
Minutes of the Board of County Commissioners Payroll Meeting held on
March 19, 2020 at 9:00 AM in the Conejos County Board Room, 6683
County Rd 13, Conejos, CO. 81129

Call the meeting to order:

Vice Chair-Carlos Garcia called the meeting to order at 9:00 AM.

Those present were: Carlos Garcia- Vice Chair
Mitchell Jarvies-Chrmn. Via-phone
Steve McCarroll-Vice Chair-Via-phone
Tressessa Martinez- County Admn.

Also present were Nick Sarmiento-County Attorney, Connie Ricci-HR
Director, and AnnaBelle Gomez, Deputy Clerk & Recorder.

Pledge of Allegiance: Comm. Garcia led everyone in the Pledge of
Allegiance.

Prayer: Comm. Garcia gave the opening prayer.

Public Comment: None

Approval of Agenda

Motion to approve the agenda with the additions of a Resolution
Adopting Procedures for Emergency Meetings-Resolution C-09-20 and
discussion of Conejos County Government Services during the Covid19
disaster crisis: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

ADMINISTRATORS CORRESPONDENCE

Rio Grande Water Conservancy Board-Appointment

Tressessa, County Admn. stated that they interviewed both applicants
for the position. They can have a discussion and make your
recommendation for appointment.

Comm. Garcia stated that he would like to thank both Dwight Martin and Bea Ferrigno. They were both very qualified for this position so it is a tough decision.

Comm. McCarroll stated that as they were interviewing he thought that both of them were very good interviews, both have positive ideas but Mr. Martin has a lot of experience because of his service as well as he had an interest in all water that is found in Conejos County.

Comm. Garcia stated that they had one applicant sort of waiver to the other applicant based on their experience so that made the decision a little easier.

Motion to appoint Dwight Martin to the Rio Grande Water Conservancy Board: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

COUNTY ATTORNEY

Nick Sarmiento stated that he is coming today with the recommendation that they close Conejos County Government to the public for a 2 week period if employees decide to go home or if elected officials decide to stop operating that it be with full pay and no leave be taken either sick leave or paid time off. Some elected officials will be operating behind closed doors. The first one is close off to the public, the public buildings, and no contact with the public.

Comm. Garcia stated that Mr. Ruybal -Clerk & Recorder had mentioned that people that needed license plates could drop off in the drop off box and possibly mail them in.

Nick Sarmiento stated that they could call the elected officials to come in so they can get their input; also mentioned that the motion today is that they might leave it to the discretion of the elected official as to whether they close completely or just to the public face to face. They could have a group discussion with elected officials/department heads.

Comm. McCarroll stated that they should leave it up to each elected official and department heads.

Comm. Garcia stated that whatever they do is fine with him.

Tressesa asked if after talking to each of the elected officials do they want to include that in the resolution.

Nick stated that they have to give the public notice. If Mack decides to open one day he will have to post when he is going to be open and how he will be available. In terms of Road and Bridge that is going to continue operating but we don't want face to face with the public but what days will they be open for a phone call.

Motion that Conejos County close the public buildings and limit face to face contact between the public and county employees: Comm.

McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

Nick Barela, Social Services Director stated that Social Services is going to remain open for document drop off because we don't have a document box at this point. We have a big population of clients who don't have the ability to submit their documents any other way.

Nick Sarmiento asked Comm. McCarroll to retract his motion.

Comm. McCarroll retracted his motion.

Nick Sarmiento stated that he will make exemptions to the motion. The motion will be Conejos County Road and Bridge, Public Health, Department of Human Services and Conejos County Sheriff's Office.

Connie-HR stated that there needs to be a bigger discussion on the essential and none essential employees of each office.

Nick stated that as commissioners do you want to make the decision for all these departments because if it is left up to each department they are not going to isolate.

Comm. Garcia stated that he agrees as they started out it was general but if they need to put some exceptions; but as county commissioners say they are closing to the public.

Comm. McCarroll stated that he agrees with Comm. Garcia. We should move forward and make it the best way we can and rely on the elected officials and department heads to do what's best for their offices.

Motion that Conejos County Government except for the Department of Social Services, Conejos County of Public Health, Conejos County

Ambulance, the Conejos County Sheriffs and Jail, and the 12th Judicial Courts, all none essential government services are closed until further notice: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

Connie-HR will put out the press release.

Approval of Minutes

Motion to approve the minutes of the March 05, 2020 as amended: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

Nick Barela-DSS Report

Nick stated that he will remove the census proclamation that this time, it will be postponed to a different date to be determined.

