



15 School Lane, Suite 200, PO Box 656
Au Sable Forks, NY 12912
Phone: (518) 647-8198 Fax: (518) 647-5457

To: Northline Utilities and Nor Pro Employees
From: Emergency Operations Team
Re: Guidance Sheet #105 – Coronavirus Disease (COVID-19)
Date: March 8, 2021

Dashboard

Our Northline Utilities Emergency Operations Team feels that it is important to share an overview of the Northline Family as we monitor how COVID-19 is impacting our population.

Employees Tested for COVID-19	Employees with a Negative Test Result	Employees with COVID-19 Test Results Pending	Employees with a Positive Test Result
129	90	0	39

Strategy Guidance

Employee Assistance Services

COVID-19 has been a crisis for mental health, too. Remember: You are never alone.

ESI member website <https://www.theeap.com/union-ap>: When you log into the website, click on EMPLOYEE → EMPLOYEE & FAMILY LOGIN → REGISTER HERE → EMPLOYER/UNION = NORTHLINE. If any member or family member needs assistance to deal with anxiety or stress, call 800.252.4555 to reach a counselor. Services are free and confidential.



Piercing the Armor of Alcoholism

The StayWell Company, LLC ©2021 (An article from ESI - Employee Assistance Group)

It's an alarming statistic: 53 percent of Americans have a spouse or close relative who has a drinking problem, says the National Institute on Alcohol Abuse and Alcoholism (NIAAA).

For the millions of Americans who must watch their loved ones struggle with a dependence on alcohol, they wonder: How can family and friends break through the alcoholic's psychological defenses -- what some experts call the "wall of denial" -- so that healing can begin?

An alcoholic can't be forced to get treatment or help and challenging an alcoholic's defenses about his or her drinking is a formidable assignment, the NIAAA says.



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The most important thing that friends and family can do for an alcoholic is to stop enabling the addictive behavior. In plain language, stop trying to solve the inevitable personal problems that stem from alcohol abuse.

Here are some additional strategies from the NIAAA and other experts:

Educate yourself about alcoholism. One resource is Al-Anon, a nationwide organization that offers education and support for families in the same way that AA helps recovering alcoholics.

Draw up a plan of action. One especially helpful step is to present the alcoholic with a written or verbal contract that calls for attending a treatment program, such as the "12-step" group counseling sessions available everywhere. Or your contract might propose intensive outpatient treatment or an extended stay at a treatment facility.

Talk to the person shortly after an alcohol-related problem has occurred. Choose a time when the person is sober, and speak to the person in private. Be as specific as possible, using examples of how the person's drinking is causing problems. Tell the person what you intend to do if he or she does not get help -- moving out, for instance -- and be prepared to back up what you say.

Ask a friend or another family member to speak to the person as you have done. Someone who is a recovering alcoholic can be especially helpful.

With the help of a health care professional, you might consider arranging for several people -- including family members and close friends -- to confront the alcoholic at once. While a spouse's warnings about the disease can be dismissed as mere nagging, it's harder to continue in denial when faced with four or five deeply concerned friends.

Daily Self-Checker



Please remember to keep using the Daily Self Checker. This Daily Self Checker is a list of questions that everyone should ask themselves every morning before work. If you answer "Yes" to any of these questions you should not go to work, and you should immediately reach out to the Emergency Operations Team Liaison Officer, Ricardo Aguilar by cell phone (518)-420-7078.

1. Have I had any of the following symptoms in the last 14 days or I currently have – fever greater than 100°F, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, chills, headache, sore throat, new loss of taste or smell, congestion or runny nose, diarrhea?
2. In the last two weeks, have you been in close contact with someone who has COVID-19 or is now sick?

You have been in close contact if you have:

- been within 6 feet of someone who has COVID-19 for a combined total of 15 minutes **or** more over a 24-hour period **or**
- provided care at home to someone who is sick with COVID-19 **or**
- had direct physical contact (hugged or kissed) with someone who has COVID-19 **or**
- shared eating or drinking utensils with someone who has COVID-19 **or**
- been sneezed on or coughed on by someone who has COVID-19



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3. Have I been told by a Public Health Official that I may have been exposed to COVID-19 and/or I am subject to a quarantine order?
4. In the last 14 days, have you tested positive for coronavirus?
5. Have you returned to New York from a non-contiguous state per Governor Cuomo's Executive Order 205.2 or any international destinations requiring quarantine in the past 14 days?

How mRNA COVID-19 Vaccines Work

Understanding the virus that causes COVID-19.

Coronaviruses, like the one that causes COVID-19, are named for the crown-like spikes on their surface, called **spike proteins**. These spike proteins are ideal targets for vaccines.

What is mRNA?

