JOINT COVID-19 MITIGATION, RE-OPENING AND RETURN TO WORK PLAN

CHATTAHOOCHEE
GRETNA
GREENSBORO
HAVANA
MIDWAY
QUINCY

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The Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening, and Return to Work Plan was developed following guidelines produced by Florida’s Executive Office of the Governor (Ron DeSantis) and the White House (President Donald Trump). The Plan provides a framework and guidance for the community to implement a work plan that minimizes the risk of resurgence and protects the most vulnerable from COVID-19. As part of this phased approach, the mitigation, re-opening and return to work plan also details the planned restoration of County and Municipal services, operations, and facilities for public use which will be achieved as the County and Municipalities continue to implement the proper procedures and protocols in its role as an employer. The Plan seeks to provide greater specificity about how the state’s Plan applies to Gadsden County, the City of Chattahoochee, the City of Gretna, the Town of Greensboro, the Town of Havana, the City of Midway and the City of Quincy, individuals, and employers, as well as a roadmap of what we might expect over the longer-term as we deal with the health threats and economic disruption of a global pandemic, locally.

This joint COVID-19 Mitigation, Re-opening, and to Return to Work Plan follows Federal guidance included in the Opening Up America Again guidelines published by the White House Coronavirus Task Force and the Centers for Disease Control and Prevention (CDC), and the Re-Open Florida Task Force Plan for Florida’s Recovery. Federal guidelines explicitly call for a phased approach to re-opening using the health-related gating criteria developed by the CDC to be implemented on a statewide or county-by-county basis at the Governor’s discretion. By Executive Order, Governor DeSantis used his discretion to establish a statewide re-opening plan utilizing the CDC gating criteria. They directed that the “initial Phase 1” of Florida’s re-opening begin on May 4, 2020. On May 15, 2020, the Governor initiated the next steps under “full Phase 1”.

The Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening, and Return to Work Plan reflects the Governor’s Executive Order (#20-123) for full Phase 1 and will be updated to reflect the Governor’s future phases. However, given all the uncertainty around COVID 19, this Plan includes projections and working assumptions for subsequent phases. These projections and assumptions related to future phases are intended only to help individuals and employers in Gadsden County know what we might expect in future phases. Similarly, the protocols and practices within each phase of the Plan will be adjusted based upon changing conditions, future Executive Orders by the Governor, and direction from the Gadsden County Board of County Commissioners, Chattahoochee City Council, Gretna City Commission, Greensboro Town Council, Havana Town Council, Midway City Council and the Quincy City Commission.
Over the past two months, our communities have continuously demonstrated their vigilance in better understanding the risks associated with the novel virus, adherence for the guidance issued by Gadsden County health officials, and compliance with the Safer-At-Home orders. COVID-19 and the implementation of the Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening and Return to Work Plan will undoubtedly alter our daily routines, public interactions, and the appearance of workplaces and employees. A phased re-opening, guided by health data, will help us recover economically and provide the time necessary to control spikes, develop a vaccine and scale its production as we continue to protect lives and begin to reset livelihoods.

As we transition into re-opening phases across the nation, state, and here locally from strict physical distancing to a gradually phased re-opening and look ahead, the ongoing emphasis is to minimize the risk of a COVID-19 resurgence in our communities. It is important to note that there is no vaccine for the virus at the time of this writing, and no therapeutic that reduces morbidity. This necessitates a “new normal” for nearly every aspect of our lives including our workplaces, educational institutions, places of worship, and leisure activities.

For future updates to this Plan, see the Gadsden County, Chattahoochee, Gretna, Greensboro, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening and Return to Work Plan COVID-19 web page at gadsdencountyfl.gov.
GUIDING DOCUMENTS

The following documents serve as a guide for the Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening, and to Return to work Plan. The Plan is consistent with federal and state guidelines; it utilizes a phased approach and the CDC gating criteria, including the following:

- White House Guidelines for Opening Up America Again.
- Governor Ron DeSantis Executive Orders issued in response to COVID-19 (various).
- Local declarations of emergency, local orders and relevant County and Municipal policies.

