

**GAINES COUNTY ACTION PLAN FOR COVID-19 EPIDEMIC  
AND PUBLIC HEALTH EMERGENCY**  
**(Effective Date: May 20, 2020)**

This is the Gaines County Action Plan for the pending COVID-19 epidemic and public health Emergency (“Plan”), revised and approved by the Commissioners Court of Gaines County, Texas (“Commissioners Court”).

**County Disaster Declaration**

1. The Gaines County Judge has issued a series of disaster declarations for Gaines County, Texas (“County”), as approved by the Commissioners Court, due to the pending COVID-19 epidemic and public health emergency. Each declaration (“County Disaster Declaration”) is posted on the County’s internet website at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).
2. This Plan will be implemented and enforced pursuant to the active County Disaster Declaration as summarized below:
  - The contents of the active County Disaster Declaration are incorporated by reference.
  - **ENFORCEMENT:** This Plan shall be enforced by civil litigation and/or criminal prosecution as allowed by law. A person who knowingly or intentionally violates or fails to comply with an active executive order issued by the Governor of Texas, a County Disaster Declaration, Gaines County Emergency Management Plan, this Plan, or a rule, order, or ordinance adopted thereunder, commits a criminal offense which is punishable by a fine not to exceed \$1,000.00.

**Restricted Public Access to Services**

3. Unless otherwise designated in this Plan, County and other governmental agencies operating in County buildings, offices, and properties will continue to provide services to the public during the COVID-19 emergency -- but on a restricted public access basis regarding certain matters, as described in this Plan:
  - Certain locations will be closed, while others will be open and operating under restricted public access procedures with social distancing and other health policy protocols strictly enforced.
  - Public meetings of the Commissioners Court shall continue as allowed by law. Telephonic or videoconference public meetings may occur at the Court’s discretion.
  - The provision or coordination of law enforcement and emergency services will continue and be maintained.
  - For the safety of the public, all authorized interaction occurring between the public and the officials, employees, and representatives of the governmental entities herein described, for or relating to the provision of services, will occur in compliance with the public health

guidance described by the active and applicable executive orders issued by the Governor of Texas, the active County Disaster Declaration, and this Plan. The denial of public access to services will occur if an unreasonable risk of COVID-19 transmission or exposure exists pursuant to the public health guidance policies described in said executive orders, active County Disaster Declaration, and this Plan, including the guidance documents of the South Plains Public Health District (“SPPHD”) provided to the County regarding the practice of good workplace hygiene, environmental cleanliness and sanitation, social distancing, and screening protocol.

### **South Plains Public Health District – Workplace Guidance and Screening Policies**

4. The following public health policy and screening guidance documents were provided by SPPHD to the County, and are approved for implementation regarding the COVID-19 emergency: (a) Interim Guidance for Gaines County to Plan and Respond to Coronavirus Disease 2019 (COVID-19); and (b) proposed protocol for Visitor Screening COVID-19. These SPPHD documents are posted on the County’s internet website at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).

### **Public Access to County Buildings, Offices, and Properties**

5. Beginning May 26, 2020, unless otherwise designated in this Plan, all County buildings, offices, and properties will be open for restricted public access as hereafter described; prior to May 26, 2020, however, the requirements of the County Action Plan dated May 13, 2020 will control.

6. The following office is closed for public access until further notice: **County Rehabilitation Center**, located at Pct. 4 Facilities (Contact Pct. 4 office, telephone 432-758-4000). The County’s internet website page at [www.co.gaines.tx.us](http://www.co.gaines.tx.us) may be accessed for additional information:

7. Beginning May 26, 2020, unless otherwise designated in this Plan, the buildings, offices, and properties described in this paragraph will be open for restricted public access pursuant to the following requirements. The scheduling for services by appointment is highly recommended. Persons entering a site described in this paragraph shall comply with the restricted public access rules then in effect at that site, and all required health policy protocols, including social distancing, will be strictly enforced.

- **Gaines County Courthouse**, 101 South Main Street, Seminole, Texas 79360: The Courthouse will be open during regular business hours for restricted public access, the only entrance will be through the Main Entrance at the west facing door. Citizens with a disability that need to use the qualified ramp need to call ahead and arrange for the department where they have business to let them in the ADA approved entrance on the southwest corner of the Courthouse.
- **County Judge**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – County Judge, telephone 432-758-5411): This office will be open for restricted public access, scheduled appointments are preferred, however, walk-ins may be seen at the discretion of the County Judge.

