

From: [Mayor](#)
To: [Mayor](#)
Subject: Mayor recommends caution, courtesy, calm
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The City of Spokane

COVID-19 News Update for March 14

Information about Coronavirus Disease 19 (COVID-19) is evolving rapidly. We want to make sure our City employees have up-to-date information. We will provide this update, as needed, to communicate what you need to know, while we work to reduce the spread of this disease in our community and continue to provide critical public services. This chart, from the Washington State Department of Health, provides a look at the levels of a health emergency and indicates where we are as a community. (Currently, we are at Level 2.)

Current Level				
Level 1	Level 2	Level 3	Level 4	Level 5
<ul style="list-style-type: none"> • Increase handwashing and use of alcohol-based sanitizer • Respiratory Hygiene/ Cough Etiquette • Keep distance from others (>6 feet) • Frequently clean and disinfect personal surfaces (doorknobs, phones, keyboards, etc.) • Remain home through the duration of respiratory illness 	<ul style="list-style-type: none"> • Voluntary isolation of sick persons • Voluntary quarantine of contacts of sick persons 	<ul style="list-style-type: none"> • Involuntary isolation of sick persons • Involuntary quarantine of contacts of sick persons 	<ul style="list-style-type: none"> • Order cancellation of major public and large private gatherings • Order closure of schools, childcare facilities, workplaces, and public buildings 	<ul style="list-style-type: none"> • Prevent non-emergency travel outside of the home • Establish a cordon sanitaire

Source: Washington State Department of Health (DOH) Nonpharmaceutical Intervention (NPI) Implementation Guide

Today's Announcement on Positive Cases in Spokane

The Spokane Regional Health District today released the following: "Today, the Washington State Department of Health (DOH) confirmed three cases of 2019 novel coronavirus (COVID-19) in Spokane County residents. Spokane Regional Health District (SRHD) identified and contacted all those who may have come in contact with the infected individuals. They will be monitored for fever and respiratory symptoms."

Mayor recommends caution, courtesy, calm

Mayor Nadine Woodward and her incident management team are meeting throughout the day to work through community needs associated with the COVID-19 virus concern. She sent the following message to the community:

"Our community has been preparing for weeks and doing its part to limit the spread of the COVID-19 virus to and in our community. At the careful and thoughtful guidance of the Spokane Regional Health District, Spokane has put its neighbors, friends, and loved ones first in the interest of community health.

Today we received confirmation of three cases in our community. The difficult decisions and the collective efforts of everyone has allowed Spokane to learn from the experiences of the 15 other counties that

already had confirmed cases, despite our status as the second largest city in the state.

We, more than ever, need to exercise the same diligent, common-sense approach to limiting the number of cases in Spokane.

This is going to take a community effort. The best thing that you can do for yourself, your loved ones, and the community is to be cautious, courteous, and calm.

That means practicing social distancing and avoiding large gatherings. Consistently practicing good hand hygiene and cough and sneeze etiquette and protect those with weakened or compromised immune systems. And, most importantly, relying on local, state, and federal public health experts as trusted sources of information and showing compassion for those around you who may be feeling social anxiety.

Public health experts believe, based on science and data, those actions remain the best way to keep the disease manageable and the load on our healthcare system reasonable.

Beginning next week, schools will be closed until at least April 24 at the governor's order. That is creating uneasiness for families who are making extended childcare plans so that they can continue to work.

We met with Spokane Public Schools today to discuss its plans and opportunities for the city to partner and share resources wherever it makes sense for our community. The discussion included ideas for childcare resources.

Businesses also are feeling the pressure of the postponement and cancellation of large events. Large employers are taking similar steps the city is taking to identify telecommute and flexible scheduling options for employees to keep operations running smoothly.

The City is involved in discussions about easing the impact to small businesses, which are the lifeblood of our community. We are also working with business leaders to encourage consumers to use alternative methods through technology to continue to frequent their favorite businesses and restaurants via delivery and to-go options.

Protecting those experiencing homelessness is a priority. City staff continue to coordinate and work with community providers and facilities to continue to prevent, monitor and respond with guidance from public health officials.

At the City, we have prepared to maintain critical public services, from public safety response to delivery of clean drinking water. We are encouraging our citizens and customers to use our online and similar distance options for doing business with the City. And, we have prioritized work with our community providers and facilities that serve those experiencing homelessness to continue to prevent, monitor, and respond with guidance from public health officials.

We are committed to providing new information as it becomes available and are heartened by the community response. Stories are starting to emerge of individuals and organizations stepping forward to help each other in times of need. That care and generosity is what sets Spokane apart.

Together, cautiously, courteously, and calmly we will slow the spread of this illness.”

Human Resources Guidance

We have reattached the Human Resources guidance document for employees that we sent out yesterday afternoon. The document details information on use of leave banks, employee travel, telecommuting options for some employees, and tools and tips to limit in-person meetings. The Governor announced this afternoon that all K-12 schools will be closed effective Tuesday, March 17, through April 24.

Tips to Stay Healthy

The Spokane Regional Health District provides the following advice to stay healthy:

- Stay home when you are sick. Staying home when ill prevents the spread of infections to others.
- Use good respiratory etiquette and hand hygiene in all community settings, including homes, childcare facilities, schools, workplaces and other places where people gather. Cover your coughs

and sneezes with a tissue and put the used tissue in a waste basket. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.

- Wash your hands often and thoroughly with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer (with at least 60-95% alcohol) if you can't wash.
- Avoid touching your eyes, nose or mouth: Germs often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose or mouth.
- Practice other good health habits: Clean and disinfect frequently touched surfaces at home, work or school, especially when someone is ill. Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids and eat nutritious food.
- Have contingency plans for your family in the case of school closures. Ask your employer about working from home, not only to prepare for school closures, but also to prevent possible exposure.
- Support each other, regardless of race, ethnicity or nationality, and including individuals who have become ill. Show compassion and support for individuals and communities most closely impacted and anyone who might be sick.
- Do you have travel plans? Take time to read the CDC's guidance on travel (available on [SRHD.org](https://www.cdc.gov)) to see how your plans may be affected.