



SAFER AT HOME GUIDANCE: MONTROSE COUNTY

These are guidelines and this material does not constitute a public health order or legal directive. We ask for help from our business community as we recover from the COVID19 pandemic. By following these guidelines, we aim to prevent a second wave that could surge our healthcare system capacity. At the time of this report, Montrose County Public Health is waiting on the Governor's Safer at Home Order and Public Health Order. They are scheduled to be released on Sunday, April 26 and Monday, April 27 respectively. At this time, this document is intended as a draft to provide guidance to local employers and employees that the governor has indicated will be operating.

These guidelines are subordinate to any public health order or legal directive with jurisdiction. Please follow executive orders from the Governor and official public health orders from state and local authorities.

Due to the rapidly changing nature of the COVID19 pandemic, these guidelines may become irrelevant quickly. The Montrose County Board of Health and Montrose County Public Health will implement public health orders that may be more restrictive if the situation requires it. Montrose County and Montrose City may amend this guideline when appropriate to save lives and restore business activities.

Guidance Prepared By:

City Representatives

City Manager Bill Bell
Asst. City Manager Ann Morgenthaler
Director of Business Innovation & Tourism Chelsea Rosty
Chief of Police, Blaine Hall

County Representatives

Commissioner Caddy
Commissioner Hansen
Commissioner Rash
Board of Health COVID19 Pandemic Incident Commander Dr. Joe Adragna
Public Health Director Jim Austin
Deputy County Manager Jon Waschbusch
Public Information Officer Katie Yergensen

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



PHASE 1: SAFER AT HOME GOALS

50 percent reduction in on-site workforce from pre-COVID levels

Maintain 6 feet social distancing

Required mask and glove* use

*if readily available and provided by employer

Active screening of employees (and patients in medical offices)



TIMEFRAME: BEGINS 4/27/2020

- Duration of each phase is subject to change based on data. These goals are intended as a general guide for organizational and business use and should not be considered as a mandate from Montrose County Public Health. If the Public Health Director identifies a large-scale outbreak or system depletion, breakdown in supply chains, limitation in available testing, or inability to adequately perform contact tracing, new public health orders may be implemented to stop the spread of the COVID-19 illness.
- Gatherings are limited to 10 people or less.



WORKPLACE SETTING GOALS

- 50% reduction in on-site workforce from pre-COVID levels. Staggered or split shifts may be used to accomplish this goal.
- Continue to use telework practices as much as possible. If employees of work groups are reasonably able to work from home without degrading productivity, allow them to continue to do so.
- Avoid or limit in-person meetings unless necessary. Use conference phone lines or other technology when possible.
- Assure 6 ft spacing between work stations and lines of service (i.e. customer lines). Consider applying tape or other delineators to assure adequate spacing of individuals within buildings.
- Active screening of employees (and patients in medical offices)
 - Assign screening duties to trusted employees that are willing and able to perform the required checks at the beginning of shifts.
 - Temperature checks and symptom checks. Do not allow those with symptoms to return until cleared by a medical provider.

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



- Support Montrose County Public Health in contact tracing and quarantine efforts if your office is contacted about an exposure or case.
- Prevent gatherings of people. Disinfect common and high-traffic areas as often as possible but no less than every 2 hours with extra attention being paid to high touch surfaces (doorknobs, phones, faucets, light switches, etc.).
- Expand frequency and scope of custodial/janitorial activities to the greatest extent possible.
- Limit non-essential business travel.
- Support your employees in establishing a primary care provider. See Appendix A.



MASK & GLOVE USE BY EMPLOYEES

- Mask use is required per the Governor's Executive Order # D 2020-039 and State Public Health Order 20-26 from 4/17/2020 for 30 days.
 - Workers in the food service industry are required to wear a facemask while preparing and handling food even if this is not around other people
 - Workers in congregate care settings (i.e. nursing home and residential care settings) and third parties entering these facilities (i.e. vendors) are required to wear masks at *all times*.
- Gloves should be worn if in close contact with customers including at banks, child care facilities, pharmacies, grocery stores, and many others. Gloves should be changed between close contact with others; if gloves are not available, please wash hands or use hand sanitizer after contacts with customers.



