

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson
Kam J. Washburn

Vice-Chairperson
Bruce DeLong

Members
David W. Pohl
Kenneth B. Mitchell
Robert Showers
Dwight Washington
Adam C. Stacey

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Administrator
Ryan L. Wood
Clerk of the Board
Diane Zuker

DATE 03/16/2020

The Clinton County Board of Commissioners met on Monday, March 16, 2020 at 9:00 a.m. in the Clinton County Board of Commissioners Room, Courthouse, St. Johns, Michigan with Chairperson Kam Washburn presiding.

MOMENT OF SILENCE AND
PLEDGE OF ALLEGIANCE

Chairperson Washburn called for a moment of silence. The pledge of allegiance was given to the flag of the United States of America.

ROLL CALL

Roll was called and a quorum reported. Present were Commissioners Kam Washburn, David Pohl, Bruce DeLong, Kenneth B. Mitchell, Robert Showers, Dwight Washington and Adam Stacey.

COUNTY PERSONNEL

Tom Helms, Jowa Wildes, Sheriff Larry Jerue, Chris Collom, Rob Wooten, Craig Thelen, Hon. Lisa Sullivan, Ryan Wood and Craig Longnecker.

VISITORS

Marcus Cheatham and Dru Mitchell.

AGENDA

The agenda was presented for review and approval.

BOARD ACTION: Commissioner Showers moved, seconded by Commissioner Mitchell to approve the agenda as printed. Motion carried.

PUBLIC COMMENTS

Chairperson Washburn called for public comments. There were no public comments.

COVID-19 RESPONSE

Chairperson Washburn introduced discussion regarding several matters of unchartered territory and policy decisions that need to be made related to COVID-19 out of a sense of calm and not panic, while at the same time keeping in mind all of our employees and the duties we perform on a daily basis.

Administrator Wood addressed the members noting that currently we do not have any employees suffering as a result of COVID-19. Best practices were recently shared with employees in an email message. A Department Head meeting was held last week with the assistance of the Health Department to discuss COVID-19 and the need to make any necessary adjustments as we move forward. Consideration needs to be given to critical functions we perform, inmates at the jail, due process issues, the uniqueness of 911, etc. Each department will need to be uniquely manipulated in order to carry out the essential functions in the days/weeks to come.

Marcus Cheatham, Director of the Mid-Michigan District Health Department (MMDHD)

- Advised the members and those present that there are 4 phases to this event:
 - 1) Watchful Waiting – During this time the Public Health made preparations to get ready for this pandemic.
 - 2) Fighting – We are currently in this phase; what we need to do as the virus passes through; many of us will get it; worries about people who are vulnerable; concerns as to whether there will be enough hospital beds available for those in need; mortality rate will be relatively low, but there will be deaths as a result of this pandemic, which many of us will experience with close friends and family.
 - 3) Flooded – Virus hits the community; there will not be enough test kits available for everyone to get tested; there will come a point where we will just presume people who are coughing and sneezing have the virus even if they are not able to be tested; focus on quarantening people; eventually move to lifesaving measures; not only making sure people who have severe COVID can be treated, but also those with other illnesses such as cancer patients, heart patients, victims of car accidents, etc.; insuring that the healthcare system is not overloaded; currently some emergency rooms are being flooded with worried well people who want to be tested, impacting the emergency departments; Public Health hopes the public will become educated and heed the warnings.
 - 4) Recovery – The community moves to a period of recovery from the illness; people will develop immune systems; the virus will act like other flu bugs in the years to come; there will be vaccines, etc.
- Health Department's job is to send a message that public health cannot save people; there is no medicine or vaccine available to specifically attack this virus; Health Department has limited capacity; Public needs to heed to warnings, social distancing, etc., follow the direction and strong messages of the Center for Disease Control (CDC).
- Health Department is shifting their focus; making efforts to keep the public and employees as safe as possible; many employees working from home in an effort to remain healthy; sanitary system permits will continue with sanitariums working from home, etc.
- Director Cheatham is pleased to see the county taking actions today to respond to this pandemic, while at the same time attempting to continue to do business without placing the public or employees at risk.

Commissioner Stacey and Commissioner Mitchell:

- Spoke regarding the schools helping to insure children are receiving meals, Tri-County Office on Aging continuing with Meals on Wheels for the senior community and the various methods that can be deployed to continue with these types of programs without exposing those who are vulnerable.

Director Cheatham provided additional details on those most impacted by the virus such as senior citizens and individuals with underlying health conditions, however he noted that none of us are immune to this virus. The primary symptoms of COVID-19 include fever, difficulty breathing and severe cough. This virus could go through the United States like wild fire.

