The meeting was called to order by Chairperson Commissioner Gregory at 12:37 p.m.

**Members Present:** Commissioners Mark Gregory, Jack Nehmer and Roger Elkins

**Members Absent:** None.

**Others:** Steve Hall and Steve King of Central Michigan District Health Department and Susan Vander Pol-County Coordinator

**Additions or Deletions:** None.

**Agenda:** Motion by Commissioner Nehmer, seconded by Commissioner Elkins to approve the agenda. Motion was unanimously supported.

**Public Comments:** None.

**Employee Comments:** None.

**Minutes:** Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the minutes of December 17, 2019. Motion was unanimously supported.

**Lease Agreement with Health Department for Suite C**
Discussion was held on the lease agreement, compensation for utility expenses and storage for items of the Health Department currently located in Suite C. The lease agreement appears satisfactory with the Health Department and after reviewing invoices, an amount will be agreed upon to compensate for utilities. A storage unit will need to be purchased for their items by the County. Health Department staff will review the items in Suite C and let the County know the approximate size they believe will be needed. Alternate options for storage of other large items, such as car seats, were discussed. The Health Department inquired if the County would allow Maintenance to assist them in moving some items.

**Employee Entrance Policy for Building Security**
Discussion was held on the draft policy. It can be amended as other facilities of the county obtain security entrances. The security company is reviewing the tentative start date of February 3rd to begin services. The following recommendation was made:

**RECOMMENDED by Commissioner Elkins, seconded by Commissioner Nehmer to recommend approval of the Employee Entrance Policy and for it to be implemented on the date the building security screening begins. Recommendation was unanimously supported.**

**Board Comments:** None.

**Extended Public Comments:** None.

Motion by Commissioner Nehmer, seconded by Commissioner Elkins to adjourn at 1:22 p.m.

Respectfully submitted,

Sincerely,

Osceola County Coordinator

[Signature]