



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 #54 – Coronavirus Disease (COVID-19)
Date: May 12, 2020

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
20	19	0	1

Our one Positive has recovered and is back at work.

Strategy Guidance

Be Active During COVID-19

What is physical activity?

Physical activity includes all forms of active recreation, sports participation, cycling and walking, as well as activities you do at work and around the home and garden. It doesn't have to be exercise or sport – play, dance, gardening, and even house cleaning is all part of being physically active.



During the COVID-19 pandemic, when so many of us are very restricted in our movements, it is even more important for people of all ages and abilities to be as active as possible. Even a short break from sitting, by doing 3-5 minutes of physical movement, such as walking or stretching, will help ease muscle strain, relieve mental tension and improve blood circulation and muscle activity. Regular physical activity can also help to give the day a routine and be a way of staying in contact with family and friends.

Why do we need it?

Regular physical activity benefits both the body and mind. It can reduce high blood pressure, help manage weight and reduce the risk of heart disease, stroke, type 2 diabetes, and various cancers. It also improves bone and muscle strength and increases balance, flexibility and fitness. For older people, activities that improve balance help to prevent falls and injuries. For children, regular physical activity helps support healthy growth and development and reduce the risk of disease in later life, and through regular activity, children can develop fundamental movement skills and build social relationships.



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Regular physical activity also improves mental health and can reduce the risk of depression, cognitive decline and delay the onset of dementia - and improve overall feelings of wellbeing.

How much physical activity is recommended?

The World Health Organization (WHO) has detailed recommendations on the amount of physical activity people of all ages should do to benefit their health and wellbeing. Here are the minimum levels that are recommended:

- Infants under the age of 1 year need to be physically active several times a day.
- Children under 5 years of age should spend at least 180 minutes a day in physical activities, with 3-4-year-olds being moderately or vigorously active for an hour a day.
- Children and adolescents aged 5-17 years should do at least 60 minutes a day of moderate to vigorous-intensity physical activity, including activities that strengthen muscle and bone, at least 3 days per week.
- Adults aged over 18 years should do a total of at least 150 minutes of moderate-intensity physical activity throughout the week, or at least 75 minutes of vigorous-intensity physical activity throughout the week, including muscle-strengthening activities 2 or more days per week. Older adults with poor mobility should do physical activity to enhance balance and prevent falls on 3 or more days per week.



But any physical activity is better than none. Start with small amounts and gradually increase duration, frequency and intensity over time.

Being active during the COVID-19 pandemic is challenging for us all. Because the opportunities to be physically active seem to be more restricted, it is even more important to plan in every day the ways to be active and to reduce the time spent sitting for long periods. Put simply, it is a critical time to ensure we all move more and sit less.

So how do I stay safe while exercising in COVID-19?

Do not exercise if you have a fever, cough and difficulty breathing. Stay home and rest, seek medical attention and call in advance. Follow the directions of your local health authority.

If you are able to go for a walk or bicycle ride always practice physical distancing and wash your hands with water and soap before you leave, when you get to where you are going, and as soon as you get home. If water and soap are not immediately available, use alcohol-based hand rub. Follow the directions of your local health authority in regards to any restrictions on the number of people with you and/or restrictions on the use of public outdoor play or exercise equipment.

If you are not regularly active start slowly and with low intensity activities, like walking and low impact exercises. Start with shorter amounts, like 5-10 minutes, and gradually build up to 30 minutes or more continuously over a few weeks. It is better and safer to be active for short periods more frequently than to try and be active for long periods when you are not used to it.





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Choose the right activity so that you reduce the risk of injury and that you enjoy the activity. Choose the right intensity according to your health status and fitness level. You should be able to breath comfortably and hold a conversation while you do light- and moderate-intensity physical activity.

How do I stay active in and around the home?

Try and reduce long periods of time spent sitting, whether for work, studying, watching TV, reading, or using social media or playing games using screens. Reduce sitting for long periods by taking short 3-5 minute breaks every 20-30 minutes. Simply stand up and stretch or even better, take a walk around the house, up and down the stairs, or into the garden. By just moving around and stretching you can improve your health and wellbeing. For more ideas and illustrations of healthy stretches see here.

Set up a regular routine to be active every day, by planning a physical activity or exercise break either by yourself, by joining an online class, or by setting up a time to be active online with your friends or colleagues. Making a specific time to be active helps ensure you get your daily physical activity. Put the time in your diary, and it will help remind you. Stick with it, as this will help you build a regular routine, and help you adjust to new ways of working, study and family life under COVID-19 restrictions

Be active with your family and friends, connecting with others can help you and your family in the home and elsewhere spend time together and be active. Planning time to be active with your children with active games at home, walks in the parks, or cycling can be a way the whole family can relax, be together and be active and healthy whilst at home.



Set yourself and your family Be Active goals, by choosing a specific type of activity, time of day and/or number of minutes you will do every day. Get each family member to choose their own goal which sets a bit of a challenge but is realistic with help from family or friends and motivation. Record your progress on a weekly activity chart and, if you think it would help, reward yourself with something you value.

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 recently traveled from a country/region with widespread sustained transmission of COVID-19?
2. Have I been in contact with someone who has recently traveled from a country/region with widespread sustained transmission of COVID-19 and is now sick?
3. Have I had contact with someone with lab confirmed COVID-19 in the last 14 days?
4. Have I been told by a Public Health Official that I may have been exposed to COVID-19?
5. Have I had any of the following symptoms in the last 14 days – fever greater than 100°F, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell?
6. Am I currently experiencing any of the above symptoms?



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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
Rudy Kunz	Safety Officer/Liaison Officer (Alt)	518-647-8198 ext. 227	518-275-5583	rkunz@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

“The difference between a successful person and others is not a lack of strength, not a lack of knowledge, but rather a lack of will.” – Vince Lombardi Jr.

