

Livingston County COVID-19 Executive Order

SECTOR GUIDANCE

The following section provides answers to frequently asked questions from many business and community sectors. We hope this provides insight to questions you may have. Questions and concerns continue to arise, we are working to keep this resource updated.

GUIDANCE FOR INDIVIDUALS

*We are amid a public health emergency due to the coronavirus pandemic. In order **to preserve local healthcare resources and protect our community residents**, serious measures such as this Executive Order are necessary. While we **cannot police every entity mentioned in this document for compliance with the 10 and under group gathering rule**, we do **expect residents to do their part to follow the order**. As an individual, if you see groups gathering at businesses or in private, **DO NOT BE A PART OF THE ACTIVITY**. Practice social distancing with your family, and if **a family member or close contact tests positive for the virus**, **keep your family at home** to contain the disease. Seek medical care when necessary by calling your primary care provider or Emergency Room for directions on obtaining treatment. **Your cooperation is desperately needed and much appreciated by your county leaders**. Thank you for doing your part to prevent the spread of this disease!*

GUIDANCE FOR RESTAURANTS, BARS, TAVERNS AND MOVIE THEATERS

• CLOSE RESTAURANTS, BARS, TAVERNS, CLUBS AND MOVIE THEATERS EFFECTIVE 3/21 UNTIL FURTHER NOTICE

Exceptions are delivery, pickup, and drive-through services.

This decision was not made lightly, and we understand the strain this is putting on your business, but we are amid a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant.

- Ensure all employees are following strict sanitation guidelines including, handwashing, surface sanitation and regularly sanitizing all frequently touched surfaces such as doorknobs and registers.
- All employees should be screened using CDC guidelines identify the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

Q. Are restaurants open for business?

A. Restaurants must close all dine-in areas. Restaurants can still allow carry-out, drive-through or delivery options, but no customers can enter dining restaurants until further notice.

Q. Can my dine-in restaurant open if the number of customers is fewer than 10?

A. No, all dine-in restaurants must close until further notice. If your restaurant can adapt to make all orders to-go through carry-out, drive-through or delivery, it can remain open. Alcohol cannot be taken to go.

Q. Can customers order inside a restaurant for carry-out (such as at sub and sandwich shops)?

A. Yes, although we would encourage all customers to call prior or order their meals online. If possible, offer curbside pickup for all meals and restrict customers from entering your establishment. If you are allowing carry-out, please limit the number of people to fewer than 10 people including staff in your restaurant and provide social distancing of at least 6 feet.

Q. Can a bar stay open?

A. No.

Q. Are coffee shops open?

A. Coffee shops can be open for drive-through, carry-out and delivery. All food must be prepackaged or to-go and dine-in or lounge areas must be closed.

Q. Can I allow customers to use my restaurant's restroom?

A. Yes, only for those restaurants or coffee shops that are open for carry-out services. If possible, offer curbside pickup for all meals and restrict customers from entering your establishment. If you are allowing carry-out, please limit the number of people to fewer than 10 people including staff in your restaurant and provide social distancing of at least 6 feet. Clean and sanitize all bathroom surfaces once customer leaves.

Q. Can general stores, convenience stores and gas stations serve food?

A. Yes, however they MAY NOT have any self-service food including foods on hot rollers, soda fountains, coffee bars until the rule is lifted. Self-service areas are more susceptible to spreading germs and disease because many people touch tongs, dispensers, etc.

Q. Does the new order apply to private clubs, such as country clubs?

A. Yes, any organization that is serving food must serve only to-go and prepackaged food items. Patrons may still attend clubs but must be limited to groups of fewer than 10. This Order includes all staff.

Q. Does the new order apply to outdoor restaurant patios?

A. Yes.

Q. Does the new order apply to hotels?

A. Hotel dining options are included in this order. Hotels may still deliver room service or provide prepackaged and to-go food. However, hotel buffets including continental breakfast, dine-in restaurants, taverns and bars must close.

Q. How is this being enforced?

A. The Health Center, working in coordination with local law enforcement, has the authority to protect the community and make decisions regarding individual establishments.

Q. Where do I report restaurants that are not in compliance?

A. Call City Hall at (660) 646-1877.

GUIDANCE FOR PRIVATE BUSINESS OPERATIONS AND EMPLOYERS

• PROHIBIT GROUP EVENTS OF 10 OR MORE UNTIL FURTHER NOTICE.