INDIVIDUALS

- Practice good hygiene (wash hands, use hand sanitizer, avoid touching your face, sneeze or cough into a tissue or the inside of your elbow, disinfect surfaces and items frequently).
- If you are feeling sick, you should stay at home. Do not go to work or school. Contact your primary care provider.
- Wear a facemask or covering when entering public places and where physical distancing is not possible.
- Maintain physical distancing of 6 feet or more



VULNERABLE INDIVIDUALS

- Adults aged 65 and older and those with serious underlying health conditions (COPD, asthma, diabetes, heart disease, and immunosuppression) should stay-at-home whenever possible and use friends and contacts to get medication (or use delivery services) and groceries. Keep your medical appointments.

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



EMPLOYERS

- Screen all employees for fever, symptoms, and exposure. Use the active screening sheet provided in the employer recommendations.
- Notify your employees of your sick leave policy and ensure that those who are sick can take time away from the work setting to prevent the spread of illness to your other employees.
- Assure employees have access to masks, gloves, and other required personal protective equipment (PPE) appropriate for their work duties.
- No group gatherings over 10 people. This doesn't mean you are limited to 10 customers in your business at any one time **unless** your business causes customers to congregate in to small areas, such as having 12 clients in a board room or 14 people in a conference room for a meeting. If you were to have 14 individuals making their way through your business in different aisles or sections of your business, then that is permissible. If possible, create one-way aisles for flow of traffic.
- Employees who disinfect surfaces or equipment or have contact with customers shall wear gloves.



VISITORS TO SENIOR LIVING FACILITIES AND HOSPITALS

- Should be prohibited per State Public Health Order 20-20 dated 3/12/2020.



ELECTIVE SURGERIES

- Can resume 4/27/2020 and beyond. Hospitals and surgical centers will monitor their personal protective equipment to ensure they maintain adequate levels in the event of a case increase.



BUSINESSES

- Montrose County Public Health has no intent to create a list of businesses that can and cannot open. Rather, the county will provide informational resources that will guide safe business practices pertaining to COVID19. The City and County are here to support business owners as they work to implement safe and productive operations during these challenging times. At all times, the business owner needs to consider patron and employee safety above all else.
- If Montrose County can be of service to your business as you work through COVID19 related issues, please contact Montrose County Public Health by calling the COVID19 hotline at 970-252-4545 or emailing covid19@montrosecounty.net. The City of Montrose can be reached at 970-250-2189.

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



MINIMUM SAFETY GUIDANCE FOR BUSINESS

- Strict physical distancing protocols need to be established in your business and maintained.
- Strict sanitation protocols should be followed per CDC guidance (<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>) and using EPA approved cleaning products that work against the virus that causes COVID19 (<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>). This includes wiping down all equipment that a patron used during gym activities. Other businesses should regularly and frequently wipe down surfaces, handles, and points of contact. Businesses should make wipes available to their patrons to use if they need to handle carts or containers.
- Maintain 6 feet of separation between your customers and your employees and limit congregation of people for extended periods of time, especially in close and confined spaces. This might require your operation to remove chairs in a waiting room, limit admittance, spread employee workstations apart, remove chairs from a bar top, spread tables out at your establishment, and put up physical barriers to keep people separated or in appropriately spaced lines.
- Consider making marks on the floor where a line might form that indicates 6' of separation and forming one way traffic lines; temporary walls or barriers that keep people distanced; glass/Plexiglass covers that decrease the risk of contact with your equipment, surfaces, and staff; and limit the number of patrons in your business at any one time to the least amount possible while making sure that any congregation outside of your business is appropriately spaced.



