

**CLARKSVILLE MONTGOMERY COUNTY EMPLOYEES**  
**INSURANCE TRUST MEETING**  
**April 1, 2020**

A special called meeting of the Clarksville Montgomery County Employees Insurance Trust was held Wednesday, April 1, 2020 at 4:00 p.m. via Zoom.

Jeanine Johnson called the meeting to order at 4:00 p.m. and began with the following announcement and instructions to the Trust members.

This is Jeanine Johnson, Chairperson for the Clarksville Montgomery County Employee Insurance Trust, today is April 1, 2020.

This meeting of the Clarksville Montgomery County Employees Insurance Trust is being conducted under Governor Lee's executive order No. 16 issued March 20, 2020.

The purpose of this meeting is to look at On-Site Clinic employees and their compensation during the COVID-19 pandemic.

Given the states of emergency that have been issued by the Federal, State and Local governments due to the COVID-19 pandemic, the Trust determines that meeting electronically is necessary to protect the health, safety and welfare of its members as well as the citizens of Clarksville Montgomery County, TN.

Reminder:

All voting will be by roll call with a yes or no by each Trust member present. Voicing votes together or showing of hands is not acceptable.

The Zoom video recording of this meeting will be posted on CMCSS website by Friday April 3<sup>rd</sup>.

At this time I will establish a Quorum-when I call your name please indicate present.

The following Trust members indicated they were present: Mark Banasiak, Amanda Beck, Tommy Butler, Marcia Demorest, Charli Hall, Michael Johnson, Leslie Helmig, Kellie Jackson, Ed Long, Donna Mahoney, Kay Rye, John Smith, Tim Swaw, Jeff Taylor, Mary Thomas and Kimberly Yarbrough. Also in attendance were Kim Phelps of Fessenden Consulting Group, Carol Joiner CMCSS General Counsel, Donna McIntosh from the CMCSS Benefits Office, Sharla Smith from Onsite, Pam Clark from County HR.

Minutes from the March 16, 2020 meeting were reviewed. Motion to accept the Minutes was made by Mark Banasiak. Jeff Taylor seconded. All Trust members verbally voted yes. Motion carries.

Sharla Smith presented information concerning the operations of the clinic, since March 17. An electronic version of the timeline for the operations of the clinic, as well as staffing and patient volume information had been electronically provided to Trust members prior to the meeting.

Salaried staff is not receiving any additional compensation beyond their regular salary and PRN staff are only compensated if they have worked.

The following four options were presented to the Trust members concerning compensation for the full-time hourly/classified Onsite employees:

1. Pay full time hourly/classified employees an additional \$30 per hour for any hours worked within the clinic during the altered operation of the clinic due to the COVID-19 response as the school system has elected to with school nurses who are conducting COVID-19 screenings.
2. Pay full time hourly/classified employees time and a half for any hours worked within the clinic during the altered operation of the clinic due to the COVID-19 response.
3. Pay full time hourly/classified employees normally per hour for any of their normal schedule whether they are required to report to work or not within the clinic during the altered operation of the clinic due to the COVID-19 response with no additional pay for reporting to work at an Onsite clinic location.
4. Maintain current practice for full time hourly/classified employees, pay hourly rate plus comp time equal to half of the hours worked. If the patient volume is low and the hours are altered they will receive their normally scheduled pay as if they had worked.

There was discussion of the options. Option #4 is not ideal, as it is hard for staff to use earned comp time at a later date. Tommy Butler stated no hourly employees are working more than 40 hours per week. Tommy estimates the impact to the budget could be between \$3000 and \$5000 per week and that the additional pay can be tracked. Kimberly Yarbrough made a motion to go with option #1, effective March 30, 2020 and re-visit this in 30 days, if necessary. Mark Banasiak seconded. All Trust members voted verbally. Motion carries with 12 yes votes and 5 no votes.

The next meeting will be held Tuesday, May 12, 2020 at 4:15 p.m., unless a meeting is needed in 30 days to re-visit the operations and compensation of the full time/hourly classified employee at the Onsite Clinic.

The meeting was adjourned at 4:30 p.m.