The temporary prohibition of “Group GATHERING” does not apply to the day-to-day operation of organizations such as: healthcare and long-term facilities, grocery stores, pharmacies, gas stations or businesses with limited to no in-person contact with the public.

This decision was not made lightly, and we understand the strain this is putting on your business, but we are amid a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant. This decision was not made lightly and we understand the strain this is putting on your business, but we are in the midst of a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant.

Q. What is a Private Business Operation?

A. A private business operation is defined as a place of work that does not have contact with the general public or open office hours.

Q. Is there assistance available to my business?

A. Please see the Missouri Department of Economic Development. Employers should take steps to make it more feasible for their employees to work in ways that minimize close contact with large numbers of people. Employers should:

- Maximize telecommuting options for as many employees as possible.
- Urge employees to stay home when they are sick and maximize flexibility in sick leave benefits.
- Consider staggering start and end times to reduce large numbers of people coming together at the same time.
- Clean and disinfect frequently touched areas (doorknobs, tabletops, countertops, phones, keyboards, etc.)
- Prioritize protective actions employees who are at higher risk for severe illness.
- Ensure all employees are following strict sanitation guidelines including, handwashing, surface sanitation and regularly sanitizing all frequently touched surfaces such as doorknobs and registers
- All employees should be screened using CDC guidelines the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

GUIDANCE FOR RETAIL

• PROHIBIT GROUP EVENTS OF 10 OR MORE UNTIL FURTHER NOTICE.

The temporary prohibition of “Group gathering” does not apply to the day-to-day operation of organizations such as: healthcare and long-term facilities, grocery stores, pharmacies, gas stations or businesses with limited to no in-person contact with the public.

This decision was not made lightly and we understand the strain this is putting on your business, but we are in the midst of a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant.

We understand that many residents will rely on larger retailers to purchase needed food and supplies. They are a valuable asset to the community. Please advise that all retailers should limit chances for community spread disease and should encourage social distancing to be used among employees and patrons.

Q. Will stores still be open to purchase food and supplies?

A. Yes, please be aware of your surroundings and practice social distancing (of at least 6 feet) between yourself and other customers.

Q. Are 24 hour stores still open?

A. Be aware that stores may limit their hours to restock, clean and sanitize stores. Please call ahead if you are unsure of store operating hours.

Q. Is it safe to go to stores?

A. The Health Department recommends limiting interactions and shopping if possible. Take precautions, wash your hands, use hand sanitizer, do not touch your face, mouth or eyes. Wipe down any hard surfaces with a wipe.

Q. Is it safe for elderly and at risk to come to my store?

A. Yes, however this population is still at greater risk. Consider encouraging elderly and at risk populations to order through your delivery or online services or sending someone else to shop for them. Regularly clean and sanitize all surfaces, regardless of who enters your store.

Consider limiting store hours to spend more time cleaning and restocking.

Q. Can grocery stores keep self-service coolers, delis, salad bars and buffets open?

A. No, they MAY NOT have any self-service food coolers, delis, salad bars or buffets open until the rule is lifted. Self-service areas are more susceptible to spreading germs and disease because many people touch tongs, dispensers, etc.

GUIDANCE FOR SPECIALTY SERVICES/GYMS, ETC.

• PROHIBIT GROUP EVENTS OF 10 OR MORE UNTIL FURTHER NOTICE.

“Group gathering” means 10 or more people at any restaurant, tavern, professional, social, cultural, entertainment, or other special event/community gathering where people are not separated by physical space of at least six feet.

The temporary prohibition of group gatherings does not apply to the day-to-day operation or organizations such as: healthcare and long-term care facilities, grocery stores, pharmacies, gas stations or businesses with limited to no in-person contact with the public.

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This includes any public facing business such as hair salons, shops, tattoo parlors, gyms, nail salons, spas, specialty stores and gift shops.

To prevent the spread of disease:

- Ensure all patrons and staff are following social distancing of at least 6ft.
- Ensure all employees are following strict sanitation guidelines including, handwashing, surface sanitation and regularly sanitizing all frequently touched surfaces such as doorknobs and registers.
- All materials cleaned and sanitized regularly.
- All employees should be screened using CDC guidelines identify the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

Q. Can my gym open?

A. Yes, gyms may be open, but must adhere to the County Order of no gatherings of 10 or more. This includes any and all staff.