- **County Commissioner Offices, Pcts. 1, 2, 3, and 4** (Contact – Pct. 1 office, telephone 806-546-2423; Pct. 2 office, telephone 432-758-4004; Pct. 3 office, telephone 432-758-4017; Pct. 4 office, telephone 432-758-4031): Each office will be open for restricted public access, including appointment scheduling, as directed by the County Commissioner for the precinct. The provision and coordination by each precinct office of county road work, repair and certain emergency services will continue and be maintained.
- **District Court**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact District Clerk, telephone 432-758-4013, or Court Administrator/Coordinator, telephone (806) 872-3740); **Constitutional County Court**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – County Judge, telephone 432-758-5411); **Justice of Peace Court, Precinct 1**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – JP Pct. 1, telephone 432-758-4056); and **Justice of Peace Court, Precinct 2**, 311 Hill Street, Seagraves, Texas 79539 (Contact – JP Pct. 2, telephone 806-546-2666): Each court will be open for restricted public access, including appointment scheduling, as directed by the Presiding Judge of the court. A specific courtroom action plan is being developed by the District Judge for all courtrooms and will be published on the Gaines County webpage when available.
- **County Attorney**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – County Attorney 432-758-4001); and **District Attorney**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – District Attorney 806-872-2259): Each office will be open for restricted public access, including appointment scheduling, as directed by the elected prosecutor for the office.
- **District Clerk**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – District Clerk, telephone 432-758-4013); and **County Clerk**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – County Clerk, telephone 432-758-4003): Each office will be open for restricted public access, scheduled appointments are required until approved safety equipment is installed, as directed by the Presiding Judge of the court served by the office and/or the Elected Clerk for the office. After the safety equipment is installed walk-ins may be allowed at the discretion of the Elected Clerk.
- **Gaines County Sheriff's Office and County Jail**, Seminole, Texas (Contact-- Sheriff, telephone 432-758-9871): Restricted public access to these offices will occur, with inmate visitation restrictions in place, as directed by the Sheriff. Public access to offices, services, and staff will be subject to compliance with the (a) SPPHD workplace guidance and screening policies herein described (including appropriate social distancing in compliance with this Plan and the County Disaster Declaration), and the applicable policies required by the Texas Commission on Jail Standards or other state authority (with the state authority controlling in the case of an SPPHD policy conflict), and access will be denied should an unreasonable risk of COVID-19 transmission or exposure exist. Notwithstanding anything to the contrary stated in this Plan, the provision and/or coordination by the Sheriff's Office

of law enforcement and emergency services will continue and be maintained.

- **Probation Departments**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Chief Adult Probation Officer, telephone 806-782-1691; Juvenile Probation Officer, telephone 432-758-4019): Each office will be open for restricted public access, including appointment scheduling, as directed by the managing probation officer for the office.
- **Auditor**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – County Auditor, telephone 432-758-4002); **Elections Office**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Elections Administrator, telephone 432-758-4041); **Emergency Management Office**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – EMS Coordinator, telephone 432-758-5411); **Tax Assessor-Collector**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360, and 311 Hill Street, Seagraves, Texas 79359 (Contact – Tax Assessor-Collector, telephone (432-758-4008/Seminole; 806-546-2781/Seagraves); **Treasurer**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Treasurer, telephone 432-758-4009); **Texas Agri-Life Extension Office**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Extension Agent, telephone 432-758-2617 and 432-758-4006); **Veteran Affairs Office**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Veteran Affairs Officer, telephone 432-758-4010); and **911 Rural Addressing Office**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Coordinator, telephone 432-758-4059): Each office will be open for restricted public access, scheduled appointments are preferred to reduce foot traffic throughout the building, but walk-ins may be allowed at the discretion of the Elected Official, Department Head or Manager for the office .
- **Senior Citizens Centers, Seminole and Seagraves, Texas Locations** (Contact – County Judge, telephone 432-758-5411; Seminole Center/432-758-4020; Seagraves Center/806-546-2506): All activities of these Centers continue to be closed for usual public access, but will remain open for limited public meal service only, as directed by the County Judge and/or Center Manager.
- **County Maintenance Facility**, Seminole, Texas (Contact -- County Maintenance Director, telephone 432-209-1293): This facility will be open for restricted public access, including appointment scheduling and the delivery by vendors of supplies and equipment to the facility, as directed by the County Maintenance Director.
- **County Golf Course**, Seminole, Texas (Contact -- Golf Course Professional, telephone 432-758-3808): Beginning May 15, 2020, the Gaines County Golf Course will be open for public access and return to normal summer hours of operation, however: (a) the grounds and facilities of the Golf Course will be open for the playing and/or practice of the game of golf by all members of the public, and their associated use of said grounds and facilities; (b) the playing of golf rounds at the Golf Course will be limited to playing groups of not more than four people (i.e., not more than foursomes); and (c) no other public or private

access events, including tournaments, will occur on said grounds or facilities without approval of the Commissioners Court.

- **County Airport**, Seminole, Texas (Contact -- Fixed Base Operator/Jonathon Siemens, FlyTex Aviation, telephone 432-758-0046): The Gaines County Airport remains open for operations and public use as critical and essential public infrastructure, in compliance with all applicable federal, state, and local authority and regulations.
- **County Parks** (including the Rodeo Arena and all playgrounds and/or ballparks) (Contact County Judge, telephone 432-758-5411): All Gaines County parks (including the Rodeo Arena and all playgrounds and/or ballparks) remain open for public use, however: (a) all restroom and water facilities and service will be temporarily locked and discontinued; (b) the rental of RV or camping trailer spaces shall continue; and (c) each park is subject to closure for violations of the COVID-19 health policy guidelines stated in this Plan.
- **County Library**, 704 Hobbs Highway, Seminole, Texas 79360 (Contact Librarian, 432-758-4007), and 311 Hill Street, Seagraves, Texas 79359 (Contact Librarian, 806-546-2480): Beginning Friday, May 15, 2020, the Gaines County Library locations will be open to restricted public access pursuant to the 50% public operating capacity regulations and protocols described in the active County Disaster Declaration. The Library locations will continue the following service options in the public interest: (a) appointment scheduling for curbside pickup and checkout of books and other documents; and (b) outside drop-box return of books and other documents.
- **Gaines County Museums**, 700 Hobbs Highway, Seminole, Texas 79360 and 201 Main Street, Seminole, Texas 79359: Beginning Friday, May 15, 2020, the Gaines County Museum locations will be open to restricted public access pursuant to the 50% public operating capacity regulations and protocols described in the active County Disaster Declaration.

8. This Plan may be revised or terminated at the discretion of the Commissioners Court. Unless otherwise designated, the past, present, or future tense shall each include the other, the masculine, feminine, or neuter gender shall each include the other, and the singular and plural number shall each include the other where necessary for a correct meaning in this Plan.