COVID-19 Mitigation Plan – Kodiak, Alaska

CONTACT INFORMATION:

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PURPOSE:	The purpose of this COVID-19 Worker Mitigation Plan (WMP) is to meet the mitigation plan requirement identified in *Health Mandate 16 and Attachments*, issued by the Governor of the State of Alaska under the Public Health Disaster Emergency Declaration. Mandate 16 seeks to balance the ongoing need to maintain diligent efforts to slow and disrupt the rate of infection with the corresponding critical need to resume economic activity in a reasonable and safe manner. This WMP is a proposed plan of action to continue supporting critical infrastructure in the State of Alaska, and outlines how the spread of COVID-19 will be avoided within specific operations, starting with its workforce, so as to not endanger the lives in the communities in which they operate. The key objectives of the WMP are aimed at: ● reducing transmission among employees, ● maintaining healthy business operations, and ● maintaining a healthy work environment.
SCOPE:	Island Trails Networks mission is to develop, maintain, and promote sustainable trails, waterways, shorelines and access to those resources throughout the Kodiak archipelago through action, advocacy, and education.
RESOURCES & REFERENCES:	State of Alaska Health Mandate 16 and Attachments, visit the Reopen Alaska Responsibly page: https://covid19.alaska.gov/reopen/. The following resources are guidance documents published by the U.S. Centers for Disease Control and Prevention (CDC) which are relevant: ● Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19) - Guidance to help prevent

workplace exposures to acute respiratory illnesses, including COVID-19, in non-healthcare settings.

- Travelers Returning from International Travel - Information for travelers returning from countries with level 3 travel health notices. Depending on your travel history, you will be asked to stay home for a period of 14 days from the time you left an area with widespread or ongoing community spread (Level 3 Travel Health Notice).
- Interim Guidance for Ships on Managing Suspected Coronavirus Disease 2019 - Resources for ships originating from, or stopping in, the United States to help prevent, detect, and medically manage suspected COVID-19 infections.
- Get Your Home Ready - This interim guidance is to help household members plan for community transmission of coronavirus disease 2019 (COVID-19) in the United States. The Centers for Disease Control and Prevention (CDC) encourages household members to prepare for the possibility of a COVID-19 outbreak in their community.

The following resources are guidance documents published by the U.S. Occupational Safety and Health Administration (OSHA):

- Prevent Worker Exposure to Coronavirus (COVID-19) – General practices that employers and workers should follow to help prevent exposure to coronavirus.
- Guidance on Preparing Workplaces for COVID-19 - Recommendations as well as descriptions of mandatory safety and health standards. The recommendations are advisory in nature, informational in content, and are intended to assist employers in providing a safe and healthful workplace.

The following resource contains mandates and guidance documents published by the Alaska Department of Military and Veterans Affairs (ADMV), Division of Homeland Security & Emergency Management and the Department of Health and Social Services:

- Coronavirus (COVID-19) – Contains health mandates, press releases, public notices and other coronavirus relevant documents.
- COVID-19 Resources – the COVID-19 website of Alaska DHHS

DEFINITIONS:	**SARS-CoV-2 and COVID-19:** Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2) is the contagious virus that is the cause of the ongoing pandemic of Coronavirus Disease (COVID-19). **Social Distancing:** Includes maintaining at least six-foot social distancing from other individuals, washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer containing at least 70% alcohol, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands **Confirmed/Suspect COVID-19:** A person who has tested positive for COVID-19 or a person who satisfies epidemiological and clinical criteria. **Close Contact:** Greater than 15 minutes face-to-face contact in any setting with a confirmed case in the period extending from 24 hours before onset of symptoms in the confirmed case, or sharing of a closed space with a confirmed case for a prolonged period (e.g. more than 2 hours) in the period extending from 24 hours before onset of symptoms in the confirmed case. A close contact includes a person meeting any of the following criteria: Living in the same household or household-like setting (e.g. in a boarding school or hostel). **Isolation:** Separates sick people with a contagious disease from people who are not sick. **Quarantine:** Separates and restricts the movement of people who were exposed or potentially exposed to a contagious disease to see if they become sick. **Signs & Symptoms:** Fever, sore throat, cough, shortness of breath, chills, body aches, headache, abdominal pain, diarrhea, vomiting,

CLASSIFICATION OF WORKER EXPOSURE	Worker risk of occupational exposure to COVID-19 may vary from very high to high, medium, or lower (caution) risk. The level of risk depends in part on the industry type, need for contact within 6 ft, contact with individuals suspected of being infected with COVID-19, or requirement for repeated or extended contact with persons known to be, or suspected of being, infected with COVID-19.

