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## CITY OF NICHOLS HILLS

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March 13, 2020

### **Message from City Manager Regarding Coronavirus (COVID-19)**

The coronavirus known as COVID-19 is currently in Oklahoma, and more cases are expected. As of today, no Nichols Hills citizens or staff are known to have coronavirus. Nonetheless, I want to share with you details about the steps we are taking to address the coronavirus situation as we continue to provide services to Nichols Hills, and provide you with some resources and information about how to help minimize the risks of spreading coronavirus as well as what to do if you think you become sick or exposed to the coronavirus.

#### **Preparations and Prevention**

##### ***City Facilities***

- We have installed glass sneeze screens at City Hall. These screens serve as additional barriers at the clerks' stations to help minimize the spread of germs. These screens will be sanitized daily.
- The City's janitorial service vendor will be regularly spraying City Hall, Public Works, and some of our city vehicles with a sanitizing compound that kills bacteria and viruses, including the coronavirus. This compound is safe around people but will nonetheless be applied after hours when the buildings are empty. The first spray treatment will occur this weekend (March 14).
- Next week (the week of March 16), we will have ionized hydro-peroxide diffusing devices installed on our HVAC units at City Hall and Public Works. These devices kill germs, bacteria and viruses on surfaces and in the air. These are the same devices installed in the air conditioning systems at many hospitals.
- Enhanced sanitizing efforts: Staff at both City Hall and Public Works will be using sanitizing wipes on door handles, counter tops, desks and chairs regularly each day.
- Protective Equipment: Our Police, Fire and Public Works departments have been inventoried to ensure adequate protective glasses, gloves, and face masks are available to employees. Staff in these departments will use this equipment as instructed by each respective department head.

- Public Works has hired a vendor to regularly sanitize playground equipment and trash receptacles in the City parks, which will begin the week of March 16.
- At this time, the City has no plans to suspend any City services or public meetings. That being said, the coronavirus pandemic is a moving target, so this decision is subject to change.

### ***What You Can Do To Help***

- Here's [a guide from the CDC](#) about preparing your household.
- Avoid close contact with people who are sick. Stay home and avoid contact with others when you are sick.
- Avoid touching your eyes, nose and mouth.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- [Wash your hands](#) often with soap and water for at least 20 seconds. Try singing "Happy Birthday" twice, because that's about how long it takes. It's especially important to wash your hands after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing. If soap and water aren't available, use an alcohol-based sanitizer with at least 60% alcohol.
- Other states and countries with significant outbreaks have taken steps like closing schools for weeks at a time and encouraging businesses to close. Make a plan for how you and your family or business would need to adapt to a similar situation if it becomes necessary.

### **What To Do If You Are Exposed to Coronavirus or Get Sick**

- If you come into contact with someone who has the coronavirus, be prepared to self-quarantine yourself at home for two weeks.
- If you develop flu-like symptoms and suspect you may be infected with the coronavirus, call your primary care physician first, unless it is an emergency. You will get a much quicker response from your primary care doctor than if you go to the emergency room. This will also help minimize the spread of the virus at the hospital. Your physician will coordinate a coronavirus test.

## **Additional Resources**

- The Oklahoma Department of Health has set up a call center for any questions regarding the coronavirus. The call center is open Monday – Friday from 9:00 a.m. until 7:00 p.m. and Saturday from 9:00 a.m. until 3:00 p.m. The call center phone number is (877) 215-8336.
- [OKC metro information](#) from the Oklahoma City-County Health Department
  - [COVID-19 testing in the OKC metro](#)
- [Statewide information](#) from the Oklahoma State Department of Health
  - [Oklahoma response](#)
  - [Oklahoma resources](#)

Respectfully,

S. Shane Pate II  
City Manager  
City of Nichols Hills