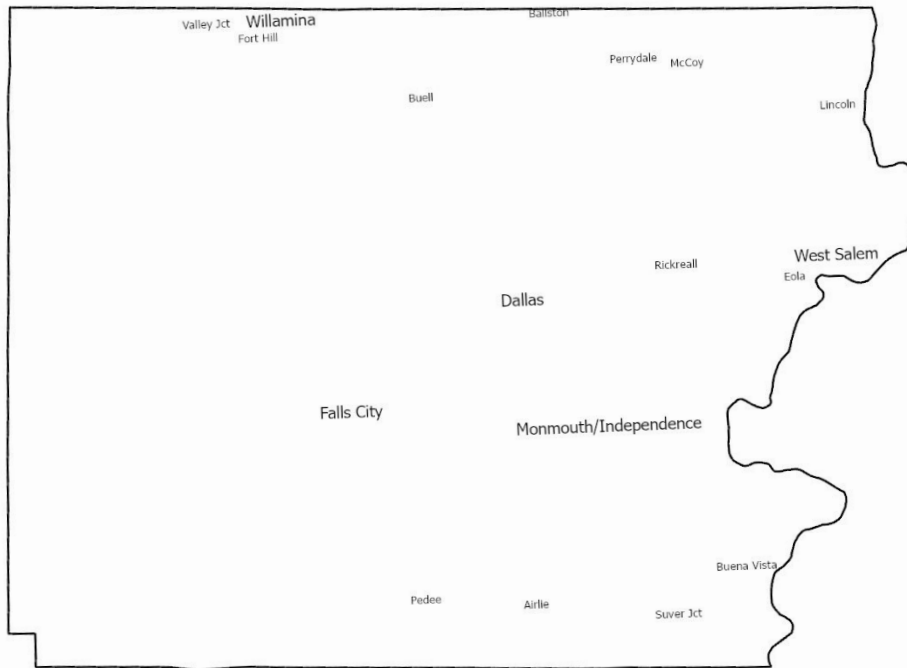




Plan for Phased Reopening of
Polk County
Strategic Framework
May 11, 2020



Polk County Board of Commissioners
850 Main St.
Dallas, OR 97338
(503) 623-8173

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POLK COUNTY

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BOARD OF COMMISSIONERS

Commissioners

CRAIG A. POPE

MIKE AINSWORTH

LYLE R. MORDHORST

GREGORY P. HANSEN

Administrative Officer

May 11, 2020

Dear Governor Brown, OHA oversight staff and COVID-19 crisis management teams:

The Polk County Board of Commissioners, acting in their capacity as the Local Public Health Authority (LPHA), hereby pledge their ongoing commitment to the public health framework under COVID-19 as a guide for assisting the restarting of community activities and businesses, while maintaining public health and safety as our primary goal.

Polk County has had a relatively low incident and death rate in COVID-19 cases since the pandemic began. With the exception of a recent outbreak in a long-term care facility, Polk County's numbers have consistently fallen below the State average. The "Stay Home, Save Lives" order has helped Polk County to maintain its low incident rate both in positive cases and hospital admissions.

Additionally, Polk County LPHA acknowledges our county's preparedness through our local hospital, Salem Health West Valley and its partner hospitals and clinics throughout Polk and Marion counties, including the regional acute care Salem Hospital. The hospital group has provided their agreement to support phased re-opening of Polk County business with the commitment that they are ready to meet surge needs and have secured the necessary PPE supplies required.

Our Polk County Emergency Management team acknowledges our preparedness through a robust PPE distribution network and an adequate surge supply beyond current daily requests.

Polk County Public Health (PCPH) is currently employing qualified health staff for testing and contact tracing and they have acknowledged the need to repurpose and train additional personnel for these tasks as we endeavor to meet the goals of the May 7, 2020 prerequisite guidelines. PCPH has established potential partnerships with Western Oregon University and local clinics to assist in these efforts and there are discussions with Oregon State University Extension Service to obtain additional staffing and resources as needed. The key focus of PCPH will be public health and safety through education, testing and contact tracing. PCPH acknowledges that resources and staffing will have limitations to our ability to manage the state requirements unless we get additional state resources.

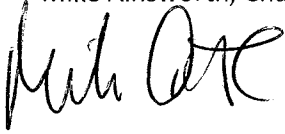
The Polk County Board of Commissioners has enjoyed a long-standing cooperative relationship with neighboring counties and intends to work thoughtfully and diligently with them as a health region toward the goals of meeting requirements for phased re-opening. Though we believe the health region should get the authorization to restart collectively by May 15th, we would respectfully request that Polk County not be held back from its desperately needed ability to begin phased opening due to possible anomalies of prevalence in Polk County or neighboring areas. By way of example, a recent increase in

statistical infection rates in the County and neighboring counties from congregate living facilities do not indicate a prevalence of the infection rates amongst the general population that would preclude a phased reopening plan.

Our citizens are thoughtful, careful, and hard-working people that want to be given an opportunity to demonstrate their commitment to saving lives while maintaining their livelihoods in a County that struggles to compete in the region.

Sincerely,

Mike Ainsworth, Chair

Handwritten signature of Mike Ainsworth in black ink.

Craig Pope

Handwritten signature of Craig Pope in black ink.

Lyle Mordhorst

Handwritten signature of Lyle Mordhorst in black ink.

PREFACE

The purpose of this document is to provide acknowledgment to the State of Oregon leadership under the COVID-19 pandemic management guidelines and restrictions. Polk County is prepared to meet the core preparedness and prerequisites checklist for phased reopening as established by the state on May 7, 2020.

Polk County government wishes to work closely with neighboring counties in an effort to minimize citizen drift from adjacent areas during a phased opening while we share responsibilities to distance from each other and reduce exposure. Many Polk County businesses are on the edge of economic disaster and thousands of citizens are in financial ruin due to this pandemic and are pleading with their local governments to assist them in getting some part of their lives back on track.

The Polk County Board of Commissioners (BOC) have convened a COVID-19 crisis management team consisting of the Public Health division, Emergency Management, County Administration, and IT departments along with Salem West Valley Hospital administration. This team has been and will continue to bring recommendations to the BOC acting in its capacity as the Local Public Health Authority. This document is an initial product of that teamwork and due to the constantly evolving nature of the emergency, information associated with COVID-19 guidelines will be handled as an adaptive management plan.

Responses to Prerequisites

Prerequisites Checklist

Each of these seven prerequisites must be met before a county or region can enter phase one of Reopening Oregon. While many of these prerequisites are set at the county level, some are set at the Health Region or Statewide level.

	County	Health Region	State
1. Declining prevalence of COVID-19	Not required if <5 cases		
a. The percentage of emergency department visits for COVID-19-like illnesses (CLI) are less than the historic average for flu at the same time of year.	NA	NA	REQUIRED Data to be provided on OHA web site.
b. A 14-day decline in COVID-19 hospital admissions.	REQUIRED if >5 cases	NA	Data to be provided on OHA web site.
2. Minimum Testing Regimen			
Regions able to administer testing at a rate of 30 per 10k per week	NA	REQUIRED	OHA will evaluate and approve at the region level
Sufficient testing sites accessible to underserved communities	NA	REQUIRED	OHA will evaluate and approve at the region level
3. Contact Tracing System			
County has 15 contact tracers per 100k people	REQUIRED		OHA will evaluate and approve at the county or region level
County contact tracing workforce is reflective of the county and able to work in needed languages	REQUIRED		OHA will evaluate and approve at the county or region level
County is prepared to trace 95% of all new cases within 24 hours	REQUIRED		OHA will evaluate and approve at the county or region level
4. Isolation Facilities			
Counties have hotel rooms available for those who cannot self-isolate	REQUIRED		OHA will support, evaluate and approve at the county or region level
Counties provide a narrative of how they will respond to three different outbreak situations in the county (e.g. nursing home, jail, food processing facility, farmworker housing, other group living situation)	REQUIRED		OHA will evaluate and approve. OHA can provide a list.
5. Finalized Statewide Sector Guidelines	NA	NA	REQUIRED OHA will finalize
6. Sufficient Health Care Capacity			
Region must be able to accommodate a 20% increase in hospitalizations	NA	REQUIRED	
7. Sufficient PPE Supply			
Hospitals in region are reporting PPE supply daily through HOSCAP		REQUIRED	OHA will certify
Hospitals in region must have a 14 or 30 day supply of PPE depending on their size and whether they are a rural hospital.	NA	REQUIRED Hospital leadership must attest in writing.	OHA will confirm receipt of hospital attestation.
Counties must have sufficient PPE for first responders.	REQUIRED		OHA will confirm receipt of county attestation.