COUNTY AND MUNICIPALITY

STAKEHOLDER ENGAGEMENT

- Primary Healthcare, Gadsden County Department of Health, Gadsden County Health Council, Capital City Regional Medical Center.
- Long-Term Care Facilities, Nursing Homes, and Assisted Living Facilities
- American Red Cross
- First Responders, Paramedics, and Law Enforcement Organizations
- Business and Industry (now transitioned to Re-Opening Gadsden County, Chattahoochee, Gretna, Greensboro, Havana, Midway, Quincy
- County / City Incident Command Coordination (with liaisons in the Emergency Operations Center)
- Homelessness as a Vulnerable Population
- Healthcare Surge (TMH, CRMC, Select Specialty, FDOH)
- Educational Partners Gadsden County Schools, FAMU, FSU, TCC and private educational schools.
- Gadsden County Division of Emergency Management
- Statewide Florida Division of Emergency Management
- White House Intergovernmental Affairs (State, Local, and Tribal governments)
COMMUNITY OBJECTIVES FOR RESPONSE & RECOVERY FOR COVID-19

Initial objectives were established in March 2020 by Gadsden County Emergency Management in coordination with the Florida Department of Health Gadsden. They will remain in place until the COVID-19 pandemic is no longer a public health emergency, conceivably six months to a year or longer.

- Data-driven decision making based on public health benchmarks and trajectories.
- Slow the spread and mitigate the risk of a resurgence of COVID-19 through ongoing planning, coordination, and public health intervention.
- Protect and preserve the health and safety of vulnerable populations (elderly, homeless, underlying medical conditions, food insecurity, etc.)
- Locally facilitate and support the State’s plan to increase community testing and contact tracing.
- Support hospitals through healthcare surge planning and resource allocation.
- Conduct holistic, aggressive public information to educate citizens on public health measures like face mask use, physical distancing, and other resources.
- Provide State-resourced personal protective equipment to frontline healthcare workers and long-term care facilities.
- Address rising food insecurity by supporting operations of local and regional food banks and pantries.
- Re-open in a safe, smart, and measured way aligned with the State’s plan and Governor’s Executive Orders.
- Support communitywide long-term recovery with local, state, and federal resources.
PHASED APPROACH

The Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening, and Return to Work Plan is consistent with federal and state phasing guidelines.

Advancement between phases is based on a downward trajectory of public health indicators such as new COVID-19 cases and COVID-like symptoms.

**Phased Approach with Protective Measures** in place will be followed as outlined by guidelines produced by the Governor’s Re-Open Florida Task Force and the Presidents Re-Open America Task Force as further described below.

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**GUIDED BY HEALTH DATA**

State Gating Criteria The state’s gating criteria guide The Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy joint COVID-19 Mitigation, Re-opening, and Return to Work Plan. The state establishes, maintains, and determines when the health benchmarks of the Safe. Smart. Step-by-Step Plan are met. These health benchmarks include:

- Maintaining hospital capacity.
- Monitoring COVID-19 test positivity rate.
- Number of emergency department visits with influenza-like illness.
- Number of emergency department visits with COVID-like illness.
- Number of documented new COVID-19 cases.
- Percentage positive of tested and rate over time.
VULNERABLE POPULATIONS will be protected in phases as outlined by guidelines produced by the Governor’s Re-Open Florida Task Force and the Presidents Re-Open America Task Force.

PERSONAL PROTECTIVE EQUIPMENT AND RESOURCE CAPACITY:
Gadsden County, the City of Chattahoochee, the City of Gretna, the Town of Greensboro, the Town of Havana, the City of Midway, and the City of Quincy, are committed to ensuring we have the resources necessary to protect our communities and the vitality of our economies.

