

Phase 3 Recovery and Beyond Minutes **May 28, 2020**

Pursuant to due notice to Board members and the public the Phase 3 Recovery and Beyond meeting was held via Microsoft Teams Live at 1:00 p.m.

Participating were Commissioner Christian Leinbach/Committee Chair, Commissioner Kevin Barnhardt/Chair of the Savings & Efficiency Task Force (SET), Commissioner Michael Rivera/Committee Vice Chair, Executive Assistants, Mary Buerer, Jessica Blausen & Barbara Lopez, Ron Seaman/CAO, Christine Sadler/Solicitor, Jessica Weaknecht/HR Director & Kristen Scheffler/HR Deputy Director and Maryjo Gibson, Chief Clerk. Also participating were Controller Sandy Graffius, Prothonotary J.D. DelCollo and Treasurer Dennis Adams.

1. SET Report – Commissioner Kevin Barnhardt/SET Chair

The SET Team met with Veterans Affairs, Human Resources, Facilities and Assessment/Mapping this week, and over the next two weeks will meet with the Library System, Commissioner Rivera and his Executive Assistant, the Jail, Parks, Planning Commission, Public Defender, Chief Administrative Officer, Department of Ag and the Heim.

Commissioner Barnhardt reported Tracy Barlet said the Courts are focusing on resuming Court in mid-June, and are finding positive reaction with the Judges using technology.

J.D. DelCollo met with the Coroner, the District Attorney, Controller and next week will meet with the Clerk of Courts and Sheriff.

Commissioner Barnhardt said the SET Team will develop and plan for short, mid and long term expectations. Commissioner Barnhardt reported everyone has embraced working from home and will talk about carrying that on in the future. Commissioner Barnhardt commented the first mini-program was the use of virtual interpreters for the June 2 Election and if it goes well, could expand that to the November election.

- Commissioner Leinbach asked when Commissioner Barnhardt will have his recommendations, and if it will be a full report or broken out.

Commissioner Barnhardt responded first a full report some time in later June, then break it down by short, mid and long range plans.

2. Sub-Committee Reports

- Team A Report – Commissioner Christian Leinbach

i. ST Focus for Phase 3 Recommendations -

Team A will have a virtual meeting tomorrow to go over all the information for the Departments and Authorities they have met with so far, and it will for the short term. The mid-term plan is dependent on what happens in the fall and flu season.

The Commissioners agreed short term will be the focus for recommendations.

- ii. HR status with COVID-19 rules for employees and visitors for moving to Yellow –
Jess Weaknecht reported Human Resources is putting together procedures and guidelines for employees which include updating the telework policy. She will be talking with EH&D later today on guidelines and policy on reopening.
 - iii. Status of Commissioner's meeting for June and beyond
 1. When will we go to in-person?
The consensus of the Board is to continue holding Commissioner's Microsoft Teams Live meetings through the end of June or until we go green.
 2. Will we continue MS Teams Live? Yes
 3. How will we handle attendees and comments?
Same as we have been using Microsoft Teams Live. Commissioner Leinbach will issue a press release that Commissioners' Meetings will continue using Microsoft Teams Live for the month of June.
- Team B Report – Commissioner Michael Rivera
Commissioner Rivera reported Team B met with DES (Brian Gottschall and Sean Hart) and still must meet with Commissioner Barnhardt and Jessica Blauser. Commissioner Rivera hopes to have a report by next Thursday.
3. Liaison Reports
 - City Liaison – Commissioner Rivera
No report.
 - Court Liaison – Commissioner Leinbach
Commissioner Leinbach will have a call with the President Judge tomorrow or Monday.
 - Row Officers
 - i. Prothonotary, Reg. of Wills, Clerk of Courts, Sheriff, DA –
Commissioner Leinbach reported the Row Officers will be divided between Commissioner Leinbach and Commissioner Rivera. Commissioner Leinbach will be the liaison for the Prothonotary, Register of Wills, Clerk of Courts, Sheriff and District Attorney.
 - ii. Coroner, Controller and Treasurer – Commissioner Rivera will be the liaison for Coroner, Controller, Treasurer and Recorder of Deeds.

- GRCA - Rebuilding Berks – Commissioner Rivera reported Pam Shupp received additional information regarding CARES Act money for training, marketing and communications.
 - Co-County Wellness – Commissioner Barnhardt reported we are moving forward on contact tracing with Co-County Wellness and should be up and running by June 8. There will be weekly updates with Carolyn Bazik at Co-County Wellness.
 - Witt O’Brien, LLC – Commissioner Barnhardt reported the kick-off meeting is next Tuesday and will discuss what they see is available for the County and what we see. It is a collaborative effort. Commissioner Barnhardt mentioned he forwarded a PCCD grant to Witt O’Brien’s for review.
 - Gov. Wolf – Commissioner Barnhardt Commissioner Barnhardt believes Governor Wolf is trying to follow science and relies on his Health Department for guidance.
 - CARES Act – Commissioner Barnhardt Commissioner Barnhardt believes that based on what Lancaster County has received and through information from CCAP Berks County can expect to receive \$34-\$38 million in CARES Act funds. Berks County is receiving much less because Lancaster County received direct allocation, Berks County did not. Commissioner Barnhardt noted Witt O’Brien’s will look into hazardous pay fund reimbursements that may be available through the CARES Act.
4. Actions and Next Steps – Berks County Prothonotary DelCollo asked what is the anticipated date for opening the Courthouse and Services Center. Commissioner Leinbach responded that will fall under the policy Human Resources is working on, but as long as we remain Yellow, telework is still being recommended, unless a department head or Row Officer requires an employee(s) to return to work.

There being no further business, the meeting adjourned at 1:52 P.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk