

**SPECIAL BOARD MEETING
MONDAY, MARCH 16, 2020
4:00 P.M.**

ROLL CALL

The roll was called showing all members present except Mrs. Babbitt Henry (Springwater).

PLEDGE OF ALLEGIANCE

Chairman David LeFeber led the Pledge of Allegiance.

Chairman LeFeber explained that he has been working personally with County Administrator Coyle for the past several days with the State of Emergency and the tremendous job done in opening the EOC at 8:00 a.m. this morning. Our staff and department heads are really stepping up and he is really proud of the job and professionalism that all of our employees are showing and the work they are putting into this.

PRIVILEGES OF THE FLOOR

LATEST UPDATES AND PLANNING MEASURES TO ADDRESS COVID 19

-COUNTY ADMINISTRATOR IAN COYLE

County Administrator Coyle reviewed the regulations that have come out relative to Open Meetings Law and access to public meetings. There is a reprieve that was promulgated from the Governor's office. If we stream meetings, we can limit participation or attendance to our meetings moving forward, which we are enacting today to limit the crowd size that already starts at seventeen with just the Supervisors. Mr. Coyle will repeat any questions for those watching from home. There is a representative from, Livingston County News our official newspaper.

We know what we are dealing with as far as the State of Emergency at the state level, some national emergency declarations at the federal level, and at the local level, effective Saturday at 5:00 p.m., a State of Emergency for Livingston County. We are now officially activated at a level 1 activation of the EOC. What does this mean? We have activated the EOC before on a level 1 basis for the run up to a blizzard, expecting floods, etc. You literally switch the lights on, you start getting situational awareness from various disciplines, you track different things, you contract different people and you man/staff the EOC itself. You have it running and operating and people running out of that. You start an incident command system and a structure, which we have done. We have been at the EOC since 8:00 a.m. today, we will be there after the Board meeting and we will be there for the foreseeable future. This staff includes County Administrator Coyle, Deputy County Administrators Ellis and Mann, OEM Director Niedermaier, Public Health Director Rodriguez and staff, and Public Information Coordinator Julie Barry.

Where are we at in Livingston County, specifically to the geographic borders of the County proper:

- We don't have an active positive declared case of the coronavirus affecting one of our residents;
- Effective at 2:00 p.m. today, we have 13 individuals in various states of quarantine;
- Monroe County went from a one or two case county to over 10 right now. Allegany County has at least 2 positives and Ontario County may have 1 case.

Positive cases are popping up in our surrounding counties and the region. The spread rate is much higher than other viruses of the kind, there's no vaccine, it affects very vulnerable populations, immunity-compromised folks and the elderly.

To put this in perspective, we heard that almost 400 people died in a 24 hour period in the country of Italy. Italy is a first tier, not a third world country, but a first tier euro nation. They had 400 people die because the hospital system there is overwhelmed. There are a lot of terms floating around about the coronavirus, etc. You hear about flattening the curve. The curve is that upward trajectory exponentially, of the volume of visits, participation and needs that the hospital system can bear at any one point in time. If you flatten the curve and make it extended over a period of time as opposed to an initial hit like this, we won't, in theory, overwhelm the local hospital system. What we are trying to do and what the State is trying to do with some of the guidance on social distancing is limitations of public gatherings, on things of the nature of essential services. They are trying limiting exposures, limiting public to public contact, and