Nick presented the signed document of their Health Care Policy and Finance Supervisor Grant which was additional monies that the Department of Social Services received for their supervisors to process Medicaid cases at a rate of \$40.00 an hour.

Nick presented the EBT expenditures in the amount of \$301,250.39 and accounts payables in the amount of \$28,808.49.

Motion to approve EBT expenditures and Accounts Payables as presented: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

Nick presented the caseload report as follows:

Child Support-397 Cases	Child Welfare-12 cases
Adult Financial-122 Cases	Colorado Works-50 cases
Food Assistance-735 Cases	Medical Assistance-1,540

Nick Barela stated that in regards to the Department of Social Services he will be posting the following on the website: Effective March 20, 2020 the Conejos County DSS will continue to operate under normal business hours but will have the following limitations in place. Customers will not be seen in our offices and should phone into our number for inquiries about their case. If you do not have access

to a phone or internet please notify our front desk receptionist. Interviews for public assistance will be conducted via-telephone. Please ensure that CC Dept. of Social Services has a good contact number for you. We are encouraging that all applications and re-certs and changes for public assistance and child care be reported via-p which is our on line service. All cases of child adult neglect should be called into the child abuse hot line. You can email your questions directly and there is a list of all employees and their email address. Mail any documents to the Conejos County Dept. of Social Services or drop off during operating business hours. Instruction to clients please take care of your EBT cards, those will be replaced via-mail. Child Support payments are encouraged to be paid on line and TANF eligible families who have experienced loss of income due to Covid19 may be eligible for our Conejos County disaster funds contact Social Services for details.

Nick stated that on some of their programs they will have to do video conferencing, the state is sending them 19-22 lap tops, drop off box has been ordered for their department, food stamp and adult program re-certifications will auto reapprove for 6 months.

Nick also mentioned that the job fair has been posted.

Linda Land Use

Jolene Ruybal-Division of Land

Linda presented the following:

CASE NO: CCLU-2018-0263 **REQUEST:** DIVISION OF LAND
APPLICANT: Jolene Ruybal **ZONING:** Rural
SURVEY BY: Reynolds Engineering Company
BACKGROUND: Application was filed with the Land Use on 11/16/18 for a Division of Land/Subdivision Exemption. The owner of the property is Audrea Garcia, Jolene is her sister. Real property is described as:

7.00 Acres a Division of Tract 1 of the Audrey, Jolene and Delfino Garcia Division of Land. Situation in a fraction of the NE1/4 in Section 20, Twp. 33 N, Range 9 East NMPM Conejos County, Colorado.

The proposed Division of Land (7 Acres)will create the following:

Tract #1A containing 6.0 Acres more or less
Tract #1B containing 1.0 Acres more or less
County Rd G.6/Veterans Blvd was dedicated when the property was

divided in 2004.

Purpose of Dividing the Land- To allow for building on the property. Jolene plans to set up a home.

Motion to approve Resolution C-10-20 Jolene Ruybal Division of Land: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

Bucky & Courtney Claunch- Boundary Line Adjustment

Linda presented the following:

CASE NO: CCLU-2020-0029 REQUEST: Boundary Line Adjustment
APPLICANT: Bucky & Courtney Claunch SURVEY: Reynolds Engineering
BACKGROUND: Application was filed with the Land Use on Feb. 11, 2020
for a Boundary Line Adjustment. The property is legally described as:

150.117 Acres being an Adjustment of the Boundary between Tract 1 of Tract 3 of the A.R. Claunch Division of Land- SE1/4 of Section 10, Twp. 36 N, Range 8 East, NMPM, Conejos County.

The property is zoned rural. The use is rural-residential and agricultural use.

The proposed Replat of the property will create the following:

Tract 1A containing 145.433 Acres +
Tract 3A containing 4.684 Acres +

The landowners are adjusting the property boundaries to enlarge Tract 3A.

Motion to approve Resolution C-11-20 Claunch Boundary Line Adjustment: Comm. McCarroll/Second: Comm. Garcia, all in favor.

2-0 Motion carried.

Rito Hondo-Sketch Plan-Final Approval of Pending Issues

Linda stated that she does not want to take action at this time because not all board members are here. Linda asked to be put on the agenda for the next meeting; the board agreed.

Linda stated that nothing has really changed. Mr. Robins is a little anxious to get the preliminary review process going.

Rodney King-EMS

Rodney presented the SLV Org Chart concerning the Covid19. They are having conference calls every day. The chart included the State EOC, Incident Commander, CDPHE, Gunnison JIC, SLV PIO, SLV JIC, SLV EPI, SLV Operations Section, Logistics/Safety Section, Planning Section, etc. stated who those persons are.

