

# AGENDA SESSION MINUTES CHATTANOOGA CITY COUNCIL

April 28, 2020

---

## Call to Order

---

Chairman Chip Henderson called the meeting to order at 3:31 p.m. on the Zoom online platform. A quorum was present, including Council Vice-Chairman Ken Smith and Council members Carol Berz, Anthony Byrd, Russell Gilbert, Darrin Ledford, Jerry Mitchell, and Erskine Oglesby, Jr. Phil Noblett, City Attorney, and Lydia Christoph, Administrative Support, were also present. Councilwoman Coonrod arrived at the meeting just after it commenced.

---

## Others in Attendance

---

Finance: Daisy Madison, Chief Finance Officer; Human Resources: Beverly Moultrie, Chief Human Resources Officer; Mayor's Office: Maura Sullivan, Chief Operating Officer, and Jermaine Freeman, Deputy Chief of Staff; DIT: Brent Messer, Chief Information Officer

---

## Approval of Minutes

---

Due to no objection, Chairman Henderson let the minutes of the last meeting (April 21, 2020) stand as approved.

---

## Ordinances – (First Reading) Agenda Item 7A

---

Mr. Freeman answered questions from the Council regarding this item:

- If the \$22,000 was a processing fee (Councilwoman Berz)
- How much money each business was approved, a breakdown of money disbursed by district, update on loans, number of businesses applying for a loan or grant, salons and barbers, definition of “people of color” (Councilwoman Coonrod)
- District breakdown for grants received, lack of discrimination in the approval process (Councilman Byrd)
- Breakdown of applicants--people of color versus women (Councilman Gilbert)
- Doing more to recruit people of color (Councilman Mitchell)

---

## Resolutions - Agenda Items 8A-H

---

There were no questions regarding these resolutions. Chairman Henderson asked the Council to allow these items to be voted on in a bloc during the evening Council meeting. There were no objections. Therefore, these issues were closed.

---

## Resolutions - Agenda Item 8I

---

Councilwoman Coonrod had no questions about this District 9 resolution. Therefore, the issue was closed.

---

## **Resolutions - Agenda Item 8J**

---

Councilwoman Berz commented that there had been discussion about whether or not to approve this resolution, and that she liked the form of it. She thanked HR for their work on it.

---

## **Resolutions - Agenda Items 8K-L**

---

There were no questions regarding these resolutions. Therefore, the issue was closed.

---

## **Departmental Report – Human Resources (HR)**

---

Ms. Moultrie presented the following to the Council:

- Top HR Priorities since the January 2020 Council Report
- Accomplishments
- Benefit Enhancements
- Safety and Health Operational Changes
- Centralized PPE Purchases

*(See attached presentation)*

Afterward, she, Ms. Sullivan, Ms. Madison, and Mr. Messer answered the questions from the Council on the following topics:

- Timing of testing, asymptomatic people, cleaning plans for Council chamber and rooms, cleaning the chamber after each use (Councilman Mitchell)
- Arranging for professional sanitation of Council rooms (Councilman Henderson)
- Whether any employee were furloughed and whether everyone was receiving a 100-percent salary (Councilman Ledford)
- If any employees would be furloughed in the future, employees reaching for \$15 an hour salary, making sure that the city is not spending frivolously, making sure that employees know that city is hearing is hearing them, has their backs, and wants what's best for them, being updated about information before it reaches the public (Councilman Byrd)
- Measurements for when city could need to start furloughs and whether any employee came down with COVID-19 (Councilman Smith)
- PPE for Public Works, hazard pay, informing Council of big decisions, next year's budget affected by the tornado disaster (Councilwoman Coonrod)
- More online resources, budget planning for next year, not wanting employees to fear furlough due to hearsay (Councilwoman Berz)

---

## **COVID-19 Planning for Re-Opening**

---

A discussion ensued among the Council members, Mr. Messer, and Attorney Noblett on the following topics:

- Getting tornado first responders tested
- Staff requests for PPE

- Governor's allowance of electronic meetings expiring May 18
- Concerns about the next in-person Council meeting on May 12
- Needing to limit number of public persons allowed in Council chamber
- Procuring and using protective equipment
- Sanitizing portable microphones
- Seating arrangements
- Sanitizing the Council chambers
- Obtaining the Fire Marshall's assistance

---

### **Other Business**

---

Councilman Mitchell mentioned that Economic and Community Development item 7D for next week's agenda was missing from the actual agenda sheet.

Councilwoman Coonrod asserted the need to review the referendum going to the ballot regarding the Police Advisory and Review Committee. Attorney Noblett responded to this.

