

MINUTES
Of the Special Called Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
March 19, 2020
Police Jury Chambers
507 West Main Street
Homer, LA 71040

The Claiborne Parish Police Jury met in a Special Session in the Jury Chambers of the Claiborne Parish Police Jury Complex, located at 507 West Main Street in Homer, LA at 10:00 a.m. on the 19^h of March 2020. On being called to order by President, Scott Davidson, the following Jurors were present:

James Laird, Mark Furlow, Kevin Gray, Mary McDaniel, Joseph Merritt, Jr., Tommy Sanders, Gill Dowies, and Rev. Willie Young, Sr.

District #6 Juror, Paul Cook was absent due to illness.

This meeting was streamed live over the Claiborne Parish Library's Facebook page.

There were 16 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendent Tommy Durrett, Sheriff Ken Bailey, Executive Director of the CPPJ OOCs Tim Cain, Director of Libraries Mrs. Pam Suggs, CPL IT Director Andy Davis, Sheriff-Elect Sam Dowies, Claiborne Parish OEP & Homeland Security Director Mr. Dennis Butcher, Mrs. Teresa Raley of LSU AgCenter, Parish Coroner and CMMC Chief of Staff Dr. Mark Haynes, Dr. Scott Haynes of Claiborne Family Medical and Claiborne Memorial Medical Center, Haynesville Mayor Mrs. Beverlee Kilgore, CEO of Claiborne Memorial Medical Center Mrs. Tina Haynes, Mrs. Michelle Monzingo of DART, Ms. Jessica Trichel of Pafford Ambulance, and Brian Driskill of the CPSO.

The meeting was opened with a word of Prayer led Rev. Willie Young, followed by the Pledge of Allegiance led by Kevin Gray.

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Gil Dowies, duly seconded by Mary McDaniel, the Jury unanimously amended the Regular Agenda and added the following:

1. Notice of Police Jury Administrative Office and Road Barn Office closed to the public as of March 20, 2020, per State of Louisiana Executive Order.
2. Adopt the Parish's Disaster/Health Crisis Emergency Policy
3. Proposal to give Parish Road Superintendent, Tommy Durrett, the authority to hire thru Manpower, additional employees - if needed for 60 days, due to the Department of Corrections not allowing inmates on work detail due to the C-19 virus.

President Scott Davidson requested that the Jury handle the amendments to the agenda at this time.

Upon motion by Kevin Gray, duly seconded by James Laird, the Jury unanimously voted, per the Executive Order from Governor John Bel Edwards, to close the Claiborne Parish Police Jury Administrative Office and Road Barn Office effective March 20, 2020 to all general public access until further notice. All business shall be handled over the phone or via email, unless deemed absolutely necessary to grant access to the buildings. The public may call the Jury Office at (318)927-2222 for assistance.

Upon motion by Joseph Merritt, duly seconded by Kevin Gray, the Jury unanimously adopted the Parish's Disaster/Health Crisis Emergency Policy per recommendation from the Parish Auditors.

Upon motion by Tommy Sanders, duly seconded by Mark Furlow, the Jury unanimously approved the request to give Parish Road Superintendent Tommy Durrett permission for 60 days to hire additional employees thru Manpower for bush hog season, if needed. (This proposal is due to the DOC not allowing inmates out on work detail at this time due to the Covid-19 pandemic.)

Sheriff Ken Bailey that he had been in conversation the DOC just before this meeting and was informed by the Department of Corrections that if he sends out his DOC inmates to out on work detail crews that DOC will pull those inmates and his office will lose those inmates. Therefore, the Sheriff's Office has no other option than to abide by the DOC guidelines and not allow the inmates out on work programs. There will be no inmates available for the Parish work crews for the foreseeable future.

Regular Agenda:

President Scott Davidson began the meeting by giving an update to everyone concerning the Governor's Executive Order on the pandemic and on how the Administrative Office and Road Department plans to operate at this present time. He stated that beginning on March 20, 2020, the doors will be locked and closed off to general public access at both the CPPJ Admin Building and the Hwy Dept Public Works Building until further notice. All business shall be conducted via phone or email, unless it is absolutely necessary to schedule an appointment to meet in person.

Dr. Mark Haynes gave an update on the Coroner's Office and the patients that he has been seeing recently at CMMC and his clinic. He stated that as of today we do not have any verified deaths in the Parish from COVID-19. We do however have several deaths that could be labeled as C-19 pending the results of the tests. Dr. Mark Haynes monitors the La Department of Health website daily and as of 9:30 am on March 18, 2020, the state had 347 confirmed cases, 8 deaths and 805 tests completed. 17 of the 64 Parishes have positives cases at this moment, with the closest Parish being Bossier Parish.

