

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
FRIDAY, MARCH 20, 2020 12:30 P.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.
Present: Vice Chairperson Oleson and Supervisor Walker. Absent: Chairperson Rogers
(personal business). Board members voting "AYE" unless otherwise noted.

Vice Chairperson Oleson called the meeting to order.

Update of Linn County's response to COVID-19:

Supervisor Walker gave the following update:

- Declaration of Disaster Emergency was signed yesterday.
- New guidance from Governor's Office - suspended deadline and late fees for property taxes.
- Board sent an email yesterday to employees with a link to resources.

Steve Estenson, Continuity of Operations Officer -

- Make sure getting guidance from trusted sources (Governor's Office; Iowa Dept. of Public Health). Have addressed rumors in the proper forms.

Pramod Dwivedi, Public Health Dir. -

- Working around the clock to take care of business at hand and thanked the Board for all of their support.

Lisa Powell, HR Dir. -

- Prepared a policy for temporary employment practices and policies in response to COVID-19 for the period of this event.
- Voluntary offering of Remote Work at the sole discretion of Elected Official or Department Head. Twenty five percent of the county's workforce can work from home at this time. Agreements need to be signed and sent to HR. She will forward to IT to set up connections.

Phil Lowder, IT Dir. -

- The primary access point will be accessed via a web browser that will allow the employee to access their desktop remotely. There are 50 county owned laptops available if employee does not have a home computer or one with insufficient capacity.

Discussion continued regarding confidential information as well as private information on personal computers. Working from home and the need to communicate with a supervisor if there is a need to leave home for an appointment (same as if working in the office).

Garth Fagerbakke, Facilities Manager -

- Getting individual requests from departments asking for on the spot sanitizing in an area when an employee went home sick. They have a 360 machine that can sanitize an area. Besides sanitizing, they have communicated that the surface stays wet 10 minutes. He keeps looking for better products, some that have a shorter amount of "kill time".

Supervisor Oleson and Walker commended cleaning staff that they have witnessed in their offices.

Motion by Walker, seconded by Estenson to approve Temporary Employment Policies - COVID-19 and Telework Agreement.

The Board discussed postponing Linn County's State of the County Luncheon scheduled for May 6, 2020.

Motion by Walker, seconded by Oleson to postpone indefinitely the May 6, 2020 State of the County luncheon and communicate to the League of Women Voters.

Adjournment at 1:31 p.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor

Approved by:

BRENT OLESON, Vice Chairperson
Board of Supervisors