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# MEMORANDUM

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Date: April 22, 2020

To: The Honorable Chairman and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator 

Re: **Establishment of Pima County Back-to-Business Task Force**

As suggested by the Board at the April 21, 2020 Board Meeting during the discussion on COVID-19 issues, I will be establishing a reopening Task Force by the end of this week to be called Pima County Back-to-Business (PCB2B) and involving all sectors who have been affected by the various shelter-in-place Executive Orders and directives. The purpose of the Task Force will be to establish a framework of hygiene and physical distancing standards that need to be developed to begin to reopen, in a limited, phased manner, the commercial and business activities that may have been suspended or substantially interrupted during this time.

PCB2B will include one appointed member of the Small Business Commission from each Supervisor District, and representatives from restaurants, hotels and resorts, chambers of commerce, gyms, daycares, personal hygiene services, area attractions, film and live performance theaters, and event centers. Representatives of other industries may be added as needed or requested. The Task Force will be provided public health information and input about how to best reopen economic activities that have been substantially curtailed during the COVID-19 pandemic.

Subcommittees will be formed to allow for robust participation on a variety of critical topics. Initially, Subcommittees may include:

- **The Roadmap to Recovery:** This Subcommittee will review the nine criteria (Attachment 1) that must be met for Phase 1 reopening to occur and report on the status of each element, including progress toward reopening. The Subcommittee will also make recommendations on the establishment of subsequent phases toward complete reopening.
- **Expediting Government Regulation:** This Subcommittee will review how pools, bars, restaurants, and other public facilities can safely reopen and how various regulatory entities such as the Pima County Health Department's Community Health and Food Safety team can expedite necessary training and permitting.

The Honorable Chairman and Members, Pima County Board of Supervisors

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- **Employee Health and Wellness Guidance:** How employers can ensure that employees are safe and healthy as they return to the workplace will be the focus of this Subcommittee.
- **Community Updates:** Regular communication with the public about the response to COVID-19 and the recovery and reopening activities must occur in many mediums and multiple languages. The development and dissemination of messaging will be the focus of this Subcommittee.

I will assign a number of County staff to work with this Task Force and the Subcommittees, all of which will be advised by public health agency professionals specializing in protection, infection control and disease prevention.

I will provide more detail on this effort next week.

CHH/anc

Attachment

- c: Jan Leshar, Chief Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,  
Health and Community Services  
Dr. Bob England, Director, Health Department  
Dr. John Moffatt, Director, Economic Development Office  
Mark Evans, Director, Communications  
Diane Frisch, Director, Attractions and Tourism  
Patrick Cavanaugh, Deputy Director, Economic Development Office

# ATTACHMENT 1

# Criteria for beginning of phased reduction of COVID-19 physical distancing restrictions:

	Criteria not met	Progress	Criteria met
<b>DISEASE CRITERIA:</b>			
Decreasing positive cases over 14 days	■	■	■
Decreasing COVID-19 related deaths over 14 days	■	■	■
Decreasing symptomatic cases over 14 days	■	■	■
<b>HEALTHCARE CAPACITY CRITERIA:</b>			
Testing for all symptomatic patients	■	■	■
Staffing & beds to care for 2X the current COVID cases (+ surge)	■	■	■
Sufficient PPE for healthcare and emergency responders	■	■	■
<b>PUBLIC HEALTH CRITERIA:</b>			
Timely contact tracing (w/in 24 hrs of a report of a positive test)	■	■	■
Testing of symptomatic contacts (within 12 hours)	■	■	■
Facilities/support for patients who can't be discharged home	■	■	■

## PHASE 1: If all of the above criteria are met (green), the following change in restrictions can occur.\*

### Individuals:

- All medically vulnerable people continue to stay home
- All physical distancing measures remain in place
- No groups >10
- Resumption of some non-essential travel

### Employers:

- Phased return to work with physical distancing
- Common areas remain closed
- Telework continues
- Medically vulnerable workers telework or stay home

### What the public sees:

- Schools remain closed
- Visitor restrictions continue at healthcare facilities
- Elective outpatient surgeries resume
- Large venues (restaurants, churches, theatres, sporting venues) begin to operate with appropriate physical distancing
- Gyms reopen with physical distancing and enhanced sanitation
- Bars remain closed

\* For all phases of the recovery, the public should continue good prevention practices:

- Stay home if sick
- Wash hands with soap and water/ hand sanitizer
- Avoid touching face
- Sneeze/cough into a tissue or elbow.
- Disinfect frequently used items and surfaces
- Strongly consider using face coverings while in public
- Continue physical distancing and use protective equipment
- Temperature /wellness checks at entrances to public buildings and workplaces
- Sanitization and disinfection of common and high-traffic areas
- Limitations on business travel