President Davidson reminded everyone that we are streaming this meeting live on Facebook through the Library's page and that any questions for Dr. Mark Haynes please call or text (318)518-8490 and he will try to answer them.

President Davidson also reminded everyone to visit CMMC's Facebook page and website and to view the information from Dr. Scott Haynes and Mrs. Tina Haynes in reference to the COVID-19 Virus and how it could possibly affect them.

Dr. Scott Haynes informed everyone that Lee Jones, the hospital's infectious disease control, has daily results of any possible cases in the area. Dr. Scott stated the CDC recommends that if you have symptoms and you are a hospital employee or person who works in the public sector, you need to be tested. Dr. Haynes said it is presently taking as long as 9seven (7) days for test results to come back to the hospital. Everyone who exhibits a fever and cough needs to stay home and quarantine themselves just to be safe. 15 % patients with COVID-19 need to be seen by a doctor and 5% will need oxygen and possibly ICU care. He reiterated that the best thing to do is to stay at home if you are sick. Dr. Scott answered a question concerning can you become infected by someone by just being in close contact with an infected individual – Dr. Scott answered said that the only way to infect someone is by coughing and sneezing when the virus particles become airborne and have an aerosol effect. He also stated that contaminated surfaces can be an issue if you touch your face, mouth or eyes after touching that surface. The best way to prevent the spread of the virus is to wash hands with soap and water for at least 20 seconds frequently, clean high traffic areas and sanitize regularly, and refrain from touching your face and mouth. Those individuals most at risk are age 60 and above with hypertension, heart disease, diabetes, and the elderly. Dr. Scott Haynes stated in closing, that if this virus continues to spread, the medical PPE equipment will become limited for the hospital and community.

Dennis Butcher of Claiborne Parish OEP and Homeland Security updated everyone on the crisis that we are beginning to see with COVID-19. He wanted to take this opportunity to thank the public for their patience during this time. Mr. Butcher is working thru the Claiborne Parish OEP Office with state, federal and local entities. The Parish officially filed a Declaration Of Emergency on March 13, 2020, which should open up federal and state funding for those parish entities and individuals affected by the COVID-19.

Claiborne Parish Sheriff Ken Bailey stated the Sheriff's Office Door will be locked to help prevent the spread of the virus. All public restrooms are off limits now. If you need to pay a ticket, you may place your payment in the lockbox at the door. If you have a complaint and need a deputy, they will meet you outside the building to help you.

Sheriff-Elect Sam Dowies gave an update on Lake Claiborne State Park and the closing of the state parks at Lake Bisteneau for use by the National Guard to possibly house Covid patients and that Lake D'Arbonne could possibly be used in the same manner.

Claiborne Memorial Medical Center CEO Tina Haynes gave an update of the actions being taken by CMMC at this time. She stated the hospital had already place safeguard measures into effect before the Governor's mandate was issued. At this time the hospital is restricting all visitors. If you have someone in the hospital and you want to visit them, you are welcome to visit, but you will have to stay until the patient is discharged - you will not be allowed to leave. All visitors or vendors are screened by temperature when they enter the door. All employees are screened, as well. Those employees with a temp of greater than 100 degrees are sent home immediately until approved healthy by management. As of March 18, 2020, all elected procedures for surgery have been canceled unless they are deemed necessary by the doctor. Claiborne Memorial Medical Center has been working closely with Springhill Medical and Minden Medical to stay on top of policies and procedures, as well as regional updates.

Mrs. Tina Haynes read the information emailed from School Superintendent Bill Kennedy concerning what the school board is doing at this time. The school cafeterias will be serving a drive and go lunch from 10:00 am – 12:00 pm for all kids 18 years and under.

A question was directed to Mrs. Tina Haynes as to how many ventilators were available at Claiborne Memorial Medical Center? She replied there were 3 with 1 being used at this time. Mrs. Haynes also stated the hospital has 4 isolation rooms available, if needed. A lot of rural hospitals don't have any isolation rooms available. If need be, CMMC can make an entire wing an isolation ward.

Ms. Jessica Trichel of Pafford EMS gave a brief update of what Pafford Ambulance is doing during this trying time. She stated that Pafford has a pretty large supply of medical PPE. All employees are required to wear gowns, gloves, safety shields, and masks on all calls. There are also screening all employees daily with temperature checks.

President Scott Davidson told the public that if you call an ambulance or have to go to the hospital, please let them know if you are having these symptoms.