To help workers determine appropriate precautions, job tasks can be divided into four risk exposure levels: very high, high, medium, and lower risk. The Occupational Risk Pyramid shows the four exposure risk levels in the shape of a pyramid to represent probable distribution of risk.

Most workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels.

○ **High to Very High Exposure Risk**

High and Very High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific workplace requirements. These are mainly health professionals and outside of the logging occupations.

○ **Medium Exposure Risk**

Medium exposure risk jobs include those that require frequent and/or close prolonged contact with people who may be infected with COVID-19, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., in schools, high-population-density work environments, and some high-volume retail settings). Most jobs in this risk profile are outside of the logging industry.

○ **Lower Exposure Risk (Caution)**

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with COVID-19, nor frequent close prolonged contact with the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

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| **WORKPLACE CONTROL METHODS** | Occupational safety and health professionals use a framework called the "hierarchy of controls" to select ways of controlling workplace hazards. When dealing with COVID-19 exposures, it may not be possible to eliminate the hazard completely and usually a combination of control measures will be necessary for protection.

Engineering Controls
Engineering controls involve isolating employees from work-related hazards. In workplaces where they are appropriate, these types of controls reduce exposure to hazards without relying on worker behavior and can be the most cost-effective solution to implement. Engineering controls for infectious diseases include:

○ Installing high-efficiency air filters.

○ Increasing ventilation rates in the work environment.

○ Installing physical barriers, such as clear plastic sneeze guards.

○ Installing a drive-through window for customer service.

○ Specialized negative pressure ventilation in some settings, such as for aerosol generating procedures

Administrative Controls
Administrative controls require action by the worker or employer. Typically, administrative controls are changes in work policy or procedures to reduce or minimize exposure to a hazard. Examples of administrative controls include:

○ Encouraging sick workers to stay at home.

○ Minimizing contact among workers, clients, and customers by replacing face-to-face meetings with virtual communications and implementing telework if feasible.

○ Establishing alternating days or extra shifts that reduce the total number of employees in a facility at a given time, allowing them to maintain distance from one another while maintaining a full onsite work week.

○ Discontinuing nonessential travel to locations with ongoing COVID-19 outbreaks. Regularly check CDC travel warning levels at: www.cdc.gov/coronavirus/2019-ncov/travelers. |

○ Developing emergency communications plans, including a forum for answering workers' concerns and internet-based communications, if feasible.

○ Providing workers with up-to-date education and training on COVID-19 risk factors and protective behaviors (e.g., cough etiquette and care of PPE).

○ Training workers who need to use protecting clothing and equipment how to put it on, use/wear it, and take it off correctly, including in the context of their current and potential duties. Training material should be easy to understand and available in the appropriate language and literacy level for all workers.

Personal Protective Equipment (PPE)
While engineering and administrative controls are considered more effective in minimizing exposure infectious agents, PPE may also be needed to prevent certain exposures. Examples of PPE include gloves, goggles, face shields, face masks, and respiratory protection, when appropriate.

During an outbreak of an infectious disease, such as COVID-19, recommendations for PPE specific to occupations or job tasks may change depending on geographic location, updated risk assessments for workers, and information on PPE effectiveness in preventing the spread of COVID-19. Check the OSHA and CDC websites regularly for updates about recommended PPE. All types of PPE must be:

○ Selected based upon the hazard to the worker.

○ Properly fitted and periodically refitted, as applicable (e.g., N95 respirators).

○ Consistently and properly worn when required.

○ Regularly inspected, maintained, and replaced, as necessary.

○ Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

BASIC INFECTION PREVENTION MEASURES

Protecting workers will depend on emphasizing basic infection prevention measures. As appropriate, all workers should implement good hygiene and infection control practices, including:

AND OPERATIONAL CONTROLS

○ Avoid close contact with people who are sick.

○ Avoid touching your eyes, nose, and mouth.

○ Stay home when you are sick.

