

QUORUM COURT MINUTES

03/23/2020

FILED

APR 08 2020

**KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK**

QUOURM COURT MINUTES

MARCH 23, 2020

11 Justices of the Peace present. Justice Weinstock and Justice Rogers were absent.

Judge Day called the meeting to order at 5:30 p.m.

The first order of business was the approval of the March 9, 2020 Quorum Court Minutes. Justice Forrest made a motion to approve the minutes and Justice Pasmore seconded.

Committee Minutes: Justice Price read the Public Service Committee meeting minutes from March 9, 2020. A copy of same is attached hereto as **Addendum A**.

Justice Longmire read the Finance Committee meeting minutes from March 9, 2020. A copy of same is attached hereto as **Addendum B**.

Justice Cline read the Road Committee meeting minutes from March 9, 2020. A copy of same is attached hereto as **Addendum C**.

Old Business: The first order of old business was the third reading of the Ordinance to amend Ordinance 2014-3, Vacation and Paid Time Off. Justice Cook made a motion to suspend the rules and read title only. Justice Couch seconded. Judge Day took a verbal vote and the motion passed unanimously. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum D**. Justice Cline made a motion to approve the Ordinance and Justice Price seconded. Roll was called and the motion passed with all votes in favor of.

The second order of old business was the third reading of the Ordinance to amend Ordinance 2014-3, Anniversary date, Job descriptions, Classifying Exempt and Non-exempt employees. Justice Cline made a motion to suspend the rules and read by title only. Justice Williams seconded. Judge Day took a verbal vote and the motion passed unanimously. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum E**. Justice Couch made a motion to approve the Ordinance and Justice Williams seconded. Roll was called and the motion passed with all votes in favor of.

The third order of old business was the third reading of the Ordinance to amend Ordinance 2014-3, Travel Policy. Justice Cook made a motion to suspend the rules and read by title only. Justice Tennison seconded. Judge Day took a verbal vote and the motion passed unanimously. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum F**. Justice Tennison made a motion to approve the Ordinance and Justice Pasmore seconded. Roll was called and the motion passed with all the votes in favor of.

New Business: The first order of new business was an Ordinance to amend the 2020 operating budget to add additional funds for other professional services for medical screeners to staff

courthouse entrances. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum G**. Justice Forrest asked if this Ordinance was for more people? Judge Day responded stating that it is the appropriate response for the current situation, Covid-19, and that he hopes we do not have to use the appropriated funds, but it is better to have them and not need them then to not have them and need them. Justice Couch made a motion to pass the Ordinance and Justice Williams seconded. Roll was called and the motion passed unanimously with all votes in favor of.

The second order of new business was the first reading of an Ordinance to amend Ord 2014-3, incorporating a policy for exempt employee leave requirements. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum H**.

The third order of new business was the first reading of an Ordinance to adopt the Johanson Group classification and compensation study. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum I**. Justice Pasmore made a motion to bring the motion to the floor and Justice Percy seconded. Roll was called and the motion passed unanimously with all votes in favor of. Justice Longmire made a motion to table the Ordinance because of the given circumstances surrounding the Covid-19 outbreak. Justice Couch seconded. Judge Day took a verbal vote and the motion passed with all votes in favor of.

The fourth order of new business was an Ordinance amending the 2020 Budget to add Fund 3577, CY20 Accountability Court Grant Sobriety Court Fund to include Grant monies that have become available to Craighead County. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum J**. Justice Tennison made a motion to adopt the Ordinance and Justice Pasmore seconded. The roll was called, and the motion unanimously passed.

The fifth order of new business was the Clean Up Appropriation Ordinance for Budget year 2019. The Deputy Clerk read the Appropriation Ordinance, a copy of same is attached hereto as **Addendum K**. Justice Tennison asked where do the library funds come from? Judge Day stated they receive their money the same way the school receive theirs. There is a millage and all funds received on that millage go to the library. Justice Cook asked who oversees the library funds? Judge Day said the Library Board of Directors. Justice Longmire asked if there was a way that Quorum Court members could serve on Boards as well so that they would have knowledge of how the money is being spent? Judge Day told the Court that he would have to research the rules on that matter. After discussion, Justice Cline made a motion to pass the Appropriation Ordinance and Justice Cook seconded. The roll was called, and the motion passed unanimously.

The sixth order of new business was a Resolution recommending the appointment of a board member to the Board of Directors of Southridge Fire Protection District. The Deputy Clerk read the Ordinance, a copy of same is attached hereto as **Addendum L**. Justice Williams made a motion to adopt and Justice Noel seconded. Upon discussing the Resolution, Justice Noel made

a motion to amend the Resolution to correct the expiration date from 2023 to 2025. Justice Longmire seconded. Judge Day took a verbal vote and the motion passed with all votes in favor of.

The seventh order of new business was a Resolution to address Craighead County Leave Policies in times of a Public-Health Emergency Declared by the Governor of the State of Arkansas. The Deputy Clerk read the Resolution, a copy of same is attached hereto as **Addendum M**. Justice Cline made a motion to approve the Resolution and Justice Couch seconded. Judge Day took a verbal vote and the motion passed with all votes in favor of. Justice Price then stated he believes that if a Craighead County employee must be quarantined for 14 days that they should not have to use their vacation time. He believes there should be a way for employees to go negative 80 in their PTO hours for a worst-case scenario. Judge Day stated that this is just a resolution and that would need to be placed into an Ordinance. Judge Day also stated that it cannot be a case by case decision because that could cause potential discrimination claims. There was no further discussion.

Announcements: Justice Cline made a motion to suspend the next Quorum Court meeting on an emergency basis. An example: Not enough Quorum Court members would be able to attend because of Covid-19. Justice Cook seconded the motion.

Judge Day took a moment to thank all Craighead County employees for their dedication and for stepping up during a state of emergency. Judge Day then complimented the Maintenance Supervisor, Mickey Marshall, for going above and beyond the call of duty to not only keep employees safe but the citizens of Craighead County as well by sanitizing and collecting all the gear needed to protect everyone.

With no other business to discuss, Justice Williams made a motion to adjourn and Justice Cook seconded. Judge Day adjourned the meeting at 6:55 p.m.

Addendum A

Public Service Committee Minutes

March 9, 2020

The Public Service Committee meeting was called to order by Chairman Richard Rogers at 5:47 P.M. Those in attendance were Justices Jason Price, Brad Noel, Kevin Williams, County Judge Marvin Day, Craighead County Sheriff Marty Boyd, Human Resources Manager Lacey Rush, Kimberly Dale and additional guests.

Items on the agenda were as follows:

1. Ordinance to Amend Ordinance 2014-3, Incorporating a Policy for Exempt Employee Leave Requirements. Motion was made to approve by Justice Price, 2nd by Justice Noel. It passed unanimously to move to full court for approval.
2. A Resolution recommending the Appointment of a Board Member to the Board of Directors of the Southridge Fire Protection District. Motion was made to approve by Justice Williams and 2nd by Justice Price. It passed unanimously to move to the full court for approval.

With no other business, a motion was made to adjourn by Justice Noel and 2nd by Justice Williams. Meeting adjourned at 5:55 P.M.

Finance Committee Meeting

March 9, 2020

Finance Committee Members present: Chairman Josh Longmire, Justices Dan Pasmore, Vince Percy and Darrel Cook. Justice Barbara Weinstock was absent from the committee meeting.

Others present: County Treasurer Terry McNatt, Collector Wes Eddington, County Judge Marvin Day, County Judge Assistant Lisa Lawrence, Sheriff Marty Boyd, Assessor Hannah Towell, Lacey Rush, Wanda Shasteen, Keith Inman and Roger Kidd.

Chairman Longmire called the Finance Committee meeting to order at 5:47 pm. Chairman Longmire read the Ordinance to amend the 2020 budget to include Fund 3577, CY20 Accountability Court Grant Sobriety Court. A motion to approve was made by Justice Cook, seconded by Justice Pasmore. The Ordinance passed unanimously.

Chairman Longmire then read the Ordinance to adopt the Johanson Group classification and compensation study. A motion was made by Justice Cook to approve, seconded by Justice Percy. The vote was unanimous to move the Ordinance through to the full court.

The Clean-Up Ordinance for budget year 2019 was read by Chairman Longmire. A motion to approve was made by Justice Pasmore and seconded by Justice Percy. The Ordinance passed unanimously.

Collector Wes Eddington presented the tax collection report for February 2020. Total tax collected in 2020 to date is \$872,507. Collector Eddington said 2019 tax statements were mailed today and it is the earliest that the statements have gone out in the three years that Collector Eddington has been in office. He was very complimentary of his staff and their hard work. He also said that next year, he would be turning in more tax set off requests for unpaid taxes.

Treasurer Terry McNatt reported on Craighead County's finances for February 2020. County General Fund ended the month with \$4.3 million. The Capital Fund ended with \$1.4 million. Road Fund ended with \$4.8 million. Sales tax receipts were up 1.02% in February, for an all time high of \$2.1 million. Craighead County's portion was \$397,273.57. 2019 financials were closed February 2020 and a year to date comparison through Month 14 showed that the financial position of Craighead County was \$285,792.21 weaker than in prior year. With no other business to discuss, Justice Cook moved to adjourn and Justice Percy seconded. Chairman Longmire adjourned the meeting at 6:35 pm.

ROAD COMMITTEE MINUTES

March 9, 2020

Those present for the Road Committee meeting were Chairman Justice Steve Cline and Justices Terry Couch, Barry Forrest and David Tennison. Eugene Neff, Road Superintendent was also present.

Justice Steve Cline called the meeting to order at 5:44 pm following the full court meeting.

Eugene Neff, Road Superintendent updated the committee on present road projects.

With no further business to discuss, Justice Barry Forrest made a motion to adjourn, seconded by Justice David Tennison. The meeting adjourned at 5:54 pm.

ORDINANCE NO. 2020 - _____

**AN ORDINANCE TO AMEND ORDINANCE 2014-3 UPDATING THE
CRAIGHEAD COUNTY EMPLOYMENT POLICY FOR VACATION AND PAID
TIME OFF, AND FOR OTHER PURPOSES**

WHEREAS, the Quorum Court has reviewed and consulted many employees and elected officials regarding various efficient and administrative approaches to vacation and paid time off eligibility requirements, and

WHEREAS, the Quorum Court has reviewed the Craighead County Employment Policy and wants to ensure a fair distribution of employee's time, and

WHEREAS, the Quorum Court concurs in the importance of the employees of Craighead County and seeks to foster an environment whereby employees receive benefits that foster a healthy working relationship, and

WHEREAS, a Committee consisting of various employee of Craighead County met and discussed the needs for revisions to the Paid Time Off Policy, and

WHEREAS, the elected officials were able to provide input and feedback for the fairest and most efficient approach, and

WHEREAS, further review of accruals for Vacation time was discussed, and

NOW THEREFORE be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. Ordinance No. 2014-3 adopting the Craighead County Employment Policy shall remove the current language in Section 10, Personal Time: C., and insert the following:

The County shall allow personal time accrued as follows:

Effective May 1, 2020, all full-time employees hired will be eligible to accrue up to a maximum of 720 hours during their employment at Craighead County. At the time of departure from the County for any reason, all personal time will be forfeited.

All full-time employees hired on or before April 30, 2020 will follow the following personal time policy:

Full-time employees will be eligible to accrue up to a maximum of 720 hours during their employment at Craighead County. Employees departing from Craighead County would receive accrued personal time paid based on the year of departure and years of service listed in the chart below:

	January 1, 2020	January 1, 2021	January 1, 2022	January 1, 2023
0-3 Years of service	100 hours	80 hours	60 hours	40 hours
4-7 Years of Service	240 hours	200 hours	160 hours	120 hours
8-11 Years of Service	540 hours	480 hours	420 hours	360 hours
12+ Years of Service	720 hours	640 hours	560 hours	480 hours

Existing employees personal time payouts will be based on the accrued personal time upon passage of this ordinance. Employees will be able to continue to accrue time up to a maximum of 720 hours but cannot be paid out more than what was recorded at the time of the ordinance.

Full-time employees will be eligible to accrue up to a maximum of 720 hours during their employment at Craighead County. Employees departing from Craighead County will receive accrued personal time paid based on the year of departure and years of service listed in the chart below. Such chart shall be utilized for all employees as January 1, 2023:

	January 1, 2023
0-3 Years of service	40 hours
4-7 Years of Service	120 hours
8-11 Years of Service	360 hours
12+ Years of Service	480 hours

SECTION 2. Ordinance 2014-3 shall be amended. Section 10, Personal Time, E and F shall be removed and stricken from the Craighead County Employment Policy.

