

EUREKA COUNTY BOARD OF COMMISSIONERS

April 29, 2020

STATE OF NEVADA)
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COUNTY OF EUREKA)

CALL TO ORDER

The Board of Eureka County Commissioners met pursuant to law on April 29, 2020. The meeting was conducted telephonically pursuant to Governor Sisolak’s Declaration of Emergency Directive 006. Present were Chairman J.J. Goicoechea; Vice Chairman Michael Sharkozy (via interactive video); Commissioner Rich McKay; District Attorney Ted Beutel (via telephone); and Deputy Commissioner Clerk Jackie Berg. Members of the public and County staff attended the meeting via a toll-free conference call. The meeting was called to order at 9:30 a.m. and began with the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner McKay motioned to approve the agenda as posted; Commissioner Sharkozy seconded the motion; motion carried 3-0.

PUBLIC COMMENT

Chairman Goicoechea opened the floor for public comments; there were none.

COMMISSIONERS

Community Testing Plan: Chairman Goicoechea relayed that the Eureka County Board of Health met earlier that morning and took action to implement a Community Testing Plan for COVID-19. Testing will be reserved for persons showing signs and symptoms or those with confirmed exposure. Contact tracing will be done to identify possible exposures and to conduct additional testing as needed. Quarantine measures will be used to suppress spread of the disease. Eureka County has tested 11 people to-date and there are no confirmed cases.

Commissioner Sharkozy motioned to ratify the Community Testing Plan for COVID-19 as approved by the Eureka County Board of Health; Commissioner McKay seconded the motion; motion carried 3-0.

Recommendations to Private Businesses: The Board of Health discussed safeguards for private businesses as they reopen to the public. The Board reached a consensus that Sheriff Watts should continue meeting with business owners to recommend that they follow CDC guidelines, and to ask if they are willing to submit a reopening plan to the Board of Health.

Commissioner McKay motioned to support the Board of Health’s interim recommendations and guidance to private businesses in Eureka County in response to COVID-19; Commissioner Sharkozy seconded the motion; motion carried 3-0.

Eureka County Boards/Committees: Meetings of the boards and committees under the jurisdiction of the County Commissioners were suspended by direction of the Eureka County Emergency Management Council on March 16th. The Council now felt the meetings could resume if they are conducted telephonically or through other electronic means, in adherence to the Governor’s Declaration of Emergency Directive 006.

Commissioner Sharkozy motioned to authorize boards and committees, under the jurisdiction of the Board of County Commissioners, to resume meeting utilizing telephonic or electronic means as outlined in Emergency Directive 006. Commissioner McKay seconded the motion. Motion carried 3-0.

Interim Work Plan: The Emergency Management Council met on April 27th and recommended that Eureka County employees resume work schedules at County offices and worksites, while observing necessary health and safety guidelines as outlined in a memorandum

to employees. Buildings will remain locked for a two-week period (unless otherwise directed by the Board), but the public may call for an appointment.

Emergency Management Director Ron Damele clarified that certain facilities will remain closed to the public including the Opera House, Sentinel Museum, Swimming Pool, and buildings at the Eureka and Crescent Valley Fairgrounds. The outside area of the Fairgrounds will remain open. The parks and ball fields in Crescent Valley and Eureka are open. The Senior Centers are closed for congregate meals but will continue providing home-delivered meals.

The Crescent Valley Library and Eureka Library will remain closed until further notice. Assessor Michael Mears informed that the State has not yet set a date for the Department of Motor Vehicles to resume service.

Per recommendation of the Emergency Management Council, Commissioner Sharkozy motioned that, effective May 4th, Eureka County employees report for work on their regular schedules and at their regular work locations under guidelines set forth in a memorandum entitled, *COVID-19 Interim Work Plan & Health & Safety Guidelines for All Eureka County Employees*. Commissioner McKay seconded the motion. Motion carried 3-0.



EUREKA COUNTY BOARD OF COMMISSIONERS

J.J. Goicoechea, Chairman ♦ Mike Sharkozy, Vice Chair ♦ Rich McKay,
Member

PO Box 694, 10 South Main Street, Eureka, Nevada 89316
Phone: (775) 237-7211 ♦ Fax: (775) 237-5614 ♦ www.co.eureka.nv.us

FROM: The Eureka County Board of Commissioners

TO: All employees of Eureka County, via email

RE: COVID 19 interim work plan and health and safety guidelines for all Eureka County employees

Employees,

During a meeting April 29, 2020, the Board considered the most current and up to date recommendations from Eureka County's Emergency Management Council, the Eureka County Board of Health, and State and Federal offices, regarding how to proceed in a reasonable and step by step manner to return everyone back to normal working conditions while keeping everyone safe and healthy.

After careful consideration and deliberation, the Board insists all employees of Eureka County, and all elected and appointed officials of Eureka County, abide by and carefully follow all of the requirements listed here. As the situation changes, these requirements will change.

For now, these are the best available requirements to ensure the health and safety of everyone while we take a step back to normal work conditions, and we expect all of you to diligently work to abide by these requirements and carry them out.

