

Codington County Back to “New Normal” Plan

As of 5/25/20 10:13 PM

Expect Updates

Phase 1

Implementation Criteria:

- Positive cases of COVID-19 in Codington County

Measures Taken (can be at facility level)

Courthouse:

- Closed to public, except for pre-coordinated early voting
- Order materials/equipment for Phase 2 (plexiglass, sanitizer dispensers, PPE), signage, voicemail.
- Continued use of drop box

Other Facilities:

- Closed to public, except by pre-coordination

County Operations:

- Continued Virtual Streamed Commission Meetings. May pre-coordinate physical presence.
- Continued Social distancing
- Continued use of remaining crisis sick leave
- Only exceptional work-from home
- Direct public to use internet, email, phone, mail, drop box
- If no shield, employees wear masks when dealing with public or within 6 feet of another employee
- Encourage employees to wear mask in stores
- Orient staff on added procedures

Court Operations:

- Clerk of Courts fully staffed, pre-coordination with public
- Only Essential parties only present in Court Proceedings. Virtual proceedings if possible

County-wide:

- Encourage Social Distancing based on CDC

Phase 2

Implementation Criteria:

- Equipment, supplies in place
- Staff oriented on new procedures
- ~~Downward trend in new cases (State guidance)~~
- No active cases among employees (by facility)
- Absentee/Early Primary voting election completed

Measures Taken (can be at facility level)

Courthouse:

- Open to public (be attentive to symptoms)
- Plexiglass or other shields at customer counters. Otherwise, employees wear masks at counters. Signage in place
- 6-foot tape lines at service counters. 6-foot indicators on floors.
- Continued use of drop box

Other Facilities:

- Open to public (be attentive to symptoms)
- Plexiglass or other shields at customer counters. Otherwise, employees wear masks.
- 6-foot tape lines at service counters.

County Operations:

- Continued Virtual Streamed Commission Meetings for convenience. Public may be present.
- Continued Social distancing
- Phase out work-from home
- Encourage public to use internet, email, phone, mail, drop box
- Urge public to wear masks in county facilities

Court Operations:

- Clerk of Courts fully staffed
- Only Essential parties only present in Court Proceedings. Virtual proceedings if possible.

County-wide:

- Encourage Social Distancing based on CDC

New Normal

Implementation Criteria:

- Clear projection of on acceptable level of positive cases

Measures Taken (can be at facility level)

Courthouse:

- Open to public
- Plexiglass or other shields at customer counters
- 6-foot tape lines at service counters.
- Continued use of drop box

Other Facilities:

- Open to public
- Plexiglass or other shields at customer counters

County Operations:

- Continued Virtual Streamed Commission Meetings for convenience. Public may be present.
- Encourage public to use internet, email, phone, mail, drop box

Court Operations:

- Normal

County-wide:

- Normal