SECTION 3. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions of the ordinance which remains effective absent the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

PASSED AND APPROVED on this _____ day of _____, 2020.

Marvin Day, County Judge

ATTEST:

County Clerk

ORDINANCE NO. 2020 - _____

AN ORDINANCE TO AMEND ORDINANCE 2014-3 UPDATING THE CRAIGHEAD COUNTY EMPLOYMENT POLICY FOR ANNIVERSARY DATE, IMPLEMENTING AND ADOPTING JOB DESCRIPTIONS, CLASSIFYING EXEMPT AND NON EXEMPT EMPLOYEES, AND FOR OTHER PURPOSES

WHEREAS, the Quorum Court concurs in the importance of the skill level and experience in employees of Craighead County, and

WHEREAS, the Quorum Court wants to foster an environment for a productive workforce and recognize workers for a job well done, and

WHEREAS, the Quorum Court concurs in the importance of the employees of Craighead County and seeks to foster an environment whereby employees receive benefits that foster a healthy working relationship, and

WHEREAS, the Quorum Court values their employees and seeks to avoid turnover and promote longevity for the employees; and

WHEREAS, the Quorum Court understands the resources and time that are spent training employees and seeks to provide an environment for long-term placement, and

WHEREAS, the Quorum Court seeks to adopt a job evaluations and a salary administration program in the near future to assist with employee retention and quality, and

WHEREAS, the Quorum Court seeks to adopt and incorporate a reference of all exempt and non exempt job classifications for all positions of employment.

NOW THEREFORE be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. That the Quorum Court shall adopt a job evaluation and salary administration program in the near future.

SECTION 2. That the Quorum Court adopts and incorporates by reference the attached exhibit setting forth job descriptions and classification of exempt and non exempt employees.

SECTION 3. Ordinance No. 2014-3 adopting the Craighead County Employment Policy shall be amended and Section 6, Paragraph B. shall be removed and revised to state as follows:

B. County employees salaries and wages shall be based on the personnel compensation plan (annual budget) and will depend on location of the employee's assignment in that plan. That newly hired persons employed by Craighead County, who have met eligibility requirements, may receive their first raise on their first anniversary of their employment hire date.

SECTION 4. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions of the ordinance which remains effective absent the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

PASSED AND APPROVED on this _____ day of _____, 2020.

Marvin Day, County Judge

ATTEST:

County Clerk

Craighead County Job Titles - 7-2019	Reviewed	Exempt	Non-Exempt	Grades 116+ Exempt
Assessor-Business Personal Property Administration	X		NE	
Assessor-Chief Deputy Assessor	X	E		116
Assessor-GIS Technician	X		NE	
Assessor-Personal Property Administration	X		NE	
Assessor-Property Assessment Review	X		NE	
Assessor-Real Property Administration	X		NE	
Assessor-Rural Property Administration	X		NE	
Assessor-Sub/Urban Property Administration	X		NE	
Assistant Director of OEM	X		NE	
Assistant Veteran Services Officer	X		NE	
Chief Deputy Treasurer	X	E		116
Circuit Clerk-Assistant Chief Deputy	X		NE	
Circuit Clerk-Chief Deputy	X	E		116
Circuit Clerk-Deputy Clerk	X		NE	
Circuit Clerk-Deputy-Civil Clerk	X		NE	
Circuit Clerk-Deputy-Criminal Clerk	X		NE	
Circuit Clerk-Deputy-Domestic Clerk	X		NE	
Circuit Clerk-Deputy-Juvenile Clerk	X		NE	
Circuit Clerk-Deputy-Lake City Clerk	X		NE	
Circuit Clerk-Deputy-Land Records Clerk	X		NE	
Collector Chief Deputy	X	E		116
Collector Customer Service Specialist	X		NE	
Collector Delinquent Tax Specialist	X		NE	
County Administrator	X	E		120
County Clerk-Accounts Payable Clerk	X		NE	
County Clerk-Chief Deputy Clerk	X	E		116
County Clerk-Deputy Clerk	X		NE	
County Clerk-Election Clerk	X		NE	
County Clerk-Head Election Clerk	X		NE	
County Clerk-Head Probate Clerk	X		NE	
County Clerk-Payroll Clerk	X		NE	
County Clerk-Probate Clerk	X		NE	
County Judge - Secretary/Coordinator I	X		NE	
Deputy Treasurer	X		NE	
Detention Center Administrative Office Manager	X		NE	
Detention Center Assistant Jail Admin. (Juvenile)	X		NE	
Detention Center Assistant Jail Administrator	X	E		118
Detention Center Booking Supervisor	X		NE	
Detention Center Corporal	X		NE	
Detention Center Deputy Clerk	X		NE	
Detention Center Information Systems Tech	X		NE	
Detention Center Jail Administrator	X	E		119
Detention Center Maintenance Administrator	X		NE	
Detention Center Maintenance Security	X		NE	
Detention Center Officer	X		NE	
Detention Center Sergeant	X		NE	

Craighead County Job Titles - 7-2019	Reviewed	Exempt	Non-Exempt	Grades 116+ Exempt
Director of OEM	X	E		116
District Court Chief Administrator	X	E		117
District Court Chief Deputy	X		NE	
District Court Custodian	X		NE	
District Court Deputy Clerk	X		NE	
District Court Liaison	X		NE	
DTF Fiscal Officer	X		NE	
DTF Legal Secretary	X		NE	
Human Resources Manager	X	E		118
IT - Computer Technician	X		NE	
IT - Director of Computer Services	X	E		119
IT - Systems Administrator	X		NE	
Juvenile Intake Officer	X		NE	
Juvenile Office Manager	X		NE	
Juvenile Probation Officer	X		NE	
Juvenile Supervisor	X	E		116
Maintenance-Building Maintenance	X		NE	
Maintenance-Custodian	X		NE	
Maintenance-Custodian Team Lead	X		NE	
Maintenance-Grounds Maintenance	X		NE	
Maintenance-Maintenance Supervisor	X	E		116
Maintenance-Maintenance Tech	X		NE	
P.A. Executive Assistant	X		NE	
P.A. Investigator	X		NE	
P.A. Receptionist	X		NE	
P.A. Secretary/Coordinator I	X		NE	
P.A. Secretary/Coordinator II	X		NE	
P.A. Victim/Witness Coordinator	X		NE	
P.A. Victim/Witness Coordinator-Financial	X		NE	
Public Defender Secretary/Legal Support Specialist	X		NE	
Purchasing Agent	X	E		117
Road Clerk	X		NE	
Road Coordinator	X		NE	
Road Eastern District Foreman	X	E		115
Road Heavy Equipment Operator	X		NE	
Road Mechanic	X		NE	
Road Shop Manager	X		NE	
Road Superintendent	X	E		119
Road Western District Foreman	X	E		115
Sheriff Asst. Chief Deputy	X	E		119
Sheriff Chief Court Security Officer	X		NE	
Sheriff Chief Deputy	X	E		121
Sheriff CID Captain	X		NE	
Sheriff CID Secretary	X		NE	
Sheriff Computer Administrator	X		NE	
Sheriff Court Security Officer	X		NE	

Craighead County Job Titles - 7-2019	Reviewed	Exempt	Non-Exempt	Grades 116+ Exempt
Sheriff Deputy Clerk	X		NE	
Sheriff Deputy First Class	X		NE	
Sheriff Deputy Sheriff	X		NE	
Sheriff Eastern Division Deputy	X		NE	
Sheriff Environmental Officer	X		NE	
Sheriff Lieutenant	X		NE	
Sheriff School Resource Officer	X		NE	
Sheriff Sergeant	X		NE	
Sheriff Staff Accountant	X		NE	
Sheriff Transport Officer	X		NE	
Veteran Services Officer	X	E		113
Election Coordinator	X	E		

ORDINANCE NO. 2020 - _____

**BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, STATE OF ARKANSAS, AN
ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING ORDINANCE NO. 2014-3 TO AMEND THE
COUNTY EMPLOYMENT/PERSONNEL POLICY HANDBOOK FOR TRAVEL, AND FOR OTHER PURPOSES"**

WHEREAS, the Public Service Committee, from time to time, has reviewed and updated the Employment Policy for Craighead County Employees, and

WHEREAS, it has come to the attention of the Public Service Committee that there is an area in the Personnel Policy that needs to be clarified, and

WHEREAS, Government employees traveling at government expense are required to comply with Federal Travel Regulations, and

WHEREAS, Quorum Court seeks to adopt a policy that balances the need to assure that official travel is conducted in a responsible manner with the need to minimize administrative costs, and

WHEREAS, the Public Service Committee has reviewed the U.S. General Services Administration guidelines and seeks to modify changes to the Employment Policy, and

NOW THEREFORE, be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. Ordinance No. 2014-3 adopting the Craighead County Employment Policy shall be amended and Section 16 shall be removed and revised to state as follows:

The County shall reimburse reasonable travel expense based upon the following guidelines provided that prior approval is secured from the authorizing official of the department. Mileage is paid for the use of a private vehicle when traveling for official business using the current state mileage rate (the maximum mileage rate allowed is based upon the shortest major highway route) from regular place of work to the destination. Please note that travel reimbursement is NOT a per diem and is to be claimed for actual expenses for meals and lodging, not to exceed the maximum allowable rates per meal: breakfast, lunch and dinner as listed in the Federal Travel Directory plus applicable sales taxes for overnight stays. Meals are only reimbursed if overnight travel is required. The first and last day of travel is limited to 75% of the maximum allowable rates per meal: breakfast, lunch and dinner per GSA guidelines. If your trip includes meals that are already paid for (such as through a registration fee for a conference), you will need to deduct those daily meal allowances from your claim. Refer to Section 301-11.18 of the Federal Travel Regulation for specific guidance on deducting these amounts from your per diem reimbursement claims. The Federal Travel Directory is found on the Governmental Services Administration (GSA) website. The maximum allowance for meals INCLUDES taxes and up to 15% tip reimbursement. Lodging rates per the Federal Travel Directory EXCLUDE room tax and should be exceeded only by the room tax amount unless special authorization is given in writing by the authorizing official of the department justifying the need to exceed the standard reimbursement rate. All travel expenses are paid based upon signed (by one individual incurring charges) and fully documented receipts as to who, what, when, where and why, are turned into Accounts Payable. To determine whether each person stayed below the maximum allowable rates for meals, if a receipt contains meals for more than one person, each item should be clearly marked according to who ordered each item. Non-county employees traveling on official business for the County

are bound by the guidelines listed in this section. The County shall not reimburse the cost of alcoholic beverages. When using airplane travel, allowable additional travel expenses are limited to: travel to and from airport on travel days, and/or hotel to and from conference location.

SECTION 2. Severability. If any provision of this Ordinance is held invalid, such invalidity shall not affect the remaining provisions of the Ordinance which remains effective absent the invalid provision, and to this end, the provisions of this Ordinance are declared to be severable.

Dated this _____ day of _____ 2020.

Marvin Day
County Judge

Attest: _____
Kade Holliday
County Clerk

APPROPRIATION ORDINANCE NO. _____

**BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY,
ARKANSAS; AN ORDINANCE TO BE ENTITLED:**

An Ordinance amending the 2020 Annual Operating Budget to add additional funds into the County Judge's Department, Fund 1000, Department 0100, Line 3009, Other Professional Services in the amount of \$25,000 for medical screeners and for other purposes.

SECTION 1. That the current world wide Coronavirus Pandemic, known as COVID-19, outbreak has put undue burden on county employees performing extensive sanitizing, cleaning of county facilities and screening employees and the public who has legitimate business in the courthouses located in Jonesboro and Lake City, Arkansas.

SECTION 2. That there are sufficient unappropriated funds in Fund 1000, County General Fund, to fund these emergency required services to help prevent the spread of this deadly virus and additional funding is vital to promote these additional duties and to protect County employees and the public from this highly contagious and deadly disease.

