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

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To: Northline Utilities and Nor Pro Employees  
From: Emergency Operations Team  
Re: Guidance Sheet #58 – Coronavirus Disease (COVID-19)  
Date: May 18, 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



### Clinton County Health Department

133 Margaret Street, Plattsburgh, New York 12901-2926

“Working Together for a Healthier Community”

[www.clintonhealth.org](http://www.clintonhealth.org)



**Public Health**  
Prevent. Promote. Protect.

News Release

Date: May 16, 2020

For Immediate Release

Contact: 518-565-4840

### Health Department Concerned about Rise in Cases due to Lack of Social Distancing

Plattsburgh, May 16, 2020. Nine new lab-confirmed positive cases of COVID-19 in Clinton County are associated with several recent parties in Plattsburgh. All nine are isolating in their homes. None are currently hospitalized. Contact tracing as of Friday evening had identified 27 individuals as close contacts. These people are now in quarantine.

This rise in cases is very disturbing because it was preventable,” stated John Kanoza, the County’s Director of Public Health.

When asked about the impact this might have on reopening, Mr. Kanoza pointed out that the metrics, set forth by Governor Cuomo are based on hospitalizations. He noted, “Because these individuals are infected



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but not hospitalized, they will not immediately affect the County's reopening. However, any spread of COVID-19 may lead to serious illness in some people. I am concerned for the health of all who may have been exposed and concerned that new cases could result in new hospitalizations.”

CCHD's contact tracing team is continuing to identify and quarantine contacts. The team will need to monitor each of the new cases and their contacts along with approximately 46 other individuals already in isolation or quarantine.

Mr. Kanoza stated, “People are tired of staying home and distancing. I get that. But, this virus will not go away just because we are tired. We need to maintain the health practices that got us to the point where we are able to slowly begin to reopen our County.” He reiterated, “We must stay home when possible, maintain distance between ourselves and others when we go out, wear a face covering when distancing is not possible and wash our hands often. These strategies have worked so far. We must continue.”

### NYS Regional Monitoring Dashboard

See how many criteria your region meets to begin reopening on the Regional Monitoring Dashboard. NYS on PAUSE Extended Until May 28 for Regions That Do Not Open Today; Region Can Enter Phase One of Reopening as Soon as it Hits Benchmark. Visit the dashboard here: <https://forward.ny.gov/regional-monitoring-dashboard>

**REGION BY REGION STATUS**  
 Daily Hospitalization Summary by Region | COVID-19 Tracker: Testing & Fatalities | Regional Breakdown Map

Regional COVID-19 Metrics: Where Regions Currently Stand											Report as of May 16, 2020	
	14-Day Decline in net Hospitalizations OR Under 15 new Hospitalizations (3-day avg)	14-Day Decline in Hospital Deaths OR Fewer than 5 deaths (3-day avg)	New Hospitalizations (Under 2 per 100K residents - 3 day rolling avg)	Share of total beds available (threshold of 30%)	Share of ICU beds available (threshold of 30%)	30 per 1k residents tested monthly (7-day avg of new tests per day)	Contact tracers 30 per 100K residents or based on infection rate	Metrics Met				
Capital Region	2   0 ✓	2   2 ✓	0.61 ✓	41% ✓	53% ✓	1,403 / 1,085 ✓	Expected ★	6/7	✗			
Central New York	0   2 ✓	4   2 ✓	0.73 ✓	43% ✓	50% ✓	1,281 / 775 ✓	Yes ✓	7/7	✓			
Finger Lakes	0   7 ✓	2   2 ✓	1.33 ✓	43% ✓	52% ✓	1,869 / 1,203 ✓	Yes ✓	7/7	✓			
Long Island	35   0 ✓	4   15 ✗	1.97 ✓	32% ✓	34% ✓	4,855 / 2,839 ✓	Expected ★	5/7	✗			
Mid-Hudson	33   0 ✓	2   11 ✗	2.41 ✗	33% ✓	50% ✓	4,227 / 2,322 ✓	Expected ★	4/7	✗			
Mohawk Valley	0   3 ✓	2   2 ✓	1.58 ✓	48% ✓	60% ✓	616 / 485 ✓	Yes ✓	7/7	✓			
New York City	34   0 ✓	33   41 ✓	2.32 ✗	29% ✗	24% ✗	15,150 / 8,399 ✓	Expected ★	3/7	✗			
North Country	23   0 ✓	11   0 ✓	0.48 ✓	52% ✓	71% ✓	857 / 419 ✓	Yes ✓	7/7	✓			
Southern Tier	2   0 ✓	4   0 ✓	0.47 ✓	51% ✓	45% ✓	1,107 / 633 ✓	Yes ✓	7/7	✓			
Western New York	3   0 ✓	4   3 ✓	1.18 ✓	44% ✓	57% ✓	1,875 / 1,381 ✓	Expected ★	6/7	✗			



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**In coordination with neighboring states, public and private beaches will open with certain restrictions on May 22, ahead of Memorial Day weekend.**

The Governor announced a multi-state agreement with New Jersey, Connecticut and Delaware to reopen beaches for Memorial Day Weekend. The Governor outlined specific conditions New York beaches must meet to reopen. State and local beaches and lakeshores in New York State may open the Friday before Memorial Day Weekend on the following minimum conditions:



- Mandating no more than 50 percent capacity by ensuring controlled exits/entrances and limiting parking
- Prohibiting group contact activities, including sports (e.g. volleyball, football)
- Keeping areas of social gathering closed (e.g. designated picnic areas, playgrounds, pavilions, arcades, amusement rides)
- Enforcing social distancing measures for both employees and visitors
- Requiring masks to be worn by all employees and visitors when social distancing is not possible
- Closing concessions
- Ensuring staff levels are adequate to achieve these measures and enforce crowd control.

City, town and county beaches may open on the same conditions subject to local government home rule:

- Local government must fully enforce minimum rules and may impose additional conditions
- If local governments do not enforce minimum rules, the beach will be closed
- Locals must notify the public by Wednesday, May 20 of their intention to open
- Beaches can open on Friday before Memorial Day Weekend, May 22, 2020

#### **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](mailto: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](mailto: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](mailto: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	<a href="mailto:jatkins@northlinellc.com">jatkins@northlinellc.com</a>
Lori Mayott	Public Information Officer/Incident Commander (Alt)	518-647-8198 ext. 322	518-488-8730	<a href="mailto:lmayott@northlinellc.com">lmayott@northlinellc.com</a>
Rick Aguilar	Liaison Officer/Public Information Officer (Alt)	518-647-8198 ext. 324	518-420-7078	<a href="mailto:raguilar@northlinellc.com">raguilar@northlinellc.com</a>
Rudy Kunz	Safety Officer/Liaison Officer (Alt)	518-647-8198 ext. 227	518-275-5583	<a href="mailto:rkunz@northlinellc.com">rkunz@northlinellc.com</a>
William Straight	Business-Customer Liaison/Incident Commander (Alt)	518-647-8198 ext. 231	518-569-4140	<a href="mailto:wstraight@northlinellc.com">wstraight@northlinellc.com</a>
Lee Pray	Human Resources/Safety Officer (Alt)	518-647-8198 ext. 234	518-726-6724	<a href="mailto:lpray@northlinellc.com">lpray@northlinellc.com</a>
Brandy Rousseau	Business-Customer Liaison (Alt)	518-647-8198 ext. 236	518-423-4914	<a href="mailto:brousseau@northlinellc.com">brousseau@northlinellc.com</a>
William Murty	Field Liaison	N/A	716-609-7461	<a href="mailto:BMurty@NorProLLC.com">BMurty@NorProLLC.com</a>

***“When you feel like giving up, remember why you held on for so long in the first place.”***

— unknown