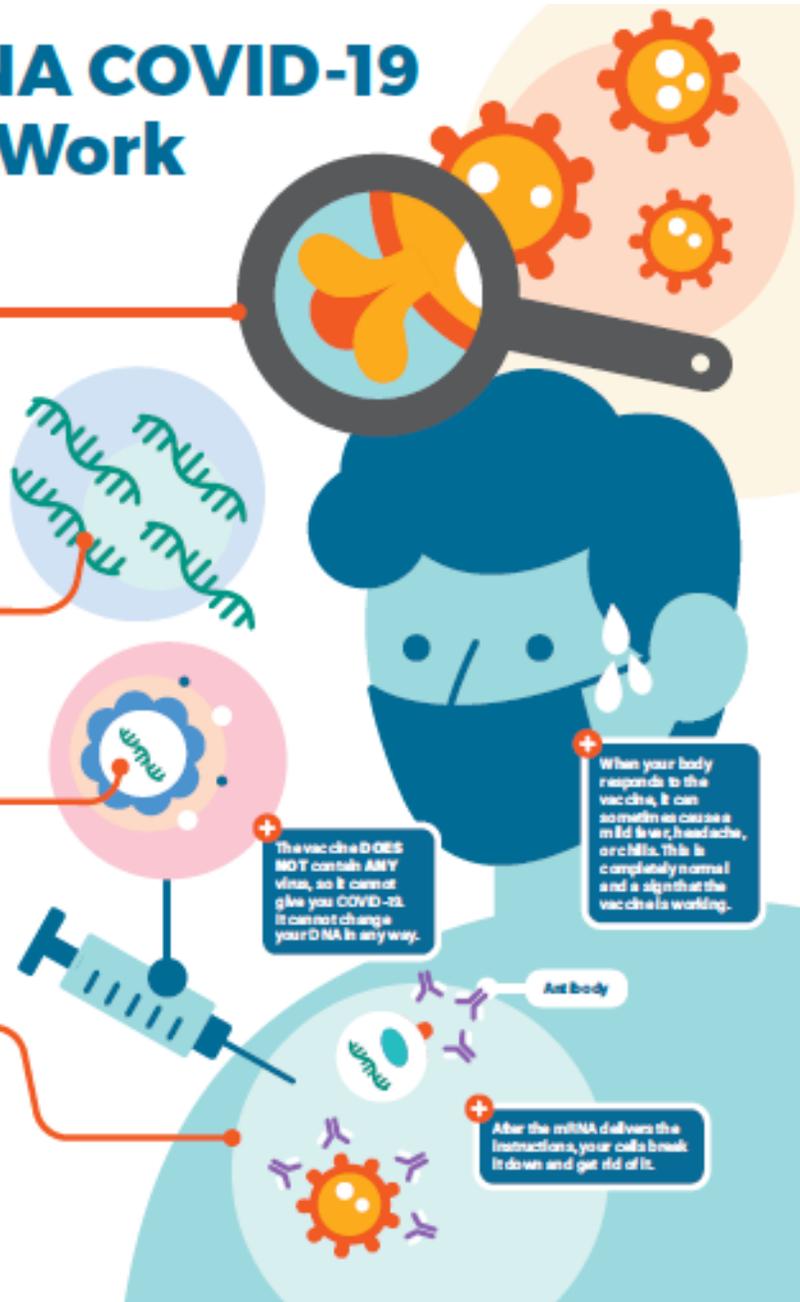
Messenger RNA, or mRNA, is genetic material that tells your body how to make proteins.

What is in the vaccine?

The vaccine is made of mRNA wrapped in a coating that makes delivery easy and keeps the body from damaging it.

How does the vaccine work?

The mRNA in the vaccine teaches your cells how to make copies of the **spike protein**. If you are exposed to the real virus later, your body will recognize it and know how to fight it off.



GETTING VACCINATED?

For information about COVID-19 vaccines, visit: [cdc.gov/coronavirus/vaccines](https://www.cdc.gov/coronavirus/vaccines)





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Notification

Remember, as part of our Northline Notification Protocol:

These are the reasons to contact Ricardo Aguilar (raguilar@northlinellc.com), Emergency Operations Team Liaison Officer:

- I went home with COVID-19 symptoms
- I stayed home sick with COVID-19 symptoms
- I was advised by a Health Care Provider to be tested
- I was made aware of someone else that has COVID-19 symptoms or stayed home
- I was asked to leave the jobsite by the customer due to a potential exposure
- I tested positive for COVID-19
- I encountered someone known to have tested positive for COVID-19, or
- I completed a trip to a CDC-categorized Coronavirus Warning Level 3 location

This notice must be directed to Ricardo Aguilar, Emergency Operations Team Liaison Officer at raguilar@northlinellc.com or by cell phone (518)-420-7078. The assigned Northline Project Manager will be notified and in turn the Project Owner, trade contractors and suppliers of the situation.

If you have any questions regarding this guidance, please do not hesitate to contact a member of the Emergency Operations Team. You are encouraged to send e-mails to Covid19EmOps@northlinellc.com or to specific individuals on the team.

Name	ICS Role	Office Number	Cell Number	E-mail Address
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Rick Aguilar	Liaison Officer/Public Information Officer (Alt)	518-647-8198 ext. 324	518-420-7078	raguilar@northlinellc.com
William Straight	Business-Customer Liaison/Incident Commander (Alt)	518-647-8198 ext. 231	518-569-4140	wstraight@northlinellc.com
Lee Pray	Human Resources/Safety Officer (Alt)	518-647-8198 ext. 234	518-726-6724	lpray@northlinellc.com
Brandy Rousseau	Business-Customer Liaison (Alt)	518-647-8198 ext. 236	518-423-4914	brousseau@northlinellc.com
William Murty	Field Liaison	N/A	716-609-7461	BMurty@NorProLLC.com

“So far, you have survived 100% of your worst days.” –
anonymous

