

TERM OF COMMISSION: June Session of the April Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Boone County Conference Room 301

PRESENT WERE: Presiding Commissioner Dan Atwill
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Director of Road & Bridge Greg Edington
Director of Human Resources Jenna Redel
Director of Joint Communications Chad Martin
Deputy County Clerk Jodi Vanskike

Conference Call Information:

Number: 425-585-6224 Access Code: 802-162-168

The meeting was called to order at 1:30pm.

Road & Bridge

1. First Reading: Budget Revision Department 2040 – Replace Skid Steer Mounted Pickup Broom

Director of Road & Bridge Greg Edington stated he attempted to hook up their broom, at which time the bucket on it failed and the hydraulic motor quit. Director Edington stated he priced parts to fix it but found out that it would take eight months to get them in and that the parts would cost twice as much as buying a new unit. Director Edington stated they decided to defer the purchase of some trenching boxes and move some funding to purchase a new pickup broom.

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

2. First Reading: Budget Amendment Department 2040 – Purchase of two motor graders

Director of Road & Bridge Greg Edington stated these were originally in last years budget but got pulled in December 2021. Director Edington stated this Budget Amendment is to get them put back in the FY22 Budget. Director Edington stated at this time there are eight motor graders, seven districts and one spare.

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

Purchasing

3. First Reading: Award Co-Op Contract 64/2022 - Uniform and Promotional Clothing Items, Term & Supply - Award to Diggitt, LLC for uniform and promotional clothing items

Commissioner Thompson stated this contract is to give the County access to this Cooperative Contract which was established by the City of Columbia.

The purchasing memo that was presented stated: Purchasing requests permission to use contract 64/2022 for Uniform and Promotional Clothing Items with Diggitt, LLC of Columbia, Missouri. The contract has been established by the City of Columbia as a cooperative contract. The contract provides uniform and promotional clothing items that various Boone County offices may need.

The contract period runs June 01, 2022 through May 31, 2023. There are four (4) one-year renewal options available beyond this initial term.

This is a Countywide Term and Supply contract.

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

Human Resources

4. First Reading: Recommendation by the Job Classification Committee to create a new classification of Treatment Court Case Manager (703750) on pay range 32

Director of Human Resources Jenna Redel stated the Court got grant funding for a Treatment Court Case Manager which will be a part-time non benefitted position at about 20 hours a week. Director Redel stated the Court has requested Range 32 so that they can pay this position \$20.00 an hour, which is what the grant was set up to pay. Director Redel stated this position will follow misdemeanor level drug and alcohol related cases and act almost like a Probation Officer to help those individuals get connected with services. Commissioner Thompson asked "Is this something that has the potential to continue? What are they planning to do when this grant expires?" Director Redel stated this is a four-year grant and the Court anticipates that they will try to get funding renewed for the position, but at this time the plan is it will last for the duration of the grant.

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

5. First and Second Reading: Recommendation by the Job Classification Committee to create a new classification of Dispatch Certification Instructor (class code 409250) on pay range 32

Director of Human Resources Jenna Redel stated she has three separate items all connected to this item. Director Redel stated Joint Communications has gotten their certification and in order to have the training of their new hires compliant with that accreditation, they must have instructors who have many qualifications. Director Redel stated for the Fire Dispatch, they need someone with a certain number of years of prior experience as a working fire fighter. Director Redel stated they had been farming out their training for this certification to a local organization that did it but that organization has cancelled training repeatedly and has been inconsistent in their availability to train the new staff. Director Redel stated Joint Communications has started the process of getting their own trainers certified and paying them directly for the classes, which they can schedule around their needs. Director Redel stated this is a creation of a new classification which will be a Dispatch Certification Instructor and will part-time, non-benefitted, essentially a pool position, on pay range 32. Director Redel stated right now Joint Communications has one person who is ready to start teaching the Fire Dispatch class this week, but she anticipates they will eventually hire someone to do the EMS certification instruction and the LAW certification instruction as well. Commissioner Thompson asked, "When you say they will be paid for doing the classes, how does that work?" Director Redel stated they are going to take one of their part-time non benefitted Emergency Telecommunicator Trainee positions and convert it to a part time non benefitted Instructor position.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the recommendation by the Job Classification Committee to create a new classification of Dispatch Certification Instructor (class code 409250) on pay range 32.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #254-2022**

6. First and Second Reading: Request to reclassify Position 974 from Emergency Telecommunicator Trainee to Dispatch Certification Instructor

Director of Human Resources Jenna Redel stated Joint Communications has position 974 that is for a part-time non benefitted Emergency Telecommunicator Trainee and they are going to convert one of those to make it available for the Dispatch Certification Instructor position. Director Redel stated they budget those positions at 600 hours, but they anticipate they will only be using this position when they have a full class of individuals that need to go through the certification.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request to reclassify Position 974 from Emergency Telecommunicator Trainee (ETC) to Dispatch Certification Instructor.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #255-2022**