MEETING THE STATE CRITERIA

PREREQUISITE CHECKLIST RESPONSES

Requirement	Required/Response
1. Declining prevalence of COVID-19	
<p>a. The percentage of emergency department visits for COVID-19-like illnesses (CLI) are less than the historic average for flu at the same time of year.</p>	<p>Data will be tracked via ESSENCE via the OHA website.</p>
<p>b. 14-day decline in COVID-19 hospital admissions.</p>	<p>Polk County Public Health is currently tracking hospitalization status internally. Data can also be accessed via <i>Oregon's Hospital Capacity (HOSCAP)</i> web system.</p> <p>As of May 8, 2020 current hospitalizations for Polk County COVID-19 residents is 7. Recent spike of COVID-19 hospitalization within the past 14 days is due to a recent outbreak at a Long Term Care Facility. Polk County Public Health is working closely with the facility in response to the outbreak, however it is believed this is an isolated incident and not indicative of a greater prevalence of cases within the population as a whole.</p>

2. Minimum Testing Regimen

<p>Regions able to administer testing at a rate of 30 per 10k per week</p>	<p>As of 5/6/2020, current capacity in the Region is about 500 tests per week. Capacity will increase to: 1,340 per week in the next two weeks as Abbot rapid testing goes live at West Valley Hospital. Testing kits from the federal allocation will also be made available to Salem Health-West Valley to support their increased capacity in the outpatient setting. See Appendix A.</p> <p>Additional testing capacity is being assessed by OHA.</p>
<p>Sufficient testing sites accessible to underserved communities</p>	<p>Through contact investigation and close collaboration with community based organizations, Polk County Public Health will facilitate access to testing for underserved communities and those at high risk such as Latinx population, health care and EMS workers, grocery store workers and others whose jobs make it difficult to maintain physical distance.</p>

3. Contact Tracing System

<p>County has 15 contact tracers per 100k people</p>	<p>In addition to current staffing, Polk County has identified the required additional 10.2 FTE and ready to be trained and deployed as full time contact tracers. Additional staff have been identified to provide backup support to contact tracing as needed. Of these, five staff are bilingual, and another five staff have expertise in community resource connection. Current Communicable Disease staff will provide training to staff with assistance from</p>
<p>County tracing workforces is reflective of the county and able to work in needed languages</p>	
<p>County is prepared to trace 95% of all new cases within 24 hours</p>	

OHA. The Health Services Program Manager and Community Health Nursing Supervisor will monitor ORPHEUS to ensure each new case is addressed within a 24-hour time block. Management and contact tracing teams are meeting twice per day to review contact tracing workflows and address any barriers.

A partnership with Western Oregon University is being explored for additional long term contact tracing support. Additionally, OSU Extension Service has also been identified as a partner to support contact tracing across the region. Initial conversations will begin in the following weeks. It is the County's position that this is sufficient to meet the 95% tracing requirements.

14.3% of Polk County's population identify as Hispanic/Latino(a). (U.S. Census, 2019). Adequate population representation has been taken into account in the contact tracing staffing plan in order to assure that the cultural and linguistic needs of community members are met. Contact Tracers will have the following skills and attributes:

- Customer service
- Clear communication
- Attention to detail and organization
- The ability to work flexibly in a changing environment

Contract tracers will be trained in:

	<ul style="list-style-type: none"> ● Thorough case interviews and contact tracing ● Sample Collection ● Data Management ● Connecting community members to social services and resources <p><u>Contact tracers will perform the following tasks:</u></p> <ol style="list-style-type: none"> 1. Notify those who have been identified as COVID-19 contacts; 2. Communicate quarantine requirements and check in daily during this period to monitor developing symptoms; and 3. Connect to a case investigator and support services as needed.
4. Isolation Facilities	
<p>Counties have hotel rooms available for those who cannot self-isolate</p>	<p>Polk County has identified two hotels in the County for those individuals who cannot self-isolate. An agreement is in place with one hotel and conversations have begun regarding a second agreement. Isolation resources will be facilitated for people within a multigenerational home, health care workers, and homeless individuals who are not able to self-isolate. Ability to self-isolate based on OHA guidelines will be determined by the contact tracing team and escalated to Public</p>

	<p>Health Management for coordination of placement.</p> <p>The County is exploring additional isolation facilities.</p>
<p>Counties provide a narrative of how they will respond to three different outbreak situations in the county (e.g. nursing home, jail, food processing facility, farmworker housing, other group living situation)</p>	<p><i>Nursing Home/Long Term Care Facility:</i> Polk County Public Health (PCPH) has an existing relationship and frequently collaborates with LTCFs across the county during confirmed or suspected outbreak situations. During a COVID-19 outbreak, PCPH will work closely with LTCF administration and nursing staff to identify the LTCF needs during the outbreak. PCPH will facilitate increased testing and access to Personal Protective Equipment. PCPH will communicate daily with facilities to support infectious disease control measures as recommended by OHA and assure that outbreak needs are met.</p> <p><i>Jail:</i> Polk County Sheriff’s Office has adopted protocols to prevent and address potential spread of COVID-19 within the facility, which includes the use of face coverings among staff. PCPH has been working closely with the Sheriff’s office by providing guidance and implementation of COVID-19 testing among inmates and staff. An isolation cell has been identified in preparation for a positive case among the inmates, and staff have adequate PPE on hand to assure safe contact is possible. PCPH will provide contact tracing</p>

support, quarantine/isolation guidance as well as infection control guidance.

Group Homes: PCPH is working closely with the Polk County Developmental Disabilities team to identify resource needs related to COVID-19 within group homes for individuals with special needs. During an outbreak, PCPH will work closely with administration in collaboration with the Developmental Disabilities. PCPH will provide test kits for increased testing as needed and access to PPE. PCPH will also provide quarantine/isolation and infection control guidance in coordination with the OHA.

Farmworker Housing: PCPH will collaborate with *Farmworker Housing Development Corporation* to support the COVID-19 related needs during an outbreak at their facility. PCPH will work with FHDC to support the community resource needs of positive cases to ensure that they can follow isolation/quarantine guidelines. PCPH will provide test kits for increased testing as needed and access to PPE if needed. PCPH will also provide quarantine/isolation and infection control guidance in coordination with the OHA.

Polk County Public Health currently has 155 test kits available to support testing in congregate settings.

5. Finalized Statewide Sector Guidelines	Polk County will utilize sector guidance provided by OHA
6. Sufficient Health Care Capacity	
Region must be able to accommodate a 20% increase in hospitalizations	<p>Salem Health, West Valley has demonstrated capacity to accommodate increase in hospitalization. This capacity is trackable via <i>Oregon's Hospital Capacity (HOSCAP)</i> web system.</p> <p>Polk County Public Health actively participates in the Regional Health Coalition for Region 2 and West Valley's Emergency Management monthly meeting. These established partnerships will ensure hospitalization capacity continues to be a priority.</p>
7. Sufficient PPE Supply	
Hospitals in region are reporting PPE supply daily through HOSCAP	Data is trackable via HOSCAP web system and OHA will certify.
Hospitals in region must have 30 day supply of PPE	West Valley Hospital has certified enough PPE for a 30 day period.
Counties must have sufficient PPE for first responders	Emergency Management has certified sufficient PPE available for first responders. See Appendix D.

Polk County Phase 1 Reopening Guidelines

Polk County acknowledges and accepts the following guidelines from the State of Oregon



Phase One Reopening Guidance

Governor Kate Brown's framework for Reopening Oregon will help Oregonians restart public life and business while maintaining healthy Oregon communities. The framework outlines actions Oregonians must take to move forward safely.

