

TERM OF COMMISSION: May Session of the April Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Fred Parry  
District II Commissioner Janet Thompson  
Director Community Services Joanne Nelson  
Risk Management Specialist Angela Wehmeyer  
Senior Buyer Liz Palazzolo  
Deputy Clerk Michelle Thompson

The meeting was called to order at 9:32 a.m.

**Conference Call Information:  
Number: 425-585-6224 Access Code: 802-162-168**

**Purchasing**

- 1. First Reading; Cooperative Contract: NCPA-01-97 Synnex Advanced Technology Solutions Aggregator – GETAC In-Car Video Recording and Body Camera System Products, Services and Support**

Liz Palazzolo read the following memo:

Purchasing requests permission to use contract NCPA-01-97, the Synnex Advanced Technology Solutions Aggregator contract for the purchase of GETAC brand In-Car Video Recording and Body Camera System Products, Services and Support for the Boone County Sheriff's Department. The contract has been established as a cooperative contract through the National Cooperative Purchasing Alliance (NCPA). The contract has been requested by the Sheriff's

Department.

The contract period runs May 1, 2020 through July 31, 2022. There are two additional one-year renewal options available.

Payments would be made under the following department/account codes:

1251 - Sheriff/92300 – Replacement Machinery & Equipment: \$223,156.00

1251 - Sheriff/91300 – Machinery & Equipment: \$41,924.00

1251 - Sheriff/71100 – Outside Services: \$11,036.00

1251 - Sheriff/70050 – Software Service Contract: \$44,233.00

1251 - Sheriff/60250 – Equipment Installation Charges: \$31,255.00

1255 - Corrections/70050 – Software Service Contract: \$5,467.00

1255 - Corrections/60250 – Equipment Installation Charges: \$3,990.00

1255 - Corrections/71100 – Outside Service: \$1,364.00

1255 - Corrections/91300 – Machinery & Equipment: \$8,886.00

1255 - Corrections/92300 – Replacement Machinery & Equipment: \$27,156.00.

There were no comments or questions from the Commission.

Commissioner Atwill 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.

**2. Second Reading; Cooperative Contract: 022217-CAW for Fleet Management and Related Technology Solutions (Sourcewell/NJPA) (1<sup>st</sup> read 5-5-20)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the utilization of the Sourcewell/NJPA Cooperative Contract

022217-CAW for Fleet Management and Related Technology Solutions with CalAmp Wireless Networks Corporation by the Road & Bridge Department and the Resource Management Department.

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 3 to 0. **Order #210-2020**

**3. Second Reading; Emergency Purchase Agreement: 16-30SEP20E – Purchase and Delivery of Food from Boone County Farmers (5-5-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Agreement for Purchase of Services between Boone County and the Columbia Center for Urban Agriculture for the Purchase and Delivery of Food from Boone County Farmers.

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

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #211-2020**

**Community Services**

**4. First Reading; Budget Amendment: Increase funds for Strategic Innovation Opportunity request to assist with the Ranken College Central Satellite Campus in the Ashland area**

Joanne Nelson explained this was a request to add \$100,000 to the budget for the Ranken College project.

Commissioner Thompson asked if this was coming from the Community Health Fund.

Nelson said yes. Ranken will provide training for CNAs as well as Nursing, which will be of great use to the community health during this time.

Commissioner Thompson asked if this was going towards building the facility.

Nelson said yes. It is the matching portion they need.

There were no more comments or questions from the Commission.

Commissioner Atwill 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.

**5. First Reading; Budget Amendment: Increase funds to cover emergency health funding requests due to the COVID-19 pandemic**

Joanne Nelson explained this was to request to increase funds to cover some health needs that may arise in the future due to COVID-19. Some emergency applications for mental health services have already come in for adult mental health services but there are also some that may come up that they do not know about yet.

There were no comments or questions from the Commission.

Commissioner Atwill 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.

### **Human Resources**

#### **6. First & Second Reading; Request to extend training period for position 163, Senior Administrative Assistant, County Clerk's Office**

Angela Wehmeyer explained that the Senior Administrative Assistant for the County Clerk's Office will be retiring this year and the Clerk's Office is requesting an extended training period beyond the normal two weeks for the replacement of her position. It is expected to have no more than a 6-week overlap period.

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 approve a request for an extended employee overlap/training period, in excess of the ordinary 'Two -Week Training Period for New Employees' as approved in Commission Order 147-2005, for position 163, Senior Administrative Assistant, County Clerk's Office. The extended overlap period is approved through July 1, 2020.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #212-2020**

#### **7. First & Second Reading; Job Classification Committee Recommendations**

Angela Wehmeyer explained this was a recommendation from the Job Classification Committee to change the range for three separate positions. One is to move the Custodian position from 13 to 18, one is to move Grounds Maintenance from 17 to 18, and one is to move Senior Programmer Analyst from 47 to 50. All of these changes will take effect on January 1, 2021.