Fund 1000	County Judge	<u>New</u>	<u>Change</u>	<u>Old</u>
Dept 0100	Total Budget	\$444,460.63	\$25,000.00	\$419,460.63
<u>Acct. #</u>	<u>Description</u>	<u>New</u>	<u>Change</u>	<u>Old</u>
3009	Other Professional Services	\$50,000.00	\$25,000.00	\$25,000.00

There is hereby appropriated \$25,000 additional funds into the County Judge operating budget, Fund 1000, County General, Department 0100, Line 3009, Other Professional Services to pay medical screeners for individuals entering county courthouses and public buildings and other services as needed to promote safe sanitizing and medical screening for all County employees and citizens of Craighead County and that this appropriation will be created and become part of the 2020 Annual Operating of this appropriation ordinance.

Dated this _____ day of March, 2020

Approved: _____

Marvin Day
Craighead County Judge

Attest: _____

Kade Holliday
Craighead County Clerk

Addendum H

ORDINANCE NO. 2020 - _____

AN ORDINANCE TO AMEND ORDINANCE 2014-3, INCORPORATING A POLICY FOR EXEMPT EMPLOYEES LEAVE REQUIREMENTS, AND FOR OTHER PURPOSES

WHEREAS, the Quorum Court regularly reviews the Craighead County Employment Policy, and

WHEREAS, further review has indicated that the policy is silent on the treatment of Exempt Employees and a fair administration of the Fair Labor Standards Act, and

WHEREAS, an exempt leave policy is needed for the proper treatment of pay practices including sickness, disability, and duties imposed upon the employee, and

WHEREAS, an exempt leave policy shall be incorporated to project fairness and provide applicable guidelines for managers and elected officials, and

WHEREAS, the Quorum Court seeks to adopt and incorporate an Exempt Employment Policy.

NOW THEREFORE be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. Ordinance 2014-3 shall be amended and Section 5 of the Craighead County Employment Policy shall add the following Subsection H

(Reference Exhibit A)

SECTION 2. Exempt employees will still be required to submit time sheets in connection with each pay period to their supervisor to allow for proper payroll processing by the County Clerk.

SECTION 3. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions of the ordinance which remains effective absent the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

PASSED AND APPROVED on this _____ day of _____, 2020.

Marvin Day, County Judge

ATTEST: _____

County Clerk

EXHIBIT A.

5 (H)

Purpose. In accordance with the Fair Labor Standards Act regulations, exempt employees who are required to be paid on a salary basis may not have their pay reduced for variations in the quantity or quality of work performed as defined in the Code of Federal Regulations.

1. Exempt employees normally must receive their full salary for any week in which they perform any work, without regard to the number of days or hours worked. However, exempt employees need not be paid for any workweek in which they perform *no* work at all for the County.
2. Deductions from pay cannot be made as a result of absences due to the circumstances listed below. Such improper pay deductions are therefore specifically prohibited by Craighead County, regardless of the circumstances. Managers or supervisors violating this policy will be subject to investigation of their pay practices and appropriate corrective action in accordance with normal procedures.
 - a. Jury duty.
 - b. Attendance as a witness.
 - c. Temporary military leave.
 - d. Absences caused by the employer.
 - e. Absences caused by the operating requirements of the business.
 - f. Partial day amounts other than those specifically discussed below.
3. The few exceptions to the requirement to pay exempt employees on a salary basis are listed below. In these cases, deductions may be permissible as long as they are consistent with other company policies and practices.
 - a. Absences of one or more full days for personal reasons other than sickness or disability (partial days must be paid).
 - b. Absences of one or more full days due to sickness or disability.
 - c. Penalties imposed by infractions of safety rules of major significance. A deduction from pay as a penalty for violations of major safety rules can be made in any amount.
 - d. Unpaid disciplinary suspensions of one or more full days in accordance with Counties disciplinary policy.
 - e. Deductions for the first and last week of employment, when only part of the week is worked by the employee, as long as this practice is consistently applied to all exempt employees in the same circumstances.
 - f. Deductions for unpaid leave taken in accordance with a legitimate absence under the Family and Medical Leave Act.
4. Complaint Procedures. If you believe that an improper deduction has been made to your salary, you should immediately report this information to your direct supervisor, elected official or to the human resources department. Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, you will be promptly reimbursed for any improper deductions made. This provision does not

negate the employees right under the employment policy for a grievance hearing, if employee so chooses.

5. Nothing in Section H shall contradict Section 13 of the Craighead County Employment Policy regarding Leave Policies and its amendments hereinafter.

ORDINANCE NO. 2020 - _____

**AN ORDINANCE TO IMPLEMENT RECOMMENDATIONS OF THE JOHANSON
GROUP STUDY OF CLASSIFICATION AND COMPENSATION STUDY, AND
FOR OTHER PURPOSES**

WHEREAS, the Quorum Court was presented with a study prepared by the Johanson Group that evaluated the classifications and compensation of employees of the County of Craighead, and

WHEREAS, the Quorum Court concurs in maintaining a compensation system that provides fair and equitable salaries based on internal job requirements and external pay with comparable positions within the regional area, and

WHEREAS, the Quorum Court desires to promote an environment of attracting employee talent and future retention of that talent, and

WHEREAS, factors were taken into consideration including knowledge and skill requirements, responsibilities, contact and human relations, and efforts and demands of the job, and

WHEREAS, similarly situated entities were reviewed, including Class VI Counties, City of Jonesboro, Arkansas Department of Transportation, and other area salaries, and

WHEREAS, the average internal pay for 102 Craighead County active positions is 8.3% behind the market pay average for like-type positions, and

WHEREAS, the Quorum Court has generously approved a 2% increase in pay for the 2020 budget year for all employees, and

WHEREAS, the Quorum Court concurs in the importance of the employees of Craighead County and seeks to maintain a compensation system that meets the needs of Craighead County.

NOW THEREFORE be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. That the Quorum Court shall adopt the salary ranges, job title, and job description and salary administration program in the Johanson Group Survey Study. Please refer to Exhibits A and B, which are incorporated by reference and adopted as though set forth herein.

SECTION 2. That the Johanson Group Survey Study shall be adopted and all changes shall be effective May 5, 2020 with the exception of those employees that have not reached their one-year anniversary date. Any employee who has obtained their one - year anniversary may be subject to the salary within the Johanson Group Survey Study.

SECTION 3. That Exhibits A and B may necessitate minor revisions and modifications to adjust to the changing employees of Craighead County and such revisions will be reviewed by the human resources department when those needs arise.

SECTION 4. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions of the ordinance which remains effective absent the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

SECTION 5. Emergency clause. This Ordinance being necessary for the protection and preservation of public health and safety, an emergency is hereby declared to exist, and this Ordinance shall take effect upon passage and publication.

PASSED AND APPROVED on this ____ day of _____, 2020.

Marvin Day, County Judge

ATTEST:

County Clerk

CRAIGHEAD COUNTY
2020 Pay Grade Ranges Exhibit A

Job Title	Pay Grade	Salary Minimum	Salary Midpoint	Salary Maximum
Sheriff Chief Deputy	121	\$53,762	\$67,203	\$80,644
County Administrator	120	\$51,236	\$64,045	\$76,854
Detention Center Jail Administrator	119	\$48,710	\$60,887	\$73,064
Road Superintendent	119	\$48,710	\$60,887	\$73,064
Sheriff Asst. Chief Deputy	119	\$48,710	\$60,887	\$73,064
IT - Director of Computer Services	119	\$48,710	\$60,887	\$73,064
Human Resources Manager	118	\$46,183	\$57,729	\$69,275
Detention Center Assistant Jail Administrator	118	\$46,183	\$57,729	\$69,275
Sheriff CID Captain	118	\$46,183	\$57,729	\$69,275
District Court Chief Administrator	117	\$43,657	\$54,571	\$65,485
Purchasing Agent	117	\$43,657	\$54,571	\$65,485
Collector Chief Deputy	116	\$41,130	\$51,413	\$61,696
Director of OEM	116	\$41,130	\$51,413	\$61,696
County Clerk-Chief Deputy Clerk	116	\$41,130	\$51,413	\$61,696
Circuit Clerk-Chief Deputy	116	\$41,130	\$51,413	\$61,696
Eastern District Circuit Clerk	116	\$41,130	\$51,413	\$61,696
Assessor-Chief Deputy Assessor	116	\$41,130	\$51,413	\$61,696
Chief Deputy Treasurer	116	\$41,130	\$51,413	\$61,696
Juvenile Supervisor	116	\$41,130	\$51,413	\$61,696
Detention Center Maintenance Administrator	116	\$41,130	\$51,413	\$61,696
Maintenance-Maintenance Supervisor	116	\$41,130	\$51,413	\$61,696
Sheriff Lieutenant	116	\$41,130	\$51,413	\$61,696
Eastern District Deputy Sheriff	116	\$41,130	\$51,413	\$61,696
Sheriff Computer Administrator	115	\$38,618	\$48,273	\$57,928
IT - Systems Administrator	115	\$38,618	\$48,273	\$57,928
Detention Center Assistant Jail Admin. (Juvenile)	115	\$38,618	\$48,273	\$57,928
Road Western District Foreman	115	\$38,618	\$48,273	\$57,928
Sheriff Sergeant	115	\$38,618	\$48,273	\$57,928
District Court Chief Deputy	114	\$36,092	\$45,115	\$54,138
Road Shop Manager	114	\$36,092	\$45,115	\$54,138
Road Eastern District Foreman	114	\$36,092	\$45,115	\$54,138
Veteran Services Officer	113	\$35,274	\$44,092	\$52,910
Detention Center Booking Supervisor	113	\$35,274	\$44,092	\$52,910
Circuit Clerk-Assistant Chief Deputy	113	\$35,274	\$44,092	\$52,910
Detention Center Sergeant	113	\$35,274	\$44,092	\$52,910
Assistant Director of OEM: Not Active	113	\$35,274	\$44,092	\$52,910
Sheriff Staff Accountant	111	\$34,182	\$42,728	\$51,274
Detention Center Maintenance Security	111	\$34,182	\$42,728	\$51,274
Sheriff Deputy First Class	111	\$34,182	\$42,728	\$51,274
Sheriff Deputy	111	\$34,182	\$42,728	\$51,274
Sheriff School Resource Officer	111	\$34,182	\$42,728	\$51,274
Sheriff Environmental Officer	111	\$34,182	\$42,728	\$51,274
P.A. Investigator	110	\$33,637	\$42,046	\$50,455
DTF Fiscal Officer	110	\$33,637	\$42,046	\$50,455
Sheriff Chief Court Security Officer	110	\$32,546	\$40,682	\$48,819
Detention Center Administrative Office Manager	110	\$33,637	\$42,046	\$50,455
IT - Computer Technician	109	\$33,091	\$41,364	\$49,637
Sheriff - IT Computer Technician	109	\$33,091	\$41,364	\$49,637
Detention Center Corporal	109	\$33,091	\$41,364	\$49,637
Deputy Treasurer	109	\$33,091	\$41,364	\$49,637
County Clerk-Accounts Payable Clerk	109	\$33,091	\$41,364	\$49,637
Road Mechanic	109	\$33,091	\$41,364	\$49,637
E911 Addressing Coordinator	109	\$33,091	\$41,364	\$49,637