As the state reopens, it's important to remember the risks. We must all do our best to protect ourselves and one another. If we all follow these actions, we will help save the lives of our colleagues, neighbors, friends, and family members.

These actions include:

- Stay home if you are sick.
- To avoid exposure to COVID-19, people who are at risk for severe complications (over age 60 or have underlying medical conditions) should stay home even if you feel well.
- If you become symptomatic (cough, fever, shortness of breath) while in public, please return home and self-isolate immediately. Contact your health care provider if you need medical attention.
- Practice good hand hygiene with frequent handwashing for at least 20 seconds or use hand sanitizer (60-95% alcohol content).
- Cover coughs/sneezes with elbow or tissue. If you use a tissue, immediately discard tissue in garbage and your wash hands.
- Avoid touching your face.
- Practice physical distancing of at least six (6) feet between you and people who you do not live with.
- Use cloth, paper or disposable face coverings in public. As Oregon is reopening and restrictions are being lifted on businesses and public spaces, it may be difficult to ensure that you can stay six (6) feet away from others at all times.
- Stay close to home. Avoid overnight trips and minimize other non-essential travel, including recreational day trips to destinations outside the community where you live. Travel the minimum distance needed to obtain essential services; in rural areas, residents may have to travel greater distances for essential services, while in urban areas, residents may only need to travel a few miles for those services.

You can get this document free of charge in other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsosha.state.or.us.



May 7, 2020

Oregon General Guidance for Employers on COVID-19

General considerations for your workplace:

- Comply with any of the Governor's Executive Orders that are in effect.
- Know the signs and symptoms of COVID-19 and what to do if employees develop symptoms at the workplace.
- Understand how COVID-19 is transmitted from one person to another—namely, through coughing, sneezing, talking, touching, or via objects touched by someone with the virus.
- Make health and safety a priority by implementing safeguards to protect employees and the public. Federal and state guidelines, including sector-specific guidance, will help you determine which safeguards are recommended or are required, for example, use of personal protective measures such as face coverings or masks.
 - CDC has detailed [general guidance](#) to help small businesses and employees prepare for the effects of COVID-19.
 - Oregon's specific guidelines for the following sectors can be found at (<https://govstatus.egov.com/OR-OHA-COVID-19#collapseOHAGuidance>):
 - Health care
 - Transit
 - Retail
 - Childcare/Early childhood education
 - Personal services
 - Outdoor recreation
 - Restaurants
- Consider modifying employee schedules and travel to reduce unnecessary close physical contact (physical distance of less than (6) six feet between people).
- Be aware of protected leave requirements and plan ahead for any anticipated workforce adjustments.

Modification of employee schedules and travel

Considerations for modifying employee schedules and travel as feasible:

- Identify positions appropriate for telework or partial telework, including consideration of telework for employees who are at higher risk for severe COVID-19 complications due to underlying medical conditions identified by the CDC.
- Stagger or rotate work schedules or shifts at worksites to ensure employees are able to sufficiently maintain physical distancing.
- Limit non-essential work travel.

Workplace safety

Implement workplace safeguards as feasible or when required. [See also sector-specific guidance here.](#)

- Implement physical distancing measures consistent with the Governor's Executive Orders and state guidance.
- Increase physical space between workers. This may include modifications such as markings on the floor demonstrating appropriate spacing or installing plexiglass shields, tables or other barriers to block airborne particles and maintain distances. Review and follow any sector-specific guidance issued by the state that recommends or requires specific physical distancing measures.
- Restrict use of any shared items or equipment and require disinfection of equipment between uses.
- Reinforce that meticulous hand hygiene (frequent and proper handwashing) is of utmost importance for all employees. Ensure that soap and water or alcohol-based (60-95%) hand sanitizer is provided in the workplace. Consider staging additional hand washing facilities and hand sanitizer for employees (and customer use, if applicable) in and around the workplace.
- Regularly disinfect commonly touched surfaces (workstations, keyboards, telephones, handrails, doorknobs, etc.), as well as high traffic areas and perform other environmental cleaning.
- Employers may encourage or require employee use of cloth or disposable face coverings as indicated by sector-specific guidance. If employers require use of cloth face coverings, employers must provide cloth or disposable face coverings for employees.
- Consider upgrades to facilities that may reduce exposure to the coronavirus, such as no-touch faucets and hand dryers, increasing fresh-air ventilation and filtration or disinfection of recirculated air, etc. Consider touchless payment method when possible and if needed.

- Limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms and break rooms by limiting occupancy or staggering use.
- Restrict non-essential meetings and conduct meetings virtually as much as possible. If in-person meetings are necessary, follow physical distancing requirements.
- Consider regular health checks (e.g., temperature and respiratory symptom screening) or symptom self-report of employees, if job-related and consistent with business necessity.
- Train all employees in safety requirements and expectations at physical worksites.

Employee leave and health insurance

Be aware of federal and state protected leave and paid leave laws (if applicable) and requirements for health insurance coverage:

- Advise employees to stay home and notify their employer when sick.
- Review and comply with any applicable requirements for maintaining employee health insurance coverage.
- Healthcare provider documentation is generally not required to qualify under federal and state leave laws due to COVID-19 related circumstances or to return to work.
- Review and comply with any applicable required federal and state leave law protections for employees who are unable to work due to COVID-19 related circumstances.
- Determine whether your business can extend paid or unpaid leave and if feasible adopt a temporary flexible time off policy to accommodate circumstances where federal or state law does not provide for protected or paid leave.
- Develop an action plan consistent with federal and state guidance if an employee develops symptoms while in the workplace, tests positive for COVID-19 or is determined to be presumptively positive by a public health authority.

Downsizing and layoffs

If downsizing or other workforce adjustment measures are necessary, adhere to applicable state and federal requirements regarding notice of layoffs and recalls for affected workers:

- Determine whether alternatives to layoff may be feasible such as furloughs or reduced schedules.
- Refer employees to resources including filing for unemployment benefits and community services.
- Create a plan for recalling employees back to work.

Union workplaces

If you have a unionized workforce, determine obligations to bargain with the union or unions which represent your employees.

Links to additional information:

For the most up to date information from Public Health and the CDC:

- <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/LE2356.pdf>
- <https://www.oregon.gov/oha/PH/DISEASESCONDITIONS/DISEASESAZ/Pages/emerging-respiratory-infections.aspx>
- <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

For COVID-19 Guidance from the State and Federal Sources:

Resources for businesses and employers to plan, prepare, and respond to COVID-19, which is available in English, Spanish, Chinese, Vietnamese and Korean:

www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

- Oregon Bureau of Labor and Industries: Coronavirus and Workplace Laws. <https://www.oregon.gov/boli/Pages/Coronavirus-and-Workplace-Laws.aspx>
- Department of Labor Guidance: Employer Paid Leave Requirements for Covid-19 related circumstances. <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>
- General guidance for businesses and employers to help them plan, prepare, and respond to COVID-19: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html
- Workplace cleaning and disinfecting recommendations, including everyday steps, steps when someone is sick, and considerations for employers: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html
- Safety practices for exposures in the workplace:
 - Cleaning and disinfection practices post exposure: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
 - Safety practices for workers who may have had exposure to a person with COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/community/critical-workers/implementing-safety-practices.html>

- OSHA guidance on preparing workplaces for COVID-19:
 - Oregon OSHA: <https://osha.oregon.gov/Pages/re/covid-19.aspx> (English and Spanish links)
 - National OSHA: English: www.osha.gov/Publications/OSHA3990.pdf, and Spanish: www.osha.gov/Publications/OSHA3992.pdf
- Oregon Employment Department: COVID-19 Related Business Layoffs, Closures, and Unemployment Insurance Benefits:
https://govstatus.egov.com/ORUnemployment_COVID19
- COVID-19 insurance and financial services information:
<https://dfr.oregon.gov/insure/health/understand/Pages/coronavirus.aspx>

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Phase One Reopening Guidance

Sector: Retail

Specific Guidance for Retail Stores:

Retail stores are required to:

- Limit the number of customers in the retail store and focus on maintaining at least six (6) feet of distance between people and employees in the store. Store management should determine maximum occupancy to maintain at least six (6) feet of physical distancing, considering areas of the store prone to crowding (like aisles) and limit admittance accordingly.
- Post [clear signs](#) (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees and customers with symptoms to stay home, and listing who to contact if they need assistance.
- Use signs to encourage physical distancing.
- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in both customer/public and employee areas of store. Wipe down changing room doorknobs, walls and seating between each customer use.
- Require all employees to wear cloth or disposable face coverings. Businesses must provide cloth or disposable face coverings for employees.

