

CAROLINE COUNTY PRESS RELEASE

MAY 28, 2020 REVISION

(Changes in Red)



For immediate release
May 27, 2020
Charles M. Culley, Jr.
County Administrator

COUNTY TO PARTIALLY REOPEN OFFICES TO THE PUBLIC ON JUNE 1, 2020

Governor Ralph Northam recently announced Phase One Guidelines of a reopening plan to slowly ease public health restrictions put in place in the Commonwealth of Virginia in response to the COVID-19 pandemic. In accordance with the Phase One announcement, Caroline County will partially reopen County offices to the public beginning Monday, June 1, 2020.

To accomplish this goal, Caroline will follow and enforce the guidelines and best practices established by the Centers for Disease Control (CDC) and state officials by cautiously phasing in opening to the public until it is deemed safe to return to normal operations. "Caroline County's primary responsibility is to provide safe working conditions that protect both employees and the public" said County Administrator Charles Culley. "Due to delays in the supply chain, it has taken time to obtain the necessary disinfection products and personal protective equipment (PPE) needed to partially reopen County offices" said Culley. "We did not want to act prematurely and are confident we are now in a position to move forward safely."

Offices That Will Reopen

The following offices will reopen to the public on June 1, 2020:

- ✓ Department of Planning/Department of Fire & Rescue*
- ✓ Department of Public Utilities/Public Works

**Front counter/waiting area only with a maximum occupancy load of three (3) people. Requests for large meetings will occur by appointment only and preferably at another location due to limited space*

The following offices will reopen on June 1, 2020 by appointment only:

- ✓ County Administrator's Office - (804) 633-5380
- ✓ Department of Finance -(804) 633-5380
- ✓ Commissioner of the Revenue's Office - (804) 633-9834
- ✓ Treasurer's Office – (804) 633-5291
- ✓ Registrar's Office*- (804) 633-9083
- ✓ Department of Economic Development - 804-633-4074
- ✓ Department of Social Services**- 804-633-5071

****Curbside absentee voting for the June 23rd primary is available in front of the Registrar's Office at 212 N. Main Street in Bowling Green until June 20, 2020. Voters will need to call the office and remain in their cars to vote. Signage will be placed in front of the office with instructions to voters.***

Voting will take place in person at the precincts on Election Day June 23rd from 6 am to 7 pm. Please refer to the General Registrar's page of the Caroline County website at <https://co.caroline.va.us/285/General-Registrar> for all the possible ways to vote. Voters can also go online at <https://vote.elections.virginia.gov/VoterInformation> to update voter registration information and request an Absentee Ballot sent to their home.

*****Doors will remain locked and appointments will be escorted in by DSS staff. Most needs will be met by meeting clients at the door or in the parking lot. Access to the elevator will be limited to one individual or one family. Clients that must be seen in the office will be seen in the waiting room. Chairs will be arranged to provide social distancing. DSS will provide front door signage, a new automated phone message script and a new statement on the agency page of the County website.***

Offices to Remain Closed Until Further Notice

The following offices will remain closed to the public until further notice:

- ✓ Department of Parks & Recreation*
- ✓ Library**
- ✓ Caroline County Visitor Center
- ✓ DMV Select
- ✓ Bathrooms in all buildings will remain closed to the public in the Phase 1 reopening
- ✓ County facilities remain unavailable for rental by the public

****Contact the Department of Parks & Recreation at (804) 633-7277 for information about available programs***

*****Curbside library service will resume on June 1 Monday through Friday at most branches***

Procedures to be followed by Public before Entering County Offices or Facilities

1. Unless otherwise specified, citizens must have their temperature taken before entering a County office or facility. Citizens who register a temperature of 100.4 degrees Fahrenheit

or higher will be asked to leave and not return until they are fever free for 24 hours without medication.

2. Citizens must follow social distancing guidelines and remain a minimum of six feet apart from each other and County employees unless protected by a divider. Markers will be placed on the floor of County offices to assist with maintaining social distancing while waiting in line or waiting for an appointment.
3. Citizens must comply with Governor Northam's Executive Order Sixty-Three, requiring the wearing of face coverings in public indoor settings while in County offices or buildings.
4. Hand sanitizer stations have been installed in County buildings with public access. Citizens are encouraged to use them as they enter and exit buildings.
5. Citizens are encouraged to take advantage of online services as much as possible during the transition.
6. Citizens are encouraged to continue to follow CDC guidelines to avoid the spread of the virus:
 - ✓ Wash your hands often with soap and water for at least 20 seconds
 - ✓ If soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol.
 - ✓ Avoid touching your eyes, nose and mouth with unwashed hands
 - ✓ Practice social distancing
 - ✓ Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash. Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

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