Commissioner Washington spoke regarding:

- Isolation;
- Increased traffic on the MMDHD website as a result of the pandemic;
- Ways to send messages to the community using social media, noting that Bath Township Police has been recognized for their social media messages.

The Commissioners recognized Director Cheatham and the Health Department for their guidance on this critical issue and thanked him for all his support.

RESOLUTION 2020-4
TO ESTABLISH A COUNTY
EMERGENCY
PREPAREDNESS POLICY
AND ORGANIZATION TO
DEFINE THE DUTIES AND
RESPONSIBILITIES OF THE
EMERGENCY SERVICES
COORDINATOR

Chairperson Washburn introduced a Resolution to establish a County Emergency Preparedness Policy and Organization. The Resolution is to define the duties and responsibilities of the Emergency Services Coordinator and other personnel to authorize the use of material resources and manpower of the county in emergency operations and to prevent, minimize and relieve damage to persons and property resulting from any form of disaster.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner Pohl to adopt the Resolution to establish a County Emergency Preparedness Policy and Organization. Discussion followed. Administrator Wood noted that this is being done as formality to update our policy adopted several years ago. Voting on the motion by roll call vote, those voting aye were Stacey, Washington, Showers, Mitchell, Pohl, DeLong and Washburn. Seven ayes, zero nays. Motion carried. (INSERT RESOLUTION)

DECLARATION FOR A
LOCAL "STATE OF
EMERGENCY"

Chairperson Washburn read in to the record the Declaration for a Local "State of Emergency" within Clinton County as a result of the ongoing threat of a global COVID-19 pandemic and the impacts. The state of emergency will remain in effect for a period of 30 days or until such time as the Board acts to cease or extend the state of emergency.

BOARD ACTION: Commissioner Showers moved, seconded by Commissioner Mitchell to approve the Declaration for a Local "State of Emergency" for Clinton County. Discussion followed. The Board will review this at their regular scheduled meeting on March 31st and will continue to review and address the situation at each monthly meeting thereafter and in between if necessary. Voting on the motion by roll call vote, those voting aye Mitchell, Pohl, Showers, DeLong, Stacey, Washington and Washburn. Seven ayes, zero nays. Motion carried. (INSERT DECLARATION)

COUNTY FUNCTIONS
DISCUSSED

Tom Helms, Emergency Services Director:

- Advised the members that they have been monitoring and assessing the situation.
- Emergency Operations Center (EOC) will deal with issues as they arise and act as needed.
- With the County declaring a Local "State of Emergency", EOC will be able to obtain resources from the State of Michigan.

Hon. Lisa Sullivan, Chief Judge of the 29th Judicial Circuit Court:

- Spoke regarding the Supreme Court Administrative Order issued in response to the State of Emergencies declared by President Trump and Governor Whitmer.
- Judge Sullivan shared the 29th Judicial Circuit Court's plan to address essential court functions. The focus will be on incarcerated defendants, detained juveniles, arrests, bond issues, emergency child protective matters, etc. Steps are being taken to minimize the number of public present in the courtrooms at the same time, by staggering court hearings. Specialty court review hearings are being addressed on a case by case basis. Probate Court matters involving the elderly or the vulnerable population are not being held at this time, however if necessary the court has the ability to grant temporary or emergency orders. Courts will continue to be available for safety concerns and matters such as Personal Protection Orders.
- Contact numbers for the courts will be made readily available on the County's website, along with other details.

- When possible, to reduce exposure the Courts plan to use alternate methods for meetings and hearings such as teleconferencing, telephone, videoconferencing, in addition to limiting the number of participants in the courtroom, etc.
- Brief dialog occurred between Judge Sullivan and the Commissioners regarding statutory deadlines. Judge Sullivan stated that most mandatory timelines are on criminal matters, while other case types have some flexibility and can be adjourned as health concerns will be a priority over the deadlines. Courts will still continue to deal with situations on a case by case basis, but will primarily focus on essential functions.

Sheriff Larry Jerue:

- Spoke regarding the Jail operations and steps being taken to insure the jail can remain operational; Jail is suspending all outside beds and will only house inmates that are a result of Clinton County arrests;
- Screening of individuals who are being booked at the jail will occur in the sally port at the jail; if an individual shows 2 or more symptoms of COVID, they will be denied access to jail and be sent to the hospital;
- No classes will be held in jail until further notice; other resources will still be made available to the inmates;
- Visitation is still being allowed at this time as there is no contact between the visitors or inmates; there are typically less than 20 people in the lobby over the course of the weekend for visitation;
- All front desk traffic has been suspended, with the exception of permits to purchase and gun registrations; currently no fingerprinting;
- Other preventative measures are being taken with Road Patrol;
- Procedures for crime scene investigations have been established;
- Working with dispatch to coordinate additional protective measures;
- Medical Examiner investigations will continue; Dr. Minnick will be meeting with the officers in the next few days and provide them with some additional updates and protective measures that can be taken;
- Working with courts to hold hearing by polycom;
- Inmates currently in the jail who are considered at-risk have been indentified; Each inmate is being evaluated to determine whether or not they could be allowed out on a tether or bond;
- Sheriff Jerue is confident we will get through this with all the precautionary measures being taken;
- Extra disinfecting measures in the patrol vehicles and at the jail are being implemented;
- It may be necessary to re-assign staff within the Sheriffs Office to address emergency needs on a temporary basis;
- Steps are being taken to limit the number of individuals coming into the courthouse, along with additional protective measures at the entrance to help reduce exposure.