○ Cover your cough or sneeze with a tissue (or the sleeve or elbow, not hands), 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. Use at least a 70% alcohol-based hand sanitizer if soap and water are not available.

Island Trails Network have undertaken the following precautions and social distancing requirements:

○ Restrictions on worker gatherings and business travel

○ Increased sanitization of high contact common areas

○ Provided extra hand sanitization stations

○ Provided messaging to our partners (e.g. contractors, agency staff, and visitors) regarding expectations for protecting our safety

○ Preparing further actions for localized or pandemic scenarios

○ Maintain at least six-foot social distancing from other individuals

○ When feasible, prohibit congregations of no more than 10 people in the business at a time (including employees).

○ No shaking hands

○ All employees have been advised of the importance of washing hands.

○ All employees have been advised until further notice they are required to stay in camp and all off island trips are not allowed at this time.

○ No employee visitors are allowed to visit camp.

PREVENTATIVE CONTROLS	We recommend screening of employees for signs and symptoms at least 14 days in advance of arrival to camp, if possible. If a 14-day window is not feasible, screening should begin as soon as possible prior to departure, following these steps:
	
	    ○ 14-day Pre-departure screening
	
	    ○ 14-day At-home monitoring
	
	    ○ Day before departure screening
	
	    ○ Worksite arrival screening
	
	Employees must be free of fever or respiratory symptoms. A possible exception would be if employee has mild symptoms that are clearly attributable to another source (i.e. allergies).
	
	Ensure employees are aware of the:
	
	    ○ Risk of COVID-19 during travel and remote camp areas;
	
	    ○ Transmission of COVID-19 - it is thought to spread via droplet transmission, mainly from person-to-person, between persons who are in close contact with one another (within about 6 feet), or through respiratory droplets produced when an infected person coughs or sneezes;
	
	    ○ Signs and symptoms that may indicate a sick person has COVID-19;
	
	    ○ Importance of not working while sick to prevent the spread to others;
	
	    ○ Current employee sick leave policies and procedures.

MANDATED CONTROLS	**Sanitation and Disposal**
	Clean, sanitize, and disinfect common areas daily:
	
	    ○ Daily disinfection of surfaces that people touch frequently can help decrease the spread of germs. When illness has been identified on board consider disinfecting surfaces multiple times per day.
	
	    ○ Cleaning uses soap or detergent to remove dirt and debris from surfaces.

	○ Sanitizing is meant to reduce, but not kill, the occurrence and growth of germs from surfaces.
	○ Disinfection uses a chemical to kill germs on surfaces that are likely to harbor germs. Disinfectants work best on a clean surface and usually require a longer surface contact period (between 1 - 10 minutes) to work.
	○ Surfaces that people touch a lot (door handles, railings, light switches, chairs, tables) and bathroom and kitchen surfaces should be cleaned, sanitized, and disinfected routinely.
ADDITIONAL GUIDANCE AND PROTOCOLS:	Describe additional guidelines and protocols when situations arise that are not covered by this plan.
KEY PERSONNEL	List the points of contact for this plan and any other important contact information. Travis Cooper: Trails Coordinator, 907-205-5222 ext. 1 Hana Reyes: Marine Debris Coordinator, 907-205-5222 ext.2
CRITICAL WORK ORDERS	After reviewing this plan ITN's summer Trail program will adhere to the following safety procedures to ensure we are keeping staff, volunteers, and the public safe while complying with government mandates when working on trails. ● Face covering will be worn at all times while working: excluding breaks when staff are <15 feet from trail and <6 feet apart. ● No transporting individuals in the organizations vehicle ● Discourage carpooling for individuals that do not live in the same house ● Hand sanitizer will be provided and applied before and after: entering and exiting vehicle, work breaks (water/food) applying or removing face mask, entering and exiting a store ● Limit group size to 10 individuals, including staff (*parking capacity for certain project locations) ● Maintain social distancing standard of 6ft or more ● Utilize signage on trial to inform the public that we are there and will move at least 6 feet off trail to allow public passage when it is safe to do so. ● Individuals that are not feeling well will not be allowed to work ● Tools will be assigned to individuals and sharing will be minimal ● Tools used will be sprayed down with a bleach solution, 4 tsp/1 qt H2O during lunch break and end of day

- Truck will be wiped down at the end of each day with a bleach solution and paper towel
- Tool trailer handles and outside door handles will be disinfected at the end of each work day

ITN's summer Marine Debris program will adhere to the following safety procedures:

Roadside marine debris removal (under Attachment N of Phase 2- Reopen Alaska):

The roadside marine debris removal events will comply with the guidelines of Attachment N: Social, Religious, and Other Gatherings.

