



Neil A. Archer II
 1208453
 OR 20 Pgs 389 - 393
 ORDER
 FEE: \$0.00

Tyler County, WV
 03/19/2020 02:34 PM
 Pages: 5
 TAX: \$0.00

STATE OF WEST VIRGINIA,
 COUNTY OF TYLER, TO-WIT:

At an Emergency Meeting of the County Commission of Tyler County, West Virginia, held at the Courthouse thereof on the 19th day of March, 2020, the following Order was made and entered:

ORDER ON PUBLIC ACCESS, ATTENDANCE, AND RESPONSE TO COVID-19
STATE OF EMERGENCY

WHEREAS, on March 11, 2020, the World Health Organization declared the Coronavirus to be a world-wide pandemic; and

WHEREAS, this Commission takes notice that on March 13, 2020, the President of the United States declared a National Emergency in response thereto; and

WHEREAS, this Commission takes notice that on March 13, 2020, the Governor of the State of West Virginia ordered all public and private schools closed at least until March 27, 2020; and

WHEREAS, this Commission takes notice that on March 16, 2020, the Governor of the State of West Virginia proclaimed a State of Emergency did exist throughout the Fifty-Five (55) Counties of this State as a result of the said pandemic and that the same is a disaster as defined by law; and

WHEREAS, several neighboring states, as well as the Governor of this State, has ordered the closure of schools, restaurants, and other establishments, in an effort to curb the spread of the said virus; and

WHEREAS, both government offices of this state and municipal and county governments therein have restricted access to their buildings; and

WHEREAS, the spirit of this policy is obvious and based on best practices and scientific and medical recommendations, the guidance of the Centers for Disease Control, and the guidelines issued by the President of the United States; and

WHEREAS, this Commission has determined the actions contemplated herein to be in the best interest of public health and welfare, public employees, and the citizens of Tyler County of all ages; and

WHEREAS, this Commission exercises its authority to protect the public health and welfare pursuant to Article IX of the Constitution of West Virginia; Chapter 15, Article 1, Section 1 *et seq.*; and Chapter 7, Article 1 Section 1 *et seq.* of the West Virginia Code of 1931, as amended; and

WHEREAS, this Order and the policies outlined therein shall be applicable to the employees and offices of this Commission, the Circuit Clerk, the County Clerk, Assessor, Sheriff and Prosecuting Attorney. To the extent permitted by law, this Order and policy is applicable to the Circuit Court, Family Court and Magistrate Court of Tyler County, which are under the direction of the Supreme Court of Appeals of West Virginia, which has also entered an Administrative Order pertaining to COVID-19.

ACCORDINGLY, IT IS HEREBY ORDERED:

A. PURPOSE AND POLICY

1. The purpose of this Order and policy is to establish attendance protocols for elected officials and employees of this County during the COVID-19 pandemic.

2. It is the further purpose of this Order and policy to establish protocols for employees that are unable to attend work due to the statewide closure of public schools or due to COVID-19 related illness or potential exposure.

3. It is the further purpose of this Order and policy to safeguard the public health and welfare of all those having business with the County, as well as County employees, in order to take reasonable measures to mitigate the spread of the said disease, and attempt to ensure the government of this County will continue to operate and discharge its responsibilities during the duration of the said pandemic.

B. PUBLIC ACCESS TO THE COURTHOUSE AND OTHER COUNTY FACILITIES

1. All county offices will remain open for the conduct of business. Physical access to the Courthouse and other county facilities shall be restricted to elected officials, judicial officers and their respective employees. Access by the public shall be on an advance appointment basis, other than those appearing as parties, attorneys, jurors, case participants, and witnesses summoned to attend Court proceedings. Access to meetings of this Commission shall be limited to the media, persons or delegations that are on the meeting agenda, as called into the meeting room, and participating elected officials and county employees. No more than ten persons shall be in the meeting room at a time.

2. During the operation of this Order, elected officials and their respective employees will remain on duty and ready to assist citizens with their needs, primarily via telephone, e-mail and regular mail. This Commission is confident we can continue to serve the community through the use of these tools.

3. A drop box shall be made available for the use of the public to make filings with the Circuit Clerk, County Clerk, and to transact business with the Sheriff's Office, Assessor's Office, and Prosecuting Attorney's Office, which shall be located in the front vestibule.

B. GENERAL ATTENDANCE

1. Any employee who is currently sick and suffering from fever, cough, shortness of breath, or flu-like symptoms shall not report to work. Employees who are at work must self-monitor, and if an employee begins experiencing the above symptoms, they should leave work immediately and inform his or her supervisor.

2. Employees should make plans now to avoid missing work if he or she becomes sick or if he or she is needed to care for a loved one or family member. Please make every effort to have a plan in place.

3. Otherwise, employees should plan to work as scheduled unless otherwise directed by a supervisor.

4. All other employment-related matters are and remain in the discretion of the elected official department head, and he or she may supplement this Order as he or she deems fit in his or her discretion.

C. EFFECTIVENESS AND AMENDMENT

1. This Order shall be effective as of **8:00 A.M. Friday, March 20, 2020**.

2. This Order shall remain effective until further Order of this Commission.

3. This Order and all of its provisions will be subject to amendment, supplementation, and reassessment by this Commission as the pandemic situation evolves.

4. The Clerk is directed to publish this Order to the County Website; to transmit a copy of this Order to the local media; to the Judges of the Circuit Court; the Family Court; the Magistrates; all County Departments; to post this Order at the doors of the County Courthouse and all county facilities; and otherwise make copies available through any reasonable means.

IT IS SO ORDERED THIS 19TH DAY OF MARCH, 2020:



JOHN F. STENDER, PRESIDENT



ERIC H. VINCENT, COMMISSIONER



MICHAEL V. SMITH, COMMISSIONER

ATTEST: 

NEIL A. ARCHER, II, CLERK