

MINUTES OF THE MEETING OF THE
BOARD OF COUNTY COMMISSIONERS
GILPIN COUNTY, COLORADO

August 17, 2021

A special meeting of the Board of County Commissioners of Gilpin County was held on August 17, 2021, in an in-person meeting at the Old Courthouse. Chair Linda Isenhardt called the meeting to order at 9:05 a.m. In attendance were Chair Isenhardt, Commissioner Sandy Hollingsworth, Commissioner Web Sill and Clerk to the Board Sahari McCormick.

Agenda Review. Add PHO Discussion for HR.

Public/Press Comment. None

Resolution #21-10 Appointment of Americans with Disabilities Act (ADA) Coordinator for federal grants and other associated needs. David Woodlock, Director, Human Resources, Susie Allen

- Requires we have a grievance procedure for people who feel they have been discriminated against. Last time this was reviewed was 2014.
- Grievance procedure updated by Susie Allie to reflect David Woodlock as is new coordinator
 - Takes Susie Allen's name off and adds David Woodlock.
- Commissioner Hollingsworth made a motion to accept the Resolution 21-10 which will appoint David Woodlock as ADA coordinator as required under 28 CFR 35.107. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Agreement between the Gilpin County Board of County Commissioners and Susie Allen for the purpose of assisting Director Woodlock as Co-Director of Human Resources

- Length of time for agreement to be determined.
 - Ms. Allen will make her services available to be remunerated at her previous salary as Human Resources Director. She has also been communicating with Sheriff Armstrong regarding other responsibilities in the Sheriff's Office as Evidence Technician.
 - Will start with current payroll.
 - Working arrangement to be determined by David and Susie.
 - Backup/temporary workers may be arranged for Susie's job.
- Susie: Thank you for having confidence in me.
- After some discussion it was decided that Linda will be the point person for reaching out for communication since she is already working with Finance and the departments are connected.
- Commissioner Hollingsworth clarified the difference between Susie's existing job (non-exempt) and the temp (exempt). She will be within the mid-range in the Graves study.
- All agreed this hire is necessary to bring HR back into compliance with policies and provide training as there was no manual to follow.
- Commissioner Sill made a motion to hire Susie Allen as temporary Co-Director of Human Resources for an indeterminate period of time, at the salary of \$102,400 starting August 7, 2021. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Public Health Order Questions Susie Allen and David Woodlock

- Getting pushback from some departments, need clarification on procedure
- Testing results can take 3-7 days to come back, need rapid tests. Commissioner Hollingsworth said that Nate and Bonnie have them but they need to arrange a monitor to give the tests.
- Chair Isenhardt: testing put on pause until it is figured out. Public Health is working on testing. Mask order is in effect in county buildings and will continue to encourage people to get vaccinated.
- Commissioner Hollingsworth: can go to a website to find a list of testing sites closer to home, go to Public Health or another event such as testing at Z Casino. We are still encouraging people to get tested this week to get a baseline but it is not required this week. People can turn in their proof of vaccination card too. Commissioner Hollingsworth has a meeting at Monarch today and they have implemented the same thing and will inquire how it is working out.
- Chair Isenhardt will send out an email to all employees that testing procedures are a work in progress. Doesn't want to confuse people and will outline what HR's responsibility is.
- David Woodlock: one department has already pushed back about the potential fines and may have pushback about the weekly tests. Is the testing done on county time? Answer yes, and people can use their COVID time to do this (see Commissioner Hollingsworth's comments below).
- Commissioner Hollingsworth: It is about public safety and can't have departments shut down again. This is not a situation unique to Gilpin County.
- Commissioner Sill: The \$2500 fine was reduced from \$5000.
- Chair Isenhardt: Need to evaluate having tests brought to people. Hopefully this is temporary. Don't want to lose any staff. Testing on county time needs to be determined.
- Commissioner Hollingsworth: covid leave time can be used for testing. If they test positive, they need to isolate at home for 10 days and then retest if symptomatic according to current policies.

Public / Press Comment. None

Adjourn. There being no further business to come before the Board, they adjourned at 9:25 a.m.

Signed this 31st day of August 2021.