CRAIGHEAD COUNTY
2020 Pay Grade Ranges Exhibit A

Job Title	Pay Grade	Salary Minimum	Salary Midpoint	Salary Maximum
P.A. Executive Assistant	109	\$33,091	\$41,364	\$49,637
County Clerk-Payroll Clerk - Not Active	109	\$33,091	\$41,364	\$49,637
P.A. Victim/Witness Coordinator-Financial	109	\$33,091	\$41,364	\$49,637
Juvenile Intake Officer	108	\$32,546	\$40,682	\$48,819
Juvenile Probation Officer	108	\$32,546	\$40,682	\$48,819
Public Defender Secretary/Legal Support Specialist	108	\$32,546	\$40,682	\$48,819
Sheriff CID Secretary	108	\$32,546	\$40,682	\$48,819
Collector Delinquent Tax Specialist-Not Active	108	\$32,546	\$40,682	\$48,819
P.A. Secretary/Coordinator.II	108	\$32,546	\$40,682	\$48,819
Road Heavy Equipment Operator- Lead	108	\$32,546	\$40,682	\$48,819
P.A. Victim/Witness Coordinator	108	\$32,546	\$40,682	\$48,819
Road Coordinator	108	\$32,546	\$40,682	\$48,819
District Court Liaison	108	\$32,546	\$40,682	\$48,819
Assessor-GIS Technician Not Active	108	\$32,546	\$40,682	\$48,819
Maintenance-Building Maintenance	108	\$32,546	\$40,682	\$48,819
Sheriff Court Security Officer	108	\$32,546	\$40,682	\$48,819
Assessor-Property Assessment Review	107	\$32,000	\$40,000	\$48,000
Juvenile Office Manager	107	\$32,000	\$40,000	\$48,000
County Judge- Secretary/Coordinator	107	\$32,000	\$40,000	\$48,000
P.A. Secretary/Coordinator I	107	\$32,000	\$40,000	\$48,000
DTF Legal Secretary	107	\$32,000	\$40,000	\$48,000
Sheriff Deputy Clerk	106	\$31,454	\$39,318	\$47,182
Road Heavy Equipment Operator	106	\$31,454	\$39,318	\$47,182
Collector Customer Service Specialist	106	\$31,454	\$39,318	\$47,182
County Clerk-Head Election Clerk	106	\$31,454	\$39,318	\$47,182
County Clerk-Head Probate Clerk	106	\$31,454	\$39,318	\$47,182
Sheriff Transport Officer	106	\$31,454	\$39,318	\$47,182
Detention Center Officer	106	\$31,454	\$39,318	\$47,182
Assessor-Business Personal Property Administration	106	\$31,454	\$39,318	\$47,182
Assessor-Real Property Administration	106	\$31,454	\$39,318	\$47,182
Assessor-Rural Property Administration	106	\$31,454	\$39,318	\$47,182
Assessor-Sub/Urban Property Administration	106	\$31,454	\$39,318	\$47,182
Circuit Clerk-Deputy-Civil Clerk	106	\$31,454	\$39,318	\$47,182
Circuit Clerk-Deputy-Criminal Clerk	106	\$31,454	\$39,318	\$47,182
Circuit Clerk-Deputy-Domestic Clerk	106	\$31,454	\$39,318	\$47,182
Circuit Clerk-Deputy-Juvenile Clerk	106	\$31,454	\$39,318	\$47,182
Circuit Clerk-Land Records Clerk- Not Active	106	\$31,454	\$39,318	\$47,182
District Court Deputy Clerk	106	\$31,454	\$39,318	\$47,182
Maintenance-Maintenance Tech	105	\$30,909	\$38,636	\$46,363
Assistant Veterans Service Officer- Not Active	105	\$30,909	\$38,636	\$46,363
Assessor-Personal Property Administration	105	\$30,909	\$38,636	\$46,363
County Clerk-Deputy Clerk	105	\$30,909	\$38,636	\$46,363
County Clerk-Election Clerk	105	\$30,909	\$38,636	\$46,363
County Clerk-Probate Clerk	105	\$30,909	\$38,636	\$46,363
Road Clerk	105	\$30,909	\$38,636	\$46,363
Maintenance-Grounds Maintenance	105	\$30,909	\$38,636	\$46,363
Circuit Deputy Clerk - Not Active	104	\$30,363	\$37,954	\$45,545
Maintenance-Custodian Team Lead	104	\$30,363	\$37,954	\$45,545
Detention Center Deputy Clerk	104	\$30,363	\$37,954	\$45,545
P.A. Receptionist	104	\$30,363	\$37,954	\$45,545
District Court Custodian - Not Active	103	\$29,818	\$37,272	\$44,727
Maintenance-Custodian	103	\$29,818	\$37,272	\$44,727

**BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY,
ARKANSAS; AN ORDINANCE TO BE ENTITLED:**

An Ordinance amending the 2020 Annual Operating Budget to add Fund 3577, Department 0409, CY20 Accountability Court Grant Sobriety Court Fund to include Grant monies that have become available to Craighead County and should be incorporated into the Craighead County Annual Operating Budget and processed according to grant requirements for receiving and dispersing of these grant funds.

SECTION 1. That State Grant monies have become available through the Administrative Office of The Courts in the amount of \$9,800.00 that can be used to purchase education materials, drug/alcohol testing, electronic monitors and graduation incentives.

SECTION 2. That these funds are considered to be special revenue and Fund 3577 will be created in the Annual Operating Budget to allow for accurate tracking, disbursing, and accounting of these funds and will include budget totals as described below.

		<u>New</u>	<u>Change</u>	<u>Old</u>
	Special Revenue Projections	\$9,800.00	\$9,800.00	\$0.00
Fund 3577	CY20 Accountability Court Grant Sobriety Court Fund	<u>New</u>	<u>Change</u>	<u>Old</u>
Dept 0409	District Court Sobriety Court Grant (Special Rev)	\$9,800.00	\$9,800.00	\$0.00
<u>Acct. #</u>	<u>Description</u>			
2001	General Supplies(Consumed Or Altered)	\$2,600.00	\$2,600.00	\$0.00
2002	Small Equipment	\$1,800.00	\$1,800.00	\$0.00
3009	Other Professional Services	\$2,800.00	\$2,800.00	\$0.00
3100	Other Miscellaneous	\$2,600.00	\$2,600.00	\$0.00
Total Amount Budgeted			\$9,800.00	

There is hereby appropriated \$9,800.00 into Fund 3577; Dept 0409, CY20 Accountability Court Grant Sobriety Court Fund to purchase educational materials, drug/alcohol testing supplies, electronic monitors, graduation supplies and other items such as gift cards, bus passes, and gas cards and issued within limits of the grant specifications. These funds shall be established in the chart of accounts by the County Treasurer and entered into the accounts payable appropriations journal by the County Clerk as described, upon passage of this appropriation ordinance.

Dated this _____ day of March, 2020.

Approved: _____
Marvin Day
Craighead County Judge

Attest: _____
Kade Holliday
Craighead County Clerk

Addendum K

Appropriation Ordinance No. _____

An ordinance revising appropriated monies from the county budget monies and appropriating additional monies from unappropriated monies, for operating of the various offices, departments and agencies of the county, and for paying those obligations of the county which must be paid from the county budget monies.

Be it ordained by the Quorum Court of Craighead County, Arkansas:

Section 1. That there are unappropriated reserve monies that can be appropriated into the 2019 budget, as well as additional monies in some departments/offices/funds that can be transferred to other departments/offices/funds in order to balance the budget.

Section 2. It has come to the attention of the court that some additional unappropriated monies need to be appropriated into the 2019 budget and transfer of department monies within the budget need to be made in order to reconcile the 2019 budget year.

Section 3. That some special revenue stand-alone funds received monies above anticipated revenues and were disbursed by the County Treasurer direct to the receiving agencies, and additional appropriations are needed to balance these funds. Additionally, some stand-alone special funds have been spent above the initial appropriated amounts and these funds have additional unappropriated monies that can be appropriated to balance these funds.

Section 4. There are hereby appropriated/redistributed from the departments/funds listed below, monies to be transferred and redistributed as described, for the office, department, fund, agency of purpose so indicated.

These appropriations/redistributions constitute the county budget for the calendar year 2019.

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
1000	100	County Judge						\$448,777.87	\$0.00	\$448,777.87
			100-1001	Salaries	\$249,982.64	-\$4,383.42	\$254,366.06			
			100-1007	Retirement Match	\$31,197.81	-\$8,000.00	\$39,197.81			
			100-1009	Health Insurance Match	\$17,206.00	-\$10,000.00	\$27,206.00			
			100-1010	Workmen's Compensation	\$459.69	\$7.69	\$452.00			
			100-1012	Other Fringe Benefits(Including Health In	\$724.39	\$599.39	\$125.00			
			100-2001	General Supplies(consumed or altered)	\$2,609.37	\$609.37	\$2,000.00			
			100-2002	Small Equipment(Less than capitalization)	\$4,629.70	\$29.70	\$4,600.00			
			100-2007	Fuel,Oil,Lubricants	\$1,518.87	\$518.87	\$1,000.00			
			100-3005	Special Legal (Attorney-Psych Exams	\$4,400.00	\$3,400.00	\$1,000.00			
			101-3009	Other Professional Services	\$33,630.00	\$8,630.00	\$25,000.00			
			100-3020	Telephone & Fax-Landline	\$53,092.09	\$7,092.09	\$46,000.00			
			100-3021	Postage	\$545.78	\$45.78	\$500.00			
			100-3022	Cell Phones & Pagers	\$1,181.12	\$381.12	\$800.00			
			100-3060	Utilities-Electricity	\$6,499.32	\$799.32	\$5,700.00			
			100-3094	Meals & Lodging	\$2,025.09	\$25.09	\$2,000.00			
			100-3101	Training & Education	\$745.00	\$245.00	\$500.00			
						\$0.00				
000	101	County Clerk						\$486,779.02	\$0.00	\$486,779.02
			101-1005	Overtime & Other Comp(Holiday)	\$2,411.23	\$411.23	\$2,000.00			
			101-1010	Workmen's Compensation	\$581.57	\$9.57	\$572.00			
			101-1017	Vacation-Personal Time Buyback	\$1,674.96	\$1,574.96	\$100.00			
			101-2002	Small Equipment(Less than capitalization)	\$771.19	-\$5,228.81	\$6,000.00			
			101-3060	Utilities-Electricity	\$3,662.97	\$1,162.97	\$2,500.00			
			101-3100	Other Miscellaneous	\$1,885.08	\$1,875.08	\$10.00			
			101-3102	Comp Software/Sup/Maint/Recov	\$4,195.00	\$195.00	\$4,000.00			
						\$0.00				

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
1000	102	Circuit Clerk						\$152,144.32	\$0.00	\$152,144.32
			103-1001	Salaries	\$110,806.37	\$0.00	\$110,806.37			
			103-1006	Social Security Match	\$7,912.86	-\$563.83	\$8,476.69			
			103-1007	Retirement Match	\$18,691.78	\$1,616.52	\$17,075.26			
			103-1010	Workmen's Compensation	\$182.50	\$4.50	\$178.00			
			103-1011	Unemployment Compensation	\$60.00	-\$228.00	\$288.00			
			103-1012	Other Fringe Benefits(Including Health In	\$0.00	-\$250.00	\$250.00			
			103-1017	Vacation-Personal Time Buyback	\$420.81	-\$579.19	\$1,000.00			
						\$0.00				
1000	103	Treasurer						\$115,808.47	\$0.00	\$115,808.47
			103-1007	Retirement Match	\$12,252.65	\$1,656.18	\$10,596.47			
			103-1010	Workmen's Compensation	\$118.70	\$2.70	\$116.00			
			103-2001	General Supplies(consumed or altered)	\$2,235.41	-\$1,764.59	\$4,000.00			
			103-3020	Telephone & Fax-Landline	\$510.89	\$10.89	\$500.00			
			103-3060	Utilities-Electricity	\$1,044.00	\$44.00	\$1,000.00			
			103-3100	Other Miscellaneous	\$150.82	\$50.82	\$100.00			
						\$0.00				
1000	104	Collector						\$332,019.20	\$0.00	\$332,019.20
			104-1001	Salaries	\$197,780.77	-\$8,535.00	\$206,315.77			
			104-1010	Workmen's Compensation	\$361.33	\$7.33	\$354.00			
			104-3005	Special Legal (Attorney)	\$2,830.00	\$1,830.00	\$1,000.00			
			104-3020	Telephone & Fax-Landline	\$1,631.41	\$1,037.41	\$594.00			
			104-3040	Advertising & Publication	\$21,818.75	\$3,818.75	\$18,000.00			
			104-3100	Other Miscellaneous	\$1,851.51	\$1,841.51	\$10.00			
						\$0.00				
1000	105	Assessor						\$1,339,480.38	\$0.00	\$1,339,480.38
			105-1001	Salaries	\$588,788.51	-\$23,397.72	\$612,186.23			
			105-1010	Workmen's Compensation	\$2,300.34	\$38.34	\$2,262.00			
			105-1017	Vacation-Personal Time Buyback	\$1,928.98	\$1,918.98	\$10.00			
			105-2002	General Supplies(consumed or altered)	\$4,945.29	\$945.29	\$4,000.00			
			105-3020	Telephone & Fax-Landline	\$2,948.98	\$248.98	\$2,700.00			
			105-3021	Postage	\$21,317.59	\$19,317.59	\$2,000.00			
			105-3040	Advertising & Publication	\$639.00	\$139.00	\$500.00			
			105-3060	Utilities-Electricity	\$8,789.54	\$789.54	\$8,000.00			
						\$0.00				
1000	106	Board Equalization						\$12,027.00	\$0.00	\$12,027.00
			106-3030	Travel	\$222.25	-\$77.75	\$300.00			
			106-3040	Advertising & Publication	\$87.75	\$77.75	\$10.00			
						\$0.00				
1000	107	Quorum Court						\$192,679.63	\$0.00	\$192,679.63
			107-1009	Health Insurance Match	\$54,936.52	-\$585.48	\$55,522.00			
			107-1010	Workmen' Compensation	\$213.13	\$3.13	\$210.00			
			107-2001	General Supplies(consumed or altered)	\$245.10	\$145.10	\$100.00			
			107-3090	Dues-Memberships-Subscriptions	\$630.00	\$430.00	\$200.00			
			107-3100	Other Miscellaneous	\$207.25	\$7.25	\$200.00			
						\$0.00				
1000	108	Building Maintenance						\$833,243.56	-\$1,516.27	\$834,759.83
			108-1002	Custodian (PT)	\$4,416.00	\$1,435.10	\$2,980.90			
			108-1006	Social Security Match	\$23,409.32	-\$5,500.00	\$28,909.32			
			108-1007	Retirement Match	\$47,874.96	-\$9,900.00	\$57,774.96			
			108-1010	Workmen's Compensation	\$10,865.47	\$197.47	\$10,668.00			
			108-2001	General Supplies(consumed or altered)	\$5,296.89	-\$4,703.11	\$10,000.00			
			108-2007	Fuels, Oils, & Lubricants	\$5,091.17	\$1,091.17	\$4,000.00			
			108-2022	Plumbing & Electrical	\$12,243.37	\$2,243.37	\$10,000.00			
			108-2023	Repair Parts	\$33,733.12	\$13,733.12	\$20,000.00			