Q. How can I provide for my clients?

A. Consider streaming options; use video streaming to deliver classes.

Q. Can general stores, convenience stores and gas stations serve food?

A. Yes, however they MAY NOT have any self-service food including foods on hot rollers, soda fountains, coffee bars until the rule is lifted. Self-service areas are more susceptible to spreading germs and disease because many people touch tongs, dispensers, etc.

Q. Can my store or small business stay open?

A. Yes, but stores and small businesses must adhere to the County Order of no gatherings of 10 or more. This includes any and all staff.

Q. Can customers come into my store?

A. Yes, if adhering to gatherings fewer than 10 is not possible, consider using social media and online systems to sell goods. Promote gift card purchasing opportunities.

Q. Can my salon or spa open?

A. Yes, but all salons must adhere to the County Order of no gatherings of 10 or more.

This includes any and all staff. The Health Department strongly recommends social distancing of at least 6 feet, and would recommend that touch is limited. Wear gloves to avoid any skin to skin contact. COVID-19 is spread through air droplets, so limit close interactions. As these restrictions make most services at a salon high-risk for contracting disease, owners are encouraged to take the health of staff into account when making a decision to stay open or close.

Q. Does the new order apply to private clubs, such as country clubs?

A. Yes, Patrons may still attend clubs, but must be limited to groups of fewer than 10. This Order includes all staff.

GUIDANCE FOR HOTELS

• PROHIBIT GROUP GATHERING OF 10 OR MORE UNTIL FURTHER NOTICE.

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- Ensure all employees are following strict sanitation guidelines including, handwashing, surface sanitation and regularly sanitizing all frequently touched surfaces such as doorknobs and registers.
- All employees should be screened using CDC guidelines the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

Per executive order from city of Chillicothe, County of Livingston and Livingston County Health Center, Effective March 20, all bars, restaurants, taverns, clubs and movie theaters must close except for drive thru.

Q. Do hotel dining areas fall under restaurants, bars and taverns?

A. Yes. All hotel buffets including continental breakfasts, restaurants, bars and taverns must close until further notice.

Q. How can I get meals from my hotel?

A. Room service and prepackaged to-go foods may be served.

GUIDANCE FOR SCHOOLS

• CLOSE SCHOOL OPERATIONS WITH THE SUPPORT OF SUPERINTENDENTS FROM ALL SCHOOLS WITHIN LIVINGSTON COUNTY UNTIL FRIDAY, APRIL 6th.

This is a developing situation and dates and information may change. Check back for updates.

While this order pertains to students in the building, the Health Center strongly encourages all employers, including schools, to allow all non-essential employees to stay home during this period.

- Promote video streamed training and professional development prior to students' return.
- Limit any necessary in-person training to gatherings of fewer than 10.
- The Health Center strongly encourages school districts to lessen any regulations regarding PTO or sick leave during this timeframe.
- All employees should be screened using CDC guidelines the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

Q. Does this include public schools?

A. Yes, all Schools located in Livingston County are to remain closed to students through April 3. The districts will work with the Livingston County Health Center to determine if the closures need to be extended.

Q. Does this include parochial schools?

A. Yes, all schools within Livingston County are to remain closed to students through April 3.

Q. Will students receive meals and lunch?

A. Contact your individual school district to find out more about meals. If any meals are served, they will be subject to Livingston County Environmental Health Department guidelines. Visit the district website at www.chillicotheschools.org for additional information.

Q. Will schools be closed longer?

A. Currently, schools are closed through April 3rd. This may change. Please check with your child's school.

Q. Can my school allow students and families to pick up meals and supplies?

A. This is a case by case decision made by individual school districts. If your district chooses to open school doors to provide food, school supplies or personal belongs avoid ANY mass gatherings of 10 or more. Take care to limit the amount of families (encourage families to send only one representative per family) in the school at any time, consider having families drive up and place food and items directly into the back seats of cars, create lines that require people to stand at least 6 feet apart, ask any person showing any signs of illness to leave immediately.

Wear gloves, wash hands and hand sanitize often. The district has pick-up and delivery services for meals. Any child ages 18 and younger who lives in the Chillicothe R-II School District are eligible for free lunch and breakfast program.

