

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

May 20, 2020

The Columbia County Board of Commissioners met in scheduled session with Commissioner Alex Tardif, Commissioner Margaret Magruder, and Commissioner Henry Heimuller.

Board Discussion:

Commissioner Tardif, Columbia County Foster Parent Appreciation Day "BBQ BOX" Commissioner Heimuller moved Commissioner Magruder seconded to contribute \$1,000.00 to the Columbia County Foster Parent Appreciation. Commissioner Tardif due to potential conflict he recused himself. The motion carried.

Re-open Phase-1 Columbia County:

- The Justice System has planned to do a soft open on Tuesday May 26, 2020. Commissioner Heimuller moved Commissioner Magruder seconded to approve the Sheriff's plan as presented to re-open on May 26, 2020 to limited services. The motion carried unanimously.
- Discussion was held on a potential full time staffer at the front desk, and have the doors open regular hours 8:30 a.m. to 5:00 p.m. and asking the State Courts help cover the financial cost. The Board directed HR to recruit someone through Cardinal and this person will report to the Boards office.
- Discussion was held on whether the public should be questioned for symptoms or required to sign in while entering the court house. After discussion it was decided the person at the front desk will ask individuals as they enter for their name, phone number, and a list of questions to determine if they show any symptoms of illness, Jacyn will contact Mike Paul for a list of screening questions. IT will need to install a computer and phone line at the front desk, foot prints will be placed on the floor for recommended distancing, and facilities will work on a sign that directs people to stop at the desk. Julie will do a press release so the public will know what to expect when visiting the court house.
- Enhanced sanitation will resume twice a day at high touch public areas and may increase as traffic increases. Facilities will use judgement on the remaining areas on when sanitized/clean. Department Heads will coordinate with their staff to keep their individual areas sanitized as we enter into Phase-1.
- Face Masks will be recommended not required. County will have disposable masks available for public and staff if needed. When feasible; single person per vehicle. If two or more people are in a vehicle together they will need to maintain the 6 foot distancing requirement or wear a mask.

- Bathrooms will be signed with social distancing language. Second and third floor restrooms will continue to be public restrooms, and if employees want to use an employee only restroom, they can use the restrooms over in the old court house.
- Breakrooms will have signage that social distancing is required, and no gatherings allowed.
- Departments have ink pens that are disposable/give a ways, Jean will look at how credit card payments are set up.
- Employees telecommuting will be able to continue to telecommute with the Supervision and permission of the Department Head.
- Sarah Hanson, County Counsel has reviewed the temporary policy and did not see any need for revision at this time

With nothing further to come before this Board the meeting adjourned.

Dated this 20th day of May, 2020

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Jacyn Normine
Board Office Administrator

By: _____
Alex Tardif, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Henry Heimuller, Commissioner