

## Cares Act Committee Minutes

October 7, 2020

Meeting was called to order and all members were present. A quorum was present.

Motion was made and 2<sup>nd</sup> to approve the agenda. The vote was unanimous.

Motion was made and 2<sup>nd</sup> to approve the minutes. The vote was unanimous.

Try to add a little more detail to the small business applications last week just so there is some clarity if anyone wants to understand the reasoning.

Updates from the last meeting:

All agendas and meeting rooms are updated on website

Persistent request from the Sparta School – been provided link

Call from FBI unit up in Springfield about bad actors and fraud from Cares Act funds. Asking if committee has seen anything sketchy. Todd provided spreadsheet on all applications.

Testing site:

Still testing. Phil sent e-mail on how many tested. We are at 24.5% positive. Right where we were the prior week. Springfield opened testing site on Tuesday for a little while. Had 12 cancellations. 102 tests taken – 25 positives. 1<sup>st</sup> bill – the testing lab had machine go down – they were actually testing 24hrs a day.

Ralph has a meeting with the health department to get clarity on what to do.

The following Small Business Relief applications were reviewed:

SBR-026 Midwest CNC, LLC – \$6,862.77 requested – list provided was for 10 months of rent, 9 months of utilities and 10 months of phone. Previously on other applications - had only approved rent and utilities for 3 months (March – May) and didn't approve phones. So approved amount would be \$1,582.06.

SBR-027 Blessing by Design, LLC - \$3,000 requested – did not included an itemized list and the attachments were for a \$700 check referencing August Lease Payment, their utility bill for the amount \$35.72 for the time frame of 7/22/20 to 8/20/20, and gas bill for the amount of \$39.18 for the time frame of 8/20/20 to 9/18/20. Nothing to approve. Can resubmit receipts or invoices for correct time frame of March thru May.

SBR-028 Special Force Family Ministry - \$10,000 requested – itemized list is for \$25,500. Revenue lost is not covered. Nothing to approve.

SBR-029 Chesapeake Valley Water Company – did not fill out the correct application. Will provide guidance on what needs to be submitted. Itemized list provided was for \$13,940.30

Motion to recommend approval for SBR-0026 to be sent to the county commission for the amount discussed. Along with motion to deny SBR-027, SBR-028 and SBRO-29. The motions were 2<sup>nd</sup> and the votes were unanimous.

Teresa Sympio (sp?) with Missouri D.E.D (Todd thinks) – wondering about our small business applications and funds – asking if she could direct some applications that didn't get funded to Christian County – as they have run out of money with the State program for now. She was going to give a list of those businesses to Andrea.

The following Phase I application were reviewed:

CCA-117 Christian County Emergency Management– \$3,994.50 request for payroll for testing site workers – week 1 thru 4

CCA-118 Christian County Emergency Management– \$52,250.00 request for specimen testing costs from PTC laboratories, Columbia, MO. Doesn't give invoice from vendor.

CCA-119 Christian County Human Resources – \$334 request for COVID-19 testing for employees of Christian County

CCA-120 Christian County Auditor – \$2,602.8200 request for 2 laptops, 2 Microsoft office plans and Deputy Auditor time for Cares Act reporting.

CCA-121 Christian County Health Department – \$40,878.26 – all expenditures on this request are for necessary contact tracing supplies and expenses necessary for creating work spaces for workers. Request includes wages. \$31,079.84 for wages, rest is for copy products, etc. \$250,000 for wages previously paid. – Application is on hold – will pull out payroll and look at later.

Motion to recommend approval for all except for CCA-121 which will be forwarded to the auditor. The motion was 2<sup>nd</sup> and the vote was unanimous.

The following Phase II applications were scored with an average score:

CCA-099 Christian County Recorder's Office – previously on hold for RFI – 43.4

CCA-114 Christian County Circuit Clerk – 42

CCA-115 City of Nixa – 38

CCA-116 City of Nixa - 38

CCA-122 Christian County Emergency Management – for the record Sherriff Cole will fill in for Phil's place on scoring – 51.8

Phase II applications will be forwarded to the County Commission for final approval.

Motion to recommend approval for all Phase II. The motion was 2<sup>nd</sup> and the vote was unanimous.

Motion was made to adjourn and 2<sup>nd</sup> to approve. Meeting was adjourned.

## Cares Act Committee Minutes

October 21, 2020

No meeting October 14, 2020

Meeting was called to order and all members were present. A quorum was present.

Motion was made and 2<sup>nd</sup> to approve the agenda. The vote was unanimous.

Tried to add a little more detail than normal to the small business applications review last week just so there is some clarity if anyone wants to understand the reasoning.

Motion was made and 2<sup>nd</sup> to approve the minutes. The vote was unanimous.

Updates from the last meeting:

Miranda has ordered message boards and being delivered to Common II as special equipment (forks or whatnot) will be needed to get them off the truck. Then can have the guys bring them out to the testing site.