limiting social interactions. If you limit the spread, there is some thought that when the spread does start to hit that you are better off in your control mechanisms to stop the spread speed. We have hardened our defenses, changing our policies and practices early on. In this case things seem to change on an hourly basis. Home-delivered meals continue and senior nutrition sites were discontinued/suspended temporarily. Congregate meal sites, with older folks getting together were discouraged, and there is now stronger guidance than just discouraging. Nursing home visits are for hospice/end of life situations only. This is obviously a very difficult thing to do. There are everyday visitors, multiple times a day visitors to people for years in that facility that saw their loved one. That is the direct real human impact of this illness and the controlling of public access. The CNR staff is screened, wearing masks and protective equipment. We are also limiting public access to certain governmental functions that are traditional county governmental function. With the guidance on how you limit public interactions, we realize that it's the exact opposite of normal public services, but it is not a regular every day kind of situation. We were already doing that and asking our departments to follow consider things like who's essential, who's not essential in your department; who can work remotely and who cannot; how can do services go on if you are to receive a rash virus impact to your staff from a health perspective. When I say top of mind for us, it starts the with protection of public health safety and welfare of the community and we think of the community, there are people that live with us, that are in the nursing home, that very much rely on us when it becomes the senior nutrition program. We are then on the front lines as well for service delivery; like the Public Health nurses, Emergency Medical Services paramedics, ALS and BLS techs, the Sheriff's Office and Mental Health nursing staff. All of those people are top of mind for us as an employer and an organization to keep healthy and to make sure we are doing everything we can so they can continue to deliver those services. It's protecting the health of the community, potentially in other situations it's been life and death type scenarios. It is very sobering; very real life terrible environments that we are seeing elsewhere and we do not want to see in New York growing in the region we are in and the county we are in. Mr. Coyle reviewed some of the additional promulgations and directives, taking the mask of a guidance document that we are now told is coming as an executive order from the Governor's Office today. Bars, restaurants and eatery establishments are take-out only set up after 8pm. Local government was included in another directive that said to follow the State's lead on attempting to reduce your staff count workforce by 50%. The guidance document that came out today also speaks to make your considerations for who is essential who is not. OCA has issued directives on the courts, temporarily suspending operations. At the County level, our communications back to the Governor's Office on the 50% threshold number immediately is that the County likely will not be able to meet that shear workforce count that we have because of the nursing home as an essential operation, the Sheriff Office Jail, public safety, 911 Center and Road Patrol as essential operations, Public Health elements, EMS, and DSS. Many of these positions are deemed essential for the delivery of federal mandates. With people's lives changing out there with economic livelihood at stake, childcare issues, schools closing, private sector job impacts, DSS is a big concern and essential service. When we have essential services we are going to be very much in a limitation of public interaction frame of mind using calls and online access when you can. There was a conference call today with department heads walking through various scenarios like, who is essential and who is non-essential, can you redeploy or repurpose from a non-essential to essential position and keeping operations running. This very much remains a fluid conversation. The State directives for personnel, union, collective bargaining and compensation is also very much fluid. State guidance is clear, that if you are subject to involuntary or a public health directed quarantine, you will not be subject to using your leave accruals if you are a member of a public sector workforce. It notes if you are a non-essential employee, using remote work and tele-work potential if you are able to and there is some guidance here that we are waiting to hear the order on that speaks to not being charged accruals if you are involuntarily sent home or involuntarily told you are no longer to report to your physical location. With a workforce of 1200 people, we realize this is going to be a very complicated framework to work through. It is very much on the fly guidance we are getting. That being said, a lot of our stuff will be subject to change given that we are in an emergency. There will be a time in the near future, depending upon test results, when we are going to have positive cases. Mr. Coyle asked Public Health Director Jennifer Rodriguez to give a situational awareness briefing as it relates to what the Health Department, on the County level, has been doing in relation to the response.

New York State has 961 positive cases right now, leading the United States in positive cases. Ms. Rodriguez anticipates getting test results later today for two individuals and two more, tomorrow morning. Currently the four tests pending are the only quarantines that are symptomatic in the County. All other quarantines are precautionary. Precautionary means the individual traveled to an area where Covid was present and there was a possible exposure. Those people do not have any symptoms. They have not been tested because they have not symptoms. We have two

options for the other four we have quarantined, one is to isolate the individual in their home and remove their family to another location; the other is to isolate the individual in a secured location. We have opened out toll free hotline for Covid. We are also looking at an Epi Command Post from the New York State Department of Health will employ epidemiologist to answer calls specifically for Livingston County and one other county. The other county has not been identified but it is believed to be Wyoming County. In addition, we are looking at the logistics for drive through testing. More testing makes us more aware. We want to be able to test more people onsite without having to route them through the emergency rooms or their health care provider's office. Providers do have the ability test on their own but, they do have to notify the Department of Health so that we can ensure quarantine measures are addressed. It will take time for us to logistically set up for drive through testing. We are looking at a couple of sites in Ossian. Testing sites are also being expanded in Rochester and Buffalo, but likely not in Livingston County so we are trying to be progressive is setting up our own site. Two nasal swab samples are required and URMC would be our closest approved lab but they are not up and running. Currently, our staff is couriering tests to Erie County for results the same day if we get them there by 9. If it is after 9am there is a courier service but we don't get the results until the following day. We are trying to make that rapid and look for better ways than having our Epi staff have to drive to the county labs.

Question-Where are we looking to locate drive through sites should they become operational in Livingston County?

