

## **EXECUTIVE ORDER 2020-06**

### **Stay at Home Order for Certain City of Goshen Employees**

WHEREAS, the novel Coronavirus Disease 2019 (“COVID-19”) is a serious public health threat that manifests itself with symptoms that include fever, cough, acute respiratory distress, pneumonia, and death;

WHEREAS, the Center for Disease Control states that COVID-19 spreads from person-to-person (within six (6) feet of another person) and through respiratory droplets produced when an infected person sneezes or coughs, and that COVID-19 symptoms appear two (2) to fourteen (14) days after exposure to the virus;

WHEREAS, COVID-19 has continued to impact the State of Indiana, with 130 confirmed cases in Elkhart County, including at least three deaths in Elkhart County resulting from COVID-19;

WHEREAS, the Centers for Disease Control and other authorities indicate that the reduction of public gatherings and other social-distancing measures are effective countermeasures to slow the spread of COVID-19;

WHEREAS, on January 31, 2020, the United States Secretary of the Department of Health and Human Services Alex M. Azar II declared COVID-19 a public health emergency for the United States, and on March 13, 2020 the President of the United States declared a national emergency with respect to COVID-19;

WHEREAS, on March 6, 2020, Indiana Governor Eric J. Holcomb issued Executive order 20-02 declaring a public health disaster emergency in Indiana attributable to the detection of COVID-19 within the State of Indiana;

WHEREAS, the Indiana State Health Commissioner Kristina Box predicts that the number of Indiana’s COVID-19 infections will peak in early May 2020;

WHEREAS, The Elkhart County Commissioners have imposed a travel restriction at the “watch” (orange) level, meaning that conditions are threatening to the safety of the public;

WHEREAS, on April 6, 2020, Governor Holcomb issued Executive Order 20-18, which replaced and superseded Executive Order 20-08 which was issued on March 23, 2020, in which he declared that “all individuals currently living in the State of Indiana are ordered to stay at home or their place of residence, except as allowed in ... Executive Order [20-18];”

WHEREAS, the intent of Governor Holcomb’s Executive Order 20-18 is “to ensure that the maximum number of people self-isolate in their homes or residences to the maximum extent feasible, while also enabling essential services to continue, in order to slow the spread of COVID-19 to the greatest extent possible;”

WHEREAS, Governor Holcomb's Executive Order 20-18 also instructed each municipality to determine its "Essential Governmental Functions," as such term is defined in Executive Order 20-18, and to identify employees and/or contractors necessary to the performance of those functions;

WHEREAS, the undersigned Mayor of the City of Goshen, Indiana previously signed Executive Orders 2020-01, 2020-02, 2020-03, 2020-04, and 2020-05 in an effort to slow the spread of COVID-19, and to help alleviate economic hardships caused to City of Goshen employees who miss work due to COVID-19 testing, self-isolation, and stay at home orders; and

WHEREAS, the City of Goshen seeks to take all reasonable steps to ensure that the delivery of vital public services are not interrupted, yet seeks to protect the health and well-being of its employees, and the community generally.

NOW THEREFORE, I, Jeremy P. Stutsman, Mayor of the City of Goshen, do hereby ORDER the following:

1. That the City continues to recognize and acknowledge that the declared national COVID-19 public health emergency and the national emergency; the declared state COVID-19 public health disaster emergency; and the Elkhart County Commissioners' declaration of emergency all continue to apply to the City of Goshen.

2. That each City of Goshen Department Head shall review and evaluate the emergency operations management team designated by the Department Head pursuant to my Executive Order 2020-04, and shall revise the emergency operations management team as necessary and appropriate in light of changing circumstances and demands on the Department Head's department. Employees identified as part of a Department's emergency operations management team shall work from their normal work stations or they may telework from home to the extent that it is effective, with approval of the Employee's Department Head. City employees not designated as part of a City Department's emergency operations management team shall stay at home from work and isolate at home from April 20, 2020, 12:01 a.m. through May 1, 2020, 11:59 p.m. consistent with restrictions found in Governor Holcomb's Executive Order 20-18, as amended by any subsequent Order. The determination of City of Goshen employees who shall stay at home from work and isolate at home must also be consistent with Governor Holcomb's Executive Order 20-18, Paragraph 12 (employees working are needed to ensure the continuing operation of City government or to provide for or support the health, safety, and welfare of the public); any plans that each department currently has in place; and must be approved by the undersigned Mayor.

3. That each City employee working at their normal work station pursuant to Paragraph 2 above, must comply with the directives contained in the COVID-19 City of Goshen Safe Work Practices document developed by City staff and approved by the undersigned Mayor.

4. That any City of Goshen employee directed to stay at home from work and isolate at home pursuant to this Order are considered on-call and the employee's Department Head may recall the employee to work, with approval of the Mayor, for any emergency situation related or unrelated to COVID-19. On-call employees must be available by phone to respond to calls from other City of Goshen employees or officials, and must be available to return to the employee's work station during the employee's regularly scheduled non-overtime work hours within two (2) hours of a request to return to work, unless the employee and Department Head agree to a different report time that is reasonable under the circumstances.


5. That City of Goshen employees who are directed to isolate under this Order may use City of Goshen accrued paid time off, paid time off under Ordinance 5040, or any entitlement to paid time off under State or Federal law, during the period of isolation in order to continue to receive pay during such period of isolation.

6. All current City of Goshen employees may continue to use sick hours that they have accrued to take paid time off of work during the period of time starting March 24, 2020, at 11:59 p.m. through June 1, 2020, at 11:59 p.m. A City of Goshen employee who chooses to use sick leave in this manner must gain approval from their Department Head prior to taking leave; the employee will be subject to being called in to work if a work emergency occurs; and the employee must comply fully with the language and intent of Governor Holcomb's Executive Order 20-18 (e.g. no travel not permitted by the Order, remain home, etc.).

7. All City of Goshen employees are reminded to follow the restrictions found in Indiana Executive Order 20-18, and to self-quarantine if they exhibit a fever of 100.4 or higher, along with a cough, shortness of breath, or other symptom normally associated with COVID-19, or if the employee lives in a household in which a household member has tested positive to COVID-19.

8. Executive Orders 2020-01, 2020-03, and 2020-04 are repealed, while Executive Orders 2020-02 and 2020-05 remain in full force and effect.

Dated this 17<sup>th</sup> day of April, 2020.

  
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Jeremy P. Stutsman, Mayor