

Town of Star Valley Ranch:
Pandemic Plan Overview
March 13, 2020

OVERVIEW

A pandemic event is distinct from other emergency scenarios such as floods and wildfires because of the severity and longevity of a pandemic event. The purpose of this plan is to provide the Town with some guidelines, procedures, and directions to follow during all phases of a pandemic event.

Town will work closely with the Lincoln County Office of Emergency Management, along with State and County Public Health officials. The Town will receive continued updates involving area municipalities, county, state and local agencies. The Town of Star Valley Ranch Emergency Operations Plan establishes guidelines for the response to various types of emergencies. If needed, the Mayor may authorize an emergency declaration.

EMERGENCY PLANNING AND RESPONSE

Strategic planning and responses include:

- MITIGATE or prevent the further spread of the disease;
- PREPARE to deal with the effect of a population largely impacted by disease symptoms;
- RESPOND to the spread of the disease; and
- RECOVER as treatments become available or symptoms fade.

Everyone should follow these recommended actions:

- **Demonstrate Respiratory Etiquette:** Cover coughs and sneeze into your elbow.
- **Exercise Hand Hygiene:** Wash hands often with soap and water for at least 20 seconds. This is crucial after using the restroom, before eating, after eating, upon blowing your nose, coughing, or sneezing. Avoid touching your eyes, nose and mouth. If soap and water are not readily available, use an alcohol-based hand sanitizer which contain at least 60% or more alcohol.
- **Clean Potential Sources:** Routinely clean frequently touched surfaces and objects to include countertops, cellular phones, desks, sinks, faucets, doorknobs and other shared items.
- **Voluntary Home Isolation:** If you feel sick, are feverish, start coughing and cannot catch your breath, odds are you have caught a seasonal influenza or the common cold.
- Do NOT panic. Stay home, limit face-to-face contact with others as much as possible, call your doctor, and follow your doctor's advice.

POTENTIAL IMPACT ON COMMUNITY SERVICES AND EVENTS

1. Town Council Meetings will be either live streamed or video conferencing and other Town events may be cancelled. Community Centers may limit large events or close temporarily.
2. Public Works may temporarily suspend non-emergency services.
3. Non-emergency calls for Lincoln County Sheriff may be handled by telephone whenever feasible.
4. Lincoln County Sheriff, Thayne EMS and Thayne Fire personnel may be wearing protective masks and gloves during contacts.

RECOMMENDED COMMUNITY ACTIONS

- Store a two-week supply of nonperishable food and two-week supply of water, one gallon per person per day, in clean plastic containers.
- Maintain adequate health and cleaning supplies, such as bleach, tissues, disposable gloves and soaps.
- Talk with family members and loved ones about how they will be cared for if they or you get sick.
- Talk with your neighbors about their needs both for food and healthcare.
- If you have children in school, have a plan for caring for them if the school/daycare requests or requires them to stay home.

TOWN STAFF ACTIONS

Town staff will regularly assess the state of Town affairs as well as the need for continued response actions. If public health officials determine we are in a pandemic situation, staff will:

- Determine time and manner of a formal notice of the beginning and end of the pandemic emergency;
- Implement the Town Emergency Operation Plans as needed;
- Increase cleaning schedule for all Town Facilities;
- Limit public access to Town Hall if possible.
- Evaluate short and long term economic and social impacts on the community;
- Assess losses to the Town, both financial resources and personnel;
- Adjust services if needed due to staff and revenue constraints;
- Plan for handling back logs of normal business; and
- Evaluate handling of the outbreak and planning for future incidents.

Designated Town staff will be prepared to telecommute if asked or required to stay at home for an extended period of time, whether because they are sick or to prevent the spread of illness. Town staff and members of the community should follow recommendations and guidelines provided by public health officials.

COMMUNICATION

The Mayor, Town Administrator and Town Clerk will keep Town staff and community members abreast of the latest information using:

- Social media
- Email
- Town Website
- Press Release(s) when possible.
- Mail Center Information Center
- Communicate with SVRA

BACKGROUND

As of March 13, 2020, there have been 1629 COVID-19 cases reported in the United States. Wyoming has 4 total cases reported as of March 13, 2020. The virus is spread from person to person via respiratory droplets. Symptoms take between 2 – 14 days after exposure. 80% of the cases thus far result in mild symptoms while 20% of the cases appear severe. The fatality rate is low. High risk groups are the elderly and patients with on-going illnesses.