

# Penobscot Nation COVID-19 Reopening Plan

Tribal Council

June 2, 2020



# Penobscot Nation Reopening Plans



- A 4-phased approach to re-opening Tribal offices.
- No formal timelines are established for each phase, but a minimum of 3 weeks per phase is recommended to evaluate for any surge in cases.
- The decision to proceed (or fall back) a phase will be made by Tribal Administration in cooperation with Public Health and with feedback from partnered organizations such as USET Epidemiology.
- Each phase focuses on the following areas:
  - Disease surveillance
  - Prevention
  - Staffing Levels
  - Allowable Activities
- Each Tribal Department has been asked to file a reopening plan detailing how they will comply with the required measures. Some departments will require changes to current infrastructure or additional staffing to safely reopen.
- Childcare needs may complicate reopening plans for many employees. Supervisors should be mindful and may need to tailor plans to individual needs. Some employees may need to remain on telework until a later Phase of the reopening.

# Phase 1



- Prevention:
  - All members of the staff and public will be required to wear masks in Tribal facilities.
  - A kiosk will be set up in the Administration building to minimize contact between staff and the public.
  - Tribal offices will be fitted with half doors, plexiglass shields, etc. where appropriate to provide barriers to direct contact.
  - Buildings will be disinfected multiple times daily.
  - Public access to departments will be by appointment only, except Public Safety and the Health Department.
  - In departments where social distancing cannot be maintained, staff will be required to wear PPE when interacting with the public.
  - Drop-boxes will be installed in the following departments: Education, Trust Services, Finance, and Housing.
  - Housing Maintenance activities will focus on activities that do not require direct entry into the unit, e.g. outdoor painting and repairs, lawn and landscaping, etc.
  - Housing inspections will be conducted on-time, as required.
- Disease Surveillance:
  - Anyone entering a public building will be screened for COVID-19 symptoms and asked to submit to a touchless temperature check.
  - Tribal declaration allowing the treatment of non-native community members for COVID-related symptoms remains in effect.
  - The Health Department will continue to evaluate symptomatic potential COVID-19 cases in the isolation trailer.
  - The Health Department will establish a drive-thru service for asymptomatic COVID-19 screening. This service will be limited to 15 slots per day, by appointment.

# Phase 1 Continued



- Staffing Levels:
  - No more than two staff are allowed in an office at any time, and a maximum of three are allowed in a department.
  - Work schedules may be staggered to accommodate this requirement.
  - Social Services, Public Safety, and the Health Department are exempt from this staffing level limits.
  - Public Safety and the Health Department will operate at normal staffing levels.
  - Staff will be required to practice good hand hygiene, observe social distancing rules while working, and self-report any symptoms consistent with COVID-19.
  - Lunch breaks will be staggered to minimize contact between staff.
- Allowable Activities:
  - Non-essential visitors to the island remain prohibited.
  - Travels bans for in and out of state work remain in effect.
  - No public meetings are allowed.
  - In-person meetings should be limited to one-on-one interactions by appointment only.
  - Daycare and the Youth program will remain closed.
  - Computer Lab and Library remained closed in the Education Department.
  - At the Health Department, Medical and Behavioral Health services will continue to be delivered via telehealth. The Dental Department will remain emergencies only.
  - Delivery of Prescriptions, Senior Meals, and the Food Pantry will continue.
  - The NOLI Home will remain closed to visitors.
  - Health Department Patient and Aftercare transportation will remain closed.

## Phase 2



- Prevention:
  - All members of the staff and public will be required to wear masks in Tribal facilities.
  - Buildings will be disinfected multiple times daily.
  - Public access to departments will be by appointment only, except Public Safety and the Health Department.
  - In departments where social distancing cannot be maintained, staff will be required to wear PPE when interacting with the public.
  - Public Safety will install an intercom system to communicate with the public inside the office.
- Disease Surveillance:
  - Anyone entering a public building will be screened for COVID-19 symptoms and asked to submit to a touchless temperature check.
  - Tribal declaration allowing the treatment of non-native community members for COVID-related symptoms remains in effect.
  - The Health Department will continue to evaluate symptomatic potential COVID-19 cases in the isolation trailer.
  - The Health Department will establish a drive-thru service for asymptomatic COVID-19 screening. This service will be limited to 15 slots per day, by appointment.

