

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
EMERGENCY MEETING HELD ON
WEDNESDAY, MARCH 18, 2020**

A special meeting of the Cochise County Board of Supervisors was held on Wednesday, March 18, 2020 at 4:00 p.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Thomas E. Borer, Chairman; Ann English, Vice-Chairman, telephonic; Peggy Judd, Supervisor, telephonic

Staff Present: Edward T. Gilligan, County Administrator
Sharon Gilman, Associate County Administrator
Britt W. Hanson, Chief Civil Deputy County Attorney, telephonic
Kim Lemons, Clerk of the Board
Amanda Baillie, Public Information Officer

Chairman Borer called the meeting to order at 4:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

ACTION

Board of Supervisors

1. Discuss, Consider or Approve what Emergency Measures the Board of Supervisors may take in response to the State and Federal Declaration of a Covid-19 Public Health Emergency.

Due to coronavirus concerns, this meeting will be attended only by telephone. Anyone wishing to attend, including members of the public, should call 520-432-9200 and you will be linked into the telephonic meeting.

Chairman Borer said the Call to the Public would be suspended for this meeting.

Mr. Gilligan said the purpose of this meeting stems from the federal and state declarations. The County's Public Health Director is tracking the public health emergency and there are no confirmed cases in Cochise County. The Health Department is working with hospitals and healthcare facilities whose resources may be taxed because they are seeing community members with pneumonia-like symptoms that require medical care. He had discussions with the County Treasurer, the Presiding Superior Court Judge, and specifically with the Courts, providing a provision of services, following an administrative order that

restricts various public services in the courts. Today is a first discussion on how to proceed as a county government to handle this public health crisis and pandemic. He recommended that public hearings not related to this health crisis be postponed until this issue is resolved. He listed those non-essential work sessions, and public hearings pertaining to liquor licenses, and asked if they should be heard or suspended.

Chairman Borer had questions considering liquor licenses because they need to be approved at the local level before they can move on for state approval. Items that impact businesses should be heard.

Vice-Chairman English said those items could be addressed at regular board meetings.

Mr. Hanson said meetings can be conducted virtually versus in-person, but we will need updated technology in order to conduct those meetings.

Mr. Gordon said that IT has purchased Teams meeting licensing to take care of the technological issues.

Supervisor Judd supports meeting remotely.

Mr. Gilligan said the types of services we provide in person or over-the-counter may change. For example, Library District services compete against the objectives of social distancing and keeping people at home. The platform is circulating materials, sharing books and CD's, or providing computers for internet access. That environment could be re-purposed for staff to act as public health information support. Also, permit services in Development Services can be initiated over the phone or through the website and issued remotely. Public services from the Board Office would also be included.

The Board agreed that the Regular Board meetings can be conducted remotely.

Mr. Hanson said this can also include public hearings if the public has access to speak.

The Board also discussed use of Adobe electronic signature for document approval and delegation of authority to the County Administrator to make decisions on the Board's behalf in order to expedite County operations' decisions.

After discussion of some specific measures to be taken, Supervisor Judd made a motion to delegate the authority to the County Administrator to make decisions unilaterally on behalf of the Board of Supervisors that would affect operations of the County and to suspend services the County provides that are impacted by Coronavirus; the County Administrator will promptly advise each board member individually of actions he is taking. Vice-Chairman English seconded the motion.

Chairman Borer called for the vote and it was approved 3-0.

Mr. Gilligan clarified that he did not think approving additional administrative leave at this time is necessary. Administration is currently working on two draft policies for review by elected officials and department directors before bringing them to the Board. These policies address rescinding medical approval to return to work after being home ill for 3 or more days and a provision for 80 hours of additional Personal Time Off (PTO) for employees. Those hours would be vested against future leave when their leave funds have been exhausted.

The Board agreed that staff does not need the additional worry about their personal and financial health.

Mr. Gilligan recommended that the County discontinue use of Department of Corrections inmates because of the potential of spreading Covid-19. The Board agreed.

There was a short discussion about approval of out-of-state travel.

Commander Bradshaw said there are writ and extradition orders concerning inmates that may include travel.

Mr. McIntyre said these would be an absolute rare exception, but there could be an occasion that involves out-of-state travel. He reiterated that we all have the same goal; to limit social contact.

All agreed that the message is to limit non-essential travel.

Vice-Chairman English asked that CDC guidelines are readily available for employees and the public to help control the pandemic.

Chairman Borer adjourned the meeting at 4:53 p.m.

APPROVED:

Thomas E. Borer, Chairman

ATTEST:

Kim Lemons, Clerk of the Board