



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 #107 – Coronavirus Disease (COVID-19)
Date: March 22, 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
135	92	0	43

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.



Alcohol Facts and Statistics

Each year, the rates of alcohol use, alcohol abuse, and alcoholism change for Americans across many different demographics. While the numbers may fluctuate from year to year, alcohol remains one of the most readily available and easily abused substances. Its misuse can lead to serious health-related consequences and even potentially life-threatening injuries for those who are unable to engage in safe drinking habits or find their judgement impaired by intoxication.

This resource provided and maintained by the National Institute on Alcohol Abuse and Alcoholism is routinely reviewed and updated to reflect the influence alcohol has on youths and adults. Additionally, this resource examines the impacts of alcohol use on college students, women who continue to drink during pregnancy, and the diseases that are most commonly connected to excessive drinking.

You can access the most recent information and statistics for alcohol use and abuse by clicking this link: [Alcohol Facts and Statistics](#) National Institute of Health (NIH) ©2021



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Points of Interest

INTERIM GUIDANCE FOR QUARANTINE RESTRICTIONS ON TRAVELERS ARRIVING IN NYS FOLLOWING OUT OF STATE TRAVEL

Dated: March 10, 2021

This updates the previously issued November 3, 2020 guidance for Interim Guidance for Quarantine Restrictions on Travelers Arriving in New York State Following Out of State Travel.

Visit: <https://coronavirus.health.ny.gov/covid-19-travel-advisory> for more information.

NEW COVID-19 VACCINE PAID LEAVE FOR EMPLOYEES

Effective Date: March 12, 2021

All New York employers are now required to provide a paid leave of absence to employees for “a sufficient period of time, not to exceed four hours per vaccine injection,” to obtain the COVID-19 vaccine. For employees receiving the authorized Moderna and Pfizer vaccinations, each of which requires two consecutive doses weeks apart, the new leave law requires employers to grant up to eight hours of total leave for vaccination (up to four hours on two different occasions). The new law is, however, specific to COVID-19 vaccinations, and does not apply to other types of vaccination. Employers must pay employees at their regular rate of pay for any hours of vaccination leave. Documentation to verify use of vaccination leave (providing your vaccination record) is required upon use of this leave.

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
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?



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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
Jamie Atkins	Incident Commander	518-647-8198 ext. 201	518-569-8702	jatkins@northlinellc.com
Lori Mayott	Public Information Officer/Incident Commander (Alt)	518-647-8198 ext. 322	518-488-8730	lmayott@northlinellc.com
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

