

Supervisors Room, Courthouse  
Pocahontas, Iowa  
March 27, 2020

At 1:00 p.m., the Board of Supervisors of Pocahontas County, Iowa, met in special session to discuss the COVID-19 virus.

Due to the spread of COVID-19, it was determined that an emergency meeting was needed to be held in an effort to collaborate and give the Department Heads the weekend to determine how to implement the guidelines the Board of Supervisors would implement. Since all County buildings are closed to the public, making holding public meetings impossible, Pocahontas County held the emergency meeting electronically.

Members present: Chairman, Jeffrey Ives; Supervisors, Clarence Siepker, Louis Stauter, and Brent Aden; and Auditor, Kelly Jepsen. Others present: Diane Ferguson, Public Health Director. Telephonically: Reporter, Erin Sommers; Supervisors Ed Dewey; and EMA Coordinator, Russ Jergens.

Diane Ferguson and Russ Jergens gave an update on the COVID-19 cases, discussed issues they are addressing and gave suggestions on the next steps the Board should consider in an effort to keep the County operational while keeping the employees safe.

Auditor Jepsen communicated the results of the COVID-19 Impacting Counties Survey, filled out by County Auditors earlier in the day.

Discussion on guidelines to give the Departments ended with the decision to let the Department Heads know what they are considering, listening to their concerns, and making the final decision on Tuesday, March 31, 2020. This would allow the Board time to consider Department Heads' input, and if need be, make changes to their guidelines prior to implementation. This would also allow Department Heads the weekend to consider how to apply the Board's guidelines into their offices. The Board is considering allowing the Department Heads the ability to send their staff home on rotating basis. While home, asking employees to shelter in place and be on call. Employees that are home would be on paid administrative leave as long as they would commit to being self-quarantined, as that would be their job for the week. The purpose to rotate staff and self-quarantine is to minimize potential exposure to COVID-19, allowing the operations of the County to continue through this pandemic.

There being no further business, the Chairman declared the meeting adjourned.

---

Jeffrey K. Ives, Chairman

---

Kelly A. Jepsen, Auditor

Supervisors Room, Courthouse  
Pocahontas, Iowa  
March 27, 2020

At 2:00 p.m., the Board of Supervisors of Pocahontas County, Iowa, met with Department Heads to discuss the COVID-19.

Due to the spread of COVID-19, it was determined that an emergency meeting was needed to be held in an effort to collaborate and give the Department Heads the weekend to determine how to implement the guidelines the Board of Supervisors would implement. Since all County buildings are closed to the public, making holding public meetings impossible, Pocahontas County held the emergency meeting electronically.

Members present: Chairman, Jeffrey Ives; Supervisors, Clarence Siepker, Louis Stauter, and Brent Aden; and Auditor, Kelly Jepsen. Department Heads present: Diane Ferguson; Dereck Hebert; Sue Reigelsberger; Amy Johnson; Steve Nelson; Bob Harrison; and Hannah Hubbell. Telephonically: Reporter, Erin Sommers; Supervisors Ed Dewey; and Department Heads: Russ Jergens, Jill Conlin, Orene Cressler, Brian Reis, Mike Bollard, Carol Williams, Tom Grau, Alyson Hauser, Jack Moellering, and Kelvin Aljets.

Ives explained that Governor Kim Reynolds has requested that counties stay open through the COVID-19 pandemic. As each department varies, it should be the Department Heads' decision as to how best to keep their offices functioning, but the Board wanted to give the Department Heads guidelines. The Board is considering giving the Department Heads authority to send employees home. If the employees are sent home, it should be with pay, but while being paid, employees should be asked to be on call and to self-isolate, so they can be an available employee should they be needed.

Departments shared their ideas on working from home, what to do if you are sick, and items they may need to keep operational. After discussion, the Board explained the final decision on their guidelines would be made on Tuesday, March 31, 2020, but they want to encourage the Department Heads to start considering their options.

---

Jeffrey K. Ives, Chairman

---

Kelly A. Jepsen, Auditor