Before event:

-Any gathering larger than 25 people will require ITN board approval, and not exceed 50 people. To ensure this, all volunteers will sign up beforehand.

-Every volunteer upon signup will be educated on the mitigation plans stating clearly that any person with symptoms consistent with COVID-19 may not participate in the activity and those living or working with individuals at higher risk for COVID-19 related illness not to participate.

-Volunteers must agree not to participate if they:

1. Are exhibiting the current CDC recognized symptoms consistent with COVID-19.
2. Have knowingly been in contact with a suspected or positive case of COVID-19 within the past 14 days.
3. Are within 72 hours of exhibiting significant COVID-19 symptoms or a fever.
4. When recovering from a case of COVID-19, are less than 14 days from onset or less than 72 hours since the end of significant symptoms or fever.
5. Have not been in the state for 14 days symptom free as long as Health Mandate 10.1 – International and Interstate Travel – Order for SelfQuarantine is in effect.

-Volunteers will provide their own transportation to and from the event location.

During event:

-Social distance of at least six feet will be maintained between individuals and groups of non-household members.

-If projecting of voice, then a minimum of ten feet between each person, unless a face covering is worn.

-Project leader will have an adequate supply of hand sanitizer available.

-Employees and volunteers are strongly encouraged to wear cloth face coverings in accordance with Health Alert 010 – Recommendations Regarding the Use of Cloth Face Coverings.

-All volunteers will provide their own water bottles and gloves.

-ALPAR bags will be provided by ITN that will be disinfected before use.

-Each volunteer will place debris bags into the ITN truck.

After event:

-All debris bags will be brought to the ITN lot where staff will wear gloves to place it in the designated area.

Set-Net Program:

-Set-net site owners will be contacted in advance for cleanup kit sign up.

-Each cleanup kit will be disinfected and either picked up by the set net site owner or delivered by tender vessel.

-Set-net sites must follow their own mitigation plans in addition to the included mitigation plans within each cleanup kit.

-Debris bags from set-net sites brought via tender vessel to canneries will be picked up by ITN staff and disinfected before loaded into the truck.

-ITN staff will use protective gear, such as gloves and cloth face covering, during pickup and practice social distancing protocols with cannery workers.

Small vessel marine debris removal (under Attachment J):

The small vessel marine debris removal events will comply with the guidelines of Attachment J: Fishing Charters.

Small vessel marine debris removals are one day events.

-Volunteers must bring their own gloves for debris pickup and their own food and drinks onboard. Food and drinks must be kept separate from the crew's food and drinks.

-Volunteers and crewmembers will be required to wear cloth face coverings that meet the recommendations contained in Health Alert 010.

-If possible, social distance of at least six feet should be maintained between individuals; if not possible, crewmember and patrons must maintain as much social distancing as allowed on the vessel, depending on its size and configuration. Volunteers and crewmembers from the same household are not required to social distance from each other.

-If volunteers are household members, the vessel may be for the full legal load/capacity.

-If volunteers are non-household members, the vessel may take 50 percent of the legal load/capacity.

-Every volunteer upon sign up will be educated on the mitigation plans stating clearly that any person with symptoms consistent with COVID-19 may not participate in the activity and those living or working with individuals at higher risk for COVID-19 related illness not to participate.

-Volunteers must agree not to participate if they:

1. Are exhibiting the current CDC recognized symptoms consistent with COVID-19.
2. Have knowingly been in contact with a suspected or positive case of COVID-19 within the past 14 days.
3. Are within 72 hours of exhibiting significant COVID-19 symptoms or a fever.
4. When recovering from a case of COVID-19, are less than 14 days from onset or less than 72 hours since the end of significant symptoms or fever.

5. Have not been in the state for 14 days symptom free as long as Health Mandate 10.1 – International and Interstate Travel – Order for SelfQuarantine is in effect.

-Frequent handwashing by employees, and an adequate supply of soap, disinfectant, hand sanitizer, and paper towels will be available for volunteers.

-ALPAR bags will be provided by ITN that will be disinfected before use.