

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**

Thursday, October 21, 2021
9:30 AM
Commission Conference Room
1443 N. Robberson, 10th Floor

PLEASE CHECK & RETURN

<input checked="" type="checkbox"/>	PC
<input checked="" type="checkbox"/>	CC1
<input checked="" type="checkbox"/>	CC2

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, Larry Woods.

Teleconference Attendees: Mike Cagle, Kevin Barnes, Jeff Scott, Tina Phillips, Jeff Bassham, Rob Rigdon, Rick Artman, Sydney Allen, Cindy Stein, Allen Icet and Franz Williams.

Informational Items

Resource Management-Kevin Barnes

- Turner Creek update.
- 2nd floor office remodel update in the Historic Courthouse.
- Treasurer office will be having new carpet installed next week.
- Judicial project to begin in November.
- Jail project update.

Cox Medical Tower • 1443 North Robberson Avenue, 10th Floor • Springfield, Missouri 65802
Mailing Address 940 Boonville Avenue • Springfield, Missouri 65802
www.greenecountymo.gov

Items for Consideration and Action by the Commission

(EX1) Discussion and Possible Vote: Approval on Non-Congruent Sheltering Contract, OEM

Commissioner Rusty MacLachlan moved to approve the non-congruent sheltering contract as presented. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

Discussion and Possible Vote: Capital Budget Request, OEM

Commissioner John Russell moved to approve the capital budget request to move \$6350 from OEM equipment maintenance fund to capital budget. Commissioner Rusty MacLachlan seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

Commissioner John Russell moved to approve the request for \$1500 to be moved from the contractor line in the budget into capital budget for a tablet for the municipal planner position to use out in the field. Commissioner Rusty MacLachlan seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

Other:

With no other business the meeting was adjourned.

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REVISED: Commission Briefing Agenda

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Informational Items
Resource Management

Items for Consideration and Action by the Commission
Discussion and Possible Vote: Approval on Non-Congruent Sheltering Contract, OEM

Discussion and Possible Vote: Capital Budget Request, OEM

Other:

Revised on 10/19/2021 @ 3:20 PM

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OFFICE OF THE COMMISSION OF GREENE COUNTY, MISSOURI
1443 N. ROBBERSON AVE., SUITE 1000, SPRINGFIELD, MO 65802

BOB DIXON
PRESIDING COMMISSIONER

RUSTY MACLACHLAN
COMMISSIONER, 1st DISTRICT

JOHN C. RUSSELL
COMMISSIONER, 2nd DISTRICT

GENERAL CONTRACT INFORMATION

CONTRACTOR: Catholic Charities of Southern Missouri
CONTACT: Maura Taylor
ADDRESS: 424 E. Monastery St., Springfield, MO 65802
EMAIL: mtaylor@ccsomo.org
PHONE: 417-720-4213

CONTRACT TITLE: COVID-19 Non-Congregate Homeless Shelter (Respite and Quarantine)

DESCRIPTION OF SERVICES TO BE PROVIDED: Provide turn-key non-congregate shelter services, support, and facilities for homeless individuals affected by COVID-19, as set forth in Attachment A, included herein.

CONTRACT PERIOD: September 5, 2021 – December 31, 2021

THIS AGREEMENT, made and entered into this 21st day of October, 2021, between Greene County, Missouri (hereinafter "County") and the Catholic Charities of Southern Missouri ("Contractor"), located at 424 E. Monastery St, Springfield, MO 65807. (*The term Contractor includes professionals performing in a consulting or sub-contract capacity*)

TOTAL COMPENSATION NOT TO EXCEED: County agrees to pay Contractor an amount not to exceed, \$300,000 through December 31, 2021. County will seek reimbursement for the payment for services invoiced to County by Contractor via Stafford Act Declaration (DR-4490). Greene County will be billed on a not-to exceed basis for services rendered in Attachment A and using the process outlined in Attachment B.

CHANGES AND ADDITIONS TO SCOPE OF SERVICES: County shall have the right at any time during the performance of the services, without invalidating this Agreement, to modify the Scope of Services or make changes by altering, adding to, or deducting from said services upon the express approval by Contractor of such modifications or changes to the Scope of Services. If Contractor rejects proposed changes or modifications to the Scope of Services by the County then County may terminate this contract.

INDEMNITY AGREEMENT: To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with Contractor or a subcontract for part of the services), of anyone directly or indirectly employed by Contractor or by any subcontractor, or of anyone for whose acts the Contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Greene from its own negligence.

TERMINATION FOR CONVENIENCE: Should there be a need by the Contractor or the County to terminate this contract for any reason, either party may do so for any reason upon ten (10) days written notice and it will be mutually understood that no fees will be paid; and reasonable/necessary expenses incurred prior to termination will be addressed on a case-by-case basis.

THE CONTRACT WILL BE SIGNED AND CERTIFIED BY GREENE COUNTY AND ONE COPY OF THIS AGREEMENT WILL BE RETURNED TO YOU.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first set forth above.

