

**Morrow County Board of Commissioners**  
**Emergency Meeting Minutes**  
**March 23, 2020**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present**

Chair Melissa Lindsay  
Darrell J. Green, Administrator  
Karmen Carlson, HR Director  
Bobbi Childers, Clerk  
Tony Clement, General Maintenance  
Glen Diehl, Justice of the Peace  
Mike Gorman, Assessor/Tax Collector  
Kate Knop, Finance Director  
Roberta Lutcher, Executive Assistant  
Justin Nelson, County Counsel

LeAnn Wright, Juvenile Department  
**Via electronic means**  
Commissioner Don Russell  
Commissioner Jim Doherty  
Stephanie Case, Interim Planning Director  
Steve Haddock, Surveyor  
Sandi Pointer, Public Works  
Matt Scrivner, Public Works Director  
Linda Skendzel, Veterans Office

**Call to Order & Pledge of Allegiance:** 11:33 a.m.

**City & Citizen Comments:** None

**Open Agenda:** No items

**Commissioner's COVID-19 Update**

- Chair Lindsay explained the meeting was planned in anticipation of Governor Kate Brown's new directions that were expected this morning. Since its release, she said she's already heard multiple interpretations but she did not plan a decision by the County until at least tomorrow's meeting.
- Mr. Green said as the information comes out, he wanted to keep communications flowing. He also has heard different interpretations but wanted to get in front of it a bit. As information will continue to flow through tomorrow's meeting and possibly Wednesday's meeting, he wanted to let everyone know what we see coming, recognize what we need to do or not do and start moving forward with actions we do as a County to keep people safe.
- Chair Lindsay said to recap, we're doing our best to create social distancing by working at home and flex scheduling, as well as allowing people to use paid time off to care for a non-sick child at home.
- Ms. Carlson discussed the latest information regarding the Oregon Family Leave Act (OFLA) that is still being vetted. She said there will be an 80-hour block of leave covered by the employer, but very specific conditions have to be met. Information was still evolving, contact Ms. Carlson for additional information.
- Chair Lindsay said there are 0 confirmed cases in Morrow County, but based on need, testing has taken place by medical professionals.
- Ms. Childers briefly reviewed information she received from the Secretary of State's Office and the Department of Treasury on the need to continue to offer essential services. She said she was happy to share the information.
- Chair Lindsay said while the next steps will be vetting and interpreting the Governor's Executive Order, there was one Department Director not here – Public Health Director

Sheree Smith. She said in her absence, the County will work to temporarily fill that position.

- Ms. Childers discussed actions other counties have taken, such as issuing letters for employees to have in their vehicles acknowledging their need to travel to and from work. She said she had a template, if needed.
- The specifics of the Governor's Executive Order were discussed throughout the meeting.
- Mr. Green said as County employees, we all need to lead by example at work, in public and in our private lives. He asked everyone to allow 6' of space and follow the other Public Health recommendations.
- Chair Lindsay said conversations will continue to determine who can and can't work from home and she hoped to have those answers sooner rather than later.
- Topics were brought up that will be put on the agenda for the next meeting. They included County facilities, including Parks, and construction projects in the County.

**Adjourned:** 12:05 p.m.