

August 4, 2020  
CARES Act Workshop  
Bonifay, Florida

The Holmes County Board of Commissioners met in a Workshop on the above date with the following members present: Commissioners Clint Erickson, Phillip Music, Bobby Sasnett, Brandon Newsom, and Commissioner Earl Stafford, Chairman of the Board.

Brandon Young, County Attorney, and David Corbin, Project Director, were also present.

Leigh Ann Ennis, Deputy Clerk, was present and kept the minutes.

Chairman Stafford called the meeting to order at 3:00 p.m. Steve Connell, EMS Director, led the prayer and pledge. Chairman Stafford then conducted a roll call of the various department heads and officials present via conference call.

Gary Yates, Integrity Group, discussed the task order outlining the CARES Act Funding Management by Integrity Group. Discussion Included:

- CARES Act Funds administrative costs will be 10%
- Staff needed to process funding requests
- How the public will be made aware of the CARES Act and funds available
- Accountability for how funds are spent once paid

The Board agreed to place the task order on the agenda for the 6:00 p.m. Regular Session.

(Task Order)

Brandon Young, County Attorney, discussed the memorandum regarding CARES Act purchasing procedures. He explained it followed general purchasing procedures but was specifically tailored to CARES Act purchases. The Board agreed to add the memorandum to the agenda for the 6:00 p.m. Regular Session.

(Memorandum)


Gary Yates, Integrity Group, praised the County on their handling of the CARES Act thus far. He explained that a proper procurement procedure will be extremely important, and the State will likely be responsible for auditing. Topics of further discussion included:

- Bob Stinebaugh, Integrity Group, discussed procurement procedures as well as responsibility for proper funds allocation
- Alice Vickers, Interim Clerk, proposed utilizing interlocal agreements between the County and municipalities
- Beverly Richbourg, Integrity Group, discussed the Small Business Assistance Program
- Jim Riddell, Integrity Group, discussed Human and Social Services, including food assistance to the citizens of Holmes County, and Holmes County Community Rapid Response Program which would provide economic support to Holmes County residents due to economic hardships caused by COVID-19

- Alice Vickers, Interim Clerk, emphasized the importance of having a procedure in place for authorizing payments to landlords and creditors for County residents obtaining assistance

(Power Point Packets)

There being no further business at this time, the meeting was adjourned at 4:14 p.m.

  
Clerk

  
Chairman