

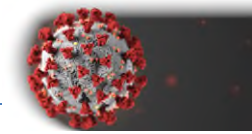
# Calhoun County

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## *Coronavirus (COVID-19) Response—Situation Update*

3/13/20

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### What's New?

Last night, Governor Whitmer announced that in order to slow the spread of Novel Coronavirus (COVID-19) in Michigan, she is ordering the closure of all K-12 school buildings, public, private, and boarding, to students starting Monday, March 16 until Sunday, April 5. School buildings are scheduled to reopen on Monday, April 6. At this point, daycares are excluded from the mandatory closure.

We held a conference call at 10:00 a.m. to include Chief Judge Jaconette and Chief Judge Pro Tem Hallacy on 3/13, and added members of the Sheriff's command staff to our COVID-19 MS Teams group following the call.

Also today, 3/13, Governor Gretchen Whitmer signed Executive Order 2020-5 to cancel all events over 250 people and all assemblages in shared spaces over 250 people beginning on Friday, March 13 at 5:00pm and ending on Sunday, April 5 at 5:00pm.

At this time there are no confirmed COVID-19 cases within Calhoun County.

### Response Areas and Current Strategies:

#### COMMUNICATIONS/EDUCATION:

##### 1) Internal Coronavirus Response Leadership

- Current Strategies: Continuing to add updates and reference documents to the internal MS Teams Channels. We will convene another conference call when appropriate as the situation evolves.

##### 2) Community Response

- Current Strategies: Health Dept. continues to convene healthcare provider phone group; K. Scott and E. Pessell to participate in panel discussion at special AMSA meeting Wed., 3/18, 1:00 p.m.

##### 3) Website

- Current Strategies: [www.calhouncountymi.gov](http://www.calhouncountymi.gov) website home page is main direction. Adding section to include previous communications and latest information.

#### 4) Educating Employees

- Current Strategies: 3/13/20 email went out to judicial administrators, department heads and elected officials with Draft new Emergency Health Leave Policy and specific requests for their leadership on preventing the spread of the COVID-19 virus FAQ sheet still being developed.

### Reinforcing Best Practices for Cleanliness and Safety:

#### 1) Individual Workspaces and Offices

- Current Strategies: HR distributed personal hand sanitizers to all county departments. Encouraging departments to continue to use disinfecting wipes for workstations .

#### 2) Public Spaces

- Current Strategies: “Wash Your Hands” posters now in all county buildings. Hand Sanitizing wall mounts and pedestals still backordered. Contract janitorial service and facilities staff have increased levels and frequency of routine environmental cleaning on surfaces and in restrooms, with further increases starting next week. Digital displays also reinforcing personal hygiene.

#### 3) Encouraging Employees to Stay Home When Sick

- Current Strategies: 3/13/20 communication to department heads and elected officials to direct them to send sick employees, and contractors, home; new “Health Emergency Leave Policy” being negotiated with union groups, and will provide for up to 80 hours paid leave for anyone out sick during COVID-19 pandemic period and, for employees with child care and other needs to stay home and low PTO balances, will allow for up to 120 hours of borrowed PTO time from future PTO bank accruals.

#### 4) Telecommuting Options

- Current Strategies: County Administration and IT to meet with departments over the next week to assess and ensure they have: lists of critical functions, critical function written procedures, cross-trained/back-up staff lists, and IT infrastructure. Will then encourage departments to test remote working capabilities to prepare for future strategies that may require telecommuting. B.Wilcox is backup contact for S.Mason for phone and central services requests and issues.

#### 5) Social Distancing Measures

- Current Strategies: Encouraging county departments to limit in-person meetings when remote or phone/computer interaction can be used instead; encouraging no hand shaking and other physical contact with others in the workplace.

## Limiting Large Events, Public Gatherings and Work Travel:

- Current Strategies: Restricting Employee travel through April. Encouraging departments to cancel non-critical board and committee meetings and events. At this time, still planning to hold 3/19/20 regular BOC meeting and will consider alternative ways for public to participate, view meeting live and/or submit public comment.

## Updating COOP Plans to the COVID-19 Threat

- Current Strategies: 3/5/20 BOC Administrative Response Resolution adopted. Health Dept. and Countywide COOP Annexes for Pandemics are being updated for COVID-19. Courts are implementing SCAO Guidance from 3/10 including docket management to include adjourning many jury trials, and preparing for certain remote operations. County departments requested to track all COVID-19 response related expenses; no indication yet that reimbursement funding is available.