

**RESOLUTION 2020-05
CONCERNING TOWNSHIP POLICIES ADDRESSING
NOVEL CORONA VIRUS**

Whereas: On March 6, 2020, the Governor of Indiana, Eric Holcomb, declared a Public Health Emergency does exist; and,

Whereas: The Declaration recognizes the presence of the Novel Corona Virus; and,

Whereas: This recognition authorizes Indiana Governmental units to take actions designed to lessen the threat of the contagion of our employees and those who utilize the public services offered by Penn Township; and,

Whereas: Local Public Health jurisdictions may with the concurrence of the Indiana State Board of Health seek or order quarantines of infectious individuals, or limit movements in public spaces by the Citizens of Penn Township; and,

Whereas: People so restricted may find themselves in need of food, medicines or other necessities of life as defined by Ind. Code § 12-7-2-20.5; and,

Whereas: Under normal circumstances those affected people might seek emergency assistance from the Penn Township Trustee's office; and,

Therefore be it resolved: That until the declared Public Health Emergency is ended by Executive Order of the Governor, the Penn Township Trustee or her designated Investigator(s) may modify the Application for Emergency Assistance (ISBOA form TA1) intake procedures to reflect the Governor's concerns for lessening the threat of contagion to all parties.

The Penn Township Trustee or her designated Investigator(s) may assist the applicant by accepting the information required of the application by telephone or digital methods. Also, the Trustee may sign the Application (TA1) in lieu of having an original signature of the digital or telephone applicant. Then the Trustee and their Case Investigator(s) may process an application so signed by the Trustee by normal procedures and respond to the applicant in writing (TA1A) regarding their decision within the lawful time frame for such.

That after reaching the lawful conclusion and disposition of the Application, if necessary the Trustee may purchase by Township voucher (SBOA Form # TA 2) the requested services or goods and thereupon deliver those goods to the client in an expeditious manner to relieve the stated needs of the Applicant.

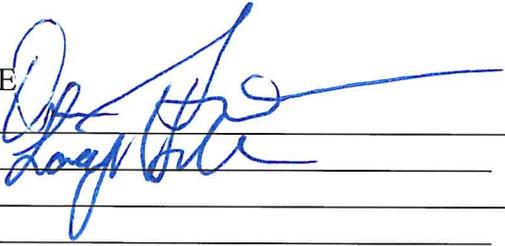
Notice of Public Law: If the applicant cannot provide a signature or electronic confirmation that the applicant has read the Notice of Public Law, the Township Trustee or designated Investigator may read the Notice of Public Law to the applicant by telephone. The Township Trustee or designated Investigator must indicate on the *Signature of Applicant* line: I, [name], Township Trustee/Investigator of Penn Township read the Notice of Public Law to the applicant by telephone.” The Township Trustee/Investigator should affix his or her signature to this statement.

Affidavit: If the applicant cannot provide a signature or electronic confirmation of the certifications required in the Affidavit section, the Township Trustee or designated Investigator(s) may read the Affidavit to the applicant by telephone. The Township Trustee or designated Investigator(s) must receive an affirmative answer from the applicant for each certification contained in the Affidavit section. The Township Trustee or designated Investigator(s) must indicate on *Signature of Applicant* line: “The applicant affirmed each statement contained in the Affidavit to me, Township Trustee/Investigator(s) of Penn Township, by telephone.” The Township Trustee/Investigator(s) should affix his or her signature to this statement.

Also, the State Board of Accounts will not take audit exception to the following alternative procedures regarding applicant signature lines on the Application for Additional or Continuing Township Assistance.

This authority shall remain in force until revoked either by the Penn Township Board or the Declaration by the Governor that the Public Health Emergency has expired.

Dated this 25th, day of March, 2020.

AYE 

NAY

ATTEST:


DORIS J. PORTOLESE, Trustee