Every person now working for Eureka County in any capacity shall follow these requirements until further direction from the Board:

1. Employees shall report for work and return to their regular and usual place of employment and no longer work from home beginning Monday, May 4, 2020. Employees are encouraged to not report for work if they are ill. All requirements for the use of sick and annual leave remain in place, with the addition of the Emergency Family and Medical Leave Expansion Act (EFMLEA) and Emergency Paid Sick Leave (EPSL).

2. Employees are reminded to cover their mouths while coughing or sneezing, and to frequently wash their hands. If a washroom is unavailable the use of hand sanitizer is strongly encouraged. Hand sanitizer will be provided to each office. Masks and gloves will be provided to each employee upon request. Employees are encouraged to routinely apply surface disinfectant or aerosol disinfectant to counters and surfaces touched by person, but may not use or spray such disinfectants on any person.
3. Employees shall keep and maintain the exterior doors to all public buildings closed and locked. Interior entry doors to all offices shall remain closed. Even an employee momentarily absent from their office shall ensure exterior doors remain locked.
4. All offices shall arrange to post in a conspicuous place on the exterior doors in an area easily accessible to the public, information about how to contact each office, and access by members of the public to the interior of public buildings shall be by appointment only, and limited to one customer transaction at a time. The customer will be escorted by an employee in and out of the public building. If more than one person is required for a customer transaction the minimum number of persons needed for the transaction may enter and leave at the same time. All employees are encouraged to conduct business by phone and email whenever possible.
5. Employees shall not congregate in the interior of any public buildings, or visit with other offices, when the required business to be conducted may be accomplished by phone, email, or dropping paperwork off at the other office.
6. Employees shall make every effort to remain at least six (6) feet away at all times from each other and any member of the public, and only when absolutely necessary should this social distancing not be observed.
7. Any interpretation or modification of these rules may be requested by emailing the Emergency Management Director, Comptroller, and County Commission Chair. Their email addresses appear at the bottom of this letter. Only email requests sent to all three persons will be considered. If change is warranted, all employees will be notified in writing as soon as possible.

If every person follows these common sense requirements everyone benefits. The Board expects you to do so.

/s/ J.J. Goicoechea, DVM
J.J. Goicoechea, Chairman
Eureka County Board of Commissioners

Interpretation or modification of these requirements may be requested in writing by emailing all three persons listed here:

Emergency Management Director – Ron Damele – Rdamele@EurekaCountyNV.gov
Comptroller – Kim Todd – Ktodd@EurekaCountyNV.gov
County Commission Chair – J.J. Goicoechea – JGoicoechea@EurekaCountyNV.gov

Supplemental Personnel Policies: Comptroller Kim Todd described two supplemental policies enacted by Congress in relation to the Families First Coronavirus Act. The first policy, Emergency Paid Sick Leave (EPSL), provides two weeks of emergency paid sick leave (prorated for employees who do not work full time) if a medical provider determines the employee meets certain criteria (a positive COVID-19 test or doctor-ordered quarantine).

The second policy, Emergency Family & Medical Leave Expansion Act (EFMLEA), provides up to 12 weeks (two weeks of unpaid leave followed by 10 weeks at reduced pay). This

policy also requires that the employee meet a specific set of criteria. If the employee has used FMLA (Family & Medical Leave Act) in the previous 12 months, the allotted time will be reduced accordingly.

These policies were written in accordance with the US Department of Labor and are effective April 1, 2020, through December 31, 2020. Due to Federal guidelines and mandates for these policies, which provide additional benefit to impacted employees, the public hearing and resolution process will not be followed due to time sensitivity relating to implementation.

Commissioner Sharkozy motioned to adopt supplemental personnel policies related to the Families First Coronavirus Act, particularly named Emergency Family & Medical Leave Expansion Act (EFMLEA) and Emergency Paid Sick Leave (EPSL), which will automatically expire after December 31, 2020. Commissioner McKay seconded the motion. Motion carried 3-0.

PUBLIC COMMENT

Chairman Goicoechea called for public comments; there were none.

The Chairman then asked that everyone bow their heads for a moment of silence in recognition of Kaitlyn Torres who was tragically lost the previous week. Kaitlyn worked for Eureka County and is the daughter of Maureen Garner, a good friend and long-time County employee. Chairman Goicoechea asked that the record reflect that Eureka County and this community stands with her mom, dad, grandmother, and the many others deeply affected by this tragedy.

ADJOURNMENT

Commissioner Sharkozy motioned to adjourn the meeting; Commissioner McKay seconded the motion; the meeting was adjourned at 10:27 a.m.

Approved by vote of the Board this 6th day of May, 2020.

/s/ J.J. Goicoechea, DVM
J.J. Goicoechea, Chairman

I, Jackie Berg, Deputy Commissioner Clerk, attest that these are a true, correct, and duly approved minutes of the April 29, 2020, meeting of the Board of Eureka County Commissioners.

/s/ Jackie Berg
Jackie Berg, Deputy Commissioner Clerk

I, Lisa Hoehne, Clerk Recorder of Eureka County, acknowledge and accept the attached minutes as approved by the Board of Eureka County Commissioners and attested to by the Deputy Commissioner Clerk.

/s/ Lisa Hoehne
Lisa Hoehne, Clerk Recorder