Secretary-Treasurer Dwayne Woodard gave the Judges update for the Courthouse. Court Operations Under the Exigent Circumstances Created by COVID-19 (Coronavirus) Beginning March 17, 2020 at 8:30 am thru April 13, 2020 at 8:30 am, all jury trials, both civil and criminal are continued, to be reset, by order. Criminal initial appearances for adults and juveniles, arraignments for incarcerated individuals and bon hearings shall continue to be held as scheduled and shall be conducted with the use of telephone and video conferencing, whenever possible. The delays in all criminal cases created by this order shall constitute "just cause", pursuant to La. Code of Criminal Procedure art. 701, with legal deadlines including liberative, prescription and preemptive periods suspended until at least April 13, 2020, pursuant to Section 5 of Proclamation Number JBE 2020-30. All Civil trials, hearings, and court appearances are hereby continued, to be reset by order, except for hearings related to the following: civil protective orders, child in need of care proceedings, emergency child custody matters pursuant to La. Code of Civil Procedure art. 3845, proceedings for children removed from their homer by emergency court orders, emergency interdictions, and matters of public health related to this crisis. All Non-Support matters are hereby continued, to be reset, by order. All Juvenile Court matters other than seventy-two hour continued custody hearings are to be continued to May 12, 2020. This

order does not affect the Court's ability to consider civil or criminal matters that can be resolved without hearing or matters that are normally signed in chambers. The Claiborne, Jackson, and Bienville Parish Courthouses will be opened to the public according to the direction of each parish's Police Jury. The public may continue to utilize Court services in accordance with this order and while following all applicable public health guidelines. The public is encouraged to check with the respective Judges' offices in the Second Judicial District Court for additional information by calling: Claiborne – 318-927-2550 * Jackson 318-259-3442 * Bienville 318-263-7412. This order was written and signed by Judge Jenifer Ward Clason and will remain in effect until April 13, 2020 at 8:30 am

District Attorney Danny Newell gave a brief update from the Second Judicial District Attorney's Office. He stated all business is postponed until April 13, 2020. On April 7th and 8th, the office may have arraignments, but these will be limited. No civil court, at this time. April 8th is supposed to be traffic court. There will be a notice posted on the door, along with the new court date appearance. District Attorney Newell told the Jury that his office is still operating at full capacity, limited contact with the public.

Director of Libraries, Mrs. Pam Suggs gave an update on the Libraries. She stated that as of now they are allowing patrons to come inside. Mrs. Suggs told the Jury that the staff is being very cautious and sanitizing keyboards, books, etc.

Secretary-Treasurer Dwayne Woodard gave an update from Clerk of Court Brian Flynn. He stated the Clerk of Court door will be locked to the public, except for Land Men, who need to come in, at this time.

OOO Director, Tim Cain gave an update on the OOCS and the public transit program. He stated there will be a sign on the door stating that if you have any flu-like symptoms, to not come inside. Also, his office is trying to do as much business via telephone, as much as possible. There will be some required face to face appointments, but most can be handled by phone. Mr. Cain told the Jury that the employees that drive the vans have been trained of how to sanitize and protect themselves.

President Scott Davidson, again, announced that the Road Barn will be operating at full capacity. All offices are locked, you will have to call if you need assistance.

President Scott Davidson stated that David Greene with Republic Waste says trash pickup will continue, on schedule and their drivers have been trained to protect themselves, as well.

Dr. Mark Haynes also wanted to encourage people who are having gatherings due to illness or death, please do this away from the hospital. He stated that a lot of times, if someone is in the hospital and is very ill or passes away, people tend to gather at the hospital. Also, please don't come to the ER for minor issues, such as getting a prescription refilled.

Mr. Brian Driskill, CPSO deputy and former State Police Officer, expressed his concern to the Police Jury, from his experience with major disasters, the failure to prepare for food and shelter, has been the main issue. Mr. Driskill encouraged the Police Jurors to search FEMA guidelines and to be prepared for help distribute food and have solutions, in case our grocery stores close or housing people becomes an issue.

Juror Mark Furlow asked CMMC CEO Tina Haynes if the old Haynesville Hospital could be used to house COVID-19 patients or quarantine people? Mrs. Tina Haynes didn't think this was an option, but possibly in a dire emergency that it could be used. Mrs. Haynes also stated that Stallion Oilfield Services has also come forward and offered 14 temperature-controlled units, light towers, portable generators, porta johns, and more to be used as quarantine units if needed.

Dr. Scott Haynes, again stated there were no presumptive positives or positive cases at this time. There have been 15 people tested. These samples were sent off on March 15, 2020. It is taking 7-10 days to received results.

Upon motion by Kevin Gray, duly seconded by Mark Furlow the meeting was adjourned.

Dwayne R. Woodard
Secretary-Treasurer

Scott Davidson
President