To the extent possible, retail stores should, but are not required to:

- Strongly encourage all customers to wear cloth or disposable face coverings. If a store sets a policy that all customers are required to wear cloth or disposable face coverings, store management should consult with their legal counsel to determine whether such a requirement can be enforced.
- Consider placing clear plastic or glass barriers in front of cashiers or customer service counters, or in other places where maintaining six (6) feet of physical distance between employees and customers is more difficult.
- Encourage one-way flow with marked entrances and exits, but do not block egress for fire exits. Use signs to direct one-way flow of traffic.
- Use signs and tape on the floor to maintain physical distancing while waiting for cashiers.
- Prohibit customers from trying on items that are worn on the face (cloth masks, scarves, headbands, eyewear).
- Decide whether to re-open fitting rooms. If fitting rooms are re-opened, customers should wash hands or use hand sanitizer before and after trying on clothes. Retailers

should provide hand sanitizer or hand washing stations near fitting rooms. Note: There are no scientific data to indicate that clothing items are a major means of spread of the coronavirus. Any risk from this exposure is likely to be very low. Items that have been in a fitting room can be set aside for a day or longer if the retailer is concerned about perceived risks from clothing that has been tried on by customers.

- When processing returns, employees should wash hands or use hand sanitizer before and after handling items. Retailer may set items aside for a day or longer if concerned about perceived risks of exposure.
- Consider offering alternative order ahead and pick up options, such as curbside pickup as appropriate and applicable.
- Review and implement [General Guidance for Employers](#), as applicable.

Specific Guidance for Shopping Centers and Malls:

Shopping center and malls must:

- Keep any common area settings such as food courts and seating areas configured to support at least six (6) feet physical distance between parties (chairs, benches, tables).
- Determine maximum occupancy within the shopping center or mall to maintain at least six (6) feet physical distancing and limit admittance accordingly.
- Post signs at entrances, exits and common areas (seating areas, food courts, etc.) to discourage groups from congregating, and remind customers and employees to keep six (6) feet of physical distance between individuals or parties while waiting.

To the extent possible, shopping centers and malls should:

- Designate specific entrances and exits to the shopping center or mall to constrain traffic flow and encourage physical distancing between customers. For entrances with a single door or single pair of doors, consider designating it entrance only or exit only if another entrance/exit exists and one-way flow through the area is feasible. Do not block egress for fire exits.

Additional Resources:

- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)

Additional State Resources Needed:

- Reopening checklist
- Symptoms and resource signs
- Signs to discourage gathering

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Phase One Reopening Guidance

Sector: Restaurants/Bars/Breweries/Tasting Rooms/Distilleries

Specific Guidance for Restaurants, Bars, Breweries, Brewpubs, Wineries, Tasting Rooms and Distilleries

Distancing and Occupancy:

Businesses must:

- Determine maximum occupancy to maintain physical distancing requirements and limit number of customers on premises accordingly.
- Ensure tables are spaced at least six (6) feet apart so that at least six (6) feet between parties is maintained, including when customers approach or leave tables.
 - Businesses will need to determine seating configuration to comply with these physical distancing requirements.
 - Remove or restrict seating to facilitate the requirement of at least six (6) feet of physical distance between people not in the same party.
 - If booth seating is back-to-back, only use every other booth.
- Limit parties to 10 people or fewer. Do not combine parties/guests at shared seating situations who have not chosen to congregate together. People in the same party seated at the same table do not have to be six (6) feet apart.
- If a business is unable to maintain at least six (6) feet of distance, except for brief interactions (for example, to deliver food to a table), it may operate only as pick up/to go service. This applies to both indoor and outdoor seating.

Employees:

Businesses must:

- Minimize employee bare-hand contact with food through use of utensils.
- Reinforce that meticulous hand hygiene (frequent and proper handwashing) is of utmost importance for all employees, including chefs, line cooks and waitstaff.
- Have employees wear gloves when performing cleaning, sanitizing, or disinfecting activities. Please note that for non-cleaning activities, non-Oregon Department of Agriculture (ODA) licensed facility employees are not required to wear gloves. Wearing gloves for activities that might overlap with food handling can foster cross-contamination. If businesses choose to have employees use gloves, they must provide non-latex gloves and employees must prevent cross-contamination by replacing gloves

after touching faces or changing tasks (e.g., food preparation versus taking out garbage). See attached OHA guidance regarding glove use.

- Require all employees to wear cloth, paper or disposable face coverings. Businesses must provide cloth, paper or disposable face covering for employees.

Additional requirements for facilities licensed by the ODA:

- No bare-hand contact with food is permitted per their licensing requirements.

Operations:

Businesses must:

- Adhere to guidance outlined in this document, as well as all applicable statutes and administrative rules to which the business is normally subject.
- End all on-site consumption of food and drinks, including alcoholic beverages by 10 p.m.
- Prohibit customer self-service operations, including buffets, salad bars, soda machines and growler refilling stations.
- Disinfect customer-contact surfaces at tables between each customer/dining party including seats, tables, menus, condiment containers and all other touch points.
- Provide condiments, such as salt and pepper, ketchup, hot sauce and sugar, in single-service packets or from a single-service container. If that is not possible, condiment containers should not be pre-set on the table and must be disinfected between each customer or dining party. Disinfection must be done in a way that does not contaminate the food product. For example, do not use a spray device on a saltshaker.
- Not pre-set tables with tableware (napkins, utensils, glassware).
- Prohibit counter and bar seating unless the counter faces a window or wall and at least six (6) feet of distance is maintained between parties. This applies to all facilities including bars, breweries and tasting rooms. Counter and bar ordering are acceptable if the operation finds that this decreases worker exposure. The counter ordering approach requires that food and alcohol are taken to a table that meets distancing requirements for consumption and at least six (6) feet of physical distance is maintained among customers and employees during the ordering process.
- Ensure customers/parties remain at least six (6) feet apart when ordering.
 - Signs should be posted as necessary to ensure that customers meet the requirements of this guidance.
 - Mark designated spots on the floors must have designated spots where customers will wait in line.
- Frequently disinfect all common areas and touch points, including payment devices.
- Use menus that are single-use, cleanable between customers (laminated), online, or posted on a whiteboard or something similar in order to avoid multiple contact points.
- Prohibit use of karaoke machines, pool tables, and bowling.
- For use of juke box and coin-operated arcade machines, the same protocols should be followed as outlined for Video Lottery Terminals below.

To the extent possible, businesses should, but are not required to:

- Assign a designated greeter or host to manage customer flow and monitor distancing while waiting in line, ordering, and during the entering and exiting process. Do not block egress for fire exits.
- Limit the number of staff who serve individual parties. Consider assigning the same employee to each party for entire experience (service, bussing of tables, payment). An employee may be assigned to multiple parties but must wash hands thoroughly or use hand sanitizer (60-95% alcohol content) when moving between parties.
- Assign employee(s) to monitor customer access to common areas such as restrooms to ensure that customers do not congregate.
- Strongly encourage all customers to wear cloth, paper or disposable face coverings. Customers do not need to wear face coverings while seated at the table. If a business sets a policy that all customers are required to wear cloth, paper or disposable face coverings, business management should consult with their legal counsel to determine whether such a requirement can be enforced.
- Encourage reservations or advise people to call in advance to confirm seating/serving capacity. Consider a phone reservation system that allows people to queue or wait in cars and enter only when a phone call, text, or restaurant-provided “buzzer” device, indicates that a table is ready.
- Consider providing hand-washing facilities for customer use in and around the business. Hand sanitizer is effective on clean hands; businesses may make hand sanitizer (at least 60-95% alcohol content) available to customers. Hand sanitizer must not replace hand washing by employees.
- Post clear signs (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees and customers with symptoms to stay home, and listing who to contact if they need assistance.

