



**Special Communication to City of Burlington
Emergency Operations Center and Mayor
Regarding COVID-19**

To: Mayor Weinberger, Brian Lowe

From: Meagan Tuttle of City Analytics Team

RE: Update on Shelter-in Place, Non-Essential Business Closure Orders

Date: March 20, 2020, 11:40am

Updated: March 21, 3:00pm

Key Messages:

- California and New York's Orders, have been approached and are being communicated differently, but have many similarities and may have much the same affect.
 - California Shelter-in Place Order orders everyone to stay in their place of residence "except as needed to maintain continuity of operations of the [sixteen] [federal critical infrastructure sectors](#)" and other sectors "critical to protect the health and well-being" of residents. A detailed list of businesses within the critical sectors is online, along with FAQ's about common activities that are still enabled, like allowing solitary outdoor recreation and walking pets.
 - New York PAUSE Order mandates that 100% of the workforce must work from home, except for employees in businesses on the list of essential services (much less specific than CA). Businesses not on the list can request a determination to be permitted to operate. It also bans non-essential gatherings of any size, and defines social distancing requirements for people 70 and older.
- Earlier county-level Shelter in Place orders in CA emphasized that "non-essential" businesses may enable work remotely, and limited work may continue at the physical facility only for minimum basic operations (see definition) and to enable employees' remote work.
- Typical businesses considered to be essential include: grocery stores, food production, food distribution, laundromats, banks, gas and automobile services, internet providers, media companies, educational institutions, shelters, airlines and other transportation providers are among common businesses identified as essential. In all examples, restaurants can continue to provide takeout and delivery.
- Indoor recreation facilities are closed, but outdoor recreation facilities are mixed. NYC Parks appear to be open and CA's order clarifies that parks are open, but indoor facilities are closed. However, as of last night (3/20) Seattle & King County have closed sports courts, playgrounds, and active recreation areas. While gatherings and team sports are prohibited, in all cases outdoor areas are open to passive recreation as long as social distancing is adhered to.

Important Note Regarding this Document: *The coronavirus pandemic, and local, state and federal guidance/orders regarding this pandemic, are rapidly evolving. Information contained in this memo is presumed to be accurate and reflective of the situation as of the date and time noted above. Information in this memo is offered as review of actions, events, case studies, and data based on specific requests of and research by the Analytics Team. The original audience for this document was the Mayor and members of the City's Emergency Operations Center. These resources are being made available in the event that they may be informative for other Vermont communities.*

Key Resources

- [US Dept of Homeland Security Guidance – Identifying Critical Infrastructure During COVID-19](#)
- [Gov Newsom California, Shelter in Place Order and Essential Critical Infrastructure List](#)
- [Gov Cuomo, New York Summary of PAUSE and Essential Services List](#)
- [Summary of Shelter in Place Orders in US as of March 20 at 6pm](#)

Summary of Impacted Businesses & Activities

Essential Activities

Earlier county-level orders in CA limited people from leaving their place of residence, as well as public and private gatherings of any kind, except for Essential Activities. To the extent individuals are using shared outdoor spaces, they must maintain social distancing of at least 6 feet from other people. These orders generally define Essential Activities as:

- related to health and safety, including obtaining medication and medical supplies, visiting healthcare professionals including for pets
- obtaining services and supplies to maintain safety, sanitation and operation of residences, including food and household consumer products
- engaging in outdoor activity such as hiking/walking/etc when 6 ft social distance is met
- obtaining supplies to work from home, performing work related to providing essential products and services at Essential Businesses or to maintain Minimum Basic Operations at others
- caring for family members or pets
- providing services or work necessary to the operation and maintenance of Essential Infrastructure (defined below), or accessing Essential Government Services

Essential Businesses

All businesses except Essential Businesses must cease all activities at their facility except for Minimum Basic Operations. Some places have clarified that while all businesses are essential, the intention of these restrictions are to limit high-exposure risk. These orders generally define Essential Businesses as:

- Healthcare operations, and veterinary services
- Pharmacies
- Supermarkets and grocery stores and other establishments selling food, pet supplies, and other household consumer products (ie. cleaning and personal care items), and businesses that ship food and goods directly to residences
- Restaurants and establishments that prepare food- only for delivery/carry-out
- Banks and financial institutions, post offices
- Gas stations, auto supply, and auto repair
- Laundromats and dry cleaners
- Hardware stores, “the-trades” services that support residences/Essential Activities & Businesses
- businesses that provide work-from home supplies
- Businesses that provide goods and services that support Essential Businesses, and professional services (accounting, legal) to support legally mandated activities
- Newspaper, radio, television and other media services

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- Essential Infrastructure
- Home-based and residential care facilities for seniors, adults, and children
- Educational institutions at all grade levels for the purposes of facilitating distance learning and other essential functions (meal distribution, etc)
- Childcare facilities that support employees that are exempted from these orders (I.e. healthcare professionals, first responders, employees in essential businesses)

In the case of non-essential businesses who are required to cease operations at their own facilities, they may continue remote work as well as work at their facility for Minimum Basic Operations, which include maintaining inventory, ensuring security, processing payroll/employee benefits, and facilitating employees' ability to work from home. Any activity conducted at the facility must comply with Social Distancing Requirements.

Essential Infrastructure & Government Functions

All first responders, emergency management personnel, emergency dispatchers, court personnel, and law enforcement personnel, and others needed to perform essential services are categorically exempt from the order. Further, individuals performing "Essential Government Functions" as designated by the governmental entity are exempt. Governments should identify and designated employees and/or contractors who are needed to continue providing Essential Government Functions.

California orders also noted Essential Infrastructure included such services as:

- public works construction, construction of housing (particularly affordable housing and housing for people experiencing homelessness); Pennsylvania is a notable example where construction for any purpose has been curtailed
- airport operations, roads and highways, public transportation (some also allow taxi companies to continue to transfer people only for Essential Activities)
- water, sewer, gas, electrical, oil refining
- solid waste collection and removal, internet and telecommunications systems

About Recreation & Health Resources

Types of amusement/recreation businesses explicitly impacted by these orders include shopping malls, bowling alleys, movie theaters, gyms, etc. Some communities, including Seattle/King County have closed "active recreation" parks (including playgrounds, skateparks, group sports field) due to concerns about close contact and lack of sanitation. It appears that all examples have maintained allowances for "passive recreation" (walking trails, grassy areas) where 6-ft social distancing can be achieved.

NYC Dept. of Parks & Recreation issued a notice on 3/20 stating that parks and playgrounds remain open, though all programming and services and some park facilities are closed. Public restrooms remain open and are being cleaned daily. However, it is unclear what precautions are being taken in parks and playgrounds. Note that community gardens can remain open or close at the discretion of the garden groups. Steps being utilized to "close" parks including posting signage, roping off play equipment with yellow caution tape, snow fencing, etc., and locking and physically closing facilities.

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