

XI. PANDEMIC POLICY

A. GENERAL INFORMATION

The following background information is provided in order to explain the conditions for a pandemic as well as what might occur and provide for an initial discussion of preparedness recognizing the sudden nature of a pandemic and the strain it can place on our workforce.

A pandemic may occur when three conditions have been met:

1. A new illness subtype emerges
2. It infects humans causing serious illness; and
3. It spreads easily and sustainably among humans

B. CLOSING LIBRARY FACILITY

Decisions to modify hours of operation or close the Library will be made by the Director in conjunction with the President of the Library Board. That decision will be informed by directives from the Barry Eaton Health Department or other healthcare agencies, such as the Center for Disease Control (CDC) or the Michigan Department of Health and Human Services.

Additional factors may include other local agencies closing or modifying services.

C. STAFF

Staff Exhibiting Symptoms

All staff are to stay home if they exhibit illness symptoms.

If a staff member exhibits any illness symptoms while at work, they will be asked to return home, and appropriate cleaning precautions will be taken.

Personal Protection Equipment (PPE)

The Library will supply: Disinfecting cleaners, masks, face shields, gloves, soap, as well as disinfecting wipes, and hand sanitizer.

Training

Training for staff concerning this Policy and using PPE will be provided.

The Director has the authority to add additional staff regulations (as a Procedure) using guidelines provided by the Barry Eaton Health Department and the Michigan Department of Health and Human Services.

D. REOPENING THE LIBRARY AFTER CLOSING FOR A PANDEMIC

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A set of guidelines concerning a specific pandemic to reopen the building after closing will be approved by the Library Board. This set of guidelines is subject to change, depending on

new guidelines from government and health officials, but will be the basic framework for reopening the Library to the public.

The Director will be given the authority to make minor changes to this set of guidelines with the approval of the Board President.

Additional cleaning procedures will be put in place during the reopening plan until it is deemed unnecessary by the Director based on guidance from the Health Department and the CDC.