Video Lottery Terminal (VLT) Operations:

Businesses must:

- Place VLTs at least six (6) feet apart, if there is space to do so. If VLTs cannot be spaced at least six (6) feet apart, the Oregon Lottery may turn off VLTs in order to maintain required physical distance between operating machines and players.
- Require individuals to request VLT access from an employee before playing; an employee must then clean and disinfect the machine to allow play. A business must not allow access to VLTs or change VLTs without requesting access from an employee.
- Consider a player at a VLT machine the same as a customer seated for table service.
- Limit one player at or around a VLT.
- Note: Oregon Lottery will not turn on VLTs until the agency is satisfied that all conditions have been met.
- Review and implement [General Guidance for Employers](#), as applicable.

Additional Resources:

- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)

You can get this document free of charge in other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsoha.state.or.us.



Phase One Reopening Guidance

Sector: Personal Services

Specific Guidance for Personal Services Providers:

Client Screening:

Providers are **required** to:

- Contact client prior to appointment and ask:
 - Have you had a cough?
 - Have you had a fever?
 - Have you had shortness of breath?
 - Have you been in close contact with anyone with these symptoms or anyone who has been diagnosed with COVID-19 in the past 14 days?
- Reschedule an appointment if client answers “yes” to any of the questions above until client’s symptoms (cough, fever and shortness of breath) have been resolved, and fever has been resolved without medication for at least 72 hours, or at least 14 days after contact with a person sick with cough, fever, or diagnosed COVID-19.
- Review [information about how COVID-19 is spread](#) from one person to another: namely, through coughing, sneezing, touching, or via objects touched by someone with the virus.
- Record client contact information, date and time of appointment and provider for each client. If there is a positive COVID-19 case associated with the business, public health may need the business to provide this information for a contact tracing investigation. Unless otherwise required, this information may be destroyed after 60 days from the appointment.

To the extent possible, providers should, but are not required to:

- Consider using touchless infrared thermometers to check temperature of each client who enters the business.
- Explain to any client who has a temperature above 100.3 degrees Fahrenheit that services cannot be provided, and the appointment will be rescheduled until at least 72 hours after fever and other symptoms have resolved without medication. If the client must wait for a ride home, provide a space where the client may self-isolate away from employees and other clients.

Operations:

Providers are **required** to:

- Immediately send home any employee with COVID-19 like symptoms (cough, fever, shortness of breath, etc.) and not allow the employee to return to work until at least 72 hours after fever and other symptoms have resolved without medication.
- Adhere to the requirements outlined in this guidance, as well as all applicable statutes and administrative rules to which the provider is normally subject.
- Determine, in cooperation with business management as necessary, the maximum occupancy of the business to maintain at least six (6) feet of physical distancing between clients and limit admittance accordingly.
- Limit the overall number of providers and clients in the business (including waiting areas) at any one time and focus on maintaining at least six (6) feet of physical distance between people in the facility except when required to provide services such as massage, haircuts, etc.
- Have clients wait in their car or outside to be contacted when the provider is ready for the appointment.
- Limit visits to scheduled appointments. Provide curbside pick-up arranged ahead of time for product purchases outside of scheduled service appointments.
- Assign one provider per client throughout the encounter.
- Ensure at least six (6) feet of physical distance between pairs of provider/clients. If necessary, use limited number of stations and stagger shifts to adhere to physical distance requirements. Maintain at least six (6) feet of distance between provider and client unless providing service that requires provider to be within six (6) feet of client.
- Post clear signs listing COVID-19 symptoms, asking employees and clients with symptoms to stay home, and who to contact if they need assistance.
- Remove all unnecessary items such as magazines, newspapers, service menus, and any other unnecessary items such as paper products, snacks, and beverages.
- Provide training, educational materials (available at healthoregon.org/coronavirus), and reinforcement on proper sanitation, handwashing, cough and sneeze etiquette, and using other protective equipment and measures to all employees.
- Ensure breakrooms are thoroughly cleaned and disinfected and that employees do not congregate in them.
- Thoroughly clean restroom facilities at least once daily and ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day.
- Review and implement [General Guidance for Employers](#), as applicable.

To the extent possible, providers should, but are not required to:

- Consider using plastic covers for cloth-covered seating because they cannot be properly cleaned and disinfected.
- Consider discontinuing use of paper appointment books or cards and replace with electronic options.

- Limit the exchange of cash, and wash hands thoroughly after each transaction. Credit/debit it/debit transactions or other electronic means of payment are preferred, using touch/swipe/no signature technology.

Personal protective measures:

Providers are **required** to:

- Provide and wear cloth, paper or disposable face coverings when providing direct client services.
- Drape each client in a clean cape, if applicable, for the service. Businesses may consider using disposable capes for one-time use.
- Wear a clean smock with each client. Businesses may consider using disposable smocks/gowns for one-time use.
- Wash hands with soapy, warm water, for a minimum of 20 seconds between each client service.
- Request that clients wash hands with soapy, warm water, for a minimum of 20 seconds prior to receiving service.
- Wash hands after using the telephone, computer, cash register and/or credit card machine, and wipe these surfaces between each use.
- Ensure all sinks in the workplace have soap and paper towels available.
- Post handwashing signs in restrooms.

To the extent possible, providers should, but are not required to:

- Consider using touchless infrared thermometers to check temperature of each employee before their shift begins. Immediately send home any employee who has a temperature above 100.3 degrees Fahrenheit and do not allow the employee to return to work until at least 72 hours after fever and other symptoms have resolved without medication.
- Wear medical grade masks when providing services that require close contact (within 6 feet), such as in the case of a haircut, massage or pedicure.
- Wear face shields in addition to a face covering for face-to-face services, such as mustache trims and brow waxing.
- Provide employees medical grade masks and face shields if provider is requiring their use for certain services.
- Have clients wear cloth, paper or disposable face coverings, as appropriate for the service. Some services may not require the client to wear face covering; for example, a client does not need to wear a face covering when face-down on a massage table. Some services, such as mustache or beard trims, may require the cloth, paper or disposable face covering to be temporarily removed.
- Wear disposable gloves when providing client services and change gloves between each client.
- Ask clients to wash their own hair prior to arriving for their appointment.

- Avoid face-to-face contact within six (6) feet of clients.
- Change into clean clothes between clients if providing services that require extended close client contact such as massage therapy and tattoo artistry.
- Change into clean clothes before leaving the business each day.

Cleaning and Disinfection:

Providers are **required** to:

- Thoroughly clean and disinfect all areas of business prior to reopening after extended closure. Disinfect all surfaces, tools, and linens, even if they were cleaned before the business was closed.
- Use disinfectants that are Environmental Protection Agency (EPA)-registered and labeled as bactericidal, viricidal and fungicidal. No product will be labeled for COVID-19 yet, but many will have human coronavirus efficacy either on the label or available on their website. The EPA has a list of disinfectant products that meet EPA criteria for use against the virus that causes COVID-19. If in doubt of the product's effectiveness, check the EPA website.
- Mix and change disinfectant for immersion of tools daily and replace sooner if it becomes contaminated throughout the workday. Disinfectant only works on a clean surface, so clean all surfaces and tools with hot soapy water, other appropriate cleaner or cleaning wipes (if using wipes, be sure to cover surface thoroughly) before disinfecting.
- Observe contact time on the label so disinfectant will work. Contact time refers to how long the disinfectant is visibly wet on the surface, allowing it to thoroughly destroy pathogens. Typical contact time for immersion/sprays is ten (10) minutes, for disinfectant wipes, time is two (2) to four (4) minutes.
- Clean and disinfect all workstation and treatment room surfaces, including countertops, cabinets and doorknobs, chairs, head rests and arm rests. Clean and disinfect all reusable tools and store in airtight container. Clean and disinfect all appliances (including cords), shears, clippers, clipper guards, clippers, rollers, combs, brushes, rolling carts and any other items used to provide client services.
- Check to make sure all products at workstations, such as lotions, creams, waxes, scrubs, and any other similar supplies have always been in a closed container. If not, discard and replace. Remove and discard any products that could have been contaminated by unsanitary use and replace with new product.
- Clean and disinfect hard non-porous surfaces, glass, metal and plastic, including work areas, high-traffic areas, and commonly touched surfaces in both public and employee-only areas of the business.
- Only use porous/soft surfaces (such as cardboard files, buffers, drill bits, etc.) once and then discard because they cannot be disinfected.
- Launder all linens, blankets, towels, drapes, and smocks in hot soapy water and dry completely at the warmest temperature allowed. Store in an airtight cabinet after each client use. Store all used/dirty linens in an airtight container.

