

M E M O



TO: County Commissioners
FROM: Robert W. Wilson
DATE: August 12, 2020
SUBJECT: COVID-19 Update

County
Administrator

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There are several COVID-19 related updates to review with the Commission on August 17th.

CARES Act Spending Plan:

At the August 3rd meeting the Board requested a review of the spending plan for CARES Act funds Cass County is likely to receive once staff had an opportunity to refine funding and cost estimates. The project proposals reflect previously proposed projects except for one new proposal submitted by Information Technology.

\$4,313,420.08	Total estimated disbursement from State of ND
<u>-\$ 299,076.02</u>	Expenditures to date
\$4,014,344.06	Current amount available

Remaining Proposed Projects:

\$ 75,000	IT Equipment & Infrastructure Upgrades
\$ 60,000	Negative Airflow Cells (Initial Estimate)
\$ 25,000	Courtroom Social Distancing Accommodations
\$ 32,753.93	ITV Equipment in Courtroom 201 (AVI Systems)
\$ 341,000	Courtroom 202/Jury Room Combine (Const. & fees)
\$ 339,000	Courtroom 303/304 Combine (Const. & fees)
<u>\$ 6,292.54</u>	ITV Equipment at Jail (AVI Systems)
\$ 879,046.47	Current Total Estimated Projects

\$3,135,297.59 Estimated net remaining assuming all proposed projects are completed on budget.

Emergency Paid Leave:

Local schools are formulating plans for the upcoming academic year. In some cases, this means a hybrid model using a combination of virtual and classroom instruction. This presents challenges for employees who are parents with school age children. It is my recommendation the County continue with the current policy described in the federal CARES Act legislation allowing employees to utilize up to 480 hours (12 weeks) of Emergency Paid Leave for COVID-19 related absences, which includes childcare and homeschooling related issues. If work absences exceed 480 hours, employees will be required to use their annual leave. CARES Act Emergency Leave hours are available until December 31, 2020.

Use of Masks:

The State of North Dakota is emphasizing the use of face coverings to reduce the spread of COVID-19. This is a good opportunity to review the Cass County policy on the use of masks. Cass County's policy has been reviewed by Fargo Cass Public Health and is attached to this memo.

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Cass County Policy for Facemasks in Courthouse and Annex Buildings
Effective May 5, 2020

(Building/Department specific policies are already in effect for Highway/Law Enforcement Center/Jail)

Facemasks:

1. Cloth and disposable paper masks are acceptable for limiting the spread of COVID-19.
2. Types of cloth masks: Cass County will provide cloth masks to employees (available through the Administration Office). Employees may also wear their own purchased or home-made cloth mask. As per the CDC, cloth masks should: fit snugly but comfortably against the side of the face; be secured with ties or ear loops; include multiple layers of fabric; allow for breathing without restriction; be able to be laundered and machine dried without damage or change to shape.
3. Disposable masks will be provided to all County visitors at the Security Desks at the entrances to the Courthouse and Annex Building.
4. **Visitors shall wear the masks provided throughout their stay in the Courthouse/Annex buildings (unless they indicate they are unable to wear a mask).***
5. **Employees shall wear masks in the Courthouse and Annex Building in the following situations:**
 - a. **Anytime they are meeting with a member of the public.**
 - b. **Anytime they are within six feet of another individual for 15 minutes or more.**
6. This policy will remain in place until rescinded or amended.

***This policy has been reviewed by Fargo Cass Public Health. Please use your judgement in enforcement based on the following feedback: “(Cass County) may have to consider if someone cannot wear a mask due to various reasons. FCPH would not support denying service based on mask use if physical distancing is able to be maintained. Reminder again, that casual contact is not the issue, it is close contact of less than 6 feet for greater than 15 minutes, and would only require a mask in those instances”**