Rodney talked about the people that will require a contract and some kind of pay for their services. Those people are not in incident command or public health.

Rodney stated that he and Denise will be co-incident commanders and Connie and Marietta will be our public affairs PIO, they do not have a safety liaison officer right now.

Rodney talked about the financing part. They will have to do a weekly report; stated that they want to track their time.

Tressesa, County Admn. stated that she got the forms from DOLA.

Rodney mentioned that they are looking for an alternate facility in case the hospitals were to get swamped. They are going to contact Adams State College to see if they could use their facility. He talked about the shortages of gowns, masks, gloves, etc. Marietta will work on their inventory. Rodney stated that most counties went to a 10 limit, we might amend ours to go to that, they are working with IC 7 to 7 assuming that is 7 days a week.

Denise- Public Health stated that she needs to add that Samantha Escobedo is our Epidemiology liaison, she is linked into the regional and she gets direction from the state.

Denise Jiron-Public Health/Board of Health Report

Denise presented the following report:

Administration and Governance

Denise stated that the only thing that has changed is that they hired a transition coordinator. They hired Jerrica Crowther but has not

started because of Covid. She has sent information to HCPF regarding that.

Immunizations- They have to be prepared to make sure they have enough supplies in case a vaccination is found for Covid19; she is working with Samantha on that.

Communicable Disease Prevention- All the grants remain the same. Meetings that they have at the Office of Behavioral Health have been cancelled.

Child Fatality- No changes.

Personal Care Provider Program (PCP)-94 clients for the month of March and hours worked 2,600; expects that to take a drop.

Electronic Verifications- that has been delayed because of COVID19, they cannot train and does not want to train in groups.

Commodity Supplemental Food Program- 331 total participation. They do have a contingency fund to operate through Covid19, they are moving to 2 days a week. The office will be closed to the public with delivery service to the door; they are removing the selection part and just preparing their boxes with portions of proteins, fruits, etc.

OLTC-330 in district Conejos 175

OLTC-Close out plan will continue.

Hired Transition Coordinator-Potential start March 25, 2020.

Board of Health Report

Coronavirus Disease-Covid19

As March 18th there are no known cases of Covid19 in Conejos County. Gave report of cases in Colorado.

CO help 303-289-1676 has been set up for the public to call with general questions about COVID.

Denise talked about physical distancing; emphasized how importance it is.

SLV Health has set up a nurse hotline for questions 719-589-2511 #9

Denise stated that non-essential staff need to be home. If people can work from home they need to accommodate that, then that exposure will be limited; talked about a compromised system also a secondary health such as diabetes or lung issues, etc.

Comm. Garcia proceeded to read what the board had passed earlier concerning non-essential government services.

Nick Sarmiento stated that they should close everything down but every elected official can decide what they want to do.

Chrmn. Jarvies stated that Denise is our Public Health Director and we should follow her direction. We need to be very cautious but not cause any panic.

Denise stated that Public Health is not a testing site. We decided 2 weeks ago that we are not equipped for that. We work with our partners to streamline that they go to one place and the reason being is that public health has shifted. It is no longer nursing service. We don't have nurses to fill that need; we don't have the medical structure and don't have the medical expertise for triage.

Rodney stated that Alamosa set up a call, they talk to a nurse triage but are letting them come in to the hospital or ER, his understanding is that they have about 100 test kits and are being used very sparingly.

Denise presented a chart which explains which counties in Colorado have confirmed cases of Covid19 and how it is starting to peak.

Denise stated that as far as Public Health she will have 4 people working from home they will do phone contacts.

There was a discussion concerning the 30-group. Nick stated that we can amend ours but it can be superseded by the state or national orders; it is an emergency order.

Denise stated that she will issue that order today; Denise will go ahead and sign that and that will be posted.

The board called in Donnie Martinez with the 3 supervisors. Nick Sarmiento stated that some portions of their duties are none essential but there are some that are, they have some jobs that have to be completed.

Chrmn. Jarvies stated that they have some projects that have to be completed before the water hits are those considered essential or not.

Donnie stated that they are expecting water by April 01st, mentioned that he will need a guy here and there to complete those projects; he can visit with the supervisors and practice checking emails and texts.

Connie stated that this is for the next 2 weeks but they will have to re-evaluate because things are changing.

Comm. Garcia asked Donnie to get ahold of Nathan Coombs to see if there is a delay.

Nick stated that they should be prepared for emergencies concerning bridges or trees, etc. they can stagger those employees, take their equipment home if they need to.

Denise stated that they should outfit each vehicle or piece of equipment with sanitizing equipment.

