

NORMAN COUNTY PLAN FOR COUNTY SERVICES AND FUNCTIONS

	March 20 th - June 2 nd	PHASE 1- June 3 rd	PHASE 2	PHASE 3
Public Access	<ul style="list-style-type: none"> Facilities closed to the public Online, phone and remote services available to public 	<ul style="list-style-type: none"> Partial reopening to public with some limited access In-Person services available but appointments are required Online, phone and remote services available to public 	<ul style="list-style-type: none"> All facilities open to the public with some limited access In-Person services available all buildings Online, phone and remote services available to public 	<ul style="list-style-type: none"> All facilities fully open to the public Pre-COVID 19 operating hours and conditions resume Online, phone and remote services available to public
Buildings and Staff	<ul style="list-style-type: none"> COVID-19 Preparedness Plan finalized Final preparations of all facilities Install dividers, plastic barriers, floor markings, reconfigure office spaces for proper social distancing Employees utilizing telework, staggered shifts and alternating work days/weeks Onsite presence discouraged if possible Non-essential business travel not allowed and virtual meetings encouraged in all cases 	<ul style="list-style-type: none"> Staff continue to clean high traffic areas multiple times throughout the day Department disinfecting and cleaning routines in place throughout the day Staff begins to phase back, and must telework if possible per the Governor's Stay Safe MN Plan. Employees doing daily self-screening of wellness and following CDC recommended hygiene routines Ensure office layout and public spaces accommodate social distancing Non-essential business travel discouraged, in-person meetings limited 	<ul style="list-style-type: none"> Staff continue to clean high traffic areas multiple times throughout the day Department disinfecting and cleaning routines in place throughout the day Staff continues to telework when possible per the Governor's Stay Safe MN Plan. Employees doing daily self-screening of wellness and following CDC recommended hygiene routines Ensure office layout and public spaces accommodate social distancing Employee business travel is situation-dependent, in-person meetings limited 	<ul style="list-style-type: none"> Staff return to normal level of cleaning and disinfecting Department disinfecting and cleaning routines in place throughout the day Departments may reconfigure office spaces back to pre-COVID formats with precautions in place Staff continue to telework as appropriate Employees doing daily self-screening of wellness and following CDC recommended hygiene routines Employee business travel is allowed with precautions in place

Norman County remains committed to the well being and health of our employees and the public.