Currently, the following are our Personal Protective Equipment (PPE) quantities. Total PPE inventory:

(Need the amounts from each municipality for total combined inventory)
1. Mask Hand Sanitizer Bottles
2. Gloves
3. Procedural Gowns

The Guidelines for Opening up America Again and the Safe. Smart. Step-by-Step. Plan for Florida’s Recovery provides the gating criteria to be satisfied before proceeding to the phased openings. Gadsden County and our municipalities’ local phasing will reflect determinations made at the State level. The gating criteria are conditioned upon the consistent and sustainable downward trajectory of COVID-19 cases, testing requirements, and hospitalizations over 14 days.
COMMUNITY GUIDELINES FOR ALL PHASES: INDIVIDUALS

Throughout all phases of the plan, **individuals** in the community are encouraged to continue the following practices:

**CONTINUE TO PRACTICE GOOD HYGIENE**
Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.

- Avoid touching your face.
- Sneeze or cough into a tissue or the inside of your elbow.
- Disinfect frequently used items and surfaces as much as possible.
- Strongly consider using face coverings while in public, and particularly when using mass transit.
- People Who Feel Sick Should Stay Home.
- Do not go to work or school.
- Contact and follow the advice of your medical provider.

COMMUNITY GUIDELINES FOR ALL PHASES: EMPLOYERS

Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy **employers** are encouraged to develop and implement appropriate policies, in accordance with Federal, State, and local regulations and guidance, and informed by industry best practices, regarding:

- Social distancing and protective equipment.
- Temperature checks.
- Testing, isolating, and contact tracing.
- Sanitation.
- Use and disinfection of common and high-traffic areas.
- Business travel.
- Monitor the workforce for indicative symptoms. Do not allow symptomatic people to return to work until cleared by a medical provider physically.
- To assist the Gadsden County Department of Health, develop and implement policies and procedures for workforce contact tracing (detect, test, trace, isolate) following an employee COVID-positive test.
As an employer, Gadsden County, Chattahoochee, Greensboro, Gretna, Havana, Midway, and Quincy governments have implemented organizational policies that conform to CDC and state guidelines based on current conditions. As we move through this event, existing policies and practices can be adjusted based upon changing conditions.

- Arrange and/or limit furniture and seating in gathering spaces per social distancing guidelines. (breakrooms, lobbies, conference rooms, etc.)
- Daily temperature checks and screenings for employees upon reporting for work.

DEPARTMENTAL STAFF SHALL BE RESPONSIBLE FOR:
- Cleaning areas after serving each customer. (wipes, hand sanitizer, etc.)
- Enhanced cleaning of public spaces in facilities and shared workstations and equipment.
- Follow CDC guidance regarding symptomatic employees.
- Incorporate engineering controls such as physical barriers where possible.
- Informational and directional signage.
- Maintain social distancing.

MASKS/FACE COVERINGS PROTOCOLS:
- Masks/face coverings shall be worn when riding with multiple employees in County vehicles.
- Masks/face coverings shall be worn by employees and the public in County buildings and in the field when social distancing measures cannot be maintained.
- EMS shall follow CDC guidance for healthcare workers.
- Minimize the use of shared items (e.g. writing instruments, paper documents, etc.)
- No handshakes, high fives, or other forms of physical contact.
- Sanitize fleet vehicles: Drivers wipe down every touch surface when entering the vehicle and when they return it. (CDC Disinfection Protocols & Fleet Policy)
PHASE 1
OF THE GADSDEN COUNTY, CHATTAHOOCHEE, GRETNA, GREENSBORO, HAVANA, MIDWAY AND QUINCY JOINT COVID-19 MITIGATION, RE-OPENING AND RETURN TO WORK PLAN
COMMUNITY INDIVIDUALS AND EMPLOYERS

Consistent with Florida’s Safe. Smart. Step-by-Step. Plan for Florida’s Recovery and the Governor’s COVID-19 Executive Orders, the following guidance applies to individuals and employers in Gadsden County, Chattahoochee, Gretna, Greensboro, Havana, Midway and Quincy as amended May 15, 2020 (EO 20-123), Gadsden County COVID-19 Resolution 2020-024 and City of Chattahoochee Resolution For the Declaration of a Local State of Emergency COVID-19 2020-51:

