



Guidelines to **GREEN LIGHT GRASS VALLEY**

A path forward for a smart, healthy and prosperous reopening

Notwithstanding anything to the contrary contained herein, all persons in Grass Valley are required to comply with any Nevada County Health Orders, California Executive Orders of the Governor, and the Orders of the State Public Health Officer.

PURPOSE

The future of communities, and businesses that serve the citizens of communities, are in an active state of change. The future will not look like the past. The purpose of these *guidelines* is to continue to mitigate the spread of the coronavirus to the greatest extent possible while addressing the need to gradually reopen the economy. The goal is to ensure vital services are resumed in a safe manner. Additionally, as communities, including Grass Valley, look toward reopening, it is each community member, business owner, and employees' responsibility to adopt best practices to ensure the public health of our community: the foundational concern of any reopening plan or community guidance.

Evidence shows that transmission of COVID-19 can occur even when individuals are asymptomatic. The duration of exposure to an infected person combined with the proximity of exposure are key factors in determining whether an exposed person will become infected. These guidelines provide guidance and recommendations to limit the duration of potential exposure while maintaining social distancing practices.

This document is meant to serve as a resource for businesses to consider as a staged reopening plan is developed by the State. Nothing in this document is set in stone. All items are subject to change. The guidance provided in this document is designed to assist business owners and employees in being ready for future reopening protocols and processes. The City of Grass Valley's goal is to have businesses open in a safe, healthy, and prosperous way by preserving public and community health. The City is providing this guidance to help inform businesses of *likely* future regulations so they can open efficiently at the appropriate time.



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GENERAL REQUIREMENTS

Higher-risk individuals (those 65 years and older, and/or those who have chronic medical conditions) should remain home except to seek medical care, nutrition, recreation, or work. During such essential outings, these individuals should follow health-conscious protocols such as facial coverings, social distancing and good hand hygiene.

The Grass Valley region, State of California, United States of America, and the world will be heedful of COVID-19 for the foreseeable future. Until a vaccine for COVID-19 is developed and proven effective, a large portion of the population will continue to lack the immunity and be at risk. Therefore, individuals should limit their daily activity to essential work, commerce, and recreation to maintain mental, economic, and physical health. Thus, everyone should continue to practice social distancing and maintain six feet or more space from anyone who's not part of their household, frequently wash your hands with soap and water or use hand sanitizer, wear facial coverings when appropriate, and stay home if you are experiencing symptoms related to COVID-19 including fever, cough, sore throat, shortness of breath.

REQUIREMENTS FOR BUSINESSES & ACTIVITIES

- Must comply with the latest version of any City of Grass Valley, Nevada County and State of California Orders
- If you are sick or recognize any symptoms of COVID -19 stay completely away from people and seek advice from a healthcare provider (Do Not go to work or into public).
- Always maintain social distancing of six feet or more whenever in the presence of others who are not in your household, whether inside or outside.
- Practice thorough hand washing, use of hand sanitizer, and other hygiene habits to prevent the contraction and spread of COVID-19. (It is best to wash your hands with soap and water for at least 20 seconds - hand sanitizer should have at least 60% ethyl alcohol).
 - Hand sanitizing should occur at minimum for all workers (this is in addition to, and not intended to replace, Industry Specific Requirements):
 - Prior to the start of work
 - Prior to and after any breaks
 - After contact with another person or transactional instrument (i.e., credit card, cash, pens, etc.)
 - After touching face and/or cough/sneeze
 - Routinely at other times throughout the day



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- Upon leaving work and arriving home
- Require employees to wear a mask or facial covering while at work, if in proximity of others. Strongly encourage patrons to wear a mask or facial covering while in your business or when around other people. This is particularly critical in an enclosed structure with others who are not in your household (stores, transit vehicles, buildings etc.) or during interactions/transactions with customers.
- Keep objects and “high-touch” surfaces clean: counters, doorknobs, computers, cash registers, phones, bathrooms, etc.
- Implement effective prevention practices: don't touch eyes, nose or mouth with unwashed hands; cover your nose and mouth when coughing or sneezing (wash or sanitize your hands afterwards).
- Any businesses allowed to open must prepare and post a COVID-19 Operations Protocol
- Employee Management:
 - Encourage everyone who can carry out their work duties from home to do so.
 - Encourage employees to inform their supervisor if they have been in close contact with someone who is exhibiting COVID-19 symptoms or who has tested positive for COVID-19.
 - Require employees to stay home if they have a sick family member at home with COVID-19.
 - Check employees for symptoms before entering the workplace (check with supervisor at beginning of shift).
 - Avoid gatherings or congregating of people where social distancing cannot be met (meetings, waiting rooms, etc.).
 - Provide appropriate protective gear like gloves, masks, eye protection, and face coverings and encourage appropriate use.
 - Minimize interactions when picking up or delivering equipment, materials, or goods, ensure six-foot minimum separation.
 - Stagger shifts/trades/workgroups/breaks to reduce density of workers.
 - Limit cross-shift interactions if possible (i.e. if employees can work the same shift as a cohort rather than placing many employees in the same space over a period of time).
 - Discourage workers from using other workers’ phones, desks, offices, tools or equipment. If necessary, clean and disinfect before and after use.



