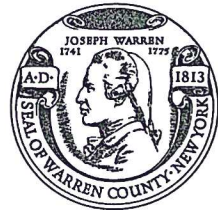


# Warren County Board of Supervisors

WARREN COUNTY MUNICIPAL CENTER  
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Frank E. Thomas, Chairman

Amanda Allen, Clerk of the Board

## EXECUTIVE ORDER 3 OF 2020

WHEREAS, a National emergency has been declared by the United States as part of the response to COVID-19; and

WHEREAS, a state of emergency has also been declared by the State of New York and Warren County, also in response to COVID-19; and

WHEREAS, we encourage all those in our communities to continue all efforts of "social distancing" as an effective public health measure to prevent and slow the transmission of COVID-19 and rely upon facts and information provided by federal, state, and local health and public safety officials; now

### IT IS HEREBY ORDERED,

Pursuant to the State of Emergency in Warren County related to the COVID-19 pandemic, and by virtue of the authority of the Chairman of the Board of Supervisors ("Chairman"), all buildings and indoor spaces of the County of Warren ("County Premises") are hereby ordered to remain in a state of Restricted Access. Members of the general public shall not have access to County Premises. Buildings and indoor spaces administered by the New York State Office of Court Administration (OCA) shall be exempted under this Order and shall abide by all orders duly promulgated by the OCA.

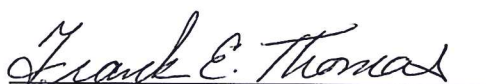
**EFFECTIVE DATE:** Immediately, and will remain in effect for 30 days or until lifted by the Chairman of the Warren County Board of Supervisors, whichever occurs first.

**STAFFING PROTOCOLS:** During the pendency of this Order, the following protocols shall apply to Warren County employees:

- 1) Essential departments playing a direct role in the COVID-19 response (including Sheriff, Health Services, OES, County Administrator, County Attorney and others as determined by the Chairman) shall continue working on site, at the volume necessary to respond to this emergency, and in a manner that complies with Centers for Disease Control and New York State Department of Public Health guidelines.
- 2) Work activities that cease to be necessary by virtue of the public no longer having physical access to County Premises are hereby suspended, personnel performing these activities are deemed "nonessential" unless repurposed by the County to perform essential services, and such nonessential personnel will be sent home.
- 3) Department Heads have discretion to designate certain work activities as being essential for the public welfare or the continuity of County government and which can be performed remotely. Such designations are subject to disapproval by the Chairman. Essential work activities that cannot be performed remotely shall only be approved by the Chairman and be performed on site, at the volume necessary to serve the public, and in a manner that complies with Centers for Disease Control and New York State Department of Public Health guidelines.

**MEETINGS:** Official meetings of the Board of Supervisors, and Standing Committees and Ad Hoc Committees thereof, shall be conducted remotely in compliance with State Law and the executive authority of the Governor of the State of New York. Meetings of other public bodies that would otherwise utilize County Premises shall not be held on County Premises. All non-essential in-person meetings or gatherings shall not be held on County Premises. Essential in-person meetings of employees authorized to have access to County Premises shall abide by the social distancing and COVID-19 prevention protocols recommended by the Centers for Disease Control and New York State Department of Health.

Given under my hand and the Seal of the County of Warren this Nineteenth day of March, 2020.

  
Frank E. Thomas, Chairman  
Warren County Board of Supervisors