- Visits to **senior living facilities** prohibited.
- **Vulnerable individuals** should avoid close contact with people outside the home. We will continue to encourage and promote shelter in place for all vulnerable populations and we will encourage employers to make reasonable accommodations for the vulnerable population.
- **All individuals**, when in public, should maximize physical distance from others.
- **Avoid socializing** in groups of **10 or more**. We will continue to encourage and promote no socializing in groups of 10 or more and to maintain social distancing in circumstances that do not readily allow for physical distancing.
- **Face masks** are required for face-to-face interactions where social distancing cannot be maintained.
- **Minimize non-essential travel**, we will continue to encourage travel restrictions for non-essential travel as outlined by the State of Florida and the Federal Government.
- **Elective surgeries** can resume.
- **Restaurants** may offer outdoor seating with six-foot space between tables and indoor seating at 50% capacity or a minimum of 6 feet without partitioning.
- **Retail** can operate at **50%** of indoor capacity.
- **Bars** remain **closed**.
- **Gyms** and fitness centers may operate up to 50% of their occupancy; customers should self-sanitize machines and surfaces after use.
- **Barbershops, cosmetology salons**, and cosmetology specialty salons that adopt appropriate social distancing and precautionary measures as outlined by the Department of Business and Professional Regulation.
- **Schools distance learning extended**. All schools in Gadsden County remained closed through the end of the current school year. Socially distance graduation ceremonies were performed.
- **Museums** and **libraries** remain **closed**.
- **Beaches** and **State Parks** are open for **daytime use**.
- Professional sports may operate, and venues may host training, competitions, events and games.
- **Amusement parks** may submit re-opening plan to the State.
- **Requirement to test all staff at long-term care facilities**.
As an employer, all County and municipal departments and divisions will follow state and federal guidance of Phase 1.

Gadsden County, the City of Chattahoochee, the City of Gretna, the Town of Greensboro, the Town of Havana, the City of Midway and the City of Quincy deem all businesses essential to the economic vitality of our community in as such, essential to the health and welfare of our citizens. We recognize that all businesses are unique in their operation and that only each business owner/operator can identify a mitigation plan that will adequately protect their staff and the public. However, in order to protect the health and welfare of our citizens, it is suggested that businesses develop and implement a COVID-19 Mitigation and Reopening and Return to Work Plan that must address the following criteria in order to operate during Phase 1.

**ALL DEPARTMENTS AND DIVISIONS:**
- **Encourage Telework**: Maintain telecommuting where possible.
- Maintain online services and services by phone.
- Provide services by appointment in lieu of walk-in.
- Use ZOOM or phone conferences for staff, work group, and advisory committee meetings.
- **No non-essential in-person** demonstrations, events, programs, or trainings
- No non-essential training and travel, employers will restrict non-essential business travel.
- **Special accommodations** for vulnerable populations are being provided for employees so that they can continue to work or return to work in a safe manner.
- **No volunteers** and interns during this phase.

During each phase it may be appropriate to open certain County and municipal facilities or make additional adjustments to operations. Any decisions should consider the risks of spreading COVID-19 and be made to mitigate the risk of resurgences and protect the most vulnerable populations. Prior to re-opening any facilities, plans will be developed to ensure that proper social distancing, personal protective equipment, signage, and sanitation is in place to limit risks.
GOVERNMENT SERVICES AND PROGRAMS

BOARD COMMISSION AND COUNCIL MEETINGS
Requirement for a physical quorum to be present for local government meetings is suspended. Local government bodies may utilize communications media technology such as telephonic and video conferencing.

LIBRARIES
Continue to be closed.

DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT
Online Services and by Appointment Only – No Walk-ins.

PARKS AND RECREATION
Open: State Greenways and trails.
Closed: Campgrounds, community centers, playgrounds, active recreation, dog parks, cabins will remain closed until June 9. Our main priority is the safety of our guest and staff. As such, we will continue to review our operations daily and make additional operational changes as may be deemed necessary for protection of public health.

SOLID WASTE
Hazardous waste, tires and yard debris drop off and free mulch pick-up re-open

VACATION RENTALS
County has submitted vacation rental safety plan to the Florida Department of Business and Professional Regulation.

