



Bradford County Manager's Office

Rachel Rhoden, Interim County Manager
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M E M O R A N D U M

COVID-19 -- Guidelines for Safely Reopening County Offices

May 1, 2020

On Wednesday, April 29, 2020, Governor Ron DeSantis issued Executive Order Number 20-112 (Phase 1: Safe. Smart. Step-by-Step. Plan for Florida's Recovery) that takes effect at 12:01 a.m. on May 4, 2020.

In response to Executive Order Number 20-112, Bradford County Board Supervised Departments will open our offices to the general public under the following conditions. Board Supervised Departments are known as:

1. Agriculture/Extension
2. Building
3. Community Development
4. County Attorney
5. County Manager
6. Library
7. Public Works (Transportation, Custodial, Maintenance, and Solid Waste)
8. Zoning

The conditions set forth are in place to limit indoor occupancy to no more than 25 percent of building capacity and promote social distancing and safe practices.

1. The public is required to call ahead to schedule an appointment prior to visiting a board department.
2. Loitering will not be permitted.
3. The public is encouraged to wait in their vehicle until their scheduled appointment.
4. The public is strongly encouraged to wear masks when visiting a board department.
5. Staff is strongly encouraged to wear gloves and masks when interacting with the public.
6. Programs and activities will remain canceled until further notice.
7. Enhanced cleaning procedures will be implemented.

8. Door signage and floor markers will be put in place to limit customers and maintain social distancing.
9. Supervisors are required to record the temperatures of staff at least once a day.

During phase 1, the Bradford County EMS Department and Senior Center will remain operational through use of telephonic or electronic communications and or through other means which do not require the face-to-face interaction.

- Bradford County Emergency Services Department

By way of explanation the Emergency Medical Services Department is a critical workforce during COVID-19 and therefore should limit public interaction to emergency responses only and remain temporarily closed for all other activity.

- Bradford County Senior Center

As further explanation, the senior population remains the most vulnerable segments of our population for COVID-19 and therefore we feel that continued temporary closure of the Senior Center is warranted.

For questions regarding the reopening of other offices such as: 1) Clerk of Courts; 2) Elections; 3) Judges/Courts; 4) Public Defender; 5) Sheriff's Office; 6) State Attorney; and 7) Tax Collector, please call the county switchboard at 904.966.6280.

In the event that you have any questions or concerns regarding this matter. Please feel free to contact the Office of the County Manager at 904.966.6327.

Sincerely,

Rachel Rhoden