Mr. Coyle explained that we are looking at the old state prison complex in Groveland front parking lot off of a major expressway. Previously we have used our Highway complex for our drilling on this subject and also our hazardous waste site collections but with our emergency operations center in operation at that same complex and Mr. Coyle is leery about inundating Hampton Corners with traffic. There is a lot to work out. We are pushing for the correctional facility site. We all hear the Governor talking about the testing, how many thousands have been done per day as a capacity and how we want to take that capacity up a few notches and then actually carry it out. We want to have more people be able to be tested per day and then we actually want to test them per day when we are able to do that.

Question-What would the hours of operation be for a drive through site?

Mr. Coyle explained that it is premature to talk about the logistic and operations more specifically at this time because we are still fleshing it out.

Question-What is the toll free number for?

Ms. Rodriguez explained that the toll free number is to provide information for people any time of the day. It helps guide based on your symptoms, what kind of questions you are looking for if can they be answered on the line, if you need to talk to somebody in person. The communicable disease investigation team is fielding more than 100 calls a day, which we are thankful for because we want people to reach out in the community so that we can review their symptoms with them and point them in the right direction. The most important thing is to be able to identify symptoms before arriving to an urgent care, provider or emergency room so that folks in those healthcare settings can have the proper PPE. This is one way the Health Department can be a conduit to that. There are resources available to help people with stress. The Mobile Crisis Unit and the Mental Health clinic are remaining fully operational at this.

Question-When will it be determined, at the County level, who is essential and who is non-essential personnel?

Mr. Coyle explained that we will probably have an essential employee list later tonight.

Question-What do the towns feel are essential operations for now?

There are some libraries and education/recreation programs are closed. We don't want to give the community the message to relax. We want to assure them that we are aware and we are preparing. Ms. Rodriguez explained that the screening questions would be adequate. We are recommending that any group that is non-essential to not meet. We are cancelling all outreach and non-essential meetings. If your group is essential, be aware of social distancing. Certainly, starting with health screening questions, we ask that you do that over the phone before someone comes in to a meeting.

Mr. Coyle reviewed the question of upcoming town and village board meetings. What we are doing right now at today's meeting is limiting public access underneath the new guidance and we are streaming the meeting. Towns may want to consider, if possible, doing the same. The CDC guidance document that came out in the last hour limits the

attendance number count of 10 for gatherings. Mr. Coyle reviewed the information being shared on the toll free number and the specific area on the County website that is all of the resources associated with Covid19. It's infographics, public health announcements, CDC information, State Department of Health information and County Public Health information; it also includes our press releases, media communications and anything we do at the County level Covid related is being pushed there. Many calls have been received from the village and town level on how we can help. We are trying to develop a mechanism where we can triage these offers through available conduits, i.e., church groups and Catholic Charities. The home delivered meal routes are continuing. Those people that attended congregational meal sites are now added to the meal delivery routes with senior nutrition site staff helping deliver meals.

Question-What advantage do we have at the town level to declare a state of emergency?

Mr. Coyle explained that emergency orders can only follow a state of emergency declaration. OEM Director Kevin Niedermaier reviewed the state of emergency process and explained that a town can declare a state of emergency, which would then put town resources under the Supervisor's authority. When the State of Emergency was put in place here at the County, it relinquishes all of the basic resources that the counties have to the control of the issuing camp, putting forces out, ready to go. By the same token, authority can be given at the local level with a town it puts those town resources under the control of the supervisor so they have more ready access to those resources. A town would need to assess their needs and priorities when determining whether to declare a state of emergency. With the County's umbrella of the State of Emergency, as a group as a whole, we are doing management very well at this point in time.

Question-Are you aware of any need for any town to declare a state of emergency at this time?

Mr. Niedermaier explained that he does not see the need at this time.

Mr. Wester thanked everyone he has reached out to as a new supervisor for the information and support he has been given.

Question-What is the status of the Village elections Wednesday?

Mr. Coyle reported that, as of the Governor's Office call at 3:30, they did not get to this topic yet. The County Administrator/Managers' of the Finger Lakes Region have asked the Governor to address that issue. Village elections continue to be scheduled as planned. The County Election Commissioners informed Mr. Coyle that they have received no guidance to the contrary. The County has some concerns on how to mitigate and address the risks associated with the elections going on. We have addressed with our Central Services cleaning department on cleaning, supplies, ordering, preparation, planning with election inspectors themselves, practices and procedures on who touches what when. This is uncharted waters for us. We will do our best if the election does need to be carried out. We set in motion the risk mitigation measures that he believes are at our disposal.

