



Board of Commissioners' Work Session Meeting  
March 23, 2020 ~ 1:30 pm ~ Room 214

3/23/2020 - Minutes

**1. Call To Order & Those Present**

Commissioner Morris, Commissioner DeGroot, Commissioner Boyd, Sandy Cox/Admin Staff, Jennifer Little/Public Health, Brandon Fowler/Emergency Manager

**2. Approve Minutes From Last Meeting**

Commissioner Morris approves minutes from 3/18/20 and 3/20/20 Work Session meetings.

**3. COVID-19 Updates**

Jennifer Little/Brandon Fowler address the Board, have sent out to all employees/partners the Governor's Executive Order issued this morning, is trying to get guidance regarding enforcement. Presents letter to Board, would like to do a limited activation of our Emergency Operations Center (EOC). Commissioner DeGroot would like to know what this would accomplish, Little/Fowler respond that this would be minimum level and preparatory in the event that things need to be ramped up. Commissioner Morris would like to know how communication would flow to the BOCC under this implementation. Fowler indicates that they will report to the State daily and could include the BOCC in that communication. Commissioner DeGroot would like to know what the triggers would be in order for this to be scaled up. Fowler responds that this is not a common incident so is thinking something like community spread increases significantly and medical facility operations etc. Commissioner DeGroot would like to see some bench marks set forth that would trigger additional action. Commissioner Boyd agrees with setting up this limited EOC today so we all get the same information at all levels, Federal, State etc. Fowler further elaborates that this would be a way to document all the fiscal impact of this crisis so that there may be some reimbursement if needed at a later date. Commissioner Boyd has an issue with the designated people, as the Commissioners are not listed, would like someone from the BOCC office assigned. Commissioner DeGroot thinks it would most likely be the Chair. Commissioner Morris believes that all the Board members have been and likely will continue to be engaged, likes the idea of having the EOC group report to the entire Board. Commissioner DeGroot would like to see all major schools involved with this as well. Commissioner DeGroot would like some time to think about this. Commissioner Morris wants to know how other County's are handling the Board communication piece. Commissioners would like to talk about this at tomorrow's meeting.

**4. Temporary Policy - Response To Coronavirus/COVID-19**

Commissioners review Temp Policy drafted by Counsel. Commissioner DeGroot motions to adopt the Temporary response to Coronavirus/COVID-19 policy effective today, Commissioner Morris seconds. Unanimous vote. Approved

## 5. Other County Business

Commissioner Morris would like to discuss the closing of museums. Commissioner Boyd would like to know how much authority the Governor has in our local community requiring business to shut down, thinks that some businesses can remain open and still maintain social distancing. Commissioner DeGroot clarify's if Commissioner Boyd wants a legal opinion as to whether or not the County has the ability to intervene and tell community businesses that they can ignore the Governor's order and remain open if they are practicing social distancing. Commissioner Boyd says yes. Commissioner Morris would like Counsel to look into Commissioner Boyd's question.

Commissioner Morris asks again what the Board thinks about the Museums staying open. Commissioner Boyd would like the County operations to continue as set now with having some employees work from home but keeping all departments open. Commissioner DeGroot thinks the Museums and Fairgrounds are a little different than our other departments. Commissioner Morris indicates that walk-in traffic has decreased dramatically anyway. Commissioner DeGroot would agree with the exception of CDD because he witnessed multiple people in their area this morning. Jennifer Little thinks we should be consistent about the message we send, example: should the Favel close but we leave our main museum open? Commissioner Boyd responds that he doesn't believe any of the Museums should be forced to close. Little further comments that County's and City's have the ability to make stricter guidelines than what the State has set forth, but not lessen those guidelines.

Commissioner DeGroot indicates that the Fairgrounds would like to close to the public and conduct business via phone and email. Tax/Property can operate as they are now. Public Works may choose to move one of their front office staff to a vacant room at the road shop, would like front counter business to be by appointment only. Engineers and Surveyors would respond to requests via public records request with no charge, but no public face to face. CDD would like to do split shifts for permit techs and work from home, counter traffic would be by appointment only.

Commissioner Boyd indicates the Clerks office will continue as is now, Assessors office has split employees and some working from home.

Commissioner Morris indicates majority of Departments on the hill are considered essential and they have their own plans. DD and Veterans would like to have public meetings by appointments only. As far as Museums, they are practicing social distancing and waiting for direction from the Board.

Commissioner DeGroot would like to know how we would accommodate the appointments as far as letting people in the building. Commissioner Boyd indicates if there is an appointment then someone from that department would have to meet that person at the door, and the buildings doors should remain locked.

Commissioner Boyd has no problem with putting up a sign and telling people they need to make appointments. Commissioner Morris suggests trying the appointment only action now and revisit in a week to see if it is causing issues. Commissioner Boyd is agreeable to starting the appointment thing tomorrow and evaluate in a week and close the Museums, but we need to strongly encourage people to stay away from each other.



Commissioner Morris asks how the Board feels about sending an email regarding changing business to appointment only and she will contact Todd regarding closing the Museums. Board is agreeable.

Discussion that Public Health needs 4 phones for WIC employees. Board authorizes I.T. to issue phones to 4 WIC employees.

Commissioner DeGroot motions to sign letter to Governor regarding specific economic impacts related to COVID-19

## 6. Adjournment

2:27 pm

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting.

Klamath County Commissioners' Weekly Calendar is subject to change without notice.

305 Main Street 2nd Floor, Klamath Falls, OR 97601

E-mail: [bocc@klamathcounty.org](mailto:bocc@klamathcounty.org) Website: [www.klamathcounty.org](http://www.klamathcounty.org)