

STAFF BRIEFINGS and WORK SESSIONS
August 4, 2020
WebEx Events Virtual Meeting

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Dial +1-408-418-9388; enter the meeting access number when prompted **146 751 5031**

****Please Note Meetings Will Not Begin Prior to 8:15am****

All items on this agenda are scheduled for after Hearings and will normally be considered in the order the item appears on the agenda. The Board, at their discretion, may choose to alter the order in which items are considered, may break, or may continue any item to be considered on a future date.

Briefing Items

1. Public Health Issued Funding for COVID Response - Budget Supplemental and Grant Funded Positions Request - 10 minutes Jody Erwin
2. Clerk and Recorder Colorado Department of State Grant - Elections Division 5 minutes Carrie Kellogg
3. Auction Services Contract 5 minutes Andy Corbett

Reports - Commissioners, County Manager and County Attorney

Executive Session

- Alternate Standard Request Under the Land Development Regulations - Legal Advice C.R.S. 24-6-402(4)(b) - 10 minutes
- Legal Update - Legal Advice C.R.S. 24-6-402(4)(b) - 10 minutes

Adjourn

County Manager/BCC Admin Staff
9:15am

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Work Sessions - No Agenda Items

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**STAFF BRIEFINGS and WORK SESSIONS
August 4, 2020**

Hearings		Total Estimated Time: 15 minutes
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8:00	8:15
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Briefing Items			Total Estimated Time: 20 minutes
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Begin	End	Agenda No.	Title
8:15	8:25	1.	Public Health Issued Funding for COVID Response - Budget Supplemental and Grant Funded Positions Request
8:25	8:30	2.	Clerk and Recorder Colorado Department of State Grant - Elections Division
8:30	8:35	3.	Auction Services Contract
		4.	
		5.	

Reports - The Board Chair may move Reports to earlier if time permits:			Total Estimated Time: 5 minutes
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8:35			Commissioners
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			County Manager
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	8:40		County Attorney
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Executive Session			Total Estimated Time: 20 minutes
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Begin	End	
8:40		Alternate Standard Request Under the Land Development Regulations Legal Advice C.R.S. 24-6-402(4)(b)
	9:00	Legal Update - Legal Advice C.R.S. 24-6-402(4)(b)

County Manager/BCC Admin Staff - The Board Chair may move to earlier if time permits:			Total Estimated Time: 1 hour 15 minutes
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9:15	10:00	BCC/County Manager
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10:00	10:30	BCC/Admin. Staff
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Work Sessions: No items - Next Work Session Scheduled for October 20, 2020		
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BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Approval of Colorado Department of State Grant – Clerk &
Recorder (Elections Division)

August 4, 2020

- For Information For Discussion/Board Direction Consent to
Place on Business/
Hearing Agenda

Issue: Approval to apply for and accept up to \$175,000 in CARES Act grant funds from the Colorado Department of State (“CDOS”) to reimburse expenses incurred by the Elections Division to prevent, prepare for, or respond to the COVID-19 pandemic during the June 30 primary and November 3 general elections.

Background: As authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), the Secretary of State is making grant funding available to counties to purchase personal protective equipment, provide sick leave for election judges, to make VSPC alterations in order to protect voters and staff/elections judges from COVID-19, and other measures in order to reduce individuals risk of contracting COVID-19 while voting, working at a voter service and polling center, or working at any other location in which election activities are taking place during the 2020 Primary and General Elections.

Discussion: Each county may be fully reimbursed for the purchase of personal protective equipment, costs of sick leave for election judges, alterations or improvements to VSPCs, and other measures taken to prevent or prepare for COVID-19 for the June 30, 2020 Primary or November 3rd, 2020 General Elections. Counties must provide the Secretary of State with a line by line account of each expenditure to be reimbursed. Each expenditure must be used to prevent, prepare for, or respond to COVID-19 during the June 30, 2020 primary or November 3, 2020 election.

Fiscal Impact: This is a one-time request for an increase in appropriations in an amount up to \$175,000. All expenses will be offset by revenue received through this grant. No local match is required.

Revenue Limits Impact: yes no

The grant funds are federal CARES Act funds passed through the state and therefore do not impact TABOR fiscal year spending limits.