## Phase 2 Continued



- Staffing Levels:
  - Departments may begin transitioning more staff into offices in consultation with Public Health.
  - Staff will be required to practice good hand hygiene, observe social distancing rules while working, and self-report any symptoms consistent with COVID-19.
  - Lunch breaks will be staggered to minimize contact between staff.
  - Return of Child Welfare Case Manager, Prevention Worker, Elder Advocate, and Child support employee to Social Service part-time.
- Allowable Activities:
  - Non-essential visitors to the island remain prohibited.
  - Travels bans for in and out of state work remain in effect.
  - Departments may hold in-person meetings of no more than 3 people.
  - Youth and daycare program remain closed.
  - Tribal Council meetings will resume with leadership only. Masks will be required. The public may attend via virtual access.
  - Delivery of Prescriptions, Senior Meals, and the Food Pantry will continue.
  - The NOLI Home will remain closed to visitors.
  - Computer Lab and Library open to the public in the Education Department by appointment only and limited to one person at a time.
  - At the Health Department, Medical and Behavioral Health visits will transition from telehealth to in-person visits. The Podiatry clinic will resume. The Dental program will remain emergencies only. The orthodontia clinic will resume.
  - Health Department Patient and Aftercare transportation will remain closed.

## Phase 3



- Prevention:
  - All members of the staff and public will be required to wear masks in Tribal facilities.
  - Buildings will be disinfected multiple times daily.
  - Public access to departments will be by allowed by appointment.
  - In departments where social distancing cannot be maintained, staff will be required to wear PPE when interacting with the public.
- Disease Surveillance:
  - Anyone entering a public building will be screened for COVID-19 symptoms and asked to submit to a touchless temperature check.
  - Tribal declaration allowing the treatment of non-native community members for COVID-related symptoms remains in effect.
  - The Health Department will continue to evaluate symptomatic potential COVID-19 cases in the isolation trailer.
  - The Health Department will establish a drive-thru service for asymptomatic COVID-19 screening. This service will be limited to 15 slots per day, by appointment.

# Phase 3 Continued



- Staffing Levels:
  - Departments will continue to transition more staff into offices in consultation with Public Health.
  - Staff will be required to practice good hand hygiene, observe social distancing rules while working, and self-report any symptoms consistent with COVID-19.
  - Lunch breaks will be staggered to minimize contact between staff.
- Allowable Activities:
  - Non-essential visitors to the island may be allowed by request and permission.
  - Travels bans for out of state work remain in effect. In-state travel may be allowed.
  - Departments may hold in-person meetings of no more than 10 people, who must consent to pre-screening for symptoms.
  - Youth and daycare program will open on a limited basis with screening protocols in place.
  - Tribal Council meetings will resume with leadership and staff. Masks will be required. The public may attend via virtual access.
  - Senior Meals and the Food Pantry delivery will continue.
  - Prescription delivery stops.
  - The NOLI Home will open to visitors by appointment and with time limits.
  - Computer Lab and Library open to the public in the Education Department by appointment only and limited to two people at a time.
  - The Dental program will open for services. The Denturist clinic will resume.
  - Health Department Patient and Aftercare transportation will open for services.
  - Social Services Child Welfare and Prevention departments resume direct client meetings.
  - Court hearings will resume in-person.



## Phase 4 The New Normal



- Mask and disease surveillance guidelines may be relaxed.
- Staff should continue to social distance and practice good hand hygiene.
- Unnecessary interactions between the public and staff should remain at a minimum and by appointment only.
- Out-of-state travel may resume, but staff should exercise caution traveling to areas with active cases or former hotspots.
- Treatment of non-native staff and community members for COVID-related symptoms will cease.
- Planning for Community Events should include specific ways to address social distancing and hand hygiene needs.
- Supervisors should continue to encourage sick employees to stay home or offer telework options when possible.
- Prevention measures will need to remain in place to some extent until we receive reliable information regarding immunity and antibody testing or a potential vaccine.