

# Memo

**To:** All Residents, Businesses, Patrons, Employees, Volunteers and Officials of the Village of Evendale

**From:** Mayor Richard Finan

**cc:** Members of Council

**Date:** September 3, 2021

**Re:** COVID-19 Update #7 of 7 – Response to recent uptick in COVID cases

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According to the Ohio Department of Health (ODOH) most Ohio counties, including Hamilton, have recently returned to a Level 3 “Red” public emergency range mostly attributable to high exposure and spread of the COVID Delta variant. This uptick in cases, coupled with the Federal Drug Administration’s August 23<sup>rd</sup> approval of the Pfizer-BioNTech COVID-19 vaccine, have resulted in the implementation of new or revised COVID-related Federal/State-level policies, recommendations and protocols. Village officials remain alert and aware of the pandemic and have examined the latest policy/protocol options in light of current conditions. In summary, the recommendations outlined in the June 2, 2021 – which replaced the previously rescinded mandates and recommendations dated March 13<sup>th</sup>, March 18<sup>th</sup>, March 23<sup>rd</sup>, and May 1<sup>st</sup> of 2020, remain in effect and are reiterated below. Additions or revisions to the June 2<sup>nd</sup> recommendations are italicized:

1. Recreation and *Cultural Arts* Departments
  - a. Staff members will continue to wear face coverings and continue heightened cleaning procedures until further notice.
  - b. Face coverings are recommended for patrons in bathrooms, breezeways and any place indoors when not exercising.
  - c. Safety partitions will remain in place until further notice.
  - d. Social Distancing is *strongly encouraged and should be implemented for meetings, events, programs, work spaces, etc.*
  
2. Village Campus-wide
  - a. *Social Distancing is strongly encouraged and should be implemented for public meetings, events, programs, work spaces, etc.*

- b. *All police, fire, service and administration staff are encouraged to wear face coverings when not socially distant.*
- c. In the event public services are needed due to emergency circumstances, when social distancing is not practical, the Village *strongly* encourages the use of face coverings to reduce the spread of contagious or infectious diseases.
- d. *Illness - For employees and individuals who are ill or showing symptoms of illness, please do not report to the office or attend public functions/meetings.*
- e. *All employees are strongly encouraged to get vaccinated.*
- f. *Employees who test positive for COVID, or who have had direct contact with a person who has COVID, must adhere to the Quarantine requirements detailed in my August 5, 2021 Memo (see attached).*
- g. *Employees are required to report all known exposures to COVID to their department head. As outlined in the August 5<sup>th</sup> memo, an exposure occurs when an employee encounters a known positive case of COVID and remains within 6 feet of that person for a cumulative period of fifteen minutes or more over a 24 hour period.*
- h. *High-touch surfaces should be disinfected daily.*
- i. *Employee travel to areas of high transmission should be limited.*
- j. Public Meetings – Public meetings remain open to the public.
  - i. Regular Monthly Council Meetings will continue to be livestreamed on the Village website ([www.evendaleohio.org](http://www.evendaleohio.org)) and Facebook page.

Individuals who are not able to attend public meetings in person, for any reason, are encouraged to contact staff or elected officials by phone or email at any time with questions, concerns or ideas about meeting agendas or services. For more information about Village public meetings (dates, times, agendas, etc.) and services, please visit [www.evendaleohio.org](http://www.evendaleohio.org) or call 513-563-2244. For more information regarding COVID vaccines, please visit: <https://gettheshot.coronavirus.ohio.gov>

For more information about COVID testing, please visit: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/other-resources/testing-ch-centers>

For travel notices related to COVID, please visit: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

Village officials will continue to monitor COVID and related ODOH and CDC policy recommendations and requirements. Consequently, policies and protocols detailed in this Memo may be updated, revised or modified at any time but will continue to be communicated to all staff via Memo. I appreciate everyone's cooperation and understanding as we continue to work together to reduce and prevent the spread of COVID.

## David Elmer

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**From:** Kathy Kincaid  
**Sent:** Thursday, August 5, 2021 9:49 AM  
**To:** Village Employees  
**Subject:** Memo from Mayor Finan

**Importance:** High

## This is a reminder for all employees

### Quarantine

Quarantine if you have been in [close contact](#) (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been [fully vaccinated](#). People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have [symptoms](#). However, fully vaccinated people should get tested 3-5 days after their exposure, even they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

### What to do

- Stay home for 14 days after your last contact with a person who has COVID-19.
- Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19.
- If possible, stay away from people you live with, especially people who are at [higher risk](#) for getting very sick from COVID-19.

### After quarantine

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.

### You may be able to shorten your quarantine

Your local public health authorities make the final decisions about how long quarantine should last, based on local conditions and needs. Follow the recommendations of your local public health department if you need to quarantine. Options they will consider include stopping quarantine

- After day 10 without testing
- After day 7 after receiving a negative test result (test must occur on day 5 or later)

*Kathy Kincaid*  
*Administration/Accounts Payable*