

Executive Session Minutes
July 9, 2020

The Board convened an executive session at 4:40pm to discuss personnel matters. Present were Supervisor Bill Catching, trustees David Moore, Delores Hicks, Juanita Wells, Brenda Hernandez and Youth Director Scot Thurman and Human Resources Manager Ken Maurice.

Supervisor Catching stated that three employees were in quarantine as of July 9, 2020 - a RIK driver, who texted in stating he had COVID-19 symptoms; and two employees who were exposed to the virus at a wedding. Catching said the latter two employees aren't exhibiting symptoms and are able to work from home during their 14 day quarantine.

Ken Maurice explained the new employee handbook addendum addressed situations like this and that much of the policy updates had been in practice since Phase 3 of the Restore Illinois plan took effect on June 1, 2020. Mr. Maurice stated future changes to the COVID-19 policy should be based on national and state conditions. Mr. Maurice recommended the Youth Center director should be very careful during summer camp activities.

Trustee Wells stated she is uncomfortable with the idea of sports at the Youth Center, but the policy seems to address everything pandemic related.

Mr. Thurman stated one of his concerns centered on how to keep parents away from the kids and employees involved in the summer camp. Mr. Maurice suggested following the Restore Illinois guidelines which call for the creation of a designated area for parents to wait.

Trustee Hicks stated she has seen summer camps for kids at local churches which have activities outside.

Trustee Hernandez asked if any contact tracing is in place for employees that leave the state. Mr. Maurice responded that the contact tracing would only come into play if the employee said they visited a current pandemic hotspot.

Trustee Hernandez asked if employees in 14 day quarantine are paid if their work does not allow them to work from home. Mr. Maurice stated that if the Township asked the employee to stay home, they would be paid during their quarantine.

Trustee Hernandez asked if employees would be required to acknowledge the receipt of the updated COVID-19 policy. Mr. Maurice said it would be acknowledged. Trustee Moore stated he liked the idea of acknowledgement of receipt. Trustee Moore stated it was not only sound policy, but the moral, and right, thing to do.

Trustee Moore stated he had concerns about the summer camp – 1) kids have to be watched constantly; and, 2) questioned how the Youth Center staff plan to keep the kids safe. Moore also said he thought public water fountains were problematic. Trustee Hernandez stated the Prisco Center still allowed water fountains which could refill water bottles. Trustee Moore suggested providing small water bottles to camp participants and expressed concern about activities being held inside the building. Moore cited recent CDC findings that the virus can travel up to 12 feet once aerosolized.

Mr. Thurman stated kids and adults will need to be told to keep their masks on and that the Youth Center will need to provide masks for those participants that do not have them. Thurman also said he is leaving the enforcement of the rules to the program leaders.

Trustee Wells asked if the Township needed a separate policy to deal with kids. Mr. Thurman said the Youth Center has its own re-opening and standard operating procedures in place. Mr. Maurice stated that the Youth Center's policies and procedures should be in sync with the Restore Illinois recommendations.

Trustee Hicks stated that the virus' respiratory effects combined with the heat and mask wearing, mean that CPR and AED training should be completed immediately. Mr. Thurman said he usually has more time to set up training with Waubensee Community College, but he will contact them to try to schedule training. Trustee Moore stated that Aurora Fire Department will come in and conduct training quickly. Mr. Thurman said he will reach out to Waubensee CC and AFD on July 10 to see how soon the training could be conducted. Trustee Moore asked Mr. Thurman how training certification is tracked. Mr. Thurman said proof of certification is left up to the individual employee, but the Youth Center asks for a copy. Trustee Moore stated that certification should be sent to human resources.

Supervisor Catching motioned to adjourn executive session and return to open session. Trustee Wells seconded. Motion passed by unanimous voice vote. Executive session ended at 5:13 p.m.