Question-What has been done by the County to reach out to the Village of Leicester and church congregations. Mr. Coyle explained that we informed them today that, starting tonight, we are setting up a distribution channel, an e-distribution list for the mayors specifically, to share information relative to villages. This is the same type of e-distribution being done for the Supervisors and is also being done for school superintendents, specifically related to education and nutrition for them.

Question-How do we handle quarantine and surge and post-surge capacity?

Post-surge capacity is the hospital's at its limits and doesn't have anywhere to house people, or they're at surge capacity and can't house anyone else. Quarantine would be in that same boat, if you have a person who has been affected or impacted or is being contemplated for testing or may be symptomatic, who is the coach of a basketball team that just had practice last week. You are talking about a different level of quarantine possibilities, minimally, persons under investigation, contacts with the Public Health Department, than a hermit in one of our hills. We do anticipate this being an issue. There was discussion on quarantine; surge/post surge and capacity site locations. We have approached the state again about the prison. We have heard about four different areas: prisons, federal resources, shuttered nursing homes that can be repurposed as something else and SUNY dorms. Most of those ideas are coming from the Governors' office. We are of the opinion with Noyes as the hospital provider here that there will be struggles hitting that population and a lot of our population already heads north to URMC, Thompson, Highland and all those places are serving another region component as well.

The Governor is now wanting 5,000-8000 new hospital beds through the National Guard and/or the Army Corps and private contractors and tradesmen and at the state level in New York, he wants to get out in front of the public health crisis level that would or could happen if hospitals reach their limits. To that point, Livingston County has been an active participant in those talks with suggestions, with resources, with scouring our inventory and our old nursing homes' storage and use of our Central Services crew if we have to or Highway assistance, whatever it takes to construct temporary hospital units.

Question-Are we prepared with inventory and resources? Are we able to sanitize a site?

Mr. Coyle explained that we have a New York Response supply chain channel that was opened up in New York States' of emergency through the Office of Emergency Management. Kevin Niedermaier has been ordering supplies, for example, the New York brand of hand sanitizer and masks. Another order tightening the ins and outs of nursing homes was the directive for no more communal dining, no visitation except for end of life situations and another directive for nursing home staff getting checked before they enter the workplace. Masks are now required. Some nursing homes did not have an inventory and supply of masks on hand. We currently have 3,000 on hand but we go through 1,400 per week because of the shift work and the temporary nature of these masks, so we put an order in for 10,000-15,000 for the operation of the nursing home. The system of supply access through Kevin Niedermaier is also available on the town level. There was discussion on the sanitary conditions if we had to close stuff down. We have listed Central Services staff as essential and we would deploy those people to that site. We already have staff deployed cleaning elevators, doors knobs, bathroom faucets throughout the day. We do have cleaning assistance available for the election sites in place.

Question: What can the Board of Supervisors do to assist?

Mr. Coyle explained that he appreciates responses on his communications on what is enough or what is too much. He will continue to push through 1-2 communications per day in the same style of chronological order/historical timeline with the same thing being done for department heads and mayors. When talking about redeployment/repositioning, the Deputy County Historian Holly Watson is a non-essential employee that he has repositioned that individual to the EOC with him in terms of the internal PIO internal communications prepping for department heads. Ian Coyle is overall PIO, Julie Barry is the Public Information Coordinator so she is external facing press, communications, radio interview requests through him. As for what the Supervisors can do, it starts around the vulnerable population and the Supervisors knowledge of those individuals in their communities. There may be a point where church groups, with the Supervisors as a conduit, start some outreach efforts to people. Down the line with the home delivered meals, the Supervisors may be asked to volunteer to deliver meals if we had people drop off. Information sharing, tempering down on expectations on an immediacy of a certain level of public service that people are used to administratively; i.e., we have no idea when titles and survey maps we issue will be provided. We are hearing news on DMV activity that the State is closing DMVs. That being said, we may have some closures ahead of us either inside or outside of our control that we can question redeploying staff. At this time the Dansville site will close and the Geneseo DMV will stay open with reduced staff. County Clerk will be at reduced staff right now.

ADJOURNMENT

Motion made by Mr. Pangrazio and seconded by Mr. Mahus to adjourn until Wednesday, March 25, 2020 at 1:30 p.m. Carried.

The Board adjourned at 4:52 p.m.