Montrose County is following the guidelines from the Governor or State Public Health Order. The following industries are higher-risk and the governor has not allowed an opening of:

- Dining areas of restaurants and bars to remain closed (curbside delivery and pick-up is permitted).
- Nightclubs
- Gyms and fitness clubs
- Spas
- K-12 schools remain closed for the 2019-2020 school year

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



Tips for Specific Industries



PERSONAL SERVICES (SALONS, DOG GROOMING, & LIMITED PERSONAL TRAINING)

Opening 5/1/2020

- Encourage touchless pay systems if already installed
- Employees should wear a mask
- Customers should be encouraged to wear a mask until and unless the customer needs to remove the mask for work on the face
- Employees should wear gloves and these gloves should be changed between customers; if gloves are not available, please wash your hands or use hand sanitizer between contacts.
- Employees, such as personal trainers, may consider wearing safety goggles or a face shield if they are at risk of fluids (ie, saliva) entering their eyes
- Clean the work area well after your customer with gloves on, a facemask, and you may consider safety goggles if there is a risk of splashing
- Waiting chairs should be 6 feet apart. Encourage people to wait in their car if a line builds.
- Place markers on the floor every 6 feet if your operation can form lines
- Print a handwashing guide and tape it to your mirror. You can find one to print at: <https://www.cdc.gov/handwashing/posters.html>
- Open windows if able
- Assign a rotating schedule of people or assign one person to clean common spaces and shared items, such as the break room, coffee maker, vending machines, phones and etc.
- Stagger shifts with co-workers to reduce the number of people working at any one time
- Expand your operating hours if you can stagger or split shifts
- Consider working weekends if you are not already and scheduling clients spaced throughout the week, if able, to allow for limited line formation and adequate time to clean
- Assign cleaning materials to each stylist/employee so that they have their own broom, mop, and etc. and the employee should wipe handles and sticks off frequently with approved cleaning supplies

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



SELF-SERVE CAR WASH BUSINESSES

Opening 4/27/2020

- Encourage touchless pay systems if already installed
- On-site support staff should be kept to a minimum. Stagger or split shifts if able.
- Staff should wear gloves, a facemask, and safety goggles or a face shield whenever working in the bay
- Staff should regularly and frequently (based on usage) wipe down the handles, touch pads, and vending machines with approved cleaning supplies and strive to do so between customers
- Encourage patrons to remain in their vehicle when waiting for a stall



OFFICES

Opening 5/4/2020

- Consider staggering shifts, expanding hours of operation to do double or partial shifts or weekends and limit the number of staff on-site per shift
- Continue to support telecommuting for work
- Open windows if able
- Waiting room chairs should be 6 feet apart
- Waiting room times should be kept to a minimum to prevent congregation
- Common areas should be cleaned frequently
- Common items, such as phones, coffee pot handles, and frequent touch items should be frequently cleaned with approved cleaning products
- Wear a mask when meeting with clients or co-workers
- Wear a mask if you are at a shared workstation
- Wipe down your mouse, keyboard, phone, and desk regularly and often
- Separate breakroom tables and chairs by 6 feet, if able
- Space out appointments to allow for adequate social distancing and cleaning

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET



REAL ESTATE

Opening 4/27/2020

- In-person home showings can resume
- Maintain social distancing (6 feet)
- Face masks or covering should be worn
- Ask clients if they have any respiratory symptoms or fever and if so, reschedule until they are well
- Open houses are prohibited at this time



RETAIL

Opening 4/27/2020 with curbside service only

- Spread out items to prevent congregation
- Consider one-way aisles
- Consider an entrance and an exit if possible so that traffic moves in one direction
- Encourage the public to wear face masks or coverings
- Stagger shifts
- Employees should wear a mask and gloves
- Frequently and regularly clean and disinfect commonly touched surfaces

Unless otherwise directed by Public Health Order, Executive Order, or other legal order.

QUESTIONS? CALL PUBLIC HEALTH AT 970-252-4545 OR EMAIL COVID19@MONTROSECOUNTY.NET