Connie-HR stated that they can communicate with the county employees through their Everbridge System, she suggested that the employees be registered.

Comm. McCarroll stated that if they get a call he can turn it over to Donnie and he can determine if it is essential or not.

Sheriff Crowther stated that they will screen when somebody comes to the door, they will send somebody outside to work with them, the guys should not be stopping a bunch of cars, they are taking calls by phone, they will respond if it is an emergency, the front office is working from home. As far as the jail they can probably get down to 7 inmates, they are trying to PR some of them, trying to clean the building twice a day and are trying to not expose themselves and will prioritize safety for their people.

Denise stated that they need to look at Scott's physical distance when people come in.

The board took a 5 minute recess.

Nick Barela-DSS stated that they are going to continue offering services and not meeting with the public. All services are considered required services. They will practice social distancing within the

office; they will use voice mail, etc. Nick had a question for Denise concerning new clients for HCBS for recertification who will be re-assessed of have their OLCT100. He needs to know what they are going to be doing there. Nick also talked about custodial being essential. He stated that employees are to call in when they are sick. He also mentioned that he cannot work with a skeleton crew. They will be prioritizing their cases. He stated that he has ordered hand sanitizer, he has plenty of cleaning supplies, etc.

Rodney King-EMS stated that DSS is very essential.

Denise stated that her staff is working from home. They will conduct intakes however the full functional assessment will not be completed because that needs to be done in person and cannot be assessed over the telephone.

Robert Lockwood stated that he will not be doing any outreach. He has reached out to each current veteran and advised them that the State Department of Veteran's Affairs is currently shut down. Their assistance to him is limited. He needs some guidance as to what message he should leave on his answering machine and he will be going home. He will be writing a grant for monies that are available.

Linda-Land Use stated that she is under administration. She will do what they say they do. She would like to answer phones. Chris will not be doing any inspections. She would like to access her work files to play catch up. She will take her office lap top home.

Naomi-County Assessor stated that they do have deadlines to meet. They need to send their NOV's by May 1st which means they need to have everything in their computer and ready to go and sent to ACS by the 15th of April. They don't have that much traffic. She can use her computer. Thomas has to be out in the field picking up information. She has given her phone number to the title companies because she can look up information.

Nathan-Clerk & Recorder stated that he would not mind taking the two weeks but feels it would be a disservice to our county. We will close to the public. We will accept payment for renewals a via-drop off box. We would consider marriage licenses by appointment only but as recommended we would not have any appointments in the next 2 weeks. Nathan also talked about the 30 day grace that people have on license plate renewals; also mentioned that we cannot work from home for either motor vehicle or SCORE. Nathan stated that we will not be working a full day.

Mack Crowther-Treasurer stated that there are only two in his office so his plan was that there be only one in the office. They can alternate every day. They can take phone calls a lot of people pay over the phone or on line. He feels that they can keep going. They can use the drop off box for voter for payments. They need to put in the announcements no cash. As far as Public Trustee nothing will occur as far as foreclosures he is not affected. Nobody will be losing their homes in the next 60 days.

Connie will have WSB work on that front page which will show all the offices and what is going on. They can just click on that page and they can be directed as per office.

There was a short discussion concerning shelter in place such as what San Miguel County has in place.

Chrmn. Jarvies stated that he hopes that we are all in agreement and evaluate it in 2 weeks and see where we are at.

Connie-HR stated that they will be able to check their messages from home.

Nick Sarmiento County Attorney proceeded to read Resolution C-09-2020 for Conejos County as follows:

WHEREAS, the Colorado Open Meetings Law, C.R.S. 24-6-401, et seq. exercises authority over meetings of local governments, including meetings of the Board of County Commissioners of Conejos County (hereinafter, the "Board"; and

WHEREAS, the Colorado Open Meetings Law applies to any meeting convened in person, by phone or electronically to discuss public business relating to the policy-making function of the board; and


WHEREAS, the Colorado Open Meetings Law contains no reference to emergency meetings; however C.R.S. § 30-10-303 (2) allows the Board to call an emergency meeting provided it has adopted procedures therefore; etc.

Motion to adopt Resolution C-09-20 A RESOLUTION ADOPTING PROCEDURES FOR EMERGENCY MEETINGS as presented: Comm. McCarroll/Second: Chrmn. Jarvies, all in favor.

3-0 Motion carried.

There being no further business to come before the Board, Vice Chrmn. Garcia declared the meeting adjourned.

ATTEST: 
NATHAN RUYBAL
CLERK OF THE BOARD


CARLOS GARCIA
VICE-CHAIR BD OF COUNTY COMM.