Fund	Dept	Office/Dept	Act	Describe	New	Change	Old	New	Change	Old
			108-2029	Small Tools(Less than Capitalization)	\$5,370.70	\$370.70	\$5,000.00			
			108-3040	Advertising & Publication	\$387.40	\$377.40	\$10.00			
			108-3052	Fire & Extended Coverage	\$3,359.78	\$654.78	\$2,705.00			
			108-3060	Utilities-Electricity	\$6,983.73	-\$1,516.27	\$8,500.00			
						-\$1,516.27				
1000	109	County Election Commission						\$97,056.27	\$1,516.27	\$95,540.00
			109-1002	Election Commission Workers(PT)	\$2,591.70	\$2,591.70	\$0.00			
			109-1004	Contract Labor	\$0.00	-\$25,000.00	\$25,000.00			
			109-1006	Social Security Match	\$198.28	\$198.28	\$0.00			
			109-1010	Workmen's Compensation	\$4.69	\$4.69	\$0.00			
			109-2001	General Supplies(consumed or altered)	\$6,071.96	\$1,071.96	\$5,000.00			
			109-2002	Small Equipment(Less than capitalization)	\$8,418.69	\$418.69	\$8,000.00			
			109-3009	Other Professional Services	\$22,057.74	\$22,057.74	\$0.00			
			109-3020	Telephone & Fax-Landline	\$6,282.25	\$282.25	\$6,000.00			
			109-3021	Postage	\$211.60	-\$288.40	\$500.00			
			109-3023	Internet Connection	\$2,485.72	\$2,475.72	\$10.00			
			109-3030	Travel	\$859.66	-\$140.34	\$1,000.00			
			109-3040	Advertising & Publication	\$3,994.60	-\$1,005.40	\$5,000.00			
			109-3052	Fire & Extended Coverage	\$3,494.18	-\$0.82	\$3,495.00			
			109-3060	Utilities-Electricity	\$4,080.16	\$280.16	\$3,800.00			
			109-3094	Meals & Lodging	\$0.00	-\$10.00	\$10.00			
			109-3100	Other Miscellaneous	\$1,357.81	\$357.81	\$1,000.00			
			109-3101	Training & Education	\$900.00	-\$100.00	\$1,000.00			
			109-3102	Comp Software/Sup/Maint/Recov	\$32,547.23	\$2,547.23	\$30,000.00			
			109-4004	Machinery & Equipment	\$0.00	-\$4,225.00	\$4,225.00			
						\$1,516.27				
1000	110	County Planning Board (MAPC)						\$11,000.00	\$0.00	\$11,000.00
1000	114	Computer Services						\$352,906.73	-\$23,476.15	\$376,382.88
			114-1001	Salaries	\$114,528.35	-\$19,547.61	\$134,075.96			
			114-1007	Retirement Match	\$16,849.27	-\$3,811.84	\$20,661.11			
			114-1010	Workmen' Compensation	\$227.60	\$3.60	\$224.00			
			114-1017	Vacation-Personal Time Buyback	\$2,997.69	\$1,997.69	\$1,000.00			
			114-2001	General Supplies(consumed or altered)	\$3,944.45	-\$55.55	\$4,000.00			
			114-3023	Internet Connection	\$19,417.81	\$1,417.81	\$18,000.00			
			114-3060	Utilities-Electricity	\$2,042.63	\$42.63	\$2,000.00			
			114-3094	Meals & Lodging	\$2,161.16	-\$338.84	\$2,500.00			
			114-3100	Other Miscellaneous	\$360.11	\$350.11	\$10.00			
			114-3101	Training & Education	\$465.85	-\$3,534.15	\$4,000.00			
						-\$23,476.15				
1000	117	Lake City Clerk						\$17,892.15	\$3,534.15	\$14,358.00
			117-3020	Telephone & Fax-Landline	\$8,953.34	\$453.34	\$8,500.00			
			117-3052	Fire & Extended Coverage	\$1,465.85	-\$0.15	\$1,466.00			
			117-3055	General Liability E.O.	\$0.00	-\$257.00	\$257.00			
			117-3060	Utilities-Electricity	\$6,149.56	\$3,649.56	\$2,500.00			
			117-3061	Utilities-Gas	\$789.25	-\$210.75	\$1,000.00			
			117-3062	Water	\$534.15	-\$15.85	\$550.00			
			117-3063	Waste Disposal	\$0.00	-\$75.00	\$75.00			
			117-3100	Other Miscellaneous	\$0.00	-\$10.00	\$10.00			
						\$3,534.15				
1000	118	Soil Conservation District						\$6,338.84	\$338.84	\$6,000.00
			118-3009	Other Professional Services	\$6,338.84	\$338.84	\$6,000.00			
						\$338.84				
1000	119	Crowley's Ridge Development Council						\$5,000.00	\$0.00	\$5,000.00
1000	120	Economic Development						\$144,250.00	\$0.00	\$144,250.00
1000	121	E Ark Resource Conservation & Dev						\$200.00	\$0.00	\$200.00

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
1000	124	Association of Ark Counties						\$3,914.00	\$0.00	\$3,914.00
1000	125	Interfund Transfers						\$283,351.00	\$0.00	\$283,351.00
1000	126	East Arkansas Planning & Development						\$9,644.30	\$0.00	\$9,644.30
1000	127	Cobra Retiree Health Insurance						\$55,000.00	\$0.00	\$55,000.00
1000	300	County Health Unit						\$32,058.00	\$0.00	\$32,058.00
1000	305	Ark Children's Hospital						\$2,500.00	\$0.00	\$2,500.00
1000	306	St Jude Hospital						\$2,500.00	\$0.00	\$2,500.00
1000	307	American Red Cross						\$2,000.00	\$0.00	\$2,000.00
1000	308	St Bernards Health Care						\$5,000.00	\$0.00	\$5,000.00
1000	309	NEA Baptist Charitable Foundation						\$5,000.00	\$0.00	\$5,000.00
1000	400	County Sheriff						\$3,823,254.21	\$0.00	\$3,823,254.21
			400-1006	Social Security Match	\$153,332.45	-\$3,997.59	\$157,330.04			
			400-1007	Retirement Match	\$294,038.54	-\$13,792.73	\$307,831.27			
			400-1010	Workmen' Compensation	\$46,986.86	\$818.86	\$46,168.00			
			400-1012	Other Fringe Benefits(Including Health In	\$750.00	\$250.00	\$500.00			
			400-1017	Vacation-Personal Time Buyback	\$59,771.37	\$58,771.37	\$1,000.00			
			400-2001	General Supplies(consumed or altered)	\$22,716.16	\$4,316.16	\$18,400.00			
			400-2006	Clothing & Uniforms	\$61,536.99	\$15,536.99	\$46,000.00			
			400-2007	Fuel,Oil,Lubricants	\$161,597.38	-\$83,402.62	\$245,000.00			
			400-3020	Telephone & Fax-Landline	\$28,064.69	\$19,164.69	\$8,900.00			
			400-3022	Cell Phones & Pagers	\$39,650.00	-\$250.00	\$39,900.00			
			400-3100	Other Miscellaneous	\$14,584.87	\$2,584.87	\$12,000.00			
						\$0.00				
1000	401	Circuit Court Administrator						\$10,000.00	\$0.00	\$10,000.00
			401-2002	Small Equipment(Less than capitalization)	\$1,977.37	-\$22.63	\$2,000.00			
			401-3020	Telephone & Fax-Landline	\$522.63	\$22.63	\$500.00			
						\$0.00				
1000	402	Trial Court Administrator I						\$16,100.00	\$0.00	\$16,100.00
			402-2001	General Supplies(consumed or altered)	\$2,522.65	\$922.65	\$1,600.00			
			402-3090	Dues-Memberships-Subscriptions	\$844.00	\$44.00	\$800.00			
			402-3094	Meals & Lodging	\$33.35	-\$966.65	\$1,000.00			
						\$0.00				
1000	403	Trial Court Administrator II						\$10,000.00	\$0.00	\$10,000.00
			403-3020	Telephone & Fax-Landline	\$1,080.00	-\$120.00	\$1,200.00			
			403-3023	Internet Connection	\$120.00	\$20.00	\$100.00			
			403-3090	Dues-Memberships-Subscriptions	\$500.00	\$100.00	\$400.00			
						\$0.00				
1000	404	Trial Court Administrator III						\$10,000.00	\$0.00	\$10,000.00
1000	405	Trial Court Administrator IV						\$10,000.00	\$0.00	\$10,000.00
1000	406	Trial Court Coordinator V						\$10,000.00	\$0.00	\$10,000.00
			406-3002	Management Consulting	\$652.64	-\$347.36	\$1,000.00			
			406-3100	Other Miscellaneous	\$642.36	\$342.36	\$300.00			
			406-3101	Training & Education	\$105.00	\$5.00	\$100.00			
						\$0.00				

