

Bob Dixon
Presiding Commissioner

Rusty MacLachlan
1st District Commissioner

John C. Russell
2nd District Commissioner



Shane Schoeller
Clerk of the Commission

Christopher J. Coulter, AICP
County Administrator

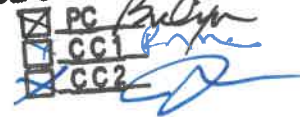
Megan Applegate
Executive Assistant

COUNTY COMMISSION
Greene County, Missouri
(417) 868-4112

Greene County Commission
Commission Briefing Minutes

Tuesday, October 12, 2021
8:45 AM
Commission Conference Room
1443 N. Robberson, 10th Floor

PLEASE CHECK & RETURN



The Greene County Commission is now offering an alternative to attending the meeting. Please join our meeting from your computer, tablet or smartphone. <https://www.gotomeet.me/GCCCommissionOffice>. You can also dial in using your phone. United States: +1 (872) 240-3412. You will be prompted for a PIN number where you will hit the "#" key and be prompted for an access code: 675-853-269

PLEASE BE AWARE: Cox Health has adopted a universal masking policy for all their properties. Masks are to be worn entering and exiting their facilities and medical office buildings as well as when in any interior common areas such as a lobby, hallway, shared bathroom, elevator, and stairwell.

WARNING Under Missouri law, any individual entering the premises or engaging the services of Greene County waives all civil liability against the individual or Greene County for any damages based on inherent risks associated with an exposure or potential exposure to COVID-19, except for recklessness or willful misconduct.

Attendees: Bob Dixon, Rusty MacLachlan, John Russell, Chris Coulter, Megan Applegate, Robert Jehle, Jenny Hayward, Steve Bodenhamer and Tyler Gunlock.

Teleconference Attendees: Justin Hill, Jeff Scott, Mike Cagle, Andrea Stewart, Mailyn Jeffries, Cindy Stein, Tina Phillips, Crystal Richards, Jeff Bassham.

Informational Items

Budget-Jeff Scott

- ERA1 and ERA2 update.
- Office renovation update.

Human Resources-Mailyn Jeffries

- VESSA policy update.

Chris Coulter

- Discussion of Health Dept. COVID updates.
- Reminder of BOA today.
- Property tax meeting reminder.

Public Information Office-Robert Jehle

- AARPA Survey update.
- Jail Pics on social media.

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Mailing Address 940 Boonville Avenue • Springfield, Missouri 65802

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- Working on a potential 911 story.
- United Way update.
- Mass Vaccination clinic meeting.
- Tour of OEM upcoming.
- ERA one year anniversary story.

Items for Consideration and Action by the Commission

(EX1) Discussion and Possible Vote: Victims Economic Safety & Security Act (VESSA) Policy

Commissioner Rusty MacLachlan moved to approve the VESSA policy as presented. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

(EX2) Discussion and Possible Vote: Commission Board Appointments

Commissioner John Russell moved to appoint Steve Bodenhamer as a lifetime member to the Historic Sites Board. Commissioner Rusty MacLachlan seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

Other:

With no other business the meeting is adjourned

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Informational Items
Budget
Human Resources
Chris Coulter
Public Information Office

Items for Consideration and Action by the Commission
Discussion and Possible Vote: Victims Economic Safety & Security Act (VESSA) Policy

Discussion and Possible Vote: Commission Board Appointments

Other:



County of **GREENE** State of Missouri

**ORDER of the
GREENE COUNTY COMMISSION**
Springfield, Missouri

DATE ISSUED: October 7, 2021

SUBJECT: Appointment to the Greene County Historic Sites Board

The members of the Greene County Commission hereby appoint Mr. Steve Bodenhamer to the Greene County Historic Sites Board as a Lifetime Member. Mr. Bodenhamer's appointment will be effective beginning of October 7, 2021.

THE GREENE COUNTY COMMISSION

Bob Dixon
Presiding Commissioner

Rusty MacLachlan
Commissioner District 1

John C. Russell
Commissioner District 2

NO. 20-BCD

Bob Dixon
Presiding Commissioner

Rusty MacLachlan
Commissioner 1st District

John Russell
Commissioner 2nd District

Chapter 11: Special Leave

Section 11-1: Victims Economic Safety and Security Act (VESSA)

1. Purpose

The Victims Economic Safety and Security Act (VESSA) of 2021 grants unpaid leave to employees who are a victim of domestic or sexual violence. Unpaid leave will also be granted if an employee's family or household member is a victim of domestic or sexual violence. The following are qualified reasons for unpaid leave under VESSA:

- Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic or sexual violence to the employee or the employee's family or household member;
- Obtaining services from a victim services organization for the employee or the employee's family or household member;
- Obtaining psychological or other counseling for the employee or the employee's family or household member;
- Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic or sexual violence or to ensure economic security; or
- Seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic or sexual violence.