Chris Collom, Central Dispatch Director spoke regarding the dynamics of her department and the impact of COVID-19 on them. Changes have been implemented over the course of the last couple weeks in preparation for COVID-19. All callers are being screened over the phone by dispatch, along with anyone in the home, so dispatch can advise emergency personnel of any potential COVID-19 situations in advance of their arrival at the home of a caller. Currently, 911 is functioning with 20% less staff; limiting access to their department; has ceased any travel for meetings; implemented social distancing within the department; established extra cleaning measures; are staggering shifts of the disptachers and command staff. Director Collom has been able to enlist backup help with undesignated dispatchers. Central Disptach is an essential service, therefore every effort is being made to continue operations without any interruption.

Craig Thelen, IT Director provided an overview of technology issues. An

additional 10 laptops have been ordered. Currently IT has 24 laptops. Video conferencing software called ZOOM is being looked at for remote meeting purposes. It is critical that department heads provide IT with details on their needs in order to continue to perform essential functions remotely. Technology security needs to be at forefront.

Commissioner Stacey noted that if the county moves to reduced staffing, it is important that staff who are at home, continue to work from home. If possible, he would like to see county operations continue remotely.

Craig Longnecker, Budget Director spoke about the financial impact to the county. We anticipate another clean audit and our general fund is currently in good shape. We have a solid contingency and strong reserves that can withstand a short term event. In the long term, this event could be troubling. Revenues are going to decline and interest revenues will be affected. We have the ability to track the county's expenses directly related to COVID-19 and plan do so, in the event we are able to seek some reimbursement.

Administrator Wood stated that in the coming days, there will be additional decisions to be made.

Chairperson Washburn introduced some general thoughts. He thanked all those in attendance for their continued efforts to address this issue. As the county moves forward, the Board will continue to reassess the situation.

BRIEF RECESS

Chairperson Washburn called for a 5 minute recess at 10:30 a.m.

AUTHORIZATION FOR ADMINISTRATION TO MAKE INCREMENTAL CHANGES AS THE COUNTY MOVES FORWARD IN DEALING WITH THE COVID-19 PANDEMIC

Administrator Wood spoke regarding how rapidly things are changing on a daily basis as a result of COVID-19 and the approach we need to take given the circumstances.

- Counties and local units of government have begun closing their doors to the public;
- Turbulants unrelated directly COVID-19 such as closing of schools, daycares, etc.
- The necessity to adjust operations;
- Asked to allow Administration flexibility in conjunction with the Department Heads to manage and make adjustments based on the specific needs and essential services the departments provide;
- Provide some latitude with staff and their work schedules; assure employees they will continue to be compensated without using accumulated leave time with the expectation they will remain at home, stay healthy and available to work, including the possibility of being assigned to another department;
- There will definitely be impacts to the public.

BOARD ACTION: Commissioner DeLong moved, seconded by Commissioner Washington that in view of the State of Emergency, authorize Administration in conjunction with the Department Heads the flexibility to continue the operations of the county and to support our employees by continuing to compensate them during this time with the understanding that employees may be assigned to work in another department, if needed and to further authorize Administration to incrementally make changes until the Board has an opportunity to review the situation at their March 31st meeting or if necessary in the interim call a special meeting of the Board. Discussion followed. Commissioner Mitchell stated the importance of recognizing others who will continue to work during this pandemic. Commissioner Stacey stated that this is shifting of government and not shutting down government. Notices will be posted on the county website and on the doors of the county buildings. Voting on the motion by roll call vote, those voting aye were Stacey, Pohl, Showers, DeLong, Mitchell, Washington and Washburn. Seven ayes, zero

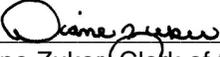
nays. Motion carried.

COMMISSIONERS'
COMMENTS

Chairperson Washburn called for Commissioners' comments.
CMH is addressing these issues which is a large organization.

ADJOURNMENT

BOARD ACTION: With no further business to come before the Board,
Commissioner Pohl moved, seconded by Commissioner Washington to
adjourn the meeting at 10:49 a.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on March 31, 2020.