

Administrative Offices

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WeArePublicHealth.org

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Dear City/Town Leadership:

We understand that there is a lot of information circulating about the Novel Coronavirus, now known as COVID-19. Public Health has been responding since January 26 and is always a resource for you should you, your staff or your stakeholders have questions.

Today, we have no confirmation of community spread of COVID-19 in Maricopa County. Community spread is spread of an illness for which the source of infection is unknown. There has been reported community spread in other states and we fully expect that Maricopa County will soon confirm community spread of COVID-19.

We are working on having a public health liaison to cities and towns but in the meantime, should you have additional questions, please contact MCDPH Duty Officer at 602-527-5078. In addition, following is an outline of a letter that you are welcome to share with staff to provide additional information. That being said, the following are things you can do now to prepare.

WHAT CAN MUNICIPALITIES DO NOW, PRIOR TO COMMUNITY SPREAD

- You should take everyday preventive actions to help prevent the spread of respiratory diseases, and widely share the following with staff:
 - Avoid close contact with people who are sick.
 - Avoid touching your eyes, nose, and mouth.
 - Cover your cough or sneeze with a tissue (or your elbow), then throw the tissue in the trash.
- Ensure prescribed cleaning is happening at your facilities (routine disinfectants are appropriate).
 - Enhance cleaning of high touch surfaces like door knobs, toilet handles, and sink handles.
 - Ensure that hand sanitizer, soap/paper towels and tissues are widely available in your facilities.
- Review your department's Pandemic Influenza Plan, or other applicable emergency operations plan.
 - Staff who are ill, especially with acute respiratory symptoms (not allergies or chronic conditions), should stay home.
 - Review sick policies for staff; ensure staff can stay home when ill.
 - Review telework policies to identify employees that can accomplish their work remotely and away from their office.
- Review your department's Continuity of Operations Plan (COOP). The following information is from Maricopa County Department of Emergency Management:
 - In order to ensure your jurisdiction can continue to provide essential services to residents, it is recommended you have a COOP. This document identifies necessary information like key staff, department services/responsibilities, equipment and facilities.

- Your essential functions list should include responsibilities that are required by law and those services that are required to complete your departments overall operational mission.
- The COOP also identifies staffing needs in order to accomplish your essential functions. These employees/positions are designated as “key staff” members necessary to your delivery of essential services/activities.
- A best practice for staffing is to pre-identify a telework strategy to identify which employees can accomplish their work remotely and away from their office.

WHEN COMMUNITY SPREAD IS CONFIRMED

- At that time, nonpharmaceutical interventions (NPIs), or things we can do without the use of vaccine or medications, will be the most important actions to help slow transmission of the virus in our community.
- NPI’s that Maricopa County Department of Public Health may recommend include:
 - Routine infection control:
 - Staying home when ill.
 - Cover coughs and sneezes with a tissue or elbow and disposing of tissues in the trash.
 - Performing hand hygiene with soap and water, or hand sanitizer if soap and water are not available.
 - Requesting voluntary home quarantine for non-ill household members of persons with COVID-19.
 - Using face masks by ill persons when in the community.
 - Asking employers to offer teleworking opportunities and replace in-person meetings with video or telephone conferences.
 - Encouraging surface cleaning measures for frequently touched surfaces and objects in homes, child care facilities, schools, workplaces, and other places where persons gather.
- Encouraging social distancing or staying at least 6 feet apart from others (except family) is another public health strategy that could be utilized. On a case by case basis, Public Health may consider canceling mass gatherings or even closing schools.

Attached is our weekly partner situational update which provide background on the virus, how it spreads and how Public Health is responding. If you would like to be added to this weekly report, please email, MCDPHPlanningChief@maricopa.gov. Public Health is working day and night to monitor this evolving situation. Please don’t hesitate to contact us should you have any questions or concerns.

Please follow us at www.maricopa.gov/coronavirus and share our info at www.twitter.com/MaricopaHealth or at www.maricopa.gov/coronavirus.

Sincerely,



Marcy Flanagan, DBA, MPH, MA
Director



Rebecca Sunenshine, MD, FIDSA
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