Q. Does this include early Childcare Centers?

A. See Childcare Centers information below.

Q. Will my child's school provide childcare?

A. We understand that this is a very difficult logistic issue for many families. Currently, individual schools may be providing childcare for families. If you can work from home, please make plans to keep children at home. There are many parents that serve as first responders, healthcare workers, and sales associates who are serving the public. Please be cognizant of this when determining if childcare is essential for your family.

Q. When schools resume, what actions should my school take if a sick student or staff member attended school before being confirmed as a COVID-19 case?

Call the Livingston County Health Center.

Schools should work with the local health department and other relevant leadership to communicate the possible COVID-19 exposure to the school community. This communication to the school community should align with the communication plan in the center's emergency operations plan. In such a circumstance, it is critical to maintain confidentiality of the child or staff member as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act.

- If a student or staff member has been identified with COVID-19, school and program administrators should seek guidance from local health officials to determine when students and staff should return to school and what additional steps are needed. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to school.

GUIDANCE FOR CHILDCARE

• EARLY LEARNING CENTERS MAY STAY OPEN.

Q. We do not currently have a case of COVID-19. What should we do?

A. Childcare administrators can take the following steps to help prepare for cases of COVID-19 in the childcare setting as well as more widespread community transmission during which childcare closures might be recommended or required by Public Health:

- Implement social distancing measures to limit close contact, such as choosing activities that minimize close contact and allow for more physical space between children.
- Review, update, and implement emergency operations plans (EOPs).
- Monitor and plan for absenteeism.
- Establish procedures for identifying and sending home children and staff who are sick at childcare.
- Perform routine environmental cleaning.
- Create communications plans for use with the childcare community.
- Consider child to teacher ratio
- Create distancing between classes – including recess, lunches and snacks
- Increase times throughout day that all surfaces are cleaned and sanitized
- Encourage parents to notify center if child will be home
- Encourage parents that are home to keep children at home.

Q. Do staff members returning from travel need to stay home for 14 days?

A. Review updated CDC information for travelers, including FAQ for travelers, and consult with state and local health officials. Many countries and a few U.S. cities have been elevated to Level 3 places.

Q. We have a COVID-19 case in our community. What should we do?

A. Consider closing if:

- The individual infected with COVID-19 spent time in the childcare setting.
- You are observing that high rates of absenteeism among staff and/or children hinders your ability to meet and provide adequate services.

Q. What steps should be taken during a closure?

A. Conduct routine environmental cleaning of frequently touched surfaces.

- If possible, assess what close contacts the case had while ill. Notify close contacts and ask that those with symptoms contact their healthcare provider and self-isolate for 7 days OR until 72 hours from the time that fever has resolved (and symptoms get better) – whichever is longer. Those who do not have symptoms should self-quarantine for 14 days and monitor for symptoms.
- Discourage children from gathering or socializing in large groups elsewhere such as at places like a friend's house. This reduces the potential for transmission.
- Work on communication to families and staff to ensure that when childcare re-opens, ill people know to remain home until well and that those with COVID-19-like symptoms self-isolate for 7 days OR until 72 hours from the time that fever has resolved (and symptoms get better) -- whichever is longer.

Q. What actions should my center take if a sick child or staff member attended school before being confirmed as a COVID-19 case?

A. Contact the Health Center. Local health officials may recommend temporary center closures.

- Centers should work with the local health department and other relevant leadership to communicate the possible COVID-19 exposure to the center community. This communication to the center community should align with the communication plan in the center's emergency operations plan. In such a circumstance, it is critical to maintain confidentiality of the child or staff member as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act.
- If a child or staff member has been identified with COVID-19, center and program administrators should seek guidance from local health officials to determine when children and staff should return to the center and what additional steps are needed. In addition, children and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to childcare.

GUIDANCE FOR FAITH-BASED ORGANIZATIONS

• SHOULD NOT HOST GROUP GATHERINGS OF 10 OR MORE UNTIL FURTHER NOTICE.

“Group Gatherings” means any gathering of 10 or more people at any restaurant, tavern, professional, social, cultural, entertainment, or other special event/ community gathering where people are not separated by physical space of at least six feet.

