

**BOARD OF COUNTY COMMISSIONERS**  
**Grant County, Washington**

**Executive Order Adjusting County  
Operations During the COVID-19 Event**

**Executive Order No. 2020-01**

**WHEREAS**, Grant County is committed to sustaining the highest possible level of service for citizens during the COVID-19 event; and

**WHEREAS**, some county offices can provide essential services through web services, email, and telephone without doors being open to the public; and

**WHEREAS**, the normal hours during which Grant County offices are open for the transaction of business shall be from 8:00 a.m. to 5:00 p.m. excluding holidays; and

**WHEREAS**, limiting public contact can create “social-distance” safety for employees and safer operations for an office if the number of employees reporting to work drops below certain threshold; and

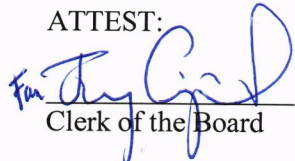
**WHEREAS**, limiting public contact will also help achieve the goal of social distancing to provide support for containment of COVID-19; and

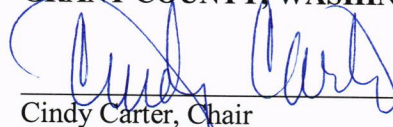
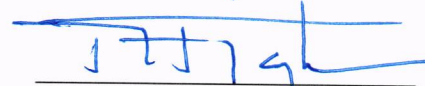

**WHEREAS**, each Department Head and Elected Official is empowered to limit hours of doors-open public service on a day-to-day based on the following criteria:

1. Determining which essential public services must be provided and a plan for maintaining the new level of service
2. Ensuring telecommuting employees meet HR best practices
3. Assigning available staff to perform essential public services
4. Posting public hours on the office door and the department’s county website home page
5. Ensuring the County Commissioners Office is kept apprised of the departments hours of operation

**NOW, THEREFORE**, by the Board of County Commissioners that during the COVID-19 event, and while the County is NOT closed by Emergency Deceleration, County operations shall limit as many “in-person” services as possible by start of business on March 18<sup>th</sup>, 2020.

**PASSED AND ADOPTED** this 17<sup>th</sup> day of March, 2020

ATTEST:  
  
Clerk of the Board

			<b>BOARD OF COUNTY COMMISSIONERS GRANT COUNTY, WASHINGTON</b>
Yea	Nay	Abstain	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 Cindy Carter, Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 Tom Taylor, Vice-Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 Richard Stevens, Member