COMMUNITY AND MEDIA RELATIONS
General and targeted messaging for phase and audience

County facilities may be identified in multiple phases of the plan, as openings may not occur in the first phase listed. Phasing levels and protocols for each facility will be further defined as appropriate in departmental operational plans. The above policies have been developed to conform to the federal and state guidelines based upon current conditions. As the County and municipalities move through each phase, current policies and practices can be adjusted based upon changing conditions.
PHASE 2
OF THE GADSDEN COUNTY, CHATTAHOOCHEE, GRETNA, GREENSBORO, HAVANA, MIDWAY AND QUINCY JOINT COVID-19 MITIGATION, RE-OPENING AND RETURN TO WORK PLAN
COMMUNITY INDIVIDUALS AND EMPLOYERS

Phase 2 is based on recommendations of the Re-Open Florida task Force. Phase 2 will be implemented under future Executive Orders and Resolutions and possible modifications by the Board, Commissions and Councils. The guidelines presented in Phase 2 are based on projected assumptions of what Phase 2 may include in the future and what the community might expect. The information is based on what federal and state future anticipate might occur.

- Visits to senior living facilities prohibited.
- Vulnerable individuals should continue to shelter in place. Vulnerable populations should avoid close contact with people outside the home.
- Non-essential travel can resume.
- Social settings of more than 50 people should be avoided unless precautionary measures are observed.
- Bars, Pubs, Nightclubs should operate at no more than 50% of building capacity.
- Restaurants should operate at no more than 75% of building capacity.
- Gyms and Fitness Centers should operate at no more than 75% building capacity.
- State park overnight facilities to remain closed.
- Large Venues (movie theaters, concert halls, auditoriums, bowling alleys) should operate at no more than 75% capacity.
- Large Sporting Events should limit occupancy of venues to 50% of building capacity.
- Retail and Personal Services Businesses (cosmetology salons, barber shops and nail salons) should limit occupancy to 75% of building capacity.

*Phase 2 is based on the recommendations of the Re-open Florida Task Force. Implementation to be determined by future Executive Orders from the Governor and County and City Resolutions as may be modified by the Board.*
As an employer, all County and Municipal departments and divisions will follow state and federal guidance for Phase 2. Phase 2 will be implemented under future Executive Orders and Resolutions and possible modifications by the Board, Commissions and Councils. The guidelines presented in Phase 2 are based on projected assumptions of what Phase 2 may include in the future and what the community might expect. This information is based on what federal and state plans anticipate might occur.

**ALL DEPARTMENTS AND DIVISIONS:**
Maintain telecommuting where possible.

Stagger shifts and lunch breaks, when feasible, to minimize congregating.

Use ZOOM or phone conferences for staff, work group, advisory committee meetings. *Identify alternate locations to accommodate larger audiences.

Accommodate walk-in clients.

No non-essential in-person demonstrations, events, programs, or trainings.

**BOARD, COMMISSION AND COUNCIL MEETINGS**
In-person quorum for local government bodies can resume if there has been a continuous downward trajectory in COVID-19, if that criteria has been met then all meetings will allow no more than 50 people in attendance. Continue to allow authorized technology and video conferencing for public participation at local government meetings.

**INTERVENTION AND DETENTION ALTERNATIVES**
Operations as determined by courts and criminal justice operations: Resume drug and alcohol testing. Resume face to face case management services.

**LIBRARIES**
Open with limited capacity. Programming and community rooms remain closed.

**DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT**
Accommodate walk-in clients and continue to offer online services.
GOVERNMENT SERVICES AND PROGRAMS

PARKS AND RECREATION
Open: Greenways and trails, dog parks
Closed: Campgrounds, community centers, playgrounds, active recreation

COMMUNITY AND MEDIA RELATIONS
General and targeted messaging for phase and audience

During each phase it may be appropriate to open certain County and Municipal facilities or make additional adjustments to operations. Any decisions should consider the risks of spreading COVID-19 and be made to mitigate the risk of resurgences and protect the most vulnerable populations. Prior to re-opening any facilities, plans will be developed to ensure that proper social distancing, personal protective equipment, signage, and sanitation is in place to limit risks.

