Members Present: Sebolt, Celentino, Grebner, Koenig, Stivers (arrived at 6:30 p.m.), Maiville, and Naeyaert.

Members Absent: None.

Others Present: County Clerk Barb Byrum, Commissioner Crenshaw, Teri Morton, Jared Cypher, Becky Bennett, Sue Graham, Scott Hendrickson, Elizabeth Noel, and Michael Tanis.

The meeting was called to order by Chairperson Sebolt at 6:30 p.m. virtually via Zoom in accordance with the Governor’s Executive Order 2020-75 regarding the Open Meetings Act.

Commissioner Stivers arrived at 6:30 p.m.

Approval of the May 5, 2020 Minutes

MOVED BY COMM. GREBNR, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE MAY 5, 2020 COUNTY SERVICES COMMITTEE MEETING.

Commissioner Grebner stated that the street name was Nemoke, and the drain was spelled Nemoka. He further stated that he did not assert that the street was named after the drain, but that the drain was named after the street.

The minutes were amended as followed:

Commissioner Grebner stated that the street was called Nemoke, but the paperwork provided spelled Nemoka. He further stated that he had no preference between them, but he wanted to make sure that someone had put thought into the correct spelling of the name.

This was considered a friendly amendment.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

Late –
6. Controller’s Office
   b. Resolution Adopting the Ingham County Return to Work Action Plan
1. **Drain Commissioner** – Resolution Pledging Full Faith and Credit to Montgomery Drain Drainage District Bonds

2. **Clerk’s Office**
   b. Resolution to Promote Enrollment in Permanent Absent Voter Lists by Qualified Registered Voters of Ingham County

**Limited Public Comment**

None.

**MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAeyaERT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:**

2. **Clerk’s Office**
   a. Resolution to Provide Support for Vital Election Operations through Purchase of Critical Infrastructure

3. **Road Department**
   a. Resolution to Approve a 2020 Local Road Agreement with Meridian Township for the Ingham County Road Department
   b. Resolution to Approve an Agreement Between Ingham County and Wonsey Tree Service, Inc. for the Replacement of the Lake Drive Culvert and the Rejection of All Other Bids for Bid Packet #37-20

4. **Facilities Department**
   a. Resolution to Authorize an Agreement with Guardian Alarm Company for the Building Alarm System at the 9-1-1 Center’s Backup Location
   b. Resolution to Authorize an Agreement with Vidcom Solutions for the Access Control System at the 9-1-1 Center’s Backup Location

5. **Health Department**
   a. Resolution to Convert the Grant and Finance Specialist Position to Accountant
   b. Request for Approval to Pay Above Step 2 of the ICEA County Professional Contract

6. **Controller’s Office**
   a. Resolution Updating Various Fees for County Services

**THE MOTION CARRIED UNANIMOUSLY.**

**THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.**
6. **Controller’s Office**
   b. Resolution Adopting the Ingham County Return to Work Action Plan

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated that he assumed that the Controller’s Office’s staff knew that there was the possibility of laying people off at the County, or a partial lay-off of one day a week, which would make people eligible for the federal unemployment benefits. He further stated that if the County had employees do that, the County would save vast amounts of money.

Commissioner Grebner stated that it sounded like a scam, but a scam that was being used lots of other units of government, and so the County should participate too. He further stated that it must become official, he thought, when everyone else did it.

Commissioner Grebner asked if there was a plan for the County to take advantage of that.

Discussion.

Commissioner Crenshaw stated that he had asked the Controller’s Office to look into that, and the office had had discussions with bargaining units, and an email went out to Department Heads and Elected Officials earlier today. He further stated that the County was on a fast time frame with this, and so he hoped that the County would have an answer so that they could take advantage of it starting July 1, 2020 and expiring July 31, 2020.

Chairperson Sebold stated that he believed that Commissioner Crenshaw meant to say that the County could take advantage of the program starting June 1, 2020 through July 31, 2020.

Commissioner Crenshaw stated that he was correct. He further stated that what would happen was the Board of Commissioners might have a late item at Tuesday’s meeting to agree to move forward with that.

Discussion.

Commissioner Stivers stated that she confirmed what Commissioner Grebner had said that even the Department of Health and Human Services (DHHS) had moved forward with that. She further stated that some employees were being paid more than they would with their regular salary because of the federal unemployment benefits, and so she thought it would be a really great idea for County employees, who could make more money as a result.

Commissioner Celentino asked if what Commissioner Grebner referred to was the process of being furloughed.

Chairperson Sebold stated yes.

Commissioner Celentino asked if it was to go into effect when the Governor’s Stay Home, Stay Safe Executive Order was lifted.
Teri Morton, Deputy County Controller, stated that she believed so.

