

# COVID-19 Action Plan

# Goals

1. Slow the Spread of virus
2. Protection of City Staff & Operations
3. Public Information: Fact vs. Fiction

## Current Steps

- ▶ Following CDC & KDHE Guidelines and Recommendations
- ▶ Governor Kelly Executive Orders #'s 200-04 & 20-05
  - ▶ No gathering's over 50 people for next 8 weeks.
  - ▶ Suspend Utility Disconnects until April 15, 2020.
- ▶ Common Sense:
  - ▶ Social Distancing
  - ▶ Hand Washing
  - ▶ Covering Coughs
  - ▶ Staying home when sick
- ▶ Enhanced Cleaning & Sanitizing
  - ▶ Building Foggers
- ▶ Prohibited staff travel
- ▶ Dept. Heads & Essential Staff - Remote Capabilities

# Incident Command: Planning & Logistics

- ▶ City Liaison - Coordinate with outside agencies
- ▶ COVID-19 Information Help Line
  - ▶ (620) 791-5035
  - ▶ Mon. - Fri. 8a.m. - 5p.m.
- ▶ City Website
  - ▶ Public Information Tab
  - ▶ <https://www.greatbendks.net/75/Public-Information>

## Recommended Future Steps:

- ▶ Triggering Event - Upon having a confirmed case within 60 miles of Great Bend. Then the following actions would occur.
- ▶ City Hall would close to the public until further notice.
  - ▶ Building Permits would be handled electronically
  - ▶ Council meetings would not be affected
- ▶ Front Door would be closed to walk-in traffic until further notice.
  - ▶ Utility Payments:
    - ▶ Drive-up window, Drop Boxes, Auto Bank Draft or On-line
    - ▶ All meeting room events scheduled within the next 60 days would be canceled. No new bookings before 60 days. Bookings that are cancelled as a result of this will have first opportunity to re-book for a future date.
- ▶ Events Center will be closed to the public until further notice.
  - ▶ All events scheduled within the next 60 days would be canceled. No new bookings before 60 days. Bookings that are cancelled as a result of this will have first opportunity to re-book for a future date.
- ▶ Brit Spagh Zoo would close to the public until further notice.
- ▶ Wetlands Aquatic Center would be closed until further notice.