County and Municipal facilities may be identified in multiple phases of the plan, as openings may not occur in the first phase listed. Phasing levels and protocols for each facility will be further defined as appropriate in departmental operational plans. The above policies have been developed to conform to the federal and state guidelines based upon current conditions. As the County and Municipalities move through each event, current policies and practices can be adjusted based upon changing conditions.

NOTE: Our County and Municipalities will move to phase 2 and then to phase 3 following a 14-day period in each phase with no evidence of a rebound.
PHASE 3
OF THE GADSDEN COUNTY, CHATTAHOOCHEE, GRETNA, GREENSBORO, HAVANA, MIDWAY AND QUINCY JOINT COVID-19 MITIGATION, RE-OPENING AND RETURN TO WORK PLAN
With **Phase 3**, the community will begin the “new normal” phase. **Phase 3** is based on recommendations of the Re-Open Florida task Force. **Phase 3** will be implemented under future *Executive Orders and possible modifications by the Board, Commissions and Councils*. The guidelines presented in Phase 3 are based on *projected assumptions* of what **Phase 3** may include in the future and what the community *might expect*. At the current time, this information is based on what *federal and state plans anticipate might occur*.

**Vulnerable Individuals** can resume public interactions but should practice physical distancing and wear masks.

**Non-vulnerable Populations** should consider minimizing time spent in crowded environments.

**Non-Essential Travel** may continue.

The following establishments should operate at full capacity with adequate sanitation practices and limited social distancing protocols:

- **Bars**, Pubs, Nightclubs.
- **Restaurants**.
- **Gyms** and Fitness Centers.
- **Large Venues** (movie theaters, concert halls, auditoriums, bowling alleys).
- **Retail** and **Personal Services Businesses** (cosmetology salons, barber shops and nail salons).

**State Parks** will fully re-open including overnight accommodations.

**Vacation Rentals** should resume normal operations.

**Large Sporting Events** should consider reducing capacity with limited social distancing protocols.

*Phase 3 is based on the recommendations of the Re-open Florida Task Force. Implementation to be determined by future Executive Orders from the Governor and may be modified by the Board, Commissions and Councils.*
With Phase 3, the County and Municipal Governments will begin the “new normal” phase which could last 6-months to a year or more. Phase 3 will be implemented under future Executive Orders and possible modifications by the Board, Commissions and Councils. The guidelines presented in Phase 3 are based on projected assumptions of what Phase 3 may include in the future and what the community might expect. This information is based on what federal and state plans anticipate might occur.

COMMISSION MEETINGS
Local Government Meetings should return to in-person quorum and public participation with accommodation for vulnerable populations.

ALL DEPARTMENTS AND DIVISIONS:
Resume normal operations.
Maintain social distancing measures.
Maintain telecommuting where appropriate or medically necessary.
May hold concerts and events with restrictions.
Continue to consider vulnerable populations when delivering services or planning county sponsored activities and events.

PARKS AND RECREATION
Open: Greenways and trails, campgrounds, dog parks.
May open: Community centers, playgrounds, active recreation with restrictions.

LIBRARIES
Programming and community rooms may re-open with restrictions

COMMUNITY AND MEDIA RELATIONS
General and targeted messaging for phase and audience.

During each phase it may be appropriate to open certain County and Municipal facilities or make additional adjustments to operations. Any decisions should consider the risks of spreading COVID-19 and be made to mitigate the risk of resurgences and protect the most vulnerable populations. Prior to re-opening any facilities, plans will be developed to ensure that proper social distancing, personal protective equipment, signage, and sanitation is in place to limit risks. County and Municipal facilities may be identified in multiple phases of the plan, as openings may not occur in the first phase listed. Phasing levels and protocols for each facility will be further defined as appropriate in departmental operational plans. The above policies have been developed to conform to the federal and state guidelines based upon current conditions. As the County and Municipalities move through each event, current policies and practices can be adjusted based upon changing conditions.
CITIES & TOWNS OF GADSDEN COUNTY

City of Chattahoochee
Est. 1954

Town of Havana

City of Gretna
A Vision for Tomorrow
Established 1999

City of Midway
North Florida’s Gateway City

Quincy
Since 1823...in the heart of Florida’s Future