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
1000	409	District Court						\$935,387.18	\$0.00	\$935,387.18
			409-1004	Contract Labor	\$0.00	-\$145,000.00	\$145,000.00			
			409-1007	Retirement Match	\$72,080.51	-\$4,903.32	\$76,983.83			
			409-1010	Workmen' Compensation	\$1,208.71	\$13.71	\$1,195.00			
			409-1012	Other Fringe Benefits(Including Health In	\$625.00	\$375.00	\$250.00			
			409-1017	Vacation-Personal Time Buyback	\$8,642.33	\$6,642.33	\$2,000.00			
			409-2001	General Supplies(consumed or altered)	\$11,921.03	-\$2,078.97	\$14,000.00			
			409-3002	Management Consulting	\$4,576.25	\$76.25	\$4,500.00			
			409-3009	Other Professional Services	\$145,000.00	\$145,000.00	\$0.00			
			409-3020	Telephone & Fax-Landline	\$3,875.00	-\$125.00	\$4,000.00			
						\$0.00				
1000	414	Juvenile Court						\$451,527.91	\$0.00	\$451,527.91
			414-1010	Workmen' Compensation	\$5,784.67	\$46.67	\$5,738.00			
			414-2024	Maintenance & Service Contract	\$9,309.48	\$2,309.48	\$7,000.00			
			414-3060	Utilities-Electricity	\$3,961.50	\$1,461.50	\$2,500.00			
			414-3073	Lease Mach & Equip(Incl copier)	\$3,112.79	\$612.79	\$2,500.00			
			414-3100	Other Miscellaneous	\$492.64	\$482.64	\$10.00			
			414-4004	Machinery & Equipment	\$4,486.92	-\$4,913.08	\$9,400.00			
						\$0.00				
1000	416	Prosecuting Attorney						\$58,343.26	\$0.00	\$58,343.26
			416-1010	Workmen' Compensation	\$251.05	\$0.05	\$251.00			
			416-1011	Unemployment Compensation	\$287.95	-\$0.05	\$288.00			
						\$0.00				
1000	418	County Jail						\$4,959,808.66	\$0.00	\$4,959,808.66
			418-1001	Salaries	\$2,590,932.50	-\$107,691.06	\$2,698,623.56			
			418-1005	Overtime & Other Comp(Holiday)	\$54,171.97	\$2,855.23	\$51,316.74			
			418-1007	Retirement Match	\$387,974.31	-\$31,232.40	\$419,206.71			
			418-1009	Health Insurance Match	\$360,905.74	-\$63,630.26	\$424,536.00			
			418-1010	Workmen' Compensation	\$71,164.78	\$1,174.78	\$69,990.00			
			418-1011	Unemployment Compensation	\$6,755.77	-\$13,692.23	\$20,448.00			
			418-1012	Other Fringe Benefits(Including Health In	\$1,000.00	\$250.00	\$750.00			
			418-1017	Vacation-Personal Time Buyback	\$52,175.44	\$37,175.44	\$15,000.00			
			418-2002	Small Equipment(Less than capitalization)	\$62.43	\$52.43	\$10.00			
			418-2003	Janitorial Supplies	\$30,221.87	-\$19,778.13	\$50,000.00			
			418-2005	Food & Related Items	\$518,033.51	\$94,033.51	\$424,000.00			
			418-2009	Inmate Supplies,Uniforms	\$65,402.05	\$10,402.05	\$55,000.00			
			418-3006	Medical Dental Hospital	\$164,021.72	\$81,643.72	\$82,378.00			
			418-3060	Utilities-Electricity	\$165,627.24	\$5,627.24	\$160,000.00			
			418-3063	Waste Disposal	\$12,403.34	\$1,903.34	\$10,500.00			
			418-3073	Lease Mach & Equip(Incl copier)	\$17,906.34	\$906.34	\$17,000.00			
						\$0.00				
1000	419	Coroner						\$139,475.68	\$0.00	\$139,475.68
			419-1004	Contract Labor	\$0.00	-\$57,604.95	\$57,604.95			
			419-1006	Social Security Match	\$4,016.22	-\$16.21	\$4,032.43			
			419-1007	Retirement Match	\$7,733.50	-\$389.34	\$8,122.84			
			419-1010	Workmen' Compensation	\$156.55	\$2.55	\$154.00			
			419-2001	General Supplies(consumed or altered)	\$2,180.00	\$1,390.00	\$790.00			
			419-2002	Small Equipment(Less than capitalization)	\$1,823.91	-\$2,571.09	\$4,395.00			
			409-3009	Other Professional Services	\$56,776.00	\$56,776.00	\$0.00			
			419-3020	Telephone & Fax-Landline	\$930.00	\$330.00	\$600.00			
			419-3030	Travel	\$5,170.53	\$1,170.53	\$4,000.00			
			419-3100	Other Miscellaneous	\$7,860.00	\$3,860.00	\$4,000.00			
			419-3101	Training & Education	\$117.51	-\$2,937.49	\$3,055.00			
			419-4004	Machinery & Equipment	\$0.00	-\$10.00	\$10.00			
						\$0.00				

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
1000	420	Constable						\$7,293.00	\$0.00	\$7,293.00
			420-1010	Workmen' Compensation	\$98.59	\$15.59	\$83.00			
			420-3030	Travel	\$5,484.41	-\$15.59	\$5,500.00			
						\$0.00				
1000	422	Circuit Court						\$459,586.98	\$0.00	\$459,586.98
			422-1010	Workmen' Compensation	\$5,215.81	\$87.81	\$5,128.00			
			422-3022	Cell Phones & Pagers	\$2,296.28	\$296.28	\$2,000.00			
			422-3061	Utilities-Gas	\$5,000.00	\$0.00	\$5,000.00			
			422-3092	Jurors & witnesses	\$32,287.36	-\$2,712.64	\$35,000.00			
			422-3100	Other Miscellaneous	\$2,328.55	\$2,328.55	\$0.00			
						\$0.00				
1000	424	Drug Task Force						\$163,423.41	\$0.00	\$163,423.41
			424-1009	Health Insurance Match	\$14,718.80	-\$3.20	\$14,722.00			
			424-1010	Workmen' Compensation	\$140.20	\$3.20	\$137.00			
						\$0.00				
1000	425	Deputy Prosecuting Attorney						\$251,436.98	\$0.00	\$251,436.98
			425-1009	Health Insurance Match	\$21,114.59	\$255.59	\$20,859.00			
			425-1010	Workmen' Compensation	\$1,035.94	\$3.94	\$1,032.00			
			425-1012	Other Fringe Benefits(Including Health In	\$250.00	\$125.00	\$125.00			
			425-2001	General Supplies(consumed or altered)	\$3,803.91	\$1,053.91	\$2,750.00			
			425-2002	Small Equipment(Less than capitalization)	\$1,500.53	-\$3,249.47	\$4,750.00			
			425-3054	Other Sundry Insurance	\$5,218.00	\$212.00	\$5,006.00			
			425-3060	Utilities Electricity	\$8,727.65	\$727.65	\$8,000.00			
			425-3073	Lease Mach & Equip(Incl copier)	\$4,779.77	\$14.77	\$4,765.00			
			425-3094	Meals & Lodging	\$2,356.61	\$856.61	\$1,500.00			
						\$0.00				
1000	435	Victim/ Witness Assistance						\$211,788.15	\$0.00	\$211,788.15
			435-1001	Salaries	\$147,320.37	-\$4,777.10	\$152,097.47			
			435-1010	Workmen' Compensation	\$255.11	\$4.11	\$251.00			
			435-1017	Vacation-Personal Time Buyback	\$5,772.99	\$4,772.99	\$1,000.00			
						\$0.00				
1000	500	Office of Emergency Management						\$197,611.14	\$19,603.16	\$178,007.98
			500-1001	Salaries	\$79,084.83	-\$6,938.24	\$86,023.07			
			500-1004	Contract Labor	\$0.00	-\$3,000.00	\$3,000.00			
			500-1006	Social Security Match	\$7,198.86	\$618.10	\$6,580.76			
			500-1007	Retirement Match	\$33,655.28	\$20,399.13	\$13,256.15			
			500-1009	Health Insurance Match	\$10,651.22	-\$1,832.78	\$12,484.00			
			500-1010	Workmen' Compensation	\$3,673.92	\$52.92	\$3,621.00			
			500-1011	Unemployment Compensation	\$71.31	-\$404.69	\$476.00			
			500-1017	Vacation-Personal Time Buyback	\$20,398.18	\$19,398.18	\$1,000.00			
			500-2001	General Supplies(consumed or altered)	\$319.04	-\$680.96	\$1,000.00			
			500-2002	Small Equipment(Less than capitalization)	\$4,965.86	\$965.86	\$4,000.00			
			500-2007	Fuel,Oil,Lubricants	\$3,320.11	\$1,320.11	\$2,000.00			
			500-2023	Parts & Repairs	\$11,858.12	\$6,858.12	\$5,000.00			
			500-2024	Maintenance & Service Contract	\$0.00	-\$2,000.00	\$2,000.00			
			500-2029	Small Tools(Less than Capitalization)	\$0.00	-\$1,000.00	\$1,000.00			
			500-3020	Telephone & Fax-Landline	\$670.61	-\$429.39	\$1,100.00			
			500-3021	Postage	\$0.00	-\$150.00	\$150.00			
			500-3022	Cell Phones & Pagers	\$2,125.02	-\$374.98	\$2,500.00			
			500-3030	Travel	\$0.00	-\$2,000.00	\$2,000.00			
			500-3040	Advertising & Publication	\$0.00	-\$500.00	\$500.00			
			500-3052	Fire & Extended Coverage	\$4,829.48	-\$0.52	\$4,830.00			
			500-3053	Fleet Liability	\$3,195.97	-\$402.03	\$3,598.00			
			500-3055	General Liability E.O.	\$263.03	-\$0.97	\$264.00			
			500-3060	Utilities Electricity	\$5,898.05	-\$2,101.95	\$8,000.00			
			500-3061	Utilities-Gas	\$143.45	-\$156.55	\$300.00			
			500-3073	Lease Mach & Equip(Incl copier)	\$325.56	-\$274.44	\$600.00			

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
			500-3090	Dues-Memberships-Subscriptions	\$182.00	-\$818.00	\$1,000.00			
			500-3094	Meals & Lodging	\$1,986.11	\$486.11	\$1,500.00			
			500-3100	Other Miscellaneous	\$886.70	-\$113.30	\$1,000.00			
			500-3101	Training & Education	\$609.00	-\$891.00	\$1,500.00			
			500-3102	Comp Software/Sup/Maint/Recov	\$1,074.43	-\$1,425.57	\$2,500.00			
			500-4004	Machinery & Equipment	\$0.00	-\$5,000.00	\$5,000.00			
						\$19,603.16				
1000	800	Veterans Service						\$81,398.86	\$0.00	\$81,398.86
			800-1001	Salaries	\$37,729.83	-\$10,830.56	\$48,560.39			
			800-1006	Social Security Match	\$3,940.51	\$225.64	\$3,714.87			
			800-1007	Retirement Match	\$5,748.11	\$243.98	\$5,504.13			
			800-1009	Health Insurance Match	\$21.60	\$21.60	\$0.00			
			800-1010	Workmen' Compensation	\$60.84	\$0.84	\$60.00			
			800-1017	Vacation-Personal Time Buyback	\$10,506.41	\$10,006.41	\$500.00			
			800-2001	General Supplies(consumed or altered)	\$3,290.30	-\$209.70	\$3,500.00			
			800-2002	Small Equipment(Less than capitalization)	\$339.52	\$89.52	\$250.00			
			800-3020	Telephone & Fax-Landline	\$423.91	\$123.91	\$300.00			
			800-3040	Advertising & Publication	\$387.75	\$377.75	\$10.00			
			800-3060	Utilities Electricity	\$1,268.71	\$568.71	\$700.00			
			800-3061	Utilities-Gas	\$316.54	\$116.54	\$200.00			
			800-3073	Lease Mach & Equip(Incl copier)	\$1,986.44	-\$1,013.56	\$3,000.00			
			800-3100	Other Miscellaneous	\$288.92	\$278.92	\$10.00			
						\$0.00				
1000	801	County Extension Office						\$131,642.00	\$0.00	\$131,642.00
			801-1001	Salaries	\$0.00	-\$120,000.00	\$120,000.00			
			800-3009	Other Professional Services	\$120,000.00	\$120,000.00	\$0.00			
			801-3020	Telephone & Fax-Landline	\$4,131.45	\$131.45	\$4,000.00			
			801-3052	Fire & Extended Coverage	\$2,127.67	\$215.67	\$1,912.00			
			801-3060	Utilities Electricity	\$5,268.95	-\$451.05	\$5,720.00			
			801-3100	Other Miscellaneous	\$113.93	\$103.93	\$10.00			
						\$0.00				
1000	802	Paupers and Welfare						\$5,000.00	\$0.00	\$5,000.00
1000	804	Consolidated Youth Services						\$3,334.00	\$0.00	\$3,334.00
1000	805	Senior Citizens						\$2,500.00	\$0.00	\$2,500.00
1000	806	Children's Advocacy Group						\$1,500.00	\$0.00	\$1,500.00
1000	807	Out Of The Dark, Inc						\$1,500.00	\$0.00	\$1,500.00
1000	808	Disabled American Veterans						\$5,000.00	\$0.00	\$5,000.00
		County General Total						\$16,905,482.16	\$0.00	\$16,905,482.16
1892	127	Capital Account Fund						\$120,800.00	\$0.00	\$120,800.00
			127-2002	Small Equipment(Less than capitalization)	\$51,823.80	-\$18,176.20	\$70,000.00			
			127-3009	Other Professional Services	\$18,228.00	\$18,128.00	\$100.00			
			127-3040	Advertising & Publication	\$148.20	\$48.20	\$100.00			
						\$0.00				
2000	200	County Road Department Fund						\$7,100,074.50	\$0.00	\$7,100,074.50
			200-1001	Salaries	\$2,198,226.06	-\$240,534.30	\$2,438,760.36			
			200-1002	Gen Labor-PT(Less than 80 hrs/Mo;\$12.00 or l	\$0.00	-\$20,000.00	\$20,000.00			
			200-1004	Contract Labor	\$0.00	-\$10,000.00	\$10,000.00			
			200-1006	Social Security Match	\$157,653.74	-\$30,441.43	\$188,095.17			
			200-1007	Retirement Match	\$335,863.32	-\$39,949.65	\$375,812.97			
			200-1009	Health Insurance Match	\$325,903.36	-\$31,404.64	\$357,308.00			