2. Responsibility

It is the responsibility of the employee to make requests for leave under the Victims Economic Safety and Security Act to their employer, Greene County, through their elected official or department administrator. All requests for VESSA will be coordinated with the Human Resources Department.

3. Policy Statement

It is the policy of Greene County to adhere to the requirement of the Victims Economic Safety and Security Act and create a safe environment for the employee.

4. Eligibility Requirements

All Greene County employees are eligible for two workweeks of unpaid leave in a 12-month period under the Victims Economic Safety and Security Act. Notwithstanding, if an employee has exhausted ten or more weeks of their family and medical leave

entitlement in the prior 12-month period they will only be eligible for unpaid VESSA leave up to the remaining amount of days of FMLA, not to exceed two weeks. Unpaid leave under VESSA will not be provided if the employee has already used all leave allowed under the federal Family and Medical Leave Act within the prior 12 months. Refer to Chapter 12, Family and Medical Leave Act.

5. Determination of 12-month Period and Workweek

The 12-month period will be measured forward from an employee's first usage of VESSA. For example: Beginning November 1 of any given year, an employee takes one week of VESSA to obtain services for a victim services organization. This employee would have an additional one week available until November 1st of the following year. Conversely, if the employee exhausted all 2 weeks of VESSA leave, they would not have additional VESSA leave available until after November 1 of the following year. Each subsequent 12-month period will begin the first time VESSA leave is taken after the completion of the previous 12-month period.

Under VESSA, a workweek is defined as an employee's standard workweek. Therefore, the number of days to which an eligible employee is entitled leave will be specific to the employee's standard workweek.

6. Family or Household Member Defined

Under VESSA, an employee's family or household member is defined as a spouse, parent, son, daughter, other person related by blood or by present or prior marriage, other person who shares a relationship through a son or daughter, and persons jointly residing in the same household.

7. Substitution of Paid Leave

If it is determined the reason for any paid or unpaid leave time qualifies under the VESSA, the employee may be able to use available paid sick, vacation, or compensatory time as part of their VESSA leave.

8. Job Benefits and Protection

1. Eligible employees receiving county paid health insurance benefits will continue to receive these benefits during their approved VESSA leave. It is the responsibility of the employee to continue dependent coverage, if elected, and pay the dependent premium portion to the Human Resources Department. If an employee chooses not to return from leave, they will be required to repay the premium payment(s) made by the county on their behalf during an unpaid status.
2. Benefit accrual such as vacation or sick leave will be suspended during an unpaid leave exceeding 8 hours in any one pay period and will resume upon return to active employment. Holiday pay will not be paid if a recognized holiday falls within an unpaid leave of absence. This applies to employees that choose not to use available paid sick, vacation, or compensatory time as part of their VESSA leave.

9. Leave Taken Intermittently or on a Reduced Leave Schedule

The VESSA allows employees to request intermittent leave or leave on a reduced work schedule. Each request will be considered by the appropriate elected official or department administrator on a case-by-case basis. An exempt employee may take unpaid VESSA leave for partial or full days and their exempt status under the Fair Labor Standard Act will not be impacted.

10. Advance Notice and Certification

Employees requesting leave under VESSA must provide the county a 48-hour advance notice. If providing such notice is not practicable, an employee must notify their supervisor and Human Resources within a reasonable period of time.

All employees requesting leave under VESSA will be required to provide a certification consisting of a sworn statement that the employee or the employee's family or household member is a victim of domestic or sexual violence and that the leave is for one the purposes enumerated in section 1. An employee may satisfy the certification requirement of this section by providing to the employer one of the following:

- (1) Completion of Greene County's VESSA leave request form;
- (2) Documentation from an employee, agent, or volunteer of a victim services organization, an attorney, a member of the clergy, or a medical or other professional from whom the employee or the employee's family or household member has sought assistance in addressing domestic violence or sexual violence and the effects of such violence;
- (3) A police or court record; or
- (4) Other corroborating evidence.

11. Reasonable Safety Accommodations

Greene County will make reasonable safety accommodations in a timely manner, unless doing so will result in an undue hardship, to the known limitations resulting from circumstances relating to being a victim of domestic or sexual violence or a family or household member being a victim of domestic or sexual violence.

Reasonable safety accommodations could be an adjustment to a job structure, workplace facility, or work requirement, including a transfer, reassignment, modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, implementation of a safety procedure, or assistance in documenting domestic violence that occurs at the workplace or in work-related settings, in response to actual or threatened domestic violence.

Requests for reasonable safety accommodations will be evaluated on a case-by-case basis by the elected official, department administrator, and/or Human Resources.

Upon receipt of a VESSA leave request, the Human Resources Department will provide the employee with a referral to the Greene County Family Justice Center.

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