---

### **Adjournment**

---

There being no further business, Chairman Henderson adjourned the meeting at 4.54 p.m.

*Attachment:*  
*HR Presentation*



Human  
Resources  
Council Report  
April 28, 2020

# Top HR Priorities Since January 2020 Council Report



Crisis response has become our top priority. *Making family life easier is one of the biggest and most immediate goals for our HR Team* because employees working at home are often also taking care of kids, monitoring schoolwork, and helping parents and other family members.

Four (4) urgent areas:

1. Physical health and wellbeing of employees.
2. Fostering connections with employees remotely.
3. Help employees with mental health and uncertainty.
4. Family support.

# Accomplishments

## Developed communication strategies to increase workforce communication during the pandemic.

- Introduced a centralized communication center on E-Portal.
- Archive content that is relevant to current concerns relating to the coronavirus.
- Categorize content in a systematic format including: policy, resources, and references.

## Provide motivational and tutorial videos, webinars, and articles.

- Education sessions for handling, stress, mental wellness, and change.
- **Healthy At Home** Wellness Challenge.
- Live, Virtual Mindfulness Programs Free until June 30, 2020.

## Developed mitigation strategies and implemented protective measures for onsite employees.

## Policy enhancements - Return to work protocols, stay at work requests and accommodations.

# Benefit Enhancements

COVID-19 Testing - The City has waived the member share copays and coinsurance.

COVID-19 Treatment - City Is Waiving Member Cost Share for through May 31, 2020. Employees will not be subject to the typical deductible, copay or coinsurance.

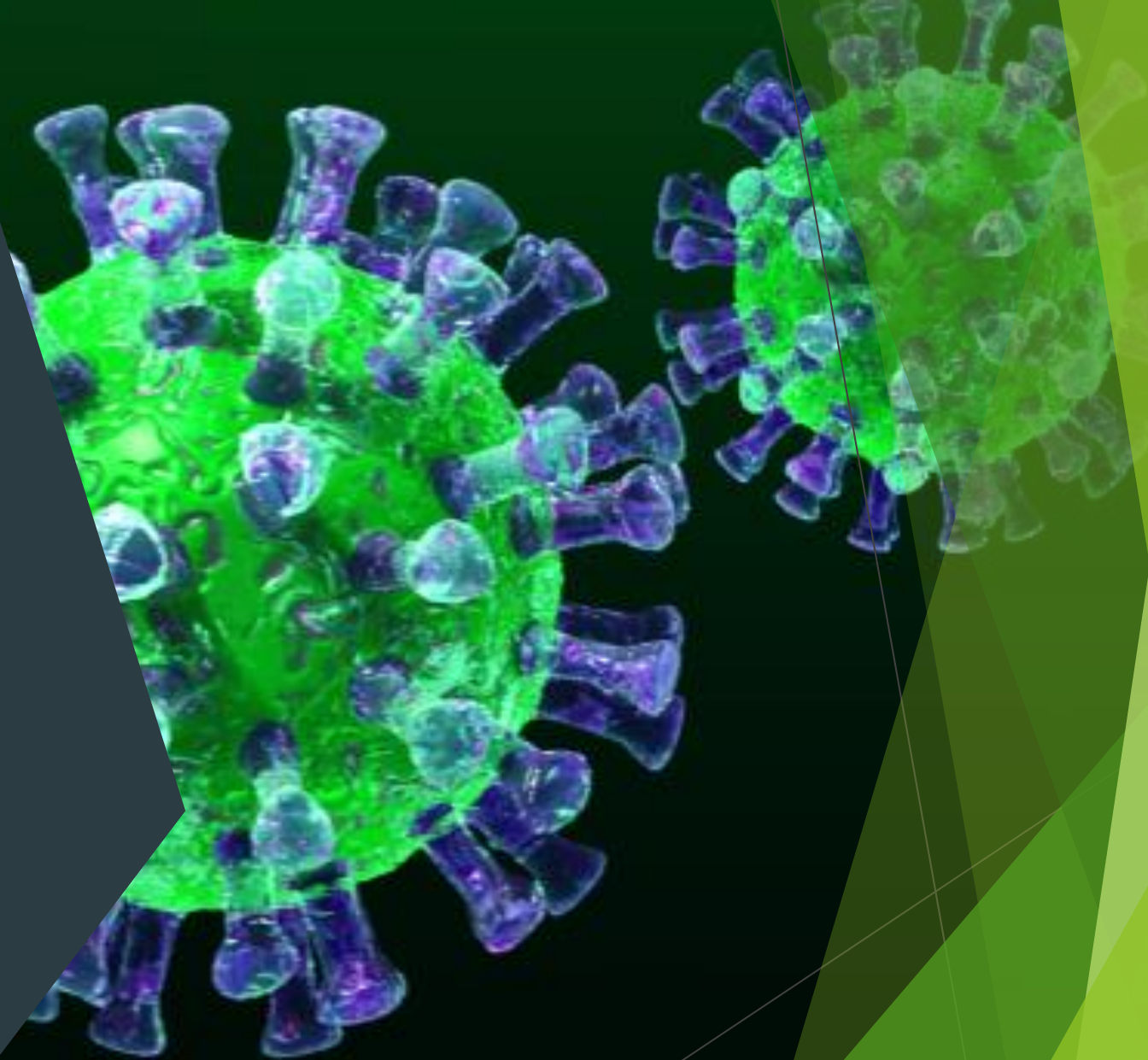
Telehealth Services - BlueCross BlueShield of Tennessee (BCBST) expanded access to care. BCBST will cover phone visits and phone consultations with primary care providers, specialists and behavioral health providers in the BCBST network who offer this service through April 30, 2020.

