



Houston County Board of Commissioners

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Memo

To: Houston County Employees, Department Heads, Elected Officials and Constitutional Officers

From: Houston County Board of Commissioners *Tommy Stalnaker*
Tommy Stalnaker, Chairman

Date: March 17, 2020

Re: COVID-19 (Coronavirus) Update

During this public health emergency, the Houston County Board of Commissioners remains open and committed to serving our citizens. To ensure a safe workplace for us all we have implemented a few measures in addition to following the health and safety protocols established by the CDC and the Georgia Department of Public Health.

County offices will remain open with normal business hours. However, at the discretion of each department head, public access to certain areas may be restricted.

In-person meetings of multiple people should be suspended to the extent possible. Conference calls are an excellent alternative to in-person meetings.

The use of all conference rooms and meeting rooms to outside groups have been suspended.

Unless deemed an emergency, out-of-county and state travel should be suspended for at least the next thirty days.

Practicing social distancing (avoiding close contact with other individuals) is recommended by all. Whenever possible, limit group gatherings or meetings to ten people or less.

We realize that you are receiving information on COVID-19 from a variety of sources but the CDC and the Georgia Department of Public Health remain your best source for accurate and up-to-date information. Attached to this memo is a one-page guideline of measures published by the CDC that we can all use to avoid the spread of the virus.

Any change in the County's protocols will be disseminated immediately to each of you.