

COUNTY COMMISSIONERS OF CAROLINE COUNTY
109 Market Street, Room 106, Denton, Maryland

Minutes
May 4, 2020

Present: President Larry C. Porter; Vice President Daniel J. Franklin; Commissioner Wilbur Levensgood, Jr.

The meeting began at 9:00 AM.

President's Report: Commissioner Porter stated that the Commissioners met in Closed Session during their April 27, 2021 meeting to discuss the appointment, employment and assignment of a specific employee. No action was taken, and staff was asked to gather more information for a meeting at a later date.

COVID-19 Response Update: Laura Patrick, Health Officer, happily reported that 10,660 county residents have been fully vaccinated, bringing the total of 31.9% of fully vaccinated County residents. Ms. Patrick reported that the number for 65 and older in Caroline County fully vaccinated is 4,132 making it 74 %percent of that total population.

Ms. Patrick stated that there had been another death in Caroline County related to COVID-19 bringing the total deaths to 27th. She stated that the State of Maryland positivity rate is continuing to decrease, however the virus is still spreading locally. She informed the public that the Caroline County Health Department is continuing to test from 1-4PM every Tuesday, however they are looking to transition testing at the new Caroline County Vaccine Clinic on Legion Road.

Ms. Patrick stated that 126 doses of the Pfizer vaccine were administered for the first Caroline County School Vaccination Clinic. She stated that if you would like to be vaccinated, they are now linking to the actual registration for each vaccine clinic in the county. visit www.carolinecovid19.org to sign up today.

Children's Mental Health Awareness Week in Caroline County: Dr Derek Simmons, Nicole Fisher, stated that they are extremely thankful the Commissioners continued support when it comes to the mental health of the youth in Caroline County. Dr. Simmons stated that its part of Caroline County Public School's mission to ensure the physical and mental stability of all their students and the community as a whole.

The Commissioners thanked everyone for their constant support to strive for better for both the students and families in the county.

Mid-Shore Behavioral Health Update: Executive Director, Katie Dilley, presented the board with the official Caroline County Snapshot for Mid-Shore Behavioral Health. Ms. Dilley stated that the past year has been different due to the pandemic, however Mid Shore Behavioral Health has several highlights they would like to share for Caroline County. Ms. Dilley stated that they developed a partnership with the Caroline County Sheriff's Office and Eastern Shore Crisis Response to develop the Active Recovery Center (A.R.C) of Hope, the Caroline County Safe station is available to serve clients who struggle with active opioid addiction and other substances. She stated that this partnership began in April of 2021.

Ms. Dilley went on to stated that Mid-shore Behavioral Health continued to hold their Drug Free Caroline meetings virtually and have maintained all of there local partnership. She stated that their latest Caroline

project is working with the Caroline County Schools to provide a BHA Federal Block Grant to provide more in-school services.

Workshop: Employee Leave Time Chapter: Sherry Bratton, Director, Caroline County Office of Human Resources, presented the Commissioners with the updated Leave Time Chapter. She stated that the following updates have been made by the Employee Advisory Board.

- Annual leave over 440 hours will be converted to sick leave at the beginning of the next year. This is a change in that currently employees lose any hours over 440 at the end of the year. The reset timeframe has been better defined, in that the reset occurs the first pay date of the next year. Annual leave – probationary employees will be allowed to use accrued annual leave during their first 6 months of employment with Department head approval.
- Annual leave – notice requirements will be reduced from 14 to 7 days with department head approval and in extraordinary cases department heads may approve with less notification.
- Hardship Leave Bank – panel will be changed from County Attorney to County Administrator member.
- Panel may convene virtually or in person
- Panel members may designate an alternate member with approval of County Administrator or Director of Human Resources
- Personal leave hours will awarded at the beginning of the year for all employees. If an employee's becomes employed mid-year we will prorated based on 1.25 days for the remaining quarters within that calendar year.
- Probationary employees will also receive personal leave upon hire.
- We did not change the annual total from 5 days.

Personal leave will also be reset the first pay of the next calendar and there is no payout upon leaving employment.

- Bereavement Leave – was changed to take our requirement of being a Permanent employee; in the past this excluded newly hired or promoted probationary employees from using Bereavement leave.
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The Commissioners stated that they don't have any particular concerns with the updated leave chapter, they feel these changes would benefit employees. The Commissioners stated that they would like to wait before formally adopting the above changes, and staff was asked to go back at a latter date.

Driveway Entry Permit: Ryan White, Director of Public Works, stated that last week the Board discussed the fee schedule pertaining to the Driveway Entry Pipe Fee. He stated that there are zero consistencies for this fee. He stated that Talbot County is the only local place that has the land owner assume the ownership of the pipe.

Commissioner Porter stated that he is not in favor of adding any additional permitting fees to people in this county. Mr. Goldman stated that Mr. White could research more and bring back this discussion at a further date.

Consent Agenda: the following items were approved by unanimous consent

- Minutes, Open Session of April 6,2021, April 13, 2021, April 20, 2021 & April 27, 2021
- Maryland Department of Natural Resources Resource Bases Recreation Use Agreement Between the County and DNR

County Administrators Report

- Mr. Goldman stated that the County will be advertising for the subdivision of the Health and Public Services (HAPS) Building property to be split. He stated this would be done so the county could record the new plat and advertised as surplus land to be donated for the future Caroline County Hospice Buildings.

County Commissioners Open Discussion Period:

- Commissioner Levensgood stated that met with the Interim Superintendent for Schools, Derek Simmons. He stated that he is looking forward to keeping the strong relationship between the County and Board of Education as Dr. Simmons steps into his new role.
- Commissioner Franklin stated that last week was Teacher Appreciation Week, and he echoed the sentiment for all the dedicated and hardworking teachers that Caroline County has provided to their students.

At 11:00AM on motion by Commissioner Franklin, seconded by Commissioner Levensgood, the commissioners moved into Closed Session for the following Closed Session: To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals Authority: 2014 Md. Code, State Government 3-305(b)(1)

At 11:50 AM the meeting adjourned



Jennifer M. Farina
Administrative Coordinator