioner**, the vaccine is currently at six hospitals today. Plan is nursing homes and first responders receive the vaccine first. Funding for Health Departments is a concern. Health Departments have few staff and not enough time to handle a mass inoculation event. ONU is working on an MOU with the Health Department. Where does the Health Department staff fall in line to get vaccine, with first responders? It appears the Health Dept. will administer the first responder vaccines. The pharmacies are doing long-term facilities. Supplies are coming and storage is needed. A Deputy Health Commissioner has been hired to assist Cindy and will train to take over her position when she retires. The Public Health Information Officer has not received information to share with the public to educate on the safety of the vaccine. They can charge an admin fee which will supplement their budget due to losses of other avenues. Who will take the information and billing? Current staff with no new hires. Parts are not written in the current plan that still need to be worked out.

Commissioners reviewed the 2021 budget worksheets. Soil & Water had an increase due to the H2O grant, Multi County Jail was under \$1 million. Airport does not need the \$130,000 set aside.

Pat Hire, Clemans, Nelson and Associates, reviewed the updated **county policy manual**. Present were Jacob Burgbacher, Katey Henson, by Zoom: Sharon Huston, Denna Clem, John Folk, Jordan Bailey, Brenda Roy and Denise Althausen. Changes are only made per civil law. The policy is adopted by the commissioner’s office, and can be adopted, on letterhead, by each Elected Official who should list what, if any, changes. Pat did a review of the updated version chapter by chapter. Appointing Authority: who can hire and fire. 31-day break in service is new. Flex-time has to be used within the week work period. Comp time is taken as Comp leave. During probationary periods employees have no rights to the job and can be terminated at any time. You are either Classified or Unclassified. Verbal warning have to be in writing. Each new hire should sign acknowledgment of policies. Pat noted a PCN Series Classification Plan should be done per departments. No reimbursement for meals in county or in adjacent counties. Pat explained how the ADM 4055 form works for termination. Employees have access to records same as the public-they cannot just access without filling out paperwork. Pat will make corrections/additions to the draft policy manual and send back for review.

Roll call resulted as follows:

\_\_\_\_\_, YES/NO  
President of the Board-Timothy L. Striker

\_\_\_\_\_, YES/NO  
Roger E. Crowe

\_\_\_\_\_, YES/NO  
Randall S. Rogers

Attest \_\_\_\_\_  
Clerk of the Board