

KANE COUNTY EXECUTIVE ORDER NO. E 2020 – 09

AN EXECUTIVE ORDER EXTENDING AND AMENDING THE TEMPORARY COVID-19 RULES AND POLICIES ISSUED UNDER KANE COUNTY EXECUTIVE ORDER NO. E 2020-01.

WHEREAS, on March 6, Governor Gary Herbert issued an Executive Order declaring a State of Emergency due to infectious disease COVID-19 Novel Coronavirus, which state of emergency remains in effect; and

WHEREAS, on March 18, Lamont Smith issued an Executive Order declaring a local state of emergency due to infectious disease COVID-19 Novel Coronavirus; and

WHEREAS, on April 7, the Kane County Commission through Kane County Resolution No. R 2020-09, extended the declaration of a local emergency through May 1; and

WHEREAS, Kane County has had three cases of COVID-19, all of which have recovered, and Kane County continues to recognize the threat that COVID-19 poses to the health and safety of the residents of Kane County, which necessitates strong preventative measures; and

WHEREAS, on April 29, Governor Herbert issued an Executive Order Moving the State COVID-19 Public Health Risk Status From Red (High Risk) to Orange (Moderate Risk), under the Utah Leads Together 2.0 plan and the Phase Health Guidelines V4.0.01;

WHEREAS, Kane County desires to extend and amend temporary changes to internal policies regarding the use of county facilities, the interaction that County offices have with the public, and the use of sick leave; and

WHEREAS, the authorization for this executive order is found in Utah Code §53-2a-209.

NOW THEREFORE, I, LAMONT SMITH, CHAIR OF THE KANE COUNTY COMMISSION, STATE OF UTAH, HEREBY ORDER AS FOLLOWS:

1. The following Kane County facilities and offices remain closed to the public:
 - a. Kane County Senior Center
 - b. Kane County IT Department, HR Department, Budget Office, Roads Department, and GIS Department
2. The Kane County facilities and offices listed below are open by appointment only. An appointment may be made over the phone or by email. If a person comes to the office without an appointment and has legitimate business with the county office, the person may be served at that time if applicable social distancing restrictions can be ensured.

- a. Kane County Assessor and the county operated site for the Division of Motor Vehicles
 - b. Kane County Land Use Authority
 - c. Kane County Recorder
 - d. Kane County Treasurer
 - e. Kane County Clerk
 - f. Kane County Attorney
3. The Kane County Justice Court is open to the public through the hallway window.
4. The Kane County Office of Tourism is open to the public through the walk up window.
5. The Kane County Sheriff's Office (Public Safety Facility) is under strict social distancing guidelines. It is closed to the public and may have additional restrictions in place at the discretion of the Kane County Sheriff. The Sheriff is authorized to open public services such as finger printing and on-site visitation of inmates, so long as the state Phased Health Guidelines are complied with and the safety of jail staff and inmates can be adequately protected.
6. The North Event Center and the Emergency Management Building (formerly Search and Rescue Building) are closed to the general public but are open for use by governmental entities so long as the Phased Health Guidelines are complied with. The gym at the North Event Center is closed.
7. The Kanab Center and the Kanaplex are open for public and private events as follows:
 - a. The event can only be those listed as allowed under the Phased Health Guidelines for the relevant color issued by the Governor.
 - b. The event organizer must i) submit a safety plan to the Office of Tourism that complies with the restrictions listed in the relevant portions of the Phased Health Guidelines and ii) establish that the event organizer can fully implement the plan.
 - c. The safety plan must be approved by the Office of Tourism prior to the event.
 - d. The Kanab Center Gym cannot be used for athletic events.
8. Individual offices shall continue to serve the public as much as possible by phone or email and shall institute reasonable policies to limit required interactions with the public.
9. County Offices and Departments shall limit in-person interactions with other offices.

10. The public is strongly encouraged to avoid in-person visits to any Kane County Office or Department and to use alternative means such as email or telephone unless an in-person visit is critical and time sensitive.
11. Any member of the public who is experiencing a fever shall not be allowed to enter any Kane County facility and should remain at home.
12. Individual supervisors have the authority to require employees with any illness to remain home from work and use sick leave under the sick leave policy.
13. Individual supervisors are encouraged to allow their healthy staff, where possible, to work from home. Employees who are sick must remain at home and should not work from home unless approved by a supervisor. Healthy employees who become quarantined or isolated at home due to an infection or exposure to COVID-19 but are no longer sick are encouraged to work from home when possible.
14. Any Kane County employee that is experiencing a fever shall remain home and shall not return to work without consulting a physician about a possible COVID-19 infection. Employees are strongly encouraged to use the telehealth services available under the employee health insurance plan or call 1-800-456-7707 instead of calling the local clinic to limit their work load.
15. All offices and departments shall make a face covering available to their employees and all employees shall wear a face covering when interacting with a customer under circumstances where it is difficult to remain six feet apart.
16. The Sick Leave policy is further amended as follows:
 - a. Kane County Employees may use sick leave, under the sick leave policy, a) to remain home while experiencing any symptom of COVID-19 (fever, dry cough, shortness of breath), b) to comply with any quarantine or isolation period due to COVID-19, and c) to care for school age children if childcare is unavailable and a school closure is in effect.
 - b. Any employee using Sick Leave may accrue a negative balance of up to 160 hours.
17. The Donated Sick Leave policy is amended as follows:
 - a. In order to donate Sick Leave an employee must maintain a minimum of 480 hours of accrued sick leave.

- b. Employees may only donate up to 160 hours of accrued sick leave in a twelve month period.
 - c. Before requesting donated sick leave an employee must exhaust all of their leave and accrue a negative balance of Sick Leave of 160 hours.
18. The above restrictions and policy changes shall remain in place until June 1, 2020.
 19. Members of the public are strongly encouraged to follow the prevention recommendations of the Utah Leads Together 2.0 plan.
 20. Updated information can be found at cdc.gov, kane.utah.gov, or by listening to radio stations 92.7 FM in the Kanab area or 92.9 FM in the Long Valley area.
 21. This order will be updated as necessary.

IN WITNESS WHEREOF, I execute this order on this 5th day of May 2020.



Lamont Smith, Chair
Board of Commissioners
Kane County

ATTEST:



KARLA JOHNSON
Kane County Clerk