

# DeKalb County Commissioners

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## DeKalb County Government's Plan to Re-Open to the Public

### Logistics for 'Business'

1. Patrons must make an appointment. (If department is in the Courthouse, make sure Courthouse security can verify appointments as was done at on-set of COVID-19 closing.)
2. Patrons must wear [their own] mask before entering a County building for their appointment.
3. Patrons must sanitize their hands immediately upon entering the building prior to their appointment.
4. Social distancing must be followed. 8' buffet tables will be set before any counters to assure appropriate distancing.
5. If the department head does not feel that proper social distancing can be accommodated, then that department may opt out of making appointments.
6. It is mandatory that employees who work with a patron who comes in for an appointment must wear a mask while working with that person. This includes Courthouse security personnel. If you have a glass or Plexiglas barrier, a face mask is not needed. Please see Maintenance for masks if needed. At other times while working, employees may wear masks, if desired.
7. Each department will be responsible for sanitizing the areas in their offices where the public frequents.
8. Each department head should make the determination as to when his/her employees are brought back.

## Logistics for Health and Welfare

1. Every employee is to monitor their temp x 2 daily – IF YOU HAVE A FEVER STAY HOME/GO HOME
2. Everyone is to monitor for symptoms – IF YOU HAVE ANY OF THESE SYMPTOMS STAY HOME/GO HOME UNTIL INFECTIOUS PERIOD IS DONE (see below for definition of infectious period)
  - a. Fever of 100.4 or higher
  - b. Cough
  - c. Shortness of breath
3. If you have any of the following symptoms – STAY HOME/GO HOME UNTIL INFECTIOUS PERIOD IS DONE (see below for definition of infectious period)
  - a. Headache
  - b. Runny nose
  - c. Chills
  - d. Sore throat
  - e. Diarrhea
  - f. Nausea
  - g. Vomiting
  - h. Repeated shaking
  - i. Muscle aches
  - j. Abdominal pain
  - k. Loss of taste or smell
4. Stay home during your infectious period. THE INFECTIOUS PERIOD IS DEFINED BY 3 THINGS...
  - a. 48 hours before onset of symptoms AND
  - b. once symptoms start you must stay home at least 10 days from onset of symptoms AND
  - c. you must stay home until 72 hours beyond symptoms and fever without taking fever reducers – so you could be home longer than the 10 days
  - d. If you are a close contact (within 6 feet for 10 minutes of confirmed case during their infectious period) – you continue to work unless you develop fever or symptoms (see the above list) - IF YOU DO DEVELOP EITHER STAY HOME/GO HOME
5. Maintain social distancing (6 feet) as much as possible in the workplace

6. Wash hands frequently or use hand sanitizer
7. Sanitize work surfaces regularly
8. Keep in mind that wearing a mask or face covering can be helpful in preventing the spread of COVID-19

**Be assured the County will comply with safety and health standards established and enforced by IOSHA with regard to preventing the exposure and spread of disease.**