- Clean and disinfect all linen hampers and trash containers and only use a container that can be closed and use with liners that can be removed and discarded.
- Clean and disinfect all retail areas at least daily, including products. Try to keep clients from touching products that they do not plan to purchase.
- Provide hand sanitizer and tissues for employees and clients, if available.
- Clean and disinfect ALL restroom surfaces including floors, sinks, and toilet bowls. Store paper products in a closed cabinet and provide hand soap. Place trashcan by the door. Remove anything that does not have to be in the restrooms.
- Clean and disinfect all bowls, hoses, spray nozzles, foist handles, shampoo chairs and arm rests between each use. Wipe down all back-bar products and shelves. Discard and replace any products that have not been stored in a closed container prior to reopening after extended closure.
- Empty all wax pots and disinfect before refilling them with new wax prior to reopening after extended closure. Purchase new single-use applicators that can be disposed of in an airtight trash can. The airtight trash can must have a lid and be lined with a disposable plastic bag.

To the extent possible, providers should, but are not required to:

- Provide hand sanitizer at all work locations for employees and clients.

Additional Resources:

- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)

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Phase One Reopening Guidance

Sector: Outdoor Recreation

Specific Guidance for Outdoor Recreation Organizations:

Outdoor recreation organizations are required to:

- Prior to reopening after extended closure, ensure all parks and facilities are ready to operate and that all equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Prohibit parties (a group of 10 or fewer people that arrived at the site together) from congregating in parking lots for periods longer than reasonable to retrieve/return gear and enter/exit vehicles.
- Reinforce the importance of maintaining at least six (6) feet of physical distance between parties (a group of 10 or fewer people that arrived at the site together) on hiking trails, beaches and boat ramps through signs and education.
- Keep day-use areas that are prone to attracting crowds (including but not limited to playgrounds, picnic shelters/structures, water parks and pools, sports courts for contact sports like basketball) and overnight use areas closed.
- Prohibit contact sports.
- Thoroughly clean restroom facilities at least twice daily and, to the extent possible, ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day. Restroom facilities that cannot be cleaned twice daily should be kept closed or a sign should be posted stating that the restroom is unable to be cleaned twice daily.
- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in both public and non-public areas of parks and facilities.
- Post [clear signs](#) (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees, volunteers and visitors with symptoms to stay home and who to contact if they need assistance.
- Keep any common areas such as picnic tables not in shelters/structures, day-use shelters, and buildings open to the public arranged so there is at least six (6) feet of physical distance between parties (chairs, benches, tables). Post clear signs to reinforce physical distancing requirements between visitors of different parties.

To the extent possible, outdoor recreation agencies should, but are not required to:

- Consider closing alternating parking spots to facilitate at least six (6) feet of physical distance between parties.

- Consider opening loop trails in a one-way direction to minimize close contact between hikers. Designate one-way walking routes to attractions if feasible.
- Encourage all employees, volunteers and visitors to wear cloth, paper or disposable face coverings when around others.
- Encourage the public to visit parks and recreation areas during off-peak use times as defined and publicized by park or recreation area management.
- Encourage the public to visit parks and recreation areas close to home, avoid overnight trips and minimize travel outside their immediate area for recreation. Especially caution the public to not travel outside of their home area if they live in an area with a high number of reported COVID-19 cases to prevent asymptomatic COVID-19 positive individuals from inadvertently bringing the virus into an area with many fewer cases.
- Consider opening private, municipal, county and federal campgrounds as long as physical distancing requirements can be maintained. Oregon State Parks may make a separate determination on opening state campgrounds depending on readiness, ability to maintain physical distancing requirements and consultation with the Governor.
- Consider opening skate parks as long as physical distancing requirements can be maintained.
- Encourage visitors to bring their own food, water bottles and hygiene supplies (including hand sanitizer), as well as to take their trash with them when they leave.
- Encourage the public to recreate with their own household members rather than with those in their extended social circles.
- Encourage the public to recreate safely and avoid traveling to or recreating in areas where it is difficult to maintain at least six (6) feet from others not in their party.
- Position staff to monitor physical distancing requirements, ensure groups are no larger than 10 people, and provide education and encouragement to visitors to support adherence.
- Provide handwashing stations or hand sanitizer in common areas such as picnic areas, day-use shelters, and buildings open to the public.
- Consider placing clear plastic or glass barriers in front of cashiers or visitor center counters, or in other places where maintaining six (6) feet of physical distance between employees, volunteers and visitors is more difficult.
- Review and implement [General Guidance for Employers](#), as applicable.

Additional Resources:

- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)
- [CDC's Guidance for Administrators in Parks and Recreational Facilities](#)

You can get this document free of charge in other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsosha.state.or.us.

Continuous Evaluation Plan

APPENDIX

- A. Hospital Letter of Support Letter**
- B. Chief Medical Officer Support Letter**
- C. County Public Health Officer's Letter**
- D. Emergency Management Support letter**
- E. Polk County Board Resolution**
- F. Dallas City Manager letter of support**
- G. Dallas Area Chamber letter of support**

April 29, 2020

Polk County Board of Commissioners
850 Main Street
Dallas, OR 97338

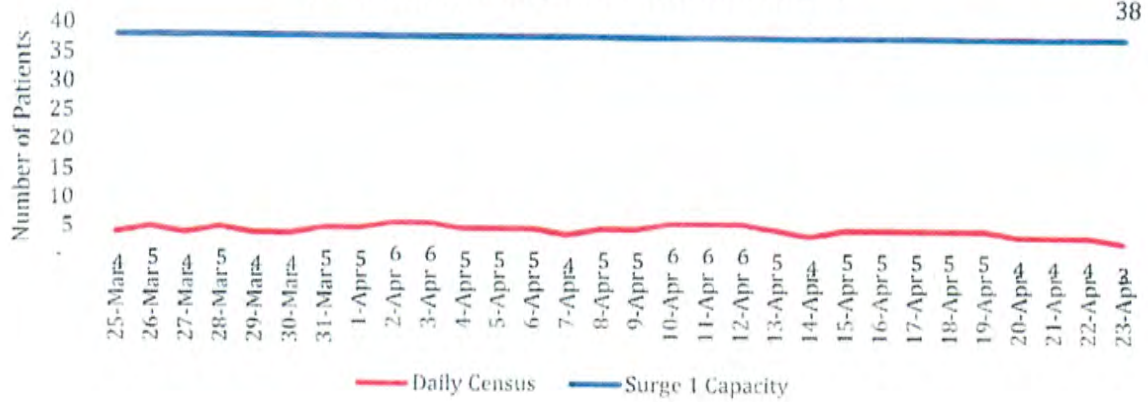
Dear Commissioners Ainsworth, Mordhorst, and Pope,

The following is in response to your request for a letter regarding Salem Health West Valley's bed surge capacity, personal protective equipment (PPE) supply chain reliability and commitment to daily PPE reporting to Oregon Health Authority. Salem Health West Valley is prepared to support the re-opening of Polk County.

