**RECOMMENDATIONS FOR REOPENING OUR COMMUNITY
DURING THE COVID-19 PANDEMIC
(To be modified regularly with new data)**
May 14, 2020

The Wisconsin Supreme Court rendered a decision on May 13, 2020 which allowed businesses to open. This has left our community in a precarious position on many fronts. If we are not careful, our percentage of positive cases and our case rate may increase. If our COVID-19 cases surge, our hospitals may be overwhelmed, and we may experience an increase in preventable deaths. These are all unacceptable outcomes for our community and our businesses. We must protect the most vulnerable amongst us, including but not limited to people who are immunocompromised; older adults; people with asthma, HIV, liver disease; and people with disabilities.

It is now incumbent on individual citizens and businesses to make careful and prudent decisions in order to prevent disease transmission and reduce the risk of a resurgence of COVID-19. If businesses adhere to smart practices and individuals exercise safe behaviors, we can prevent COVID-19 illness and deaths and support citizens who have been adversely impacted by the pandemic. If we do not maintain this balance, more businesses may be forced to close for prolonged periods due to a high number of sick employees or outbreaks, more outbreaks may occur in our congregate settings. If we continue to protect our most vulnerable citizens, we will be able to keep this disease at bay and lessen its impact.

It is crucial that we continue to protect our most vulnerable citizens. We must slow the spread of disease and not experience a spike in cases related to opening of businesses. Therefore, we must join together and follow best practices, recommendations, and guidance in the time of COVID-19. Failure to do so may result in restrictions of movement and business operations.

Businesses That Choose to Open Should Follow These Best Practices
- All retail establishments should limit the number of customers and staff to no more than 50% of store capacity
- All restaurants should limit the number of customers and staff to 50% of establishment capacity. There should be no more than 6 people per table; tables should be arranged so that patrons at a given table are at least 6 feet from patrons at any other table
- Bars should limit the number of staff and customers to 50% capacity
- Mass gatherings whether indoor or outdoor should be limited to 50 persons or 25% of capacity, whichever is greater
- Large venues and businesses should be limited to 4 people per 1000 square feet
- Places of public amusement whether indoor or outdoor should be limited to 50 people or 25% capacity, whichever is greater
- Festivals and Fairs scheduled should be cancelled, postponed, or rescheduled for now

Decisions about opening a business or event should be made based on how difficult it is to trace contacts of a positive case (the more difficult to trace, the more risk is involved). These will be evaluated regularly. For more best practices, see page 4 for specific business recommendations by type of business.

Every Individual and Business Should Continue to Maintain Physical Distancing Guidelines
- Maintain a physical distance of 6 feet (about 2 arms' length) between oneself and others
- Do not gather in large groups, stay out of crowded places and avoid mass gatherings
- *Failure to adhere to social distancing that results in people being infected or suspected of being infected may result in further restrictions on those specific entities or locations.*

Everyone Should Continue to Implement Protective Measures
- *Stay home when sick and call your health care provider for testing*
- Wash your hands with soap and water for at least 20 seconds as frequently as possible or use hand sanitizer
- Cover your coughs or sneezes (into the sleeve or elbow, not hands)
- Regularly clean high-touch surfaces
- Do not shake hands
- Avoid touching your face
- *Follow health department isolation and quarantine orders, if issued. Failure to do so could result in legal action*

Everyone Should Wear a Facemask
- While a facemask is not a replacement for physical distancing or a panacea, it may prevent the individual wearing it from infecting someone else
- Everyone should wear a face mask in public and in the workplace (employees, clients, patrons)

Business Should Utilize Personal Protective Equipment (PPE)
- Require employees to wear a facemask
- Determine if gloves or other additional PPE are required for higher-risk positions
- Provide PPE for employees or reimburse them for it

Businesses Should Implement Employee, Customer and Client Screening
- Implement regular screening protocols for employees, customers/clients, or other workplace visitors
- Consider potential complications of telling clients/customers not to enter company locations if they do not pass the screening
- Require all employees to immediately report COVID-19 exposure and symptoms of COVID-19

