

Chris Taggart

From: Shantil Siaperas <shantil@mtcounties.org>
Sent: Friday, March 20, 2020 2:38 PM
To: Shantil Siaperas
Subject: UPDATED: MACo's Office Guidance
Attachments: Gov Directive on Closures.pdf

Importance: High

UPDATED COVID-19 GUIDANCE AS OF MARCH 20, 2020

Montana County Elected Officials: Your staff at MACo understand, value, and support the principles of local decision-making. As such, these recommendations are PURELY ADVISORY and have been updated to reflect national guidance only. Operational decisions are best made by those who know, and our local elected officials know!

We ask that you continue close coordination with your county elected officials, local public health officials, and law enforcement in terms of operational decisions, closures, and enforcement actions.

The Cybersecurity & Infrastructure Security Agency (CISA) has issued guidance in compliance with President Trump's *Guidance for America*. Specifically they address considerations for government and business. Please read the entire document [HERE](#). Summary information for government and business operations are included below.

Additionally, the Governor issued new closures for restaurants, food courts, cafes, coffeehouses, and other similar establishments offering food or beverage for on premise consumption TODAY. A link to the actual declaration can be found [HERE](#). His full directive can be found [HERE](#). I've included a copy as an attachment.

Our recommendation is to follow the guidelines established by the CISA. **Encourage workers to work remotely. If remote work is not possible, identify your critical workforce and make reasonable accommodations to limit exposure risks. Modify work hours and public access as necessary. Send non-critical workforce home.**

What, you may ask, is your "critical workforce"? That is a local decision. Public health, Law Enforcement, Road and Bridge, and elected offices referenced in 7-4-2211 are likely critical workforce. Modifications to the work hours in those offices must be done in consultation with the impacted elected official(s).

7-4-2211. County offices.

(1) All county officers, except justices of the peace as set forth in 3-10-101, must keep their offices at the county seat.

(2) (a) The sheriff, the county clerk, the clerk of the district court, the treasurer, the county attorney, the county auditor in counties in which that officer is maintained, and the county assessor shall keep their offices open for the transaction of business during the office hours determined by the governing body by resolution after a public hearing and only if consented to by any affected elected county officer, every day in the year except legal holidays and Saturdays.

(b) This subsection (2) does not apply to counties operating under the county manager plan.

CONSIDERATIONS FOR GOVERNMENT & BUSINESS

This list was developed in consultation with federal agency partners, industry experts, and state and local officials, and is based on several key principles:

1. Response efforts to the COVID-19 pandemic are locally executed, state managed, and federally supported.
2. Everyone should follow guidance from the CDC, as well as state and local government officials regarding strategies to limit disease spread.
3. Workers should be encouraged to work remotely when possible and focus on core business activities. In-person, non-mandatory activities should be delayed until the resumption of normal operations.
4. When continuous remote work is not possible, businesses should enlist strategies to reduce the likelihood of spreading the disease. This includes but is not limited to separating staff by off-setting shift hours or days and/or social distancing. These steps can preserve the workforce and allow operations to continue.
5. All organizations should implement their business continuity and pandemic plans, or put plans in place if they do not exist. Delaying implementation is not advised and puts at risk the viability of the business and the health and safety of the employees.
6. In the modern economy, reliance on technology and just-in-time supply chains means that certain workers must be able to access certain sites, facilities, and assets to ensure continuity of functions.
7. Government employees, such as emergency managers, and the business community need to establish and maintain lines of communication.
8. When government and businesses engage in discussions about critical infrastructure workers, they need to consider the implications of business operations beyond the jurisdiction where the asset or facility is located. Businesses can have sizeable economic and societal impacts as well as supply chain dependencies that are geographically distributed.
9. Whenever possible, jurisdictions should align access and movement control policies related to critical infrastructure workers to lower the burden of workers crossing jurisdictional boundaries.

If you have any questions, please don't hesitate to contact us.

Eric Bryson

Montana Association of Counties

(406) 449-4360 (Office)

(406) 461-2084 (Cell)

Email: ebryson@mtcounties.org

www.mtcounties.org