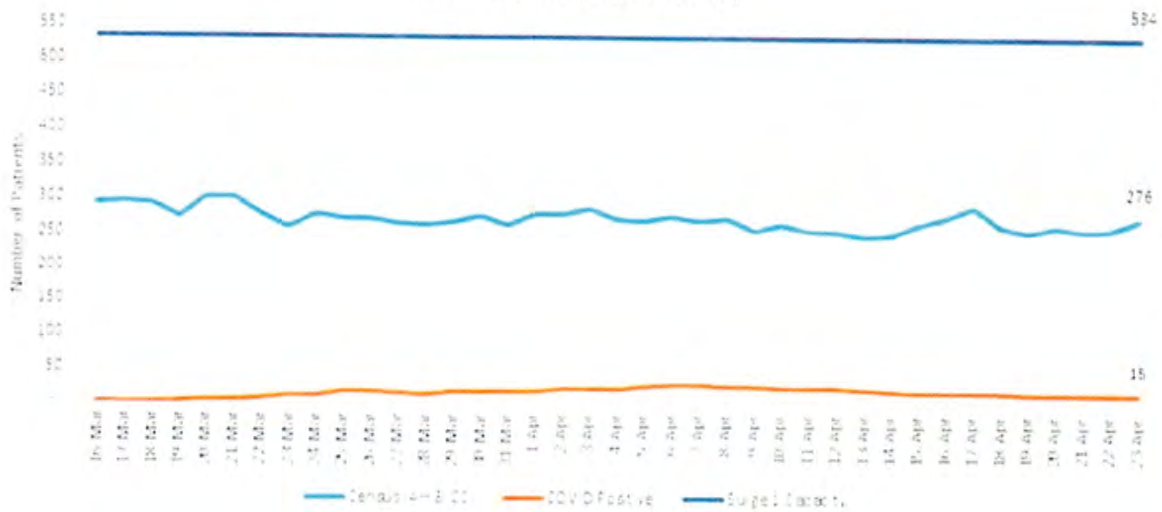
Bed Surge Capacity

Salem Health West Valley initiated a Code Triage and activated its Incident Command structure on March 16, 2020 to plan for an, at the time, expected surge of COVID-19 patients. The Salem Health Hospitals and Clinics has a coordinated system surge response plan. Salem Health West Valley developed a three-phase surge plan to accommodate a large surge of patients in the Salem Health Hospitals and Clinics system. The three-phase plan expanded Salem Health West Valley's capacity from 6 inpatient beds to 38. Salem Health West Valley increased its bed license to 38 beds in alignment with its surge plans. Salem Health West Valley is positioned to utilize Salem Health Hospital and Clinics system-wide resources to supply and staff all 38 beds if a surge occurs. Salem Health West Valley in coordination with Salem Health has more than adequate capacity to accommodate a surge of COVID-19 patients. To date, Salem Health Hospitals and Clinics has not needed to utilize any of the surge capacity for the COVID-19 pandemic. The graphs below show the surge capacity of Salem Health West Valley and Salem Health.

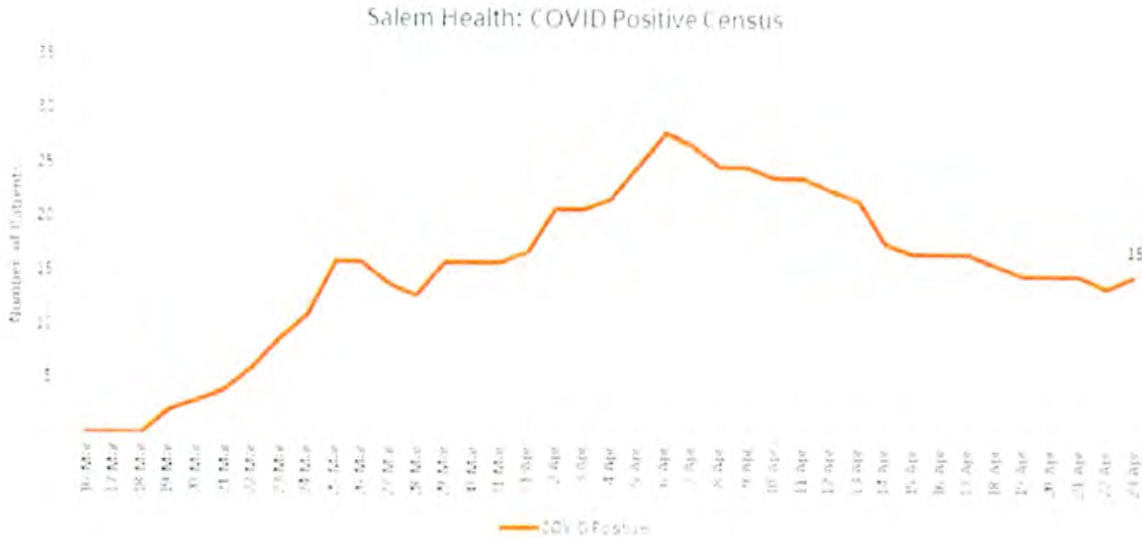
West Valley Hospital: Patient Census



Salem Health: Patient Census



Salem Health has seen a marked decline in COVID-19 patients over the past three weeks. Below is a graph demonstrating this decline of COVID-19 positive inpatients since April 6, 2020.



PPE Supply Chain Reliability

In its surge planning, Salem Health West Valley’s Incident Command, in coordination with Salem Health Incident Command, worked immediately and diligently to ensure its PPE supply chain was shored up, to guarantee access to PPE sufficient to accommodate the expected surge. Salem Health West Valley, through Salem Health Hospital and Clinics, has successfully established a reliable supply chain of PPE.

PPE Reporting to Oregon Health Authority

Salem Health West Valley reports PPE to Oregon Health Authority in the HOSCAPS system daily. Salem Health West Valley is committed to daily reporting of PPE to Oregon Health Authority.

Thank you for this opportunity to provide Polk County a report on Salem Health West Valley’s bed surge capacity, personal protective equipment (PPE) supply chain reliability and a commitment to daily PPE reporting to Oregon Health Authority. Again, Salem Health West Valley would like to express its commitment to preparedness and stands ready to support the re-opening of Polk County.



West Valley Hospital
525 SE Washington St
Dallas, Oregon 97338
503-623-8301 • salemhealth.org

Sincerely,

A handwritten signature in black ink that reads "Cheryl Wolfe".

Cheryl Nester Wolfe, RN MSN
President & Chief Executive Officer
Salem Health Hospitals & Clinics

A handwritten signature in black ink that reads "Brandon Schmidgall".

Brandon Schmidgall, MBA
Chief Administrative Officer
Salem Health West Valley

A handwritten signature in black ink that reads "John Hadley, DO".

John Hadley, DO
Medical Staff President
Salem Health West Valley



POLK COUNTY

PUBLIC HEALTH

182 SW ACADEMY ST STE. 302 DALLAS, OREGON 97338
(503) 623-8175 fax (503) 831-3499

May 8, 2020

Oregon Governor's Office
900 Court St. NE
Salem, OR 97301

Dear Governor Brown, Oregon Health Authority:

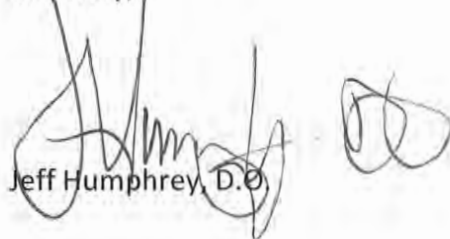
As the Health Office for Polk County Public Health, my top priority is the health and wellbeing of the Polk County community. The Polk County Public Health team has been working diligently in preparation and response to the COVID-19 pandemic since February. The diligence of the team has allowed COVID-19 cases to stay at a relatively steady rate.

Additionally, the team's expertise and flexibility has allowed us to meet the needs of Polk County in providing infection control guidance, support testing when needed, and provide guidelines to positive cases and their contacts diligently following the Oregon Health Authority's guidelines.

I believe that the current and increased staffing plan for contact investigation places Polk County in a good position to restart community activities and businesses. Additionally, the team has the expertise to quickly address outbreaks and has existing partnerships with key partners such as Salem Health-West Valley Hospital and Long Term Care Facilities.

I am in full support of a phased approach to re-opening Polk County that follows the Oregon Health Authority's guidelines, while maintaining public health and safety.

