

**Ingham County Board of Commissioners  
Democratic Caucus Agenda  
6:00 pm, March 24, 2020  
Community Room, Ingham County Fairgrounds  
700 E. Ash, Mason**

1. Call to Order
2. Approval of the [Minutes](#)
3. Limited Public Comment
4. Appointments

<i>Board / Commission</i>	<i>Appointee</i>	<i>Expire</i>	<i>Applicants</i>	<i>Appointed by</i>
EDC Board of Directors	3 vacancies		Ed Dore Alex Zurek	CS/BOC
Housing Commission	resident vacancy			HS/BOC
CCAB	3 vacancies, media, work force and business reps.			LC/BOC
Ingham Family Center Advisory Board	3 vacancies (community rep, general public, recipient)			LC/BOC
Upcoming Vacancies				
Capital Area District Library	Jeff Croff yes	4/15/20		HS/BOC

*i – interviewed c- committee recommended r - requests reappointment*

5. Liaison Committee Report
6. Commissioner Concerns
7. Caucus Treasurer Report: (Comm. Stivers)
8. Ads/Sponsorships
9. Other Issues
  - a. Upcoming Meetings
  - b. [Controller's Update](#)
10. Items/Amendments for Tonight's Board Meeting

Ingham County Board of Commissioners  
Democratic Caucus Leadership Meeting  
March 10, 2020  
Draft Minutes

Members Present: Slaughter, Celentino, Crenshaw, Grebner, Morgan (arrived at 6:13 p.m.), Polsdofer (arrived at 6:06 p.m.), Sebolt, Stivers, Tennis (arrived at 6:21 p.m.), and Trubac.

Members Absent: Koenig.

Others Present: Jared Cypher, Dave Stoker, Alan Fox, Becky Bennett, and Ryan Buck.

1. Call to Order

Chairperson Slaughter called the meeting to order at 6:00 p.m.

2. Approval of the Minutes

MOVED BY COMM. STIVERS, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE MINUTES OF THE FEBRUARY 25, 2020 DEMOCRATIC CAUCUS MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig, Tennis, Polsdofer, and Morgan

3. Limited Public Comment

4. Appointments

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SEBOLT, TO APPOINT COURTNEY LOUIS, KRISTIN KEISWETTER-CLARK, AND RHIANNON KLEIN TO THE WOMEN'S COMMISSION.

THE MOTION FAILED. **Yeas:** Grebner, Sebolt, Trubac, and Stivers

**Nays:** Celentino, Crenshaw, and Slaughter **Absent:** Koenig, Tennis, Polsdofer, and Morgan.

Commissioner Polsdofer arrived at 6:06 p.m.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPOINT JEFF CROFF TO THE CAPITAL AREA DISTRICT LIBRARY.

THE MOTION WAS WITHDRAWN BY COMM. CELENTINO.

Commissioner Morgan arrived at 6:13 p.m.

5. Liaison Committee Report
6. Commissioner Concerns
7. Caucus Treasurer Report

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. GREBNER, TO ACCEPT THE CAUCUS TREASURER'S REPORT.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Tennis.

4. Appointments

MOVED BY COMM. STIVERS, SUPPORTED BY COMM. GREBNER, TO RECONSIDER THE VOTE ON THE MOTION TO APPOINT COURTNEY LOUIS, KRISTIN KEISWETTER-CLARK, AND RHIANNON KLEIN TO THE WOMEN'S COMMISSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Tennis.

Commissioner Tennis arrived at 6:21 p.m.

THE MOTION TO APPOINT COURTNEY LOUIS, KRISTIN KEISWETTER-CLARK, AND RHIANNON KLEIN TO THE WOMEN'S COMMISSION CARRIED. **Yeas:** Grebner, Sebolt, Trubac, Stivers, Tennis, Polsdofer, and Morgan **Nays:** Celentino, Crenshaw, and Slaughter **Absent:** Koenig

8. Ads/Sponsorships
9. Other Issues
  - a. Update on 2020 Census
10. Items/Amendments for Tonight's Board Meeting

#### Adjournment

The meeting was adjourned at approximately 6:25 p.m.

## **Controller Caucus Report March 24, 2020 – Coronavirus (COVID-19)**

- Ingham County has implemented the Suspension of Operations Policy through April 5, 2020.
- There are some questions about whether temporary/seasonal employees will get paid for the period of suspension of operations. It is our recommendation that they do and the Board take action to allow for that.
- Permanent, essential employees are accumulating 1 hour of vacation per each hour they work during the suspension of operations, up to their contractually specified caps. It will be necessary to waive the cap provisions through April 5, and then reassess. Many employees will be accumulating vacation hours they may have difficulty utilizing and vacation requests may become detrimental to department operations. A solution will need to be developed, that may involve payouts on accumulated hours.
- A Health Advisory Leave Policy is being presented to the Board of Commissioners which would allow for 120 hours of leave per employee after a Health Advisory period has been declared.
- There will be many emergency purchases authorized per the Controller/Administrator's emergency purchase authority. A memo detailing such purchases will be presented to the County Services Committee at a later date, as required.
- All Central Services Departments (Human Resources, Budget, Financial Services, IT, Purchasing and Facilities) have been designated as essential by the Interim Controller/Administrator due to the need for enhanced support to departments such as the Health Department, 911 and the Sheriff/Emergency Operations Center.
- Deputy Controller Teri Morton is tracking the status of operations of each department and has emailed updates to the Board of Commissioners.
- Chairperson Crenshaw signed the state of emergency declaration effective March 13, 2020. This is mainly about access to draw down additional resources.
- Departments have been encouraged to track expenses (and lost revenue) related to the County's response to the Coronavirus (COVID-19) epidemic, for possible reimbursement. The Interim Controller/Administrator has tasked the County's financial team (Budget, Financial Services and Purchasing) with making sure we receive the maximum reimbursement for COVID-19 related expenses.