Businesses Should Implement Protocols for Tracking and Reporting COVID-19 Tests
- Develop protocol to include identifying contacts and sharing information as appropriate with public health authorities, employees, and workplace guests and customers
- Take a consistent approach regarding requiring return to work and fitness-for-duty certifications and should monitor guidance from the Centers for Disease Control and Prevention and local public health authorities regarding reporting and contact tracing

Businesses Should Implement Strong Measures to Prevent Disease Spread
- Prevent people from congregating by closing common (inside of buildings) in any setting, where personnel are likely to congregate should be closed e.g. breakrooms, hotel lobbies, etc.
- Implement physical distancing practices for workers, vendors and clients; if not possible, provide PPE for workers according to workplace

Businesses Should Implement Strong Cleaning and Disinfection Practices
- Implement extra cleaning and disinfecting, including attention to employee common use areas, and items handled by customers
- Make cleaning supplies/hand sanitizer available to employees (and customers/visitors)

Businesses Should Make Physical Workspace Modifications
- Create barriers between check-out cashier and patrons
- Separate desks and workstations
- Modify open floor plans by, for example, adding partitions
- Make only certain workstations available (i.e., every other or every other third workstation, or every other cubicle area)
- Close or modify common/conference rooms and break rooms/cafeterias
- Modify high-touch surfaces, such as replacing latch-based doorknobs or handles with doors that can be easily pushed open or closed

Businesses Should Displaying Markings or Signs Reminding Customers and Employees to:
- Maintain social distancing in areas where people congregate
- Avoid touching surfaces unnecessarily
- Wash your hands properly and regularly
- Wear a face covering where social distancing is not possible or unlikely to be effective

Businesses Should Limit In-Person Interactions and Physical Contact
- Hold fewer in-person meetings and using increased conference calls or video conferences;
- Limit the size of in-person gatherings/social events (e.g., less than five people)
- Instruct employees not to use other employees' workspaces or equipment
- Develop or revise a crowd control plan that changes security processes and procedures, such as setting a maximum number of employees and members of the public on company premises
- Establish ongoing restrictions regarding travel, including to client/customer meetings and events, or for meetings/conferences
- Set staggered or spaced meal schedules
- Consider ways of reducing the number of employees present at the workplace. Possible options include staggered shifts, alternating teams, and/or continued telework
- Implement staggered facility entry and exit procedures
- Limit deliveries except those that support production activities or emergency building maintenance
- Limit or have no visitors (including suppliers and customers) except those approved by senior management

Businesses Should Implement Travel Restrictions
- Ban international travel – business and personal
- Ban domestic business travel except for critical operations (with senior management approval)
- Know that domestic personal travel may require employees to self-quarantine for 14 days and be symptom-free before returning to work

Everyone Must Advocate for Continued Expanded Testing
- Testing is crucial to accurately identify and track positive cases in the community. With increased testing, all symptomatic individuals could be tested as well as close contact to cases. Further, with increased case identification, more contacts can be identified and tested. This would mean that all people with disease, whether symptomatic or not, could be isolated and, in turn, not infect additional people.

Businesses Should Follow Published Best Practices
- Rebound Racine County Report 2020 https://www.racinecounty.com/home/showdocument?id=31841
- WEDC Reopen Guidelines https://wedc.org/reopen-guidelines/
  - General Guidelines
  - Agriculture
  - Construction
  - Entertainment/Amusement
  - Gyms and Fitness Centers
  - Hair and Nail Salons
  - Hospital/Lodging
  - Manufacturing
  - Outdoor Gatherings
  - Outdoor Recreation
  - Professional Service
  - Public Facilities
  - Restaurant
  - Retail
  - Transportation
  - Warehouse/Wholesale Trade
- Reopening Guidance for Cleaning and Disinfection (CDC) https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html
- Planning Considerations for Organizations in Reconstituting Operations During the COVID-19 Pandemic (FEMA) https://www.fema.gov/news-release/2020/04/30/planning-considerations-organizations-reconstituting-operations-during-covid
- Key issues to address before reopening after coronavirus (COVD-19) closure (Waller Law) https://www.wallerlaw.com/news-insights/3616/Key-issues-to-address-before-reopening-after-coronavirus-COVID-19-closure