

EMERGENCY, 3/19/2020 10:30:00 AM

BE IT REMEMBERED that on March 19, 2020, there was begun and holden a EMERGENCY session of the Commissioners Court of Jefferson County, Texas, with the following members and officers present and participating except those absent as indicated:

Honorable Jeff Branick, County Judge

Commissioner Eddie Arnold, Commissioner Pct. No. 1

Commissioner Brent Weaver, Commissioner Pct. No. 2

Commissioner Michael Sinegal, Commissioner Pct. No. 3

Commissioner Everette D. Alfred, Commissioner Pct. No. 4

Honorable Zena Stephens, Sheriff

Honorable Carolyn L. Guidry , County Clerk

When the following proceedings were had and orders made, to-wit:

Notice of Meeting and Agenda and Minutes
March 19, 2020

Jeff R. Branick, County Judge
Eddie Arnold, Commissioner, Precinct One
Brent A. Weaver, Commissioner, Precinct Two
Michael S. Sinegal, Commissioner, Precinct Three
Everette "Bo" Alfred, Commissioner, Precinct Four



**NOTICE OF MEETING AND AGENDA
OF COMMISSIONERS' COURT
OF JEFFERSON COUNTY, TEXAS
March 19, 2020**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **10:30 AM**, on the **19th** day of **March 2020** at its regular meeting place in the Commissioners' Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

Said meeting will be a **Emergency** for the purpose of transacting the routine business of the County. Persons with disabilities requiring auxiliary aids for services who wish to attend this meeting should contact the County Judge's Office to arrange for assistance.

In addition to the routine business of the County, the subject of said meeting will be the following:

10:00 A.M.-EMERGENCY MANAGEMENT AND HUMAN RESOURCES: Announcement of an executive (closed) session pursuant to Texas Government Code Section § 551.071 and pursuant to Sec. 418, Texas Government Code, for the for the purpose of receiving information from its counsel regarding necessary amendments to the County Emergency Closing Policies.

INVOCATION: Eddie Arnold, Commissioner, Precinct One

PLEDGE OF ALLEGIANCE: Brent A. Weaver, Commissioner, Precinct Two

COUNTY COMMISSIONERS:

1. Consider and approve necessary amendments to our County Policies during an Emergency. SEE ATTACHMENT PAGE 4

Motion by: Commissioner Weaver

Second by: Commissioner Alfred

In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred

Action: APPROVED

Other Business:

Receive reports from Elected Officials and staff on matters of community interest without taking action.

*****DISCUSSION ON ANY OTHER ITEM NOT ON AGENDA WITHOUT TAKING ACTION.**

Jeff R. Branick
County Judge

Jefferson County, Texas

Guidelines for Staffing during the COVID-19 Emergency

March 19, 2020

The purpose of these guidelines are to ensure the continuation of essential public services during the Declared COVID-19 Emergency, while doing everything reasonable to limit exposure and promote the safety and welfare of county employees and the public.

For the duration of the Emergency Declaration, all Department Heads/Elected Officials are authorized/encouraged to flexibly staff their departments in whatever manner they deem necessary in order to perform the vital functions of County Government and assist the public. Such actions may include but are not limited to: working off-site, telecommuting, utilizing skeleton crews and rotating schedules.

All such employees (to include full-time, part-time, temporary and seasonal) affected by a flexible staffing decision must be prepared to perform their assigned tasks and readily available to return to work during their normal hours to any County location as requested.

Anyone calling in sick or wishing to be off of a flexible staffing assignment for any reason will be charged for sick time, comp time, vacation or personal leave, in accordance with the applicable county policy.

If there are any significant changes in operations/office hours as a result of such flexible staffing decisions, please discuss/communicate those changes with your Court Liaison and/or Human Resources.

Emergency, March 19, 2020

There being no further business to come before the Court at this time,
same is now here adjourned on this date, March 19, 2020