**Emergency Response Committee Recommendations to:**

**Oklahoma County Board of County Commissioners**

**(Approved 5-15-20)**

All listed recommendations are intended to help provide a safe and efficient re-opening of the Oklahoma County downtown campus to employees and customers.

1. Continued encouragement for telecommuting and/or staggering of the workforce and/or associated schedules
2. Continued emphasis on staying home if ill or experiencing or exhibiting CDC recognized signs or symptoms of COVID-19/Coronavirus
3. Provide ADA-related accommodations or assistance as necessary or requested, in reference to the following recommendations-
4. Modification of Annex and Courthouse access as follows:
   1. Annex north doorway to be used for customers only
   2. Annex west doorway to be re-opened and used for exit only
   3. West alley gate to be used for employee entry
   4. East Courthouse doorway to be re-opened and used for Courthouse access
   5. West Courthouse doorway to be re-opened and used for exit only
5. Freight elevator (Annex) to be repurposed to include employee use, limited to no more than 4 persons
6. Scaffolding incorporated to protect pedestrian traffic in the alley from the west gate, and at the east Courthouse entry
7. Elevator occupants are required to wear protective masks. The use of masks is strongly encouraged in all common areas.
8. Use of recommended signage (2 samples), widely distributed throughout the facilities in common areas, outdoors, etc.
9. Distribution of the “Oklahoma County Reopening Guidelines” to all employees
10. Include items as approved by the Board of County Commissioners on the Oklahoma County website, and encourage all elected officials to include the guidance on their specific Oklahoma County websites
11. Non-Oklahoma County employees who have been provided with electronic access cards are encouraged to use the employee entrance at the west end of the alley, or if accessing the Courthouse, use the east Courthouse entry.

**IMPORTANT- This guidance may be updated or otherwise revised at the direction of the Oklahoma County Board of County Commissioners. Updated/revised versions will be reflected by the “version number” and date below.**

V2, Approved by BoCC 5-15-20/DKB