

TERM OF COMMISSION: April Session of the April Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Conference Call

PRESENT WERE: District I Commissioner Fred Parry  
District II Commissioner Janet Thompson  
Captain Gary German  
Director of Human Resources Jenna Redel  
Director Purchasing Melinda Bobbitt  
Director Resource Management Stan Shawver  
Deputy Clerk Michelle Thompson  
Senior Administrative Assistant Diane Buchmann

The meeting was called to order at 1:35 p.m.

**Conference Call Information:  
Number: 701-801-1211 Access Code: 758-401-651**

**Human Resources**

- 1. First & Second Reading; Update to Essential Staffing Level Recommendation related to Commission Orders 137-2020 and 179-2020**

Jenna Redel explained this is an order that will end the series of orders for reduced staffing levels in the Government Center which were approved in Commission Orders 137-2020 and 179-2020. Public access will still be restricted in the building through May 17, 2020.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby end, on Friday, May 1, 2020, its recommendation that Boone County Government offices and departments go to minimum/essential staffing levels. The most

current version of that prior recommendation can be found in Commission Order 179-2020.

At the expiration of the above-mentioned recommendation, public access to the Boone County Roger B. Wilson Government Center, and other Boone county office buildings will continue to be restricted to appointment only access, through 11:59pm on Sunday May 17, 2020.

To allow Administrative Authorities to best implement their individual Staffing and Return to Work plans during this period, each Administrative Authority is authorized to provide an employee with paid administrative leave for the difference between the number of hours the Administrative Authority wants the employee to work and the employee's regular schedule. If an employee is unable to work the hours their Administrative Authority wants them to work, the employee should use sick leave, vacation leave, or eFMLA/FMLA or as appropriate for their particular circumstance.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #199-2020**

**2. First & Second Reading; Modification to Temporary County Policy 2.6, Sick Leave (as described in Commission Order 178-2020)**

Jenna Redel explained this order was in relation to sick leave and eFMLA for minor dependents that need to be taken care of by County employees. This order makes it clear that exempt people such as emergency responders can use sick leave for that purpose.

There were no comments or questions from the Commission.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby clarify that benefitted Boone County employees who have been

designated as Emergency Responders under County Policy 5.1 (b) Temporary Expanded Family and Medical Leave (COVID-19) and are therefore ineligible for eFMLA, may use accrued Sick Leave (2.6), at the discretion of the Administrative Authority, for the following additional COVID-19 related temporary condition:

- To care for a minor dependent who has been impacted by the temporary closure of their school or childcare facility due to COVID-19.

This temporary additional condition will be rescinded along with the other temporary additional COVID-19 related temporary conditions previously added to County Policy 2.6 by subsequent order or at the re-opening of local schools and daycare centers.

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #200-2020**

### **Purchasing**

#### **3. First & Second Reading; Emergency Procurement Order – COVID-19 Emergency Declaration**

Melinda Bobbitt read the following memo:

Per Boone County emergency procedure policy, a Request for Emergency Procurement authorization was approved and signed by Commissioner Atwill on March 18, 2020. This allows Boone County to make emergency procurements associated with the COVID-19 pandemic without following our typical procedures of bidding and advertising. This allows us the ability to meet the needs of Boone County in a timely manner.

I am presenting the attached Request for Emergency Procurement #16-

30SEP20E for the Commission to formally confirm and ratify that we are operating under our emergency procurement procedures.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby confirm and ratify the use of the emergency procurement provisions authorized under RSMo Sec. 50.782.2, effective March 13, 2020, due to the COVID-19 global pandemic emergency. The details of this authorization are set out more fully in the attached Request for Emergency Procurement documentation.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #201-2020**

**4. Second Reading; Bid Award: 12-23MAR20 – Managed Print Services – Term and Supply (1<sup>st</sup> read 4-28-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby award bid 12-23MAR20 – Managed Print Services – Term and Supply to SumnerOne, Inc. of Columbia, Missouri.

Terms of the award are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #202-2020**

**5. Second Reading; Cooperative Contract: NCPA-01-9 – Cisco Products and Maintenance (1<sup>st</sup> read 4-28-20)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the utilization of the NCPA (National Cooperative Purchasing Alliance) Synnex Corporation Cooperative Term and Supply Contract NCPA-01-97 with reseller Huber & Associates, Inc. of Jefferson City, Missouri to provide Cisco Products and Maintenance.

The terms of the cooperative contract are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #203-2020**

**6. Second Reading; Cooperative Contract: R-BB-19002 Facilities Management Products and Solutions (Omnia Partners) (1<sup>st</sup> read 4-28-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the utilization of the Omnia Partners/NJPA Cooperative Contract R-BB-19002 for Facilities Maintenance Products and Solutions with Cintas Corporation.

The terms of the cooperative contract are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Parry seconded the motion.

The motion carried 2 to 0. **Order #204-2020**

**Resource Management**

**7. First Reading; General Consultant Services Agreement: CBB**

Stan Shawver explained this is a standard agreement for services with CBB. The County uses CBB, Crawford Bunte Brammeier for traffic engineer modeling. They have also been used to review traffic studies that have been submitted by developers.

There were no comments or questions from the Commission.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

**Sheriff's Department**

**8. First Reading; K-9 Maintenance Training Contract: Boonville PD**

Gary German explained this was the standard agreement for K-9 maintenance training. This is actually the second go around for the maintenance training with Boonville PD and it is for a 3-year term.

There were no comments or questions from the Commission.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

**Commission**

**9. First & Second Reading; Board Re-Appointments of the following:**

- **Don Bormann, Board of Equalization**
- **Dr. Willey Miller, Children Services Board**

- **Boyd Harris, Planning & Zoning Commission**
- **Rhonda Proctor, Planning & Zoning Commission**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby re-appoint the following:

<b>Name</b>	<b>Board</b>	<b>Period</b>
Don Bormann	Board of Equalization	May 1, 2020 thru April 30, 2024
Dr. Willey Miller	Children Services Board	May 1, 2020 thru April 30, 2023
Boyd Harris	Planning & Zoning Commission	May 1, 2020 thru April 30, 2024
Rhonda Proctor	Planning & Zoning Commission	May 1, 2020 thru April 30, 2024

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #205-2020**

**10. Public Comment**

None

**11. Commission Reports**

None

The meeting adjourned at 1:49 p.m.

Attest:



Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner