



15 School Lane, Suite 200, PO Box 656
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Phone: (518) 647-8198 Fax: (518) 647-5457

To: Northline Utilities and Nor Pro Employees
From: Emergency Operations Team
Re: Guidance Sheet #93 – Coronavirus Disease (COVID-19)
Date: December 14, 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
51	48	1	2

Strategy Guidance

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?

A copy of the Daily Self Checker can be found in the Employee Log-in Section of the Northline Utilities website: www.northlinellc.com.



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'COVID Fatigue' and How to Fight It

By: Nicole Yarmolkevich, MS, LPC
www.amitahealth.org

What Is COVID Fatigue?

Most stresses are not supposed to be long-term or permanent. The stressor triggers our fight-or-flight response and then we use a variety of coping skills to calm ourselves down when the stressor is over. But COVID-19 is not giving us that break. We're just not prepared to handle a stress that goes on this long.

Overcoming COVID Fatigue

Some coping strategies to consider for yourself might include:

Exercise

Exercise is one of the best ways to release the energy that builds up from stress and worry, which helps us avoid making mistakes or having emotional outbursts. It also releases endorphins that make us feel better.

Practice Mindfulness

Mindfulness is cultivating an awareness of the present moment. It can be as simple as stopping and focusing on the task at hand, or on the natural world around you, or on your own breathing. Redirecting your focus to the now helps dispel anxiety about the future. It can also help you stay safe. Try making a mindfulness exercise out of washing your hands or listening to the sound your breath makes when wearing a mask.

Express Yourself

"Processing" is a word that therapists use to describe the act of expressing your feelings and emotions. By sharing how we're feeling — whether through talk, writing in a journal, playing a musical instrument — we release the worry and stress that we've been holding in before it builds up to a traumatic level.

Watch What You Are Watching

Staying informed is important but inundating yourself with information can add to your COVID fatigue. Consider limiting yourself to a few trustworthy news sources, as well as how much time per day you spend consuming the news. Be especially mindful of social media, which can easily spread disinformation and content specifically designed to upset you.

Stay Physically Distant, Not Socially Distant

Use technology to stay in touch with friends and family while keeping a safe physical distance. Attend virtual Meetup meetings. Join groups online. Even though it may not be a substitute for the real thing, it's more important than ever that we stay socially connected.

This widespread emotional exhaustion can hurt more than our mental health. It puts our physical health at risk, too. COVID fatigue causes us to get sloppy about the precautions we know we should take (washing hands, wearing masks, maintaining physical distance). As we enter the coldest months of the year and a second surge in COVID-19 cases, we can't afford to let our guard down.



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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
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“Almost everything will work again if you unplug it for a few minutes. Including you.”