Recommendations: That the Board of County Commissioners approves the Jefferson County Clerk & Recorder’s application for and acceptance of up to \$175,000 in CARES Act grant funds from the Colorado Department of State to reimburse for COVID-19 election expenses, and directs that the grant funds be included in a future supplemental appropriation to the Clerk & Recorder Elections Budget.

Originator: Cody Swanson C&R/Elections x8108

Contacts for Additional Information: Cody Swanson C&R/Elections or
Carrie Kellogg C&R/Admin x8106

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Public Health Issued Funding for COVID Response
August 4, 2020

- For Information
 For Discussion/Board Direction
 Consent to Place on Business/
 Hearing Agenda

Issue: Public Health was awarded \$4.19M to control the spread of COVID-19 through infection prevention, testing, case investigation, contact tracing, isolation & quarantine support, and outbreak response in Jefferson County. This funding also supports infection prevention training for JCPH staff and the sharing of infection prevention training materials with healthcare facilities. This award will provide additional resources for JCPH over the thirty-month award period and is considered an investment to prepare for the next stage of the state’s COVID policy framework, Protect our Neighbors. Public Health currently does not have the capacity to address the statement of work associated with this funding and will need 20-24 new Grant Funded positions.

Background: The COVID-19 pandemic has required that almost seventy percent of Jefferson County Public Health (JCPH) staff be shifted from their routine work into an incident command structure to respond to the event. The majority of this work falls into case investigations, contact tracing, testing, and outbreak response which will be funded by this grant. As we work to return staff to their traditional roles, we need to rapidly enhance our ability to support the response long term. Any current employees, temporary or limited term staff that we have hired under the CARES Act funding will no longer be supported after December 31st, 2020. Additionally, some current JCPH staff will be shifted onto this grant to maintain continuity with the response. Using grant funded positions rather than temporary or limited term will incentivize these employees to continue supporting the response by not taking away their benefits.

Public health will be receiving funding to support these additional staff members that will be critical to the COVID-19 response moving forward. We do not expect that this request will impact the county general fund, or the CARES ACT Funding being held by Jefferson County.

Discussion: Will the Board of County Commissioners approve 24 grant funded positions/FTE for JCPH to hire staff for thirty months? We may need only twenty depending on the final classifications of the positions and will work with the budget office and human resources to return those that cannot be supported by this grant.

Fiscal Impact: This is a federal pass-through grant from the State for the Public Health Fund. There is no match requirement. Public Health is requesting a revenue and expenditure supplemental for \$697,624 during the 2020 fiscal year to fund an additional 24 grant funded positions. The grant period begins in 2020 and ends on December 2019, 2022.

Revenue Limits Impact: yes no

There is no TABOR impact as this is a Federal pass-through grant.

Recommendations: Approve the supplemental appropriation of \$697,624 for the Public Health Fund and the authorization of 24 additional grant funded positions.

Originator: Jody Erwin, Public Health Deputy Director, Ext. 5717

Contacts for Additional Information: Joseph Badalpour, Accounting Supervisor, Ext. 5721

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Approval of Auction Services Contract – Strategy,
Innovation & Finance
August 4, 2020

For Information For Discussion/Board Direction Consent to
 Place on Business/
 Hearing Agenda

Issue: Approval of auction services contract between Jefferson County and Roller & Associates, Inc.

Background: The County requires auction services to dispose of surplus County motor vehicles, furniture, equipment and other personal property. The County has engaged Roller & Associates to provide auction services for many years, but the current agreement with Roller & Associates expires in August. Roller & Associates was recently awarded a contract through a solicitation conducted by JeffCo Public Schools, and the County wishes to piggyback off this solicitation.

Discussion: The terms of the draft contract provide that Roller will charge an 8% commission on the gross amount of all sale proceeds for conducting all auction services. Roller may also charge additional fees for optional services, such as vehicle emissions testing, as needed by the County.

Fiscal Impact: Strategy, Innovation & Finance estimates annual revenues from the sale of surplus property will amount to approximately \$1.3 million in revenue.

Revenue Limits Impact: yes no

There is no TABOR impact as this revenue is from the disposition of county assets.

Recommendations: That the Board of County Commissioners approves the execution of a contract between Jefferson County and Roller & Associates, Inc. for auction services, following approval as to form by the County Attorney's Office.

Originator: Andy Corbett, x8807

Contacts for Additional Information:

Jerry Faliano, x8527
 Elaine Fears, x8554
 Kathleen Budd, x8592