7. Second Reading: Budget Amendment - Department 1115 - Employee Retention Incentive (First Reading 06.09.22) Open Public Hearing

Director of Human Resources Jenna Redel stated this is the Employee Retention Incentive that was discussed at the Commission meeting on June 9, 2022. Director Redel stated this incentive has two levels for full time benefitted employees. Director Redel stated the first level is full time benefitted employees who were on payroll on or before March 20, 2020 which was the day the County went into lockdown as an organization. Director Redel stated if those employees are still with the County on December 1, 2022, they will get a \$2,000.00 retention incentive. Director Redel stated the second level is for full time benefitted employees who were on payroll after March 20, 2020 but before tomorrow, June 22, 2022, and who remain on payroll on December 1, 2022. Director Redel stated these employees will qualify for a \$1,000.00 retention incentive. Director Redel stated she hopes this will help the County turn the corner on the high rate of turnover the County has right now. Commissioner Thompson added, as a reminder for the record, elected officials are not eligible for this incentive.

Commissioner Atwill opened and closed the public hearing.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby amend the fiscal year 2022 operating budget and establish the appropriations necessary to implement a retention incentive having an estimated total budgetary cost shown in the attached document. Eligibility rules for the retention incentive were established by Human Resources & Risk Management in consultation with the Auditor's Office and the Boone County Commission. The County Commission of the County of Boone hereby

authorizes the Boone County Budget Officer to allocate the budget amendment total for each fund to the appropriate departmental accounts within each fund and to adjust the cost allocation between funds as needed to properly reflect split-funded positions.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #257-2022**

8. Second Reading: Request to Transfer Above Authorized Transfer Salary - Deputy Director of Information Technology (First Read 06.14.22)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request to transfer above the authorized transfer salary for position 991, Deputy Director of Information Technology, and does hereby authorize an appropriation of \$105,945.22 for the annual salary of said position.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #257-2022**

Joint Communications

9. First and Second Reading: Request to hire above flexible hiring limit for Position 974 – Dispatch Certification Instructor

Director of Joint Communications Chad Martin stated this item goes along with the items Director Redel went over earlier. Director Martin stated they are wanting to hire a Captain from the Columbia Fire Department in as the first Dispatch Certification Instructor. Director Martin stated the individual has the pre-requisite experience to get the certification for the International Academy of Emergency Fire Dispatch Instructor and at this point, there are no other individuals in this position so there are no conflicts to hire at this rate. Director Martin stated the rate of pay chosen was based upon what the Academy pays their instructors to do a class. Director Martin stated the Academy pays by class, but the County has broken it down to a fair hourly rate.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request to hire above flexible hiring limit for Position 974, Dispatch Certification Instructor, Joint Communications, and does hereby authorize an appropriation of \$25.00 an hour.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #258-2022**

Boone County Counselor

10. Second Reading: MOU regarding a donation for a Community Remembrance Project (First Read 06.14.22)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Memorandum of Understanding concerning a donation for a Community Remembrance Project.

The terms of the agreement are set out in the attached and the Presiding Commissioner is authorized to sign said agreement.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #259-2022**

Resource Management

11. Second Reading: Approval of Extension of Stormwater Security Agreement and erosion and sediment control Performance Bond for Midway USA Phase 1 (First Read 06.09.22)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Extension of the Stormwater Security Agreement and erosion and sediment control Performance Bond between the County of Boone and 40 & J Farms LLC and 40 & J Development LLC.

The terms of the agreement are set out in the attached contract and the Presiding Commissioner is authorized to sign the same.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #260-2022**

13th Judicial Circuit Court

12. Second Reading: Budget Amendment for Dept 1244 - Stop VAWA Grant (First Reading 06.07.22) Open Public Hearing

Commissioner Thompson stated the VAWA grant has been in place for many years and provides a lot of funding for the Prosecutors Office and is very helpful in that offices work.

Commissioner Atwill opened and closed the public hearing.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Budget Amendment for Department 1244 - Stop VAWA Grant.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #261-2022**

Commission

13. First and Second Reading: Board Re-Appointment: Daniel Boone Regional Library Board – Patricia Powell

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the following Board Re-Appointment:

Patricia Powell	Daniel Boone Regional Library Board	3 Year Term	July 1, 2022 thru June 30, 2025
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Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #262-2022**

14. First and Second Reading: Organizational Use of the Boone County Chambers - Local Spiritual Assembly of the Baha'is of Columbia, Missouri

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Center Chambers by the Local Spiritual Assembly of the Baha'is of Columbia, Missouri on October 22, 2022 from 8:00am until 6:00pm for a gathering to elect a representative to the National Convention.

The Commission's approval of the use of the interior of the Government Center, specifically the Commission Chambers, is conditioned upon the inside use being consistent with the then applicable building use policies set forth by the Commission in light of the COVID-19 pandemic and local health orders.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #263-2022**

15. Public Comment

Commissioner Atwill opened and closed public comment.

16. Commissioner Reports

None

Attest:



Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner