

Safety Plan Addendum – May 19, 2021

All subject to change

BACKGROUND

The Board of Trustees approved to adopt the May 13, CDC Guidance, which states the following

On Friday, May 14, 2021, The Centers for Disease Control and Prevention (“CDC”) issued new Guidance that provides, with limited exceptions, “fully vaccinated people can resume activities without wearing a mask or physical distancing.” On Monday, May 17, 2021, New York State adopted this Guidance, through Executive Order 202.108.

That Executive Order states, in relevant part:

The directive contained in Executive Order 202.17, as extended and modified by Executive Order 202.105, that required any individual over the age of two to cover their nose or mouth with a mask or cloth face-covering within a public place, is hereby extended and modified only insofar as to no longer require, effective May 19, 2021, individuals who are fully vaccinated to cover their noses or mouths with a mask or cloth face-covering while indoors except in certain settings as prescribed in Department of Health guidance, which aligns with guidance published by the Centers for Disease Control and Prevention (CDC).

Consistent with the CDC guidance, Pre-K to 12 schools, public transit, homeless shelters, correctional facilities, nursing homes, and healthcare settings will continue to follow State's existing COVID-19 health guidelines until more New Yorkers are fully vaccinated.

PEOPLE

CDC Guidance as of May 13, 2021

- Fully vaccinated people no longer need to wear a mask or physically distance in any setting, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.
- Fully vaccinated people can refrain from testing following a known exposure unless they are residents or employees of a correctional or detention facility or a homeless shelter.
- Fully vaccinated people should continue to get tested if experiencing COVID-19 symptoms.

The following recommendations apply to non-healthcare settings.

Fully vaccinated people can:

Resume activities without wearing masks or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules and regulations, including local business and workplace guidance

- Resume domestic travel and refrain from testing before or after travel or self-quarantine after travel
- Refrain from testing before leaving the United States for international travel (unless required by the destination) and refrain from self-quarantine after arriving back in the United States
- Refrain from testing following a known exposure, if asymptomatic, with some exceptions for specific settings
- Refrain from quarantine following a known exposure if asymptomatic
- Refrain from routine screening testing if feasible

June 7, 2021

Governor Andrew M. Cuomo announced:

- School districts can choose to lift the requirement that their students must wear masks outdoors.
- Guidance on mask use indoors remains in place.
- This change aligns New York State's guidance on schools with CDC guidance on summer camps, where even **unvaccinated students are not currently required to wear masks outdoors.**

PLACES

As per Governor Cuomo and New York State Department of Health May 19, 2021.

Most business capacities, which are currently based upon percentage of maximum occupancy, will be removed in New York and New Jersey. Businesses will only be limited by the space available for patrons or parties of patrons to maintain the required social distance of 6 feet. This new distance-based maximum capacity will apply across commercial settings, including retail, food services, gyms and fitness centers, amusement and family entertainment, hair salons, barber shops and other personal care services, among other settings. It will also apply in houses of worship.

In New York beginning May 10, the outdoor social gathering limit will increase from 200 to 500 people. Beginning May 19, the indoor social gathering limit will increase from 100 to 250 people. In New York, any event gatherings in excess of the social gathering limits may only occur if all individuals present proof of full vaccination status or recent negative COVID-19 test result.

Small-scale events will be able to apply the revised business mask and capacity rules. Specifically, for events below the State's social gathering limit of 250 indoors or 500 outdoors, event venues will be able to require masks for all patrons -- and DOH strongly recommends masks in indoor settings where vaccination status is unknown -- and social distancing of 6 feet will be required between parties of attendees, unless all attendees present proof of full vaccination status. Unvaccinated people should still wear masks.

If the business is following the CDC guidance, fully vaccinated individuals do not need to wear masks or be socially distanced, but unvaccinated individuals must continue to wear masks and be socially distanced.

- **The business may decide to apply this guidance to the entire establishment or a separate, designated part of the establishment.**

For large-scale events that exceed the State's social gathering limits, event venues will only be limited by the space available for patrons or parties of patrons to maintain the required distance, as follows:

- Unvaccinated attendees and attendees who have an unknown vaccination status must be spaced 6 feet apart in assigned sections. Masks will be required in indoor event settings, except while seated and eating or drinking.
- Fully vaccinated attendees may be spaced directly next to one another at 100 percent capacity instead of 6 feet apart in assigned sections that are designated solely for fully vaccinated individuals. Masks are optional. Venues must verify vaccination status to take advantage of reduced social distancing requirements.
 - Children under the age of 12 who are not yet vaccine eligible, and under the age of 16 who have not yet been able to be vaccinated, may accompany and be seated with a vaccinated adult in a fully vaccinated section.
 - Proof of full vaccination status can be provided by attendees through paper form, digital application, or the State's [Excelsior Pass](#).
- For large-scale events, proof of recent negative COVID-19 test result for attendees who are over the age of four remains required for unvaccinated attendees in indoor event settings above the State's social gathering limit but will become optional in outdoor event settings.

GUIDELINES AND REQUIREMENTS PUT FORTH BY THE FARMINGDALE PUBLIC LIBRARY FOR PATRONS

MASKS and SOCIAL DISTANCING

- Fully vaccinated patrons no longer need to wear a mask or stay 6 feet social distance in the library.
- All unvaccinated patrons are required to wear a mask or face covering on library property, in the library facility, and when interacting with library staff and other patrons.
- All patrons will be considered to have an unknown vaccination status since proof of vaccination will not be checked. Vaccination status will be based on the honor system.
- All children 12 years or under will be required to wear a mask while in the library and when attending indoor programs.
- Masks will not be required for outdoor programs.
- Social distancing will be practiced throughout the building so as not to exceed the 250 building occupancy limit.
- Unvaccinated Individuals who cannot medically tolerate the wearing of a mask or face covering are asked to contact the library before visiting so reasonable accommodation(s) for services can be made.
- Masks or face coverings may be cloth or homemade so long as they comply with the guidance outlined in Executive order 202.17 or future executive guidance or laws.
- Masks or face coverings should completely cover the mouth and nose in accordance with guidelines issued by the Center for Disease Control (CDC).
- Patrons should not approach other patrons to comment on or question their PPE practices or vaccination status. Concerns regarding the practice of other patrons should be directed to the library staff only.

MEETING ROOMS - LIBRARY-SPONSORED PROGRAMS

- Since vaccination status is unknown, all patrons will be spaced 6 feet apart when attending programs.

- Due to the enclosed nature of the meeting rooms and the uncertainty of vaccination status, masks are to be worn by ALL patrons ages 2 and older regardless of vaccination status.
- All children 12 years and under must wear a mask in the library and meeting rooms.

MEETING ROOMS - COMMUNITY GROUP PROGRAMS

- Community groups or clubs can verify vaccination status of their members and present such to the library administration.
- If all members are fully vaccinated, no masks are required in the meeting rooms.
- Meeting room setups will have chairs spaced 6 feet apart to maintain social distancing and to not exceed the 250 building occupancy limit.
- Upon violation of this policy, the Library will cancel any future scheduled meeting dates.

Social Distancing

- There is no time limit on library visits.
- The library will enforce social distancing guidelines of at least 6 feet between all individuals in the library meeting rooms.
- Elevator and restroom usage is limited to members of the same household (parent/child, individual/caregiver) or individual use only.
- Two chairs will be available at the long worktables. Moving of furniture (tables, chairs, etc) is prohibited.
- Patrons refusing to abide by this policy will be subject to corrective actions, including possible banning, as outlined in the library Maintenance of Public Order Policy.

The Library's staff, including contracted security guards, have the authority to enforce the measures mentioned above.

GUIDELINES AND REQUIREMENTS PUT FORTH BY THE FARMINGDALE PUBLIC LIBRARY FOR STAFF

Mandated Behavior for Staff

Masks

- Fully vaccinated staff no longer need to wear a mask or stay 6 feet social distance in the library.
- All unvaccinated staff are required to wear a mask or face covering on library property, in the library facility, and when interacting with library staff and other patrons.
- The library will continue to provide staff members with disposable facemasks, shields, gloves, and hand sanitizer.
- Staff members will be responsible for replacing the mask or shield should it be damaged or lost.
- Face coverings must be cleaned or replaced after use and may not be shared.
- Employees must complete video training on proper procedures for putting on, taking off, cleaning (as applicable), and discarding PPE, including but not limited to, appropriate face coverings.
- Employees, regardless of vaccination status can wear a facemask or shield if they choose.

Cleanliness

- Staff must limit the use of shared workstations to the extent practicable. To the extent that such workstations remain in use, they must be cleaned and disinfected between users.
- Staff must use disinfectant hand wipes or spray and paper towels to wipe down their work surfaces at the start and completion of their work shift.
- Staff must limit the sharing of objects, such as laptops, notebooks, touchscreens, and writing utensils, as well as the touching of shared surfaces, such as copiers,

desks, and door handles. Shared items must be cleaned and disinfected between users.

- Paper toilet seat covers are available for use in the bathrooms. It is recommended that staff wipe down bathroom surfaces before and after use.
- No library materials are allowed in the bathrooms.
- The microwave, refrigerator, and coffee maker will remain unplugged in the work area.
- There will be no eating of meals at staff desks. Snacks, covered coffee cups, and bottles of water are permissible.
- The staff lounge will be available for staff coffee and lunch breaks. Staff will be responsible for cleaning and disinfecting the area at which you have taken your break both before and after use.
- Non-essential items should be stored in enclosed cabinets or drawers, rather than on desks.

Social Distancing

- All staff will work their regular work shift onsite.
- Staff will not be scheduled in teams.
- Anytime individuals must come within six feet of another person, acceptable face coverings must be worn. Individuals must be prepared to don a face covering if another person unexpectedly comes within six feet.
- Elevator and restroom usage is limited to one at a time.
- Employees must limit on-site interactions (e.g. arrival/departure to building, workstations, and offices, including Business Office) and movements (e.g. employees should remain at their scheduled workstation as often as possible).
- Employees must not enter the employee entrance vestibule if it is already occupied. Social distancing must be maintained while entering/exiting the building and while submitting health-screening forms.