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Specific Requirements by Business Type

WORKSITES:

- Assign workplace coordinator(s) charged with addressing/enforcing COVID-19 issues as they come up.
- Eliminate or regularly clean and disinfect any items in common spaces (i.e., break rooms) that are shared between individuals (i.e., condiments, coffee makers, vending machines).
- Separate all workstations by at least six feet or if that is not possible, add barriers to separate workstations.
- Remove tables, chairs, other furniture that encourages congregating.
- Identify “choke points” and “high-risk areas” where people are forced to stand together, such as hallways, doorways, break areas, and control them so social distancing is maintained.
- Install shields or barriers where possible between customers and employees.
- If possible, maintain a daily attendance log of all employees and visitors to your facility.
- Do not share communal food among employees or customers.

PARKS:

- Parks are closed to lounging and large groups. Any pedestrian or non-motorized travel that traverses through parks is allowed. Recreational uses allowed by the revised Nevada County order of 4/27/2020 may resume under the restrictions outlined by the County.

PRIVATE GATHERINGS AND SPECIAL EVENTS: PARKS:

- There will be no special events, private gatherings (including weddings and parties on private property), or large community gatherings in May, June and July. Any event series that goes beyond the end of July will be evaluated as summer progresses or further guidance is provided by the State.



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GOLF COURSES:

- Limited opening: Social distancing, no touch golf (holes inverted, no touching flag sticks, no picking up found balls, etc.), as directed by Nevada County revised order 4/27/2020.

DISPERSED RECREATION:

- Lower risk forms of dispersed recreation are encouraged with the proper safeguards and health precautions including hiking, biking, walking through parks, trail use, etc.

Sharing of recreational items should not occur with members outside of one's household.

RESTAURANTS, BREWERIES & DINING ESTABLISHMENTS:

- Provide take-out and delivery, as possible.
- Inside Dining
 - Seating permitted at tables inside, outside or at bar area with a minimum of 6 feet between parties.
 - Dining with members of household only.
- Reservation system should be implemented to prevent gathering, standing in line and waiting for tables.
 - Restaurants that do not typically engage in reservations will not be required (i.e. fast food), but will need to ensure proper social distancing in gathering areas (lobbies, entrances, waiting areas, etc.)
- Dine-out remains encouraged.
- Disinfect all surfaces including cashier and credit card payment stations at least every other hour. (See Paragraph 3 for additional sanitizing requirements)
- Proper hygiene required in all areas including credit card payment procedures; masks for servers and back of the house personnel required.
- Tables and chairs shall be disinfected after each use.
- Paper Menus (Single use)

RETAIL SHOPS & RECREATIONAL EQUIPMENT/RENTAL FACILITIES:

- Continue to provide curbside delivery of online/telephone orders



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- Open with owner-monitored capacity of patrons to ensure social distancing of 6 feet.
- No touching/minimize touching of merchandise until time of purchase.
- Disinfect all surfaces including cashier and credit card payment stations at least every other hour. (See Paragraph 3 for additional sanitizing requirements)
- Provide hand sanitation implements within store and/or before entry.
- Highly encourage masks being required before entry.
- Masks or facial coverings for all employees required.

FUTURE IMPLEMENTATION TO CONSIDER

For those businesses that are not allowed to open at this time, please consider the following guidance to prepare for future openings based on State/County orders.

SALON, SPAS, TATTOO PARLORS, AND OTHER PERSONAL CARE SERVICES:

- Currently Closed.

Consider the following future opening protocol when State orders allow:

- Appointment only.
- 30 minutes or less duration of close contact service to ensure that the contact intensity can be medium, since any duration more than 30 minutes will place these businesses into high contact intensity.
- Close waiting areas.
- Meet social distancing requirements.
- Disinfect all surfaces between costumers including chairs, equipment, cashier and credit card payment stations at least every other hour. (See Paragraph 3 for additional sanitizing requirements)



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OTHER NON-ESSENTIAL BUSINESSES & ACTIVITIES:

- Currently Closed.

Consider the following future opening protocol when State orders allow:

- These will be handled on a case-by-case basis, based upon health risks and the feasibility of mitigating those risks for customers and employees of a particular business.

OTHER GUIDANCE DOCUMENTS:

- State of California Guidance Documents and Checklists
<https://covid19.ca.gov/roadmap/>
- Nevada County Guidelines <https://www.mynevadacounty.com/2927/Coronavirus-Guidance-for-BusinessesEmplo>

ATTACHMENTS:

- Nevada County Public Health Department – Practical Advice for Modified Business Reopening (May 8, 2020)