The temporary prohibition of “Group Gatherings” does not apply to the day-to-day operation of organizations such as: healthcare and long-term facilities, grocery stores, pharmacies, gas stations or businesses with limited to no in-person contact with the public.

Q. I attend a church or worship center, will services be allowed?

A. County Orders prohibit gatherings of 10 or more people. If services are limited to fewer than 10 people, they can proceed. Practice social distancing: encourage those in attendance to stand at least 6 feet apart from one another, discontinue handshakes, shared communion, and any other closer interactions. Ensure hand washing and hand sanitizer is available for the congregation.

Q. How does this impact church and community meals and events?

A. Any community meal or events must be cancelled. Attendees can pick up to-go or sack meals but may not eat meals onsite.

Q. Can funerals proceed at places of worship or funeral homes?

A. Funerals may proceed if there are fewer than 10 people in attendance, including funeral and service staff.

GUIDANCE FOR SOCIAL/RECREATIONAL/CULTURAL FACILITIES

PROHIBIT GROUP GATHERINGS OF 10 OR MORE UNTIL FURTHER NOTICE.

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This includes businesses such as community/cultural centers, museums, bowling alleys, recreation centers and gyms. This decision was not made lightly, and we understand the strain this is putting on your business, but we are amid a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant.

To prevent the spread of disease:

- Ensure all patrons and staff are following social distancing of at least 6ft.
- Ensure all employees are following strict sanitation guidelines including, handwashing, surface sanitation and regularly sanitizing all frequently touched surfaces such as doorknobs and registers.
- All materials used should be cleaned and sanitized regularly.
- All employees should be screened using CDC guidelines identify the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

Q. Can my bowling alley open?

A. No.

Q. Will I get sick if I go to an event?

A. While the Health Center cannot say whether a person will become sick from going to an event, risks are elevated when groups gather. Gatherings of 10 or more are prohibited by this order, so attendance is not recommended, if such activities occur in defiance.

GUIDANCE FOR DENTAL OFFICES

AMERICAN DENTAL ASSOCIATION CALLS UPON DENTISTS TO POSTPONE ALL ELECTIVE PROCEDURES.

GUIDANCE FOR FUNERALS

PROHIBIT GROUP GATHERINGS OF 10 OR MORE UNTIL FURTHER NOTICE.

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This decision was not made lightly, and we understand the strain this is putting on your business, but we are amid a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant.

Q. Can funerals proceed at places of worship or funeral homes?

A. Funerals may proceed if there are fewer than 10 persons in attendance, including funeral and service staff.

GUIDANCE FOR WEDDINGS

PROHIBIT GROUP GATHERINGS OF 10 OR MORE UNTIL FURTHER NOTICE.

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Q. Can a wedding still proceed?

A. Weddings may proceed if there are fewer than 10 persons in attendance, including wedding party, guests and service staff.

Q. My wedding is in fewer than 8 weeks, what do I do?

A. Speak with your venue, vendors and guests. Consider making plans to stream your wedding ceremony to loved ones and friends should you not be able to gather as a group.

GUIDANCE FOR TRAINING SCHOOLS

PROHIBIT GROUP GATHERINGS OF 10 OR MORE UNTIL FURTHER NOTICE.

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“School Operations” means any institution of elementary and secondary education including, but not limited to public, chartered, private or parochial institutions.”

This includes any higher education centers including tech colleges, community colleges, training schools. This decision was not made lightly, and we understand the strain this is putting on your business, but we are during a public health emergency. We have taken these steps in order to reduce the transmission of COVID-19 in our communities and now is the time to be vigilant.

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- Promote video streamed training and professional development prior to students’ return
- Limit any necessary in-person training to gatherings of fewer than 10.
- The Health Center strongly encourages school districts to lessen any regulations regarding PTO or sick leave during this timeframe.
- All employees should be screened using CDC guidelines identify the key symptoms to watch for such as fever, cough and shortness of breath. Employers should immediately require anyone who has the symptoms to leave.

Q. How long will my institutions be closed?

A. All Livingston County schools will be closed through April 6 or until further notice, many institutions are following the same protocols. Reach out to your individual institution to learn about timelines and closure updates.

LIVINGSTON COUNTY HEALTH CENTER

CITY OF CHILLICOTHE

COUNTY OF LIVINGSTON