Discussion.

Commissioner Celentino stated that on the page when it talked about the Board of Commissioners committee meetings being held at the Human Services Building (HSB) in Conference Room A, and the full Board of Commissioners meetings being held at the Fairground Community Room until further notice. He asked if the Governor had extended the Executive Order that allowed for virtual meetings through June 30, 2020, or if it was an option if they so choose.

Discussion.

Commissioner Crenshaw stated that, in terms of the Board of Commissioners meetings, if the Executive Order was still in effect until June 30, 2020, the Board of Commissioners could still have virtual meetings. He further stated that if the Executive Order was not in effect, they would meet at the Fairgrounds Community Room.

Commissioner Celentino stated that the resolution mentioned employees wearing masks in the hallways and so forth. He asked if the Board of Commissioners went back to face-to-face meetings, if they would be required to wear masks.

Chairperson Sebolt stated that he did not know if the Board of Commissioners could impose those rules on themselves as elected officials. He further stated that, as Chairperson, should the Commissioners return to meet in public, and there was still a concern about spreading COVID-19, he would as Chairperson ask his committee members to wear masks.

Chairperson Sebolt stated that he hoped that members of the public would wear masks while in attendance, but he did not believe that the Commissioners could prevent members of the public from attending their meetings without wearing masks. He further stated that he did not know what enforcement the Board of Commissioners had to do so.

Commissioner Celentino thanked Chairperson Sebolt and Commissioner Crenshaw for answering his questions.

Jared Cypher, interim County Controller, stated that when it became evident that the Governor’s Executive Orders would expire, and the County would have to return to work, Chairperson Crenshaw had asked him to put together this plan. He further stated that it quickly became apparent to him that he could not do it alone, so he enlisted the services of the Human Resources Director, Facilities Department Director, Health Officer, and Deputy Controller in a teamwork approach, along with Chairperson Crenshaw.

Mr. Cypher stated that the group of people had a first draft that they took to the Department Heads and Elected Officials meetings that they had had on Mondays at 3:00 p.m., and it quickly became apparent that the one-size-fits-all approach would not work because, for example, the Courts had guidance from the State Court Administrative Office (SCAO) that they needed to follow. He further stated that some of the departments that had dozens or hundreds of employees, and had lots
of visitor interactions would need longer to reopen than, for example, the Controller’s Office since the office only had three people.

Mr. Cypher stated that the plan was meant to be general guidance, and it was loosely based on the concept called “stacked practices” that was put together by the University of Michigan’s School of Public Health. He further stated that it was general guidance on how to keep County employees and visitors safe as the County moved forward and the Governor’s Executive Orders expired.

Chairperson Sebolt stated that he appreciated the thoughtfulness of this plan.

Chairperson Sebolt stated that he had a couple of changes he wanted to propose. He further stated that the first change came by way of Commissioner Crenshaw and was probably considered a friendly amendment.

The draft Ingham County Return to Work Action Plan was amended as followed:

9. **Remote Work**: All employees are expected to return to their normal work schedules at the direction of their supervisor. Flexible work hours are permitted by agreement between the supervisor and employee. Telework should be allowed for any employee whose work can be done remotely at the direction of the respective **Elected Official/Department Head**.

This was considered a friendly amendment.

Chairperson Sebolt stated that he had an additional change he wanted to propose. He further stated that the Governor had Executive Orders that allowed for certain circumstances for employees to refuse to return to work.

Chairperson Sebolt stated that he did not believe that it was the intention of Ingham County to allow for unsafe work places to exist, and so he wanted to make sure that the County was protecting employees under those Executive Orders who felt unsafe to return to work.

Commissioner Naeyaert stated that because the Health Officer also had broad authority in these circumstances, she asked if they should be included in the language, unless Chairperson Sebolt thought it would be redundant.

Chairperson Sebolt stated that he did not think it would be redundant.

The draft Ingham County Return to Work Action Plan was amended as followed:

2. **Employee Return to Work**: All employees are expected to return to their normal work schedules and work hours during the first stage, as directed by their supervisor. **Elected Officials, Department Heads, and the Controller/Administrator should require telework for any employees who are able.** During subsequent stages, the Pandemic Response Team will provide additional guidance to return more employees to on-site work.
Should the employee not be able to return to work for reasons other than as required by law, Executive Order of the Governor or order of the County Health Director, or refuse to work, their employment and pay status will be addressed in accordance with County policies and/or applicable union contracts.

This was considered a friendly amendment.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:48 p.m.

BARB BYRUM, CLERK OF THE BOARD