Fund	Dept	Office/Dept	Act	Describe	New	Change	Old	New	Change	Old
			200-1010	Workmen' Compensation	\$116,366.06	\$1,962.06	\$114,404.00			
			200-1012	Other Fringe Benefits(Including Health In	\$2,114.53	\$1,364.53	\$750.00			
			200-1017	Vacation-Personal Time Buyback	\$45,193.76	\$44,193.76	\$1,000.00			
			200-2001	General Supplies(consumed or altered)	\$8,485.28	\$6,235.28	\$2,250.00			
			200-2002	Small Equipment(Less than capitalization)	\$10,665.70	\$9,665.70	\$1,000.00			
			200-2003	Janitorial Supplies	\$21,031.77	\$11,031.77	\$10,000.00			
			200-2006	Clothing & Uniforms	\$25,812.30	\$2,812.30	\$23,000.00			
			200-2007	Fuel,Oil,Lubricants	\$458,857.12	\$8,857.12	\$450,000.00			
			200-2008	Tires & Tubes	\$53,733.24	\$3,733.24	\$50,000.00			
			200-2023	Repair Parts	\$330,657.91	\$50,657.91	\$280,000.00			
			200-2024	Maintenance & Service Contracts	\$161.16	\$151.16	\$10.00			
			200-2026	Culvert & Pipe	\$69,571.75	\$14,571.75	\$55,000.00			
			200-2027	Gravel, Dirt, & Sand	\$308,339.68	\$8,339.68	\$300,000.00			
			200-2029	Small Tools(Less than Capitalization)	\$7,673.90	\$2,673.90	\$5,000.00			
			200-2030	Concrete	\$51,988.57	\$16,988.57	\$35,000.00			
			200-2031	Bridges & Steel	\$20,237.38	\$237.38	\$20,000.00			
			200-3004	Engineering & Inspections	\$9,751.13	\$4,751.13	\$5,000.00			
			200-3022	Cell Phones & Pagers	\$3,772.50	\$772.50	\$3,000.00			
			200-3023	Internet Connection	\$5,490.71	\$4,490.71	\$1,000.00			
			200-3040	Advertising & Publication	\$400.40	\$390.40	\$10.00			
			200-3052	Fire & Extended Coverage	\$8,252.50	\$417.50	\$7,835.00			
			200-3062	Utilities-Water	\$987.45	\$977.45	\$10.00			
			200-3063	Waste Disposal	\$2,241.12	\$241.12	\$2,000.00			
			200-3073	Lease Mach & Equip(Incl copier)	\$18,126.99	\$8,126.99	\$10,000.00			
			200-3094	Meals & Lodging	\$555.65	\$55.65	\$500.00			
			200-3100	Other Miscellaneous	\$126,053.19	\$76,053.19	\$50,000.00			
			200-3101	Training & Education	\$1,474.45	\$474.45	\$1,000.00			
			200-4005	Vehicles	\$577,516.48	\$227,516.48	\$350,000.00			
			200-4007	County Match Advance	\$4,586.34	-\$135,413.66	\$140,000.00			
						\$0.00				
3000	103	County Treasurer Automation Fund						\$126,414.14	\$0.00	\$126,414.14
			103-1010	Workmen' Compensation	\$145.22	\$1.22	\$144.00			
			103-1017	Vacation-Personal Time Buyback	\$1,228.40	\$1,218.40	\$10.00			
			103-2001	General Supplies(consumed or altered)	\$712.99	-\$1,787.01	\$2,500.00			
			103-3094	Meals & Lodging	\$2,067.39	\$567.39	\$1,500.00			
						\$0.00				
3001	104	County Collector Automation Fund						\$429,902.73	\$0.00	\$429,902.73
			104-1009	Health Insurance Match	\$29,144.26	\$1,938.26	\$27,206.00			
			104-1010	Workmen' Compensation	\$300.81	\$2.81	\$298.00			
			104-1017	Vacation-Personal Time Buyback	\$2,084.47	\$1,084.47	\$1,000.00			
			104-3021	Postage	\$25,165.09	\$165.09	\$25,000.00			
			104-3040	Advertising & Publication	\$6,809.37	-\$3,190.63	\$10,000.00			
						\$0.00				
3002	422	Circuit Court Automation Fund						\$35,446.54	-\$30,437.44	\$65,883.98
			422-1001	Salaries	\$17,372.81	\$0.00	\$17,372.81			
			422-2002	Small Equipment(Less than capitalization)	\$4,258.68	-\$4,241.32	\$8,500.00			
			422-3020	Telephone & Fax-Landline	\$6,062.56	-\$2,437.44	\$8,500.00			
			422-3100	Other Miscellaneous	\$4,741.32	\$4,241.32	\$500.00			
			422-3102	Comp Software/Sup/Maint/Recov	\$10.00	-\$18,000.00	\$18,010.00			
			422-4004	Machinery & Equipment	\$0.00	-\$10,000.00	\$10,000.00			
						-\$30,437.44				
3003	409	WD District Court Automation Fund						\$26,085.00	\$0.00	\$26,085.00
			409-2001	General Supplies(consumed or altered)	\$98.33	\$88.33	\$10.00			
			409-3009	Other Professional Services	\$2,952.00	\$2,942.00	\$10.00			
			409-3020	Telephone & Fax-Landline	\$5,857.12	\$1,357.12	\$4,500.00			
			409-3023	Internet Connection	\$0.00	-\$4,700.00	\$4,700.00			
			409-3100	Other Miscellaneous	\$5,015.86	\$4,215.86	\$800.00			
			409-3102	Comp Software/Sup/Maint/Recov	\$2,251.69	-\$3,903.31	\$6,155.00			
						\$0.00				

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
3004	105	Assessors Amendment 79 Fund(Property Tax Relief)						\$59,721.72	\$0.00	\$59,721.72
3005	101	County Clerk Cost Fund(Act 1045-2001)(21-6-413)						\$56,290.00	\$0.00	\$56,290.00
3006	102	Recorder Cost Fund(Circuit Clerk)(Act 768-1995)(21-6-306)						\$765,964.72	-\$48,641.74	\$814,606.46
			102-1001	Salaries	\$406,489.24	-\$37,581.08	\$444,070.32			
			102-1010	Workmen' Compensation	\$756.59	\$10.59	\$746.00			
			102-1017	Vacation-Personal Time Buyback	\$4,360.86	\$4,350.86	\$10.00			
			102-2002	Small Equipment(Less than capitalization)	\$28,939.34	-\$11,060.66	\$40,000.00			
			102-3023	Internet Connection	\$2,679.30	\$179.30	\$2,500.00			
			102-3073	Lease Mach & Equip(Incl copier)	\$5,340.25	-\$4,659.75	\$10,000.00			
			102-3094	Meals & Lodging	\$2,619.00	\$119.00	\$2,500.00			
			102-3100	Other Miscellaneous	\$10.00	\$0.00	\$10.00			
						-\$48,641.74				
3008	603	Craighead County Public Library Fund						\$966,339.74	\$48,641.74	\$917,698.00
			603-9999	Transfer to Funds	\$966,339.74	\$48,641.74	\$917,698.00			
						\$48,641.74				
3012	102	Child Support Cost Fund(Circuit Clerk)(9-10-109)						\$9,930.00	\$0.00	\$9,930.00
3014	400	Sheriff Communications Facility & Equip Fund						\$167,794.20	-\$6,319.80	\$174,114.00
			400-2002	Small Equipment(Less than capitalization)	\$11,480.20	-\$6,319.80	\$17,800.00			
			400-3100	Other Miscellaneous	\$569.88	\$559.88	\$10.00			
			400-3102	Comp Software/Sup/Maint/Recov	\$60,189.96	-\$9,462.04	\$69,652.00			
			400-4004	Machinery & Equipment	\$95,534.16	\$8,902.16	\$86,632.00			
						-\$6,319.80				
3015	400	Sheriff Drug Control Fund						\$9,010.00	\$0.00	\$9,010.00
			400-2002	Small Equipment(Less than capitalization)	\$4,773.76	-\$3,226.24	\$8,000.00			
			400-4004	Machinery & Equipment	\$3,236.24	\$3,226.24	\$10.00			
						\$0.00				
3017	418	Jail Operation & Maintenance Fund(Cost Defrayment)(16-17-129)						\$305,319.80	\$6,319.80	\$299,000.00
			418-2005	Food & Related Items	\$0.00	-\$24,000.00	\$24,000.00			
			418-3006	Medical,Dental,Hospital	\$305,319.80	\$30,319.80	\$275,000.00			
						\$6,319.80				
3018	418	County Detention Facility Fund(Booking & Administration Fee)(12-41-505)						\$62,000.00	\$0.00	\$62,000.00
3019	400	Sheriff Boating Safety Fund(Emergency Rescue Water Safety)(27-101-110)						\$28,767.34	-\$26,742.66	\$55,510.00
			400-2002	Small Equipment(Less than capitalization)	\$1,257.34	-\$26,742.66	\$28,000.00			
						-\$26,742.66				
3020	501	Emergency 911 Services Fund(Ord 1990-12)						\$377,182.66	\$26,742.66	\$350,440.00
			501-2001	General Supplies(consumed or altered)	\$0.00	-\$10.00	\$10.00			
			501-2002	Small Equipment(Less than capitalization)	\$0.00	-\$10.00	\$10.00			
			501-3009	Other Professional Services	\$377,182.66	\$26,782.66	\$350,400.00			
			501-3100	Other Miscellaneous	\$0.00	-\$10.00	\$10.00			
			501-4004	Machinery & Equipment	\$0.00	-\$10.00	\$10.00			
						\$26,742.66				
3022	400	Sheriff Emergency Vehicle Fund(Sheriff Failure to License)(27-22-103)						\$55,000.00	\$0.00	\$55,000.00
3026	417	Indigent Criminal Defense Fund(Public Defender)(14-20-102)						\$111,890.07	\$0.00	\$111,890.07
			417-1009	Health Insurance Match	\$9,126.72	\$4,218.72	\$4,908.00			
			417-1010	Workmen' Compensation	\$60.92	\$0.92	\$60.00			
			417-2001	General Supplies(consumed or altered)	\$4,265.03	\$265.03	\$4,000.00			