Still testing. 79 tested last week – 15 positive – about a 19% positive rate. Positive rate has declined over the last couple of weeks from where it was at. Demand has fallen off. Next week testing will only be 1 day. Mercy is having staffing issues and having issues getting people out to the testing site.

Discussion about testing rush for Thanksgiving – week before and the week after - in case whole families want to be tested before heading out. Hixson Drugs also doing testing. Christian County and Hixson Drugs have left it up to the state agencies to do the contact tracing.

Amy has sent out a new version of the FAQ's

The following Small Business Relief applications were reviewed:

SBR-029 Chesapeake Valley Water Company – correct application provided – request \$836.45 – itemized list for cleaning supplies and PPE purchased after March 2020. Amount approved \$836.45.

SBR-030 Faith, Hope and Entrustment, LLC – request \$8,987.90 - requesting mortgage payments from March thru December at \$898.79 per month and did not provide any information – can reapply and provide backup and will only cover the time mandated by the county's stay at home order (April, May & June).

SBR-031 KBN Apothecary, LLC (Lawrence Drug) – \$4,002.08 requested – list provided is for cleaning supplies, signage, PPE, sanitizers, thermometers and lab coats. Cotton Lab coats are not covered. Amount approved \$3,931.15.

SBR-032 LSP Ozark Inc, (Sunshine Playhouse & Pre-school) - \$775.02 requested – list provided is for cleaning supplies, thermometers, mask, materials for masks and shipping expenses. Looks like they are making their own masks and then shipping them out. Approved amount is \$499.38 to cover cost of thermometers and cleaning supplies.

SBR-033 Element Eleven, LLC - \$1,200 requested – request for 3 steel case cubicles/wall dividers – sales receipt provided does not include the selling company's name and address, nor how much sales tax was charged. Can resubmit correct receipt for review.

SBR-034 Children's Smile Center - \$4,085.62 requested - request for PPE, plexiglass, doorbell, signs, laptop, KPM Technology. Ineligible items are cotton lab coats, scrubs, a portion of a washer & dryer and a laptop that was purchased on October 15<sup>th</sup> and after the stay at home restrictions had been lifted. Approved amount \$643.42.

Motion to recommend approval for SBR-029, SBR 031, SBR 032 & SBR 034 to be sent to the county commission for the amount discussed. Along with motion for RFI's on SBR-030 & SBR-033 and to set aside SBR-029. The motions were 2<sup>nd</sup> and the votes were unanimous.

The following Phase I application were reviewed:

CCA-125 Christian County Library - \$35,314.23 requested - RFI needed

CCA-126 Christian County Resource Mgt. Dept - \$687.31 - request for packing boxes and tape, printer copier expense dedicated to CRF disbursement program

CCA-127 Christian County Commission - \$54,549.44 request for salary reimbursements, maintenance, resource development, HR and EMA

CCA-128 Christian County Circuit Clerk - \$4,467.17 request for laptops, HP Care Pack, Top Load cases for laptops, hotspots, lights and sound for jury trial and tv for visiting courtroom for video conference

CCA-129 Christian County Circuit Clerk - \$7,404.36 request for water bottles, masks, air purifier, upholstery cushions, USB hubs for laptops, plastic gloves

CCA-131 Christian County Sheriff's Office - \$537,801.77 - request for payroll expenses for public safety during COVID-19 public health emergency from 07/01/2020 to 09/30/2020

Motion to recommend approval for all except for CCA-125 which will be placed on hold for RFI. The motion was 2<sup>nd</sup> and the vote was unanimous.

The following Phase II applications were scored with an average score:

CCA-123 911 - purchase of Office 365 for employees - 40.4

CCA-124 Christian County Commission - 45

CCA-130 Christian County Emergency Management - 48

Seeing that all Phase II applications scored well above the 25point threshold, a motion was made to recommend approval for all Phase II. The motion was 2<sup>nd</sup> and the vote was unanimous.

Phase II applications will be forwarded to the County Commission for final approval.

Motion was made to adjourn and 2<sup>nd</sup> to approve. Meeting was adjourned.

## Cares Act Committee Minutes

October 28, 2020

Meeting was called to order and all members were present. A quorum was present.

A suggestion was made to add a discussion for possible deadlines for different programs that the committee may be working with to the agenda between numbers 4 and 5.

Motion was made and 2<sup>nd</sup> to approve the agenda with the change. The vote was unanimous.

Motion was made and 2<sup>nd</sup> to approve the minutes. The vote was unanimous.

Updates from the last meeting:

Ralph Phillips was the 1<sup>st</sup> commissioner to have all his reviews completed.

All approved applications have been submitted to the treasurer for payment, even OK.

The website has been updated to have all of the minutes and agendas from the CARE Act Committee meetings going up to September. Some items have been moved around for better site management making items easier to find.