COUNTY OF GREENE, MISSOURI

CATHOLIC CHARITIES OF SOUTHERN MISSOURI

By: _____
Bob Dixon
Presiding Commissioner

By: _____
Title: Executive Director

By: _____
Rusty MacLachlan
Commissioner 1st District

By: _____
John C. Russell
Commissioner 2nd District

By: _____
Title: Delvin Elfink

APPROVED AS TO FORM:

By: _____
John W. Housley, Greene County Counselor

Title: BOARD TREASURER

ATTEST:

County Clerk Certification

I certify that I am the County Clerk of Greene County, Missouri; that the foregoing document is true, complete, and correct Order adopted by the Greene County Commission, Missouri on October 21st, 2021, as the same appears in the official records of the County, and the Order has not been modified, amended, or repealed, and is in full force and effect on the date hereof.

IN WITNESS WHEREOF, I have executed the Certificate and affixed the seal of the County of Greene, Missouri this 21st day of October 2021.

GREENE COUNTY CLERK:

SHANE SCHOELLER
Greene County Clerk

AUDITOR CERTIFICATION:

I certify that the expenditures contemplated by this document are within the purpose of the document and are also within the purpose of the appropriation to which it is to be charged, and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

Cindy Stein
Greene County Auditor

Date

Attachment A Scope of Services

Catholic Charities of Southern Missouri (CCSMO), will:

- Operate a non-congregate shelter meeting FEMA guidelines.
- Provide Non-congregate sheltering services to homeless individuals for health and medical related needs, such as isolation and quarantining resulting from COVID-19 by utilizing motel rooms at the Glenstone Place Motel (2601 N. Glenstone, Springfield, MO). Initially contracted for 5 units in 30-day increments with the opportunity to scale up or down based on the current community need. (*The sheltering of individuals should be limited to that which is reasonable and necessary to address the public health needs of the incident and should be demobilized as soon as reasonably possible.*)
- Provide 24/7 staffing and monitoring of all rooms and facilities to monitor isolation and quarantine protocols are followed by the residents.
- Provide residents with 24/7 access to staff to meet residents' needs including providing food services, laundry, and personal hygiene items, etc.
- Provide a nurse (RN) to address medical questions and coordinate care with health care providers if needed (example-patient exits a hospital with oxygen tank).
- Follow local COVID protocols and utilize PPE to reduce risks to other motel residents, staff, and clients/residents.
- Contract for janitorial services to ensure rooms are clean and safe for future residents.
- Provide 24/7 staff to monitor cameras for security of residents.
- Provide supervision of all staff by the Program Manager.
- CCSMO will provide to Greene County every 30-days:
 - Average length of stay of clients
 - Total number of individuals sheltered in the previous 30-days

Attachment B Payment for Services

The following outlines the flow of payment for services:

Based on submitted cost estimates, CCSMO estimates their upfront initial 30-day cost to be \$32,000. This cost includes one-time expenses (computers, cameras, cables, etc.). Ongoing cost on a 30-day basis are estimated to be \$37,061*.

1. On a 30-day cycle, CCSMO will provide Greene County detailed receipts for all expenditures billed. Upon project termination, CCSMO will provide Greene County with a final invoice and a full accounting of all expenditures to date.
2. Greene County will make payment to CCSMO following receipt of detailed receipts for expenditures by CCSMO with reimbursement submission by the County to FEMA via Stafford Act Declaration (DR-4490). Greene County will submit a request for reimbursement to FEMA via standard project form for all funds expended for this project.

**Costs listed are estimates based on reasonable costs associated and may be adjusted up/down depending on number of client rooms needed to support homeless COVID case rates*



Board of Directors

Bylaws Resolutions

September 24, 2013

Be it resolved that:

Executive Director of Catholic Charities of Southern Missouri shall have the authority to:

- Sign and transact on behalf of the entity, and to bind and obligate the entity, in the following manner: Enter into lease agreements for offices, buildings and other properties necessary in the scope of general business duties to meet and carry out the obligations of the organization as dictated in the bylaws and mission statement.
- Sign and transact on behalf of the entity, and to bind and obligate the entity, in the following manner: Enter into contracts, MOUs, and grant agreements necessary in the scope of general business duties to meet and carry out the obligations of the organization as dictated in the bylaws and mission statement.
- Sign and transact on behalf of the entity, and to bind and obligate the entity, in the following manner: Open checking accounts, savings accounts, brokerage accounts, trust funds, certificate of deposits necessary in the scope of general business duties necessary to meet and carry out the obligations of the organization as dictated in the bylaws and mission statement.

Motion made by

Approved by board on September 24, 2013.

Administration
27 East Missouri St.
Cape Girardeau, MO 63701
(573) 335-1223

Cape Girardeau Office
997 E. 10th St. Ste. 100
Cape Girardeau, MO 63703
(573) 333-8110

www.ccsomo.org

Julian Office
403 E. 2nd St.
Julian, MO 64529
(417) 254-1780

Sturgeon Office
505 W. Main St. #1
Sturgeon, MO 64484
(417) 692-0633

South Central Office
102 4th Street
New Haven, MO 63062
(573) 221-8527