

SOUTH STRABANE TOWNSHIP

COVID-19 PUBLIC MEETING PROTOCOL

Approved: May 26, 2020

Purpose

To conduct public business to ensure the proper continuance of Township operations and governance while using measures and protocols that seek to protect and ensure the health, welfare and safety of the Public. An Attendee shall mean any individual person that is attending a public meeting, including, but not limited to: members of the public, elected and appointed officials, applicants and their representatives, as well as Township Staff.

Maximum Attendance

The maximum attendance at any public meeting will be limited to the maximum number of people pursuant to the State's phased reopening plan.

- **Red Phase:** prohibits large gatherings.
- **Yellow Phase:** restricts gatherings of more than 25 people.
- **Green Phase:** requires all individuals to follow CDC and the PA Department of Health Guidelines.

Requirements of Attendees to Access Public Meetings

All Attendees of a public meeting are to comply with the following prior to entering the Municipal Building:

- a) **Accessibility:** Access to the Meeting Room will be through the rear door and rear door only. Exceptions can be made on a case by case basis.
- b) **Masks:** A mask must be worn at all times. If an Attendee does not have a mask, a good faith effort will be made to provide a mask to the Attendee.
- c) **Social Distancing:** The Municipal Building Meeting Room, and any room that is used to conduct a public meeting by the Township, will be arranged to ensure that all attendees are able to practice social distancing with a space of at least six feet apart. The chairs arranged in the room are not to be moved.

d) **Questionnaire:** Attendees will be asked to answer with a “Yes” or “No” to the following questions:

- Are you experiencing, or experienced any of the following symptoms in the last 14 days?
 - i. FEVER
 - ii. SHORTNESS OF BREATH
 - iii. COUGH
 - iv. CHILLS
 - v. BODY ACHES
 - vi. SORE THROAT
 - vii. ABDOMINAL PAIN
 - viii. DIARRHEA
- Have you traveled outside of the U.S. in the last 14 days?
- Have you been around anyone who has traveled outside of the country, or who has been ill?

Should an Attendee choose to not answer all three questions, the Attendee will not be permitted to attend the meeting. In the event an Attendee answers “Yes” to any one question, the Attendee will not be permitted to attend the public meeting.

e) **Temperature:** Prior to the meeting, Attendees will have their temperature taken with a contactless thermometer administered by a Township Firefighter. An Attendee with a temperature greater than 100.4 will not be permitted to attend the public meeting. Should the temperature of an Attendee exceed 100.4 on the first reading, the Attendee may elect to have the temperature taken a second time after waiting a period of five minutes. Should the second reading exceed 100.4, the Attendee will not be permitted to attend the public meeting.