

DEKALB COUNTY BOARD OF HEALTH
MINUTES OF EXECUTIVE SESSION
November 24, 2020

BOARD OF HEALTH MEMBERS PRESENT

Derryl Block, RN, PhD, President
Heather Breuer, DMD, Vice President
Rukisha Crawford
Lorraine Daly
Erik Englehart, MD
Patricia Faivre
Jessica Harrill, JD
Paul Stromborg, MD
Anita Zurbrugg

STAFF MEMBERS PRESENT

Lisa Gonzalez, Public Health Administrator

DISCUSSION

The Board of Health entered into Executive Session at 5:25 pm for the purpose of discussing Employment Matters – Personnel Matters under subsection Number 1 of Section 2 (c) of the Open Meetings Act.

Mrs. Gonzalez discussed a proposed salary adjustment and title change for the employee who holds the Receptionist (Office Assistant) position. She shared that the recommendation is based upon increased responsibilities associated with the COVID-19 Response. Mrs. Gonzalez recommended an initial retroactive payment for the period of March 29, 2020 through December 5, 2020 to be reflected on the payroll dated December 11th. Beginning December 6, 2020, the hourly rate of \$14.68 would be paid moving forward. Mrs. Gonzalez shared that a portion of the cost will be covered by COVID-19 grant sources.

Mrs. Gonzalez also provided a summary of the Overtime for Positions Classified Administrative and Management Policy and shared that between two clinical leadership roles, the Director of Community Health and Prevention and the Communicable Disease Coordinator, over 1200 hours over the regular full-time hours have been documented since March 2020. Data of actual hours worked was shared for the period of March 1, 2020 through October 31, 2020. Mrs. Gonzalez proposed four options for compensation for Board consideration.

Mrs. Gonzalez recommended that the Board consider a payout of overtime hours above regular scheduled hours minus 5 hours per week retroactively from March 1, 2020 through February 28, 2021. She indicated that there would be an initial payment for the period of March 1, 2020 through October 31, 2020 to be paid on the pay period ending December 5, 2020. Moving forward, from November 2020 through approved period, overtime hours will be paid on a monthly basis using

the same calculation. Mrs. Gonzalez indicated that a portion of the expense will be offset by the revenue recognized by COVID-19 Cures Act as many costs that were not allocated previously to a grant source will be reimbursed through this funding. She shared that the remaining expense would come from Restricted Fund Balance allocated for an Emergency Event.



Lizy Garcia, Secretary
DeKalb County Board of Health
Executive Session Minutes
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