- Staff must limit the transferring of items between employees; books, papers, supplies, mail.

Screening and Testing

- Employees must complete and submit a mandatory daily health-screening questionnaire upon entering the building for work each day.
- This screening questionnaire will be required to determine whether the employee has:
 - A. knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has or had symptoms of COVID-19;
 - B. tested positive for COVID-19 in the past 14 days; and/or
 - C. has experienced any symptoms of COVID-19 in the past 14 days.
 - D. has traveled to states where a 14-day quarantine is required as per Gov. Cuomo.
 - E. vaccination status.

Absences and Illness

- Staff not reporting to work due to illness must notify the Business Office before the start of their shift. Staff must notify the Business Office if they tested positive for COVID-19 or if their doctor suspects they are COVID-19 positive and treats them accordingly.
- The Business Office will notify the department head and director and local and state authorities.
- The Library will adhere to all CDC recommendation on disinfecting the work area should an employee test positive for COVID-19.
- If you have COVID-19 Symptoms or have been exposed to someone who has (may have) COVID-19 you must contact the Business Office before entering the building.

Symptoms: According to the CDC guidance on “Symptoms of Coronavirus” people with COVID-19 may have a wide range of symptoms, ranging from mild symptoms to severe illness. Symptoms of COVID-19 include, but are not limited to the following:

Cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, or new loss of taste or smell.

- **As per the Families First Coronavirus Response Act (FFCRA)**, the employee will receive pay for the duration of their quarantine, up to 10 days. COVID-19 Quarantine Pay will only be effective until the date the test results were received. COVID-19 Quarantine Pay is only given to the employee for a maximum of 10 days whether taken at one time or multiple occasions before 12/31/2020. This is extended through September 30, 2021.

SCENARIOS

- **Employee tests POSITIVE for COVID-19 OR has symptoms AND did not get tested.**

Any employee who indicates that they are positive for COVID-19 symptoms or did not receive a test will not be allowed to enter the building and must contact their healthcare provider for assessment and testing. The Library will provide the employee with information on healthcare and testing resources. The individual may only return after completing at least 10 days of self-quarantine. Testing is not required to end quarantine if NOT symptomatic during quarantine period.

- **Employee tests POSITIVE for COVID-19 but has NO SYMPTOMS.**

If an employee does NOT have COVID-19 symptoms BUT tests positive for COVID-19, the individual may only return to work after completing at least 10 days of self-quarantine. Testing is not required to end quarantine if NOT symptomatic during quarantine period.

- **Employee has had CLOSE CONTACT with someone SUSPECTED and/or being tested for COVID-19 BUT is NOT SYMPTOMATIC.**

An employee who has responded that they have had close contact with a person who is suspected (and/or being tested for) of having COVID-19 and is asymptomatic will not be allowed to enter the site if they have NOT been fully vaccinated or have NOT recovered from COVID-19 within the previous three months. They may enter the site when they have provided documentation that the individual tested negative OR until the employee submits documentation that they have been tested and received negative results OR the employee has completed a 10 day quarantine period.

- **Employee has had CLOSE CONTACT with a person who has tested positive or who has COVID-19 BUT is NOT SYMPTOMATIC.**

If an employee has had close contact with a person with COVID-19 AND is NOT symptomatic, the individual must complete a 10 day self-quarantine if NOT fully vaccinated or has NOT recovered from COVID-19 within the previous three months.

- **Employee has had CLOSE CONTACT** with a person who has tested positive or who has COVID-19 **AND is SYMPTOMATIC.**

If an employee has had close contact with a person with COVID-19 AND is symptomatic, the individual should isolate and quarantine regardless of vaccination status. The individual must complete a 10 day quarantine after the contact.

- **Employee who is critical to library operations and has had CLOSE CONTACT** with a person who has tested positive or who has COVID-19 **AND is NOT SYMPTOMATIC.**

If the employee is critical to the operation of the building AND is NOT symptomatic, the employee should notify the Business Office and the health department of their need to return to work. If approved to work, the employee must remain under quarantine at all times when not at work. The individual and employer must adhere to the following practice prior to and during their work shift, which should be documented:

1. The employee must take their temperature before work to confirm they do not have a fever.
 2. Wear a mask: The employee or visitor should wear a face mask at all times while in the workplace for 14 days after last exposure to a person with COVID-19. The employee may not share headsets or other objects used near the face.
 3. Social distance: The employee or visitor should continue social distancing practices, including maintaining, at least, six feet distance from others.
 4. Clean and disinfect workspaces: Continue to clean and disinfect all areas such as offices, bathrooms, common areas, and shared electronic equipment routinely. Increase the frequency of cleaning and disinfection of high-touch surfaces.
- Any staff member found to be in violation of this policy will receive a verbal warning the first time, and subsequent disciplinary steps, including termination, will be taken if the staff member continues to violate this policy.