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
			417-3020	Telephone & Fax-Landline	\$7,904.34	\$704.34	\$7,200.00			
			417-3040	Advertising & Publication	\$4,897.52	\$397.52	\$4,500.00			
			417-3060	Utilities Electricity	\$4,394.77	\$154.77	\$4,240.00			
			417-3073	Lease Mach & Equip(Incl copier)	\$3,656.16	\$56.16	\$3,600.00			
			417-3101	Training & Education	\$1,602.54	-\$1,397.46	\$3,000.00			
			417-3102	Comp Software/Sup/Maint/Recov	\$3,600.00	-\$4,400.00	\$8,000.00			
						\$0.00				
3028	422	Adult Drug Court Fee Fund(Circuit Court)(16-98-304)						\$1,200.00	\$0.00	\$1,200.00
			422-2001	General Supplies(consumed or altered)	\$599.92	\$309.92	\$290.00			
			422-3030	Travel	\$0.00	-\$300.00	\$300.00			
			422-3100	Other Miscellaneous	\$31.68	\$21.68	\$10.00			
			422-3101	Training & Education	\$168.40	-\$31.60	\$200.00			
						\$0.00				
3029	409	Public Safety Fund(District Court)(27-34-108)						\$2,040.00	\$0.00	\$2,040.00
3031	414	Juvenile Probation Fee Fund(Juvenile Court)(Services & Supplies)(16-13-326)						\$35,618.46	\$0.00	\$35,618.46
			414-1002	Salaries-Part Time	\$2,382.09	-\$2,768.91	\$5,151.00			
			414-2002	Small Equipment(Less than capitalization)	\$1,693.61	\$1,193.61	\$500.00			
			414-3020	Telephone & Fax-Landline	\$8,275.30	\$1,575.30	\$6,700.00			
						\$0.00				
3039	102	Circuit Clerk Commissioner's Fee Fund(Act 291 of 2013)						\$5,850.00	\$0.00	\$5,850.00
			102-2001	General Supplies(consumed or altered)	\$3,830.00	-\$170.00	\$4,000.00			
			102-3100	Other Miscellaneous	\$420.00	\$170.00	\$250.00			
						\$0.00				
3042	105	Assessor's Late Assessment Fee Fund						\$35,665.00	\$0.00	\$35,665.00
3414	414	Juvenile Drug Court Fee Fund						\$3,235.93	\$585.93	\$2,650.00
			414-2001	General Supplies(consumed or altered)	\$1,005.74	-\$144.26	\$1,150.00			
			414-2002	Small Equipment(Less than capitalization)	\$0.00	-\$500.00	\$500.00			
			414-3100	Other Miscellaneous	\$2,176.85	\$1,276.85	\$900.00			
			414-3101	Training & Education	\$53.34	-\$46.66	\$100.00			
						\$585.93				
3490	400	Sheriff Drug Abuse Resistance Education Fund(DARE)						\$11,914.07	-\$585.93	\$12,500.00
			400-2001	General Supplies(consumed or altered)	\$577.71	\$77.71	\$500.00			
			400-2002	Small Equipment(Less than capitalization)	\$4,922.29	-\$77.71	\$5,000.00			
			400-3100	Other Miscellaneous	\$6,414.07	-\$585.93	\$7,000.00			
						-\$585.93				
3492	400	Sheriff Federal Drug Forfeiture Fund						\$7,000.00	\$0.00	\$7,000.00
3494	409	ED District Court Automation Fund						\$3,513.00	\$0.00	\$3,513.00
3498	418	County Jail Fund						\$117,532.64	-\$62,977.36	\$180,510.00
			418-2002	Small Equipment(Less than capitalization)	\$2,823.37	-\$2,176.63	\$5,000.00			
			418-2023	Repair Parts	\$87,161.99	\$32,161.99	\$55,000.00			
			418-3006	Medical Dental Hospital	\$500.00	-\$57,000.00	\$57,500.00			
			418-4002	Buildings & Improvement	\$16,037.28	-\$5,962.72	\$22,000.00			
			418-4004	Machinery & Equipment	\$0.00	-\$30,000.00	\$30,000.00			
						-\$62,977.36				
3501	418	Juvenile Detention Facilities Operating Sup Grant Fund						\$37,144.36	\$5,977.36	\$31,167.00
			418-2001	General Supplies(consumed or altered)	\$4,056.92	\$3,056.92	\$1,000.00			
			418-2002	Small Equipment(Less than capitalization)	\$0.00	-\$2,600.00	\$2,600.00			
			418-2009	Inmate Supplies,Uniforms	\$6,793.01	\$4,793.01	\$2,000.00			
			418-2023	Repair Parts	\$24,540.64	\$8,423.64	\$16,117.00			
			418-3006	Medical Dental Hospital	\$605.84	-\$394.16	\$1,000.00			
			418-3021	Postage	\$0.00	-\$500.00	\$500.00			

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
			418-3030	Travel	\$0.00	-\$500.00	\$500.00			
			418-3100	Other Miscellaneous	\$723.64	-\$326.36	\$1,050.00			
			418-3101	Training & Education	\$424.31	-\$75.69	\$500.00			
			418-4002	Buildings & Improvement	\$0.00	-\$5,900.00	\$5,900.00			
						\$5,977.36				
3504	808	Adult Drug Court Grant Fund						\$3,000.00	\$0.00	\$3,000.00
3578	409	District Court DWI Court Fund						\$15,000.00	\$0.00	\$15,000.00
			409-3030	Travel	\$7,879.93	-\$3,120.07	\$11,000.00			
			409-3094	Meals & Lodging	\$6,120.07	\$3,120.07	\$3,000.00			
						\$0.00				
3585	422	Northeast Arkansas Veterans Court Expansion						\$31,250.00	\$0.00	\$31,250.00
3587	116	Arkansas Historic Preservation Program						\$22,000.00	\$0.00	\$22,000.00
3589	310	Crisis Stabilization Unit(Start up,Furnishings)						\$140,000.00	\$0.00	\$140,000.00
3591	503	Rural Community Grant Program/Brookland Fire						\$30,252.66	\$252.66	\$30,000.00
			503-2002	Small Equipment(Less than capitalization)	\$30,252.66	\$252.66	\$30,000.00			
						\$252.66				
3593	200	CR315 Culverts Mitigation Grant Project						\$75,000.00	\$0.00	\$75,000.00
3594	400	Craighead County Project Lifesaver Fund						\$268.28	\$5.28	\$263.00
			400-2002	Small Equipment(Less than capitalization)	\$268.28	\$15.28	\$253.00			
			400-3100	Other Miscellaneous	\$0.00	-\$10.00	\$10.00			
						\$5.28				
3595	200	CR155/CR160 Culverts Mitigation Grant						\$125,000.00	\$0.00	\$125,000.00
3597	422	Northeast Arkansas Mental Health Court Expansion						\$126,728.47	\$1,728.47	\$125,000.00
			422-3009	Other Professional Services	\$126,728.47	\$1,728.47	\$125,000.00			
						\$1,728.47				
3598	422	Courthouse Security Grant Fund						\$3,250.60	-\$11,149.40	\$14,400.00
			422-2002	Small Equipment(Less than capitalization)	\$0.00	-\$8,000.00	\$8,000.00			
			422-3100	Other Miscellaneous	\$642.06	-\$257.94	\$900.00			
			422-3102	Comp Software/Sup/Maint/Recov	\$1,337.01	-\$1,162.99	\$2,500.00			
			422-4004	Machinery & Equipment	\$1,271.53	-\$1,728.47	\$3,000.00			
						-\$11,149.40				
3599	400	Local Law Enforcement Equipment Subgrant						\$4,086.07	-\$113.93	\$4,200.00
			400-2002	Small Equipment(Less than capitalization)	\$3,886.07	-\$113.93	\$4,000.00			
						-\$113.93				
4890	310	Crisis Stabilization Unit						\$809,276.92	\$9,276.92	\$800,000.00
			310-2002	Small Equipment(Less than capitalization)	\$0.00	-\$1,000.00	\$1,000.00			
			310-2020	Building Material & Supplies	\$2,796.95	\$1,796.95	\$1,000.00			
			310-2022	Plumbing & Electrical	\$0.00	-\$2,000.00	\$2,000.00			
			310-3004	Engineering & Inspections	\$42,839.96	-\$2,160.04	\$45,000.00			
			310-3009	Other Professional Services	\$15,827.30	\$10,827.30	\$5,000.00			
			310-3040	Advertising & Publication	\$335.40	-\$164.60	\$500.00			
			310-3054	Other Sundry Insurance	\$0.00	-\$100.00	\$100.00			
			310-3100	Other Miscellaneous	\$113.93	-\$886.07	\$1,000.00			
			310-4001	Land-Purchase	\$0.00	-\$10.00	\$10.00			
			310-4002	Buildings & Improvement	\$0.00	-\$100.00	\$100.00			
			210-4003	Improvements other than Buildings	\$0.00	-\$10.00	\$10.00			
			310-4004	Machinery & Equipment	\$0.00	-\$5,000.00	\$5,000.00			
			310-4006	Construction in Progress	\$747,363.38	\$8,083.38	\$739,280.00			
						\$9,276.92				

Fund	Dept	Office/Dept	Act	Descript	New	Change	Old	New	Change	Old
6400	600	Jonesboro Public Library Fund						\$2,752,402.44	\$87,437.44	\$2,664,965.00
			600-9999	Transfer to Other Funds	\$2,752,402.44	\$87,437.44	\$2,664,965.00			
						\$87,437.44				
								\$15,212,162.06	\$0.00	\$15,212,162.06
				Total Special Revenue Funds						
								\$32,117,644.22	\$0.00	\$32,117,644.22
				Total of All Funds						
				Be it resolved by the Craighead County Quorum Court that these changes be made as described						
				upon passage of this appropriation/redistribution ordinance.						
				Dated this _____ day of March, 2020.						
				Approved: _____						
				Marvin Day						
				Craighead County Judge						
				Attest: _____						
				Kade Holliday						
				Craighead County Clerk						

Addendum C

RESOLUTION NO. _____

A RESOLUTION RECOMMENDING THE APPOINTMENT OF A BOARD MEMBER TO THE BOARD OF DIRECTORS OF SOUTHRIDGE FIRE PROTECTION DISTRICT.

WHEREAS; Act 742 of the General Assembly of the State of Arkansas, states that the County Judge of each county is the appropriate person to appoint and reappoint board members to the Southridge Fire Protection District Board of Directors.

WHEREAS; the said County Judge does hereby make the following appointment to the Board of Directors of the Southridge Fire District for the following term detailed below:

Mr. Matthew Sandy has been recommended to fill a five (5) year term as a member of the Administrative Board. Mr. Sandy lives at 132 County Road 622, Jonesboro, Arkansas 72404. His term will become effective April 1, 2020 and expire on April 1, 2023. He will replace Kurt Beeson whose term expires on April 1, 2020.

BE IT HEREBY RESOLVED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS; that the above described appointment will become effective upon passage by the court and filing of this document in the County Clerk's Office.

Dated: March _____, 2020.

APPROVED: _____

Marvin Day, Craighead County Judge

ATTEST: _____

Kade Holliday, Craighead County Clerk

RESOLUTION NO _____

A RESOLUTION TO ADDRESS CRAIGHEAD COUNTY LEAVE POLICIES IN TIMES OF A PUBLIC-HEALTH EMERGENCY DECLARED BY THE GOVERNOR OF THE STATE OF ARKANSAS

WHEREAS, Governor Asa Hutchinson has declared a public-health emergency due to the COVID-19 virus entering Arkansas;

WHEREAS, quarantine is one of the recommended management tools by the CDC to prevent the spread of COVID-19 and the quarantine period recommended by the CDC is fourteen days from the date of exposure;

WHEREAS, the Craighead County Quorum Court cares about the employees of Craighead County and recognizes the seriousness of the virus and potential for spreading;

WHEREAS, it is in the best interest of Craighead County, it's employees, and the public, that persons who have been exposed to COVID-19 or who have been diagnosed with COVID-19 be able to remain in quarantine for the full fourteen-day period;

WHEREAS, Craighead County is attempting to ensure employees are able to remain in quarantine for the full fourteen-day period, or are able to remain in quarantine after having a confirmed case of COVID-19, without suffering undue hardship which may be created by limited availability of leave;

NOW THEREFORE;

- 1) During the state of public health emergency declared by the Governor due to COVID-19, the following rules will be in place:
- 2) At the recommendation of the Association of Arkansas Counties (AAC), Craighead County is currently restricting access to the Craighead County Courthouse, Courthouse Annex, Lake City Courthouse, Craighead County Sheriff and Detention Center and Craighead County Highway Department to anyone with a temperature higher than the recommended CDC guidelines to ensure public safety.
- 3) According to CDC guidance on March 17, 2020, if an employee comes to work with a fever or exhibiting symptoms of acute respiratory illness (i.e. cough, shortness of breath), those individuals should be separated from others and sent home immediately. For those employees, the policy is to enact a fourteen day quarantine from the office, or give the employee the option to seek an evaluation by the Arkansas Department of Health or a medical provider of their choice to clear them to return to work before the fourteen day period expires.

- 4) Employees who are concerned that they or an immediate family member have been exposed to COVID-19 or have symptoms of fever or dry cough are encouraged to contact the Arkansas Department of Health during normal business hours (8:00am – 4:30pm), urgent and non-urgent calls, please call 1-800-803-7847. After normal business hours, urgent calls needing immediate responses, please call 501-661-2136.
- 5) If employees or employee family members are placed on a quarantine period of fourteen days or less, by a medical provider, the Quorum Court recognizes this may create an undue hardship for the employee and leaves open the possibility for implementing additional leave policies as the situation unfolds.
- 6) Employees who are diagnosed with COVID-19 shall not return to work for up to fourteen days from initial diagnosis. A medical release shall be required from the physician or physician's office who originally diagnosed the employee.
- 7) Employees who have a school-aged child, who has experienced a school closing or mandatory quarantine, may choose to stay home with their child without being subject to discipline for attendance. Employees who choose to stay home under this option are required to use any accrued paid time off, including vacation leave, comp time, and personal time off.
- 8) Employees who choose to take time off during this declared public-health emergency for any reason other than those listed above, are still subject to the regular leave provisions as outlined in the Craighead County Personnel Policy.

Dated this _____ day of March 2020.

APPROVED:

MARVIN DAY
COUNTY JUDGE

ATTEST:

KADE HOLLIDAY
COUNTY CLERK