Telemedicine Services added to City Benefit Plan - Contracting through PhysicianNow, services will allow employees, retirees and their dependents who are enrolled in the City's health plan to call a doctor 24/7 for virtual care and consultation at zero (0) copay.

Family First Coronavirus Response Act signed into law. The City chose to continue coverage for all COVID-19 associated absences at 100% pay under the City's paid administrative leave policy. This is at a higher rate than is necessary for compliance in this new law.

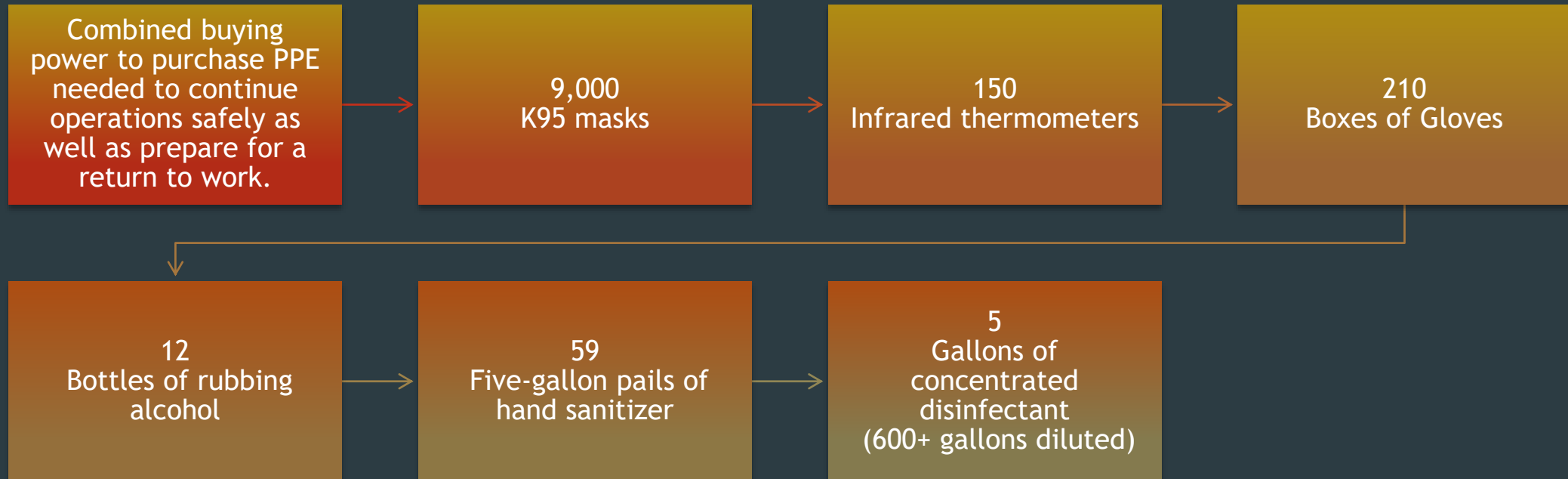
# Safety & Health Operational Changes

- ▶ PPE Efforts Centralized
- ▶ Employee Safety Training
- ▶ COVID-19 Response
- ▶ Employee Education
  - ▶ FAQs
  - ▶ PPE Training
  - ▶ Cleaning
  - ▶ Temperature Check Stations





# Centralized PPE Purchases



Thank you.