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 adopt the recommendations of the Job Classification Committee and authorizes Human Resources and the Auditor's Office to change the pay range assigned to job classification 305200 Custodian to Range 18, the pay range assigned to job classification 304500 Grounds Maintenance Worker I to Range 18, and the pay range assigned to job classification 104400 Senior Programmer Analyst to Range 50, effective January 1, 2021.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #213-2020**

#### **Commission**

#### **8. First & Second Reading; Authorizing and ratifying a Federal Funding Certification for CARES Act funding from the State of Missouri**

Commissioner Atwill said this is what was submitted last week to authorize the State to issue funding to the County, which has been issued as of yesterday. This involves around 21 million dollars to be managed by the County. These are federal funds that came with only basic rules that involve determining if funds being requested are related to COVID-19. Today, a new set of rules have come in which further defines the County's duties and obligations with respect to use of these funds.

Commissioner Thompson said, as they have discussed before, getting these funds disbursed is not a question of doing it quickly, rather doing it mindfully and appropriately and hopefully with more guidance from the Treasury Department.

Commissioner Atwill said future rules will also need to be followed and there will need to be a lot of accounting done to ensure things are in line for the future audit.

There were no more comments or questions from the Commission.

Commissioner Atwill moved now on this day, the County Commission of the County of Boone does hereby authorize and ratify the Federal Funding Certification to the State Treasurer's Office to facilitate the transfer of Federal CARES Act funding from the State of Missouri to the County of Boone. The terms of the Federal Funding Certification are attached to this Order and the Presiding Commissioner is authorized to execute said Certification on behalf of Boone County.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #214-2020**

#### **9. Public Comment**

None

#### **10. Commission Reports**

Commissioner Thompson said she received an email from Tracy Seffek who works with the SAFE Project which helps communities respond to the impacts of substance abuse. Since the DEA postponed the Drug Take-Back Day in April due to COVID-19, the SAFE Project is working with Deterra to do an At-Home Medication Disposal campaign that runs through Sunday, May 16<sup>th</sup> and they are willing to provide pouches to the community for the drug disposal. The email from Tracy Seffek is included at the end of these minutes.

The meeting adjourned at 9:56 a.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



## Michelle Thompson

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**From:** Janet Thompson  
**Sent:** Thursday, May 7, 2020 1:52 PM  
**To:** Michelle Thompson  
**Subject:** Fwd: Drug Take Back Day Opportunity

Sent from my iPhone

Begin forwarded message:

**From:** Tracy Steffek <[tracy.steffek@safeproject.us](mailto:tracy.steffek@safeproject.us)>  
**Date:** May 6, 2020 at 7:00:06 PM CDT  
**To:** Janet Thompson <[JThompson@boonecountymo.org](mailto:JThompson@boonecountymo.org)>  
**Subject:** Re: Drug Take Back Day Opportunity

Wonderful! Let me know how I can help!

Tracy

On Wed, May 6, 2020 at 7:27 PM Janet Thompson <[JThompson@boonecountymo.org](mailto:JThompson@boonecountymo.org)> wrote:  
Thank you so much for this information!! I'm going to reach out to law enforcement throughout the County to see what we can do.  
As usual— you are ahead of the game!!  
Janet

Sent from my iPhone

On May 6, 2020, at 2:51 PM, Tracy Steffek <[tracy.steffek@safeproject.us](mailto:tracy.steffek@safeproject.us)> wrote:

Hi Commissioner Thompson,  
I hope things have been going well for you and you're staying safe during this unprecedented time!

As you know, I am now in a new position with SAFE Project whose mission it is to help communities respond to the impacts of substance use disorder. I really wanted to connect with you because the DEA postponed its April Drug Take Back Day due to COVID-19. In response, SAFE Project teamed up with Deterra, creator of the Deterra® Drug Deactivation and Disposal System, the only safe and permanent method of at-home drug disposal, to rid the country of nearly 500,000 prescription and over-the-counter medications and give households an alternative way of disposing their prescription drugs.

We know that many young people first access drugs from medicine cabinets in their own homes. And, while people are hunkering down in quarantine and cleaning out their closets and basements, we can also encourage them to take a look in their medicine cabinets!

The At-Home Medication Disposal campaign runs through Sunday, May 16th (Prevention Week). Households across the US can go online to [DeterraSystem.com/SAFE](http://DeterraSystem.com/SAFE) and request a large Deterra Pouch to be sent directly to their home, free of charge. I'm also able to facilitate sending a bulk of these pouches to be delivered to a community site for local dissemination. For example, we've recently worked closely with the city of St. Louis to provide pouches at COVID-19 testing locations and it could be an opportunity to also offer pouches to parents picking up free student breakfast/lunches at schools.

Please let me know if there is an opportunity for Boone County to share this information with residents either via social media or if we can coordinate on getting you a bulk of pouches to be distributed across various sites in the county for resident pick-up.

Thanks, miss working with you and hope you're staying safe!

Tracy

Tracy Steffek, MPA  
Senior Director of National Coordination & SAFE Communities  
Call or Text: (908) 451-0523



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