Sincerely,



Jeff Humphrey, D.O.



POLK COUNTY

PUBLIC HEALTH

182 SW ACADEMY ST STE. 302 DALLAS, OREGON 97338
(503) 623-8175 fax (503) 831-3499

May 8, 2020

Oregon Governor's Office
900 Court St. NE
Salem, OR 97301

Dear Governor Brown, Oregon Health Authority:

Polk County Public Health's mission is to promote, preserve, and improve the health of the community through population-based care and services. Throughout this COVID-19 response my team has been working diligently to ensure our continued commitment to this mission.

The nimbleness of my team during this response has been admirable and has allowed us to provide thorough COVID-19 case contact investigation/ tracing from the beginning despite the many changes in the investigative guidelines. This work has been done while continuing to work on other disease case investigation and provide public health essential services.

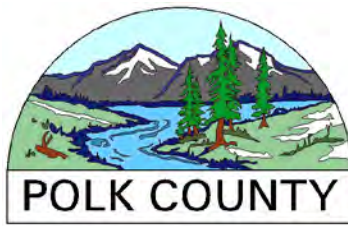
The expertise of team in providing guidance to cases and their contacts; facilities; and response to during outbreaks is truly an asset of Polk County Public Health. Additionally, the long lasting relationship with community partners of various sectors has been key during this pandemic response. We have also leveraged communication through various sources to ensure our community is informed.

To address the prerequisite needs in the Reopening Oregon framework, we have identified additional contact tracers and are ready to begin training. The additional contact tracers are representative of our community needs and will allow us to continue to trace new cases within 24 hours. My team is also prepared to address isolation needs, community resources connection and the ability to respond to outbreaks within the county. Additionally, we have begun conversations with Western Oregon University for contact tracing support and are exploring a partnership with Oregon State University Extension Service for additional resources. It will be key that state resources be made available at the county level to support ongoing contact tracing efforts.

All these identified resources will allow us to us to move forward in the phased reopening framework while preserving health across the county.

Sincerely,

Kristty Polanco, MPH
Polk County Public Health Administrator



Sufficient PPE for Re-Opening Requirement

To: Polk County Board of Commissioners
From: L. Dean Bender, Emergency Manager
Date: May 4th, 2020
Subject: PPE Certification Letter

Over the past eight weeks, Polk County Emergency Management has been focused on supporting our Public Health Department by responding to the Coronavirus Pandemic that has struck our State. Polk County activated its Emergency Operations Center on March 5th in support of Public Health and as the disaster continued to escalate, the County declared a State of Emergency on March 17th.

At that time with the increased demand for Personal Protective Equipment (PPE), Emergency Management quickly became the “Logistical Hub” for the County’s PPE supply. We have first and foremost worked closely with our local Hospital to ensure their PPE supply was adequate with and without conservation measures. We have not only supplied our local hospital, but took it a step further by creating a PPE ordering supply system where essential entities like our long and short term care facilities, skilled nursing facilities, group homes, human service providers, Fire Departments, Police Departments, Correctional Facility, Sheriff’s Office, Medical Examiner, Elections Office and other critical/essential providers here in Polk County could request and receive these critical supplies that had been in short supply.

To date, we have filled 116 (PPE) orders for these essential service providers within Polk County with supplies that were either purchased solely by the County, received through the Oregon Health Authority (OHA) via the National Stockpile or from the Federal Emergency Management Agency under the State of Oregon’s PPE Push Model. All of these supplies have been accounted for as well as inventoried by Emergency Management.

Polk County Public Health and Emergency Management have been able to maximize our supplies and distribute them across the County quickly to those entities in need of PPE supplies due to those entities being either unable to obtain them from their own supply chain or due to the increased demand for PPE completely overran their needs.

Over the past 30 days, our inventory has turned the corner and we have been able to stockpile a significant amount of PPE for our first responder agencies. We have worked closely with our local hospital and we are able to fill orders for our critical essential partners with PPE supplies. In short, we are able to respond to any uptick with needed PPE supplies now that the hospital has >30 days of PPE on hand.

Please consider this letter as our “Certification Letter” that we have sufficient PPE supplies on hand to provide our County first responders here in Polk County.

Current PPE Stock for First Responders on hand:
Face Shields = 4,837 Hand Sanitizer = 1,465
N95 Masks = 11,187 Gloves = 9,900
Procedure Masks = 64,980

**BEFORE THE BOARD OF COMMISSIONERS
FOR POLK COUNTY, OREGON**

In the Matter of Adopting a Plan for)
Phased Reopening of Polk County)
)

RESOLUTION NO. 20-04

WHEREAS, ORS 401.305 provides authority for Polk County to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during time of emergency; and

WHEREAS, Polk County declared a state of emergency on March 17, 2020 in Order No. 20-07 for the reasons set forth in that order related to the COVID-19 outbreak and pandemic; and

WHEREAS, on March 8, 2020, Governor Kate Brown signed Executive Order No. 20-03, declaring a statewide emergency due to COVID-19 outbreak in Oregon; and

WHEREAS, the COVID-19 outbreak has resulted in County wide business closures causing immediate and significant hardship to small business owners in Polk County, and

WHEREAS, on May 1, 2020 Governor Brown issued guidance regarding reopening with gating criteria and other prerequisites, and

WHEREAS, at the request of Governor Brown, and because of the preparedness of Polk County for future needs related to COVID-19, the County has prepared a proposed Plan for Phased Reopening of Polk County, attached hereto as Exhibit A, for the gradual reopening of Polk County beginning on May 15, 2020, and

IT IS HEREBY RESOLVED by the Polk County Board of Commissioners that the Plan for Phased Reopening of Polk County, attached as Exhibit A, is hereby adopted. It is further resolved that the timelines and strategies contained in Exhibit A may be adjusted as the understanding of local transmission of COVID-19 changes over time.

Dated this 11th day of May, 2020 at Dallas, Oregon.

POLK COUNTY BOARD OF COMMISSIONERS



Mike Ainsworth, Chair

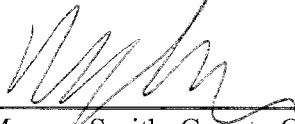


Craig Pope, Commissioner



Lyle Mordhorst, Commissioner

Approved as to Form:



Morgan Smith, County Counsel



Pope, Craig <pope.craig@co.polk.or.us>

Polk County Plan

Brian Latta <brian.latta@dallasor.gov>

Tue, May 5, 2020 at 12:53 PM

To: "Pope, Craig" <pope.craig@co.polk.or.us>

Cc: GREG HANSEN <hansen.greg@co.polk.or.us>, Jennie Rummell <jennie.rummell@dallasor.gov>

Hi Commissioner Pope,

Last night the Dallas City Council unanimously voted to fully support the Polk County Commissioners in your plan to reopen the local economy. We look forward to seeing the plan, and want you and the Commissioners to know you have our full support.

Please let me know if there is anything we can do to help Polk County.

Thank you.

Brian Latta

City Manager



[Quoted text hidden]



**289 E Ellendale Ave #701
PO Box 377
Dallas, OR 97338
www.dallasoregon.org
board@dallasoregon.org**

April 30, 2020

Attn: Polk County Commissioners

Re: Re-Open Polk County

Greetings Polk County Commissioners,

The Dallas Area Chamber of Commerce Board of Directors have unanimously voted in favor of advocating a public health based, safe, and phased regional reopening.

As the Chamber we believe "regional" to mean county level. Therefore, we strongly urge the Polk County Commissioners to formulate a regional reopening plan that takes Polk County Economic and Public Health concerns first.

We would like to offer any assistance we as the Chamber and the local business community can offer in formulating your plan. Please know we support your efforts and look forward to building a strong coalition to move economic recovery forward.

Sincerely,

**Tammy Noon
President of Board of Directors
Dallas Area Chamber of Commerce**

**Zachary K. Steele
Co-Chair Public Policy Committee
Dallas Area Chamber of Commerce**

County/region applications should be emailed to:

Jen Andrew

Office of the Governor

Jennifer.j.andrew@oregon.gov