There has been some back and forth with the Health Department Director over the MOU that the County Commission signed and proposed to her. And, it seems like the Health Department Director would not sign the MOU for an e-mail received. Recommendation to the Commission that they formally rescind their offer since a signed document was sent. Once that is done, committee should review application that was sent in and look over with the same scrutiny that is used with all other applications. Suggestion made to draft letter for the Commission stating such facts to present to Health Department Director.

Still testing. October 27 was a miserable, miserable day. October 21, 22 and 23<sup>rd</sup> the site did 93 tests – which had a 24% positive outcome. Overall site has conducted 740 tests with a count of 144 positive cases. Reason for testing given – 47% claimed exposure, 39% had symptoms with 14% having both. 51-60 age range is the highest for positive cases at 19%, 41-50 age range is 17%, 61-70 age range is 15% and the lowest 2% in the 10 and under age range. Have found out that if you test positive, you will test positive for 4-6 weeks, if you have underlying health issues you will test positive longer.

Tent is about to be worn out. Needs replacement. Has pretty good rip in it, patch kit is being sent. Phil would like a drive thru model, so the staff doesn't have to stand out in the rain.

Talked about the vaccinations for COVID-19. E-mail was sent to the Health Department in regards to getting updates on the vaccinations.

Ozark state of address – 10/27/20 – discussion about the CARES act – Steve Childers informed room that there was \$7 million dollars left. He also mentioned that businesses still needed to get in their applications.

Moving on to addition of AGENDA 4.5

– suggestion made to put an end date on SBR's of November 30<sup>th</sup>. More SBR are coming in with request for ineligible items, not accurate and/or not documented.

- Suggestion made to make a starting point the 1<sup>st</sup> business day in December to stop taking applications that deal with testing, vaccinations and/or PPE.
- Suggestion made to cut off Phase II on the 1<sup>st</sup> business day in December. If they haven't made their purchase there is not enough time to get it approved for reimbursement to meet the December 30<sup>th</sup> deadline. Also, the requirement to show a need in correlation with COVID-19 can not be met by this deadline.
- Suggestion is either for December 4<sup>th</sup> which is the 1<sup>st</sup> Friday in December.
- Suggestion made to stop all applications was for end of day on December 18<sup>th</sup>.
- Suggestion made to look more closely at the Phase II application more harshly since the money is running out.
- Suggestion made to start limiting Phase II on November 2<sup>nd</sup>
- Suggestion made to hold all Phase II to score and rank
- Suggestion made to distribute funds highest scores down
- Suggestion made to complete in a timely manner – compose a package to present to the commission to have them sign off on:
- Suggestion made to have all Phase II received after November 2<sup>nd</sup> be held and reviewed at the December 2<sup>nd</sup> meeting

The following Small Business Relief applications were reviewed:

SBR-035 O & G Properties, LLC – request \$10,000 – requesting reimbursement for 5 rental properties – itemized list requested amount is \$13,400 covering utilities, salaries and mortgages. SBR-035 is ineligible

SBR-036 B & B Theatres Operating CO., Inc – DBA Ozark Nixa Cinema – request \$224,125.28 – very well documented – they would be eligible for the max \$10,000 for March, April and May. Did not apply for PPE.

SBR-037 Holland Development – DBA Grace Health Services – request \$7,294.75 – request for gloves, thermometers, masks & equipment, towels for clinics, hand sanitizer and disinfectant. Adjusted amount for \$6,323.03. Items were bought in January, 1 item marked as refunded and some items bought for regular business.

SBR-038 Mark Mo 3363, LLC – AKA The Cruiseman - \$8,766.00 requested – difficult to review – only thing provided was a quick book print out – no invoice or receipts provided. – RFI for backup.

Motion to recommend approval for SBR-036 & SBR-037 to be sent to the county commission for the amount discussed. Motion for RFI on SBR-038. And, motion to deny SBR-035.

All motions were 2<sup>nd</sup> and the votes were unanimous.

The following Phase I application were reviewed:

CCA-133 Christian Count EMA (Testing Site) - \$4,500 – Mercy Staffing

CCA-136 Christian County Human Resources – \$2,004.00 - COVID-19 Testing for employees

CCA-140 Christian County Government – \$3967.00 – Server racks/hardware and cable management

CCA-142 Sparta R-111 School District - \$1468.21 – upgrade current WIFI – approve amount meeting guidelines

Motion to recommend approval for all. The motion was 2<sup>nd</sup> and the vote was unanimous.

The following Phase II applications were scored with an average score:

CCA-132 Christian County Resource Management – 47.2

CCA-134 Spokane R-VII – Not Reviewing apps from schools - 0

CCA-137 Building Maintenance – 45.8

CCA-138 Building Maintenance – 37.4

CCA-13 Building Maintenance – 44

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Motion was made to adjourn and 2<sup>nd</sup> to approve. Meeting was adjourned.