

**GAINES COUNTY ACTION PLAN FOR COVID-19 EPIDEMIC
AND PUBLIC HEALTH EMERGENCY**
(Effective Date: April 22, 2020)

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

County Disaster Declaration

1. The Gaines County Judge issued disaster declarations for Gaines County, Texas (“County”) due to the pending COVID-19 epidemic and public health emergency. Each declaration (“County Disaster Declaration”) will be posted on the County’s internet website at www.co.gaines.tx.us.

2. This Plan will be implemented and enforced pursuant to the active County Disaster Declaration, which is summarized below:

- Every person in Gaines County, Texas shall, except where necessary to provide or obtain Essential Services or Reopened Services, minimize and avoid social gatherings of more than 10 people, and minimize in-person contact with people who are not in the same household.
- “Essential Services” shall include: (a) all Essential Services listed by the guidance documents of the United States Department of Homeland Security and Texas Department of Emergency Management; and (b) religious services conducted in churches, congregations, and houses of worship. “Reopened Services” may start at 12:01 a.m. local time on Friday, April 24, 2020 involving retail services that are not Essential Services, but that may be provided through pickup, delivery by mail, or delivery to the customer’s doorstep in strict compliance with the terms required by the Texas Department of State Health Services, as described at www.dshs.texas.gov/coronavirus.
- In providing or obtaining Essential Services or Reopened Services, people and businesses should practice good hygiene, environmental cleanliness and sanitation, implementing social distancing, and working from home if possible. In particular, all such services should be provided through remote telework from home unless they cannot be provided through remote telework. Religious services should be conducted in accordance with the Guidelines for Houses of Worship during the COVID-19 crisis, as promulgated by the Texas Attorney General and Governor.
- People shall avoid eating or drinking at bars, restaurants, and food courts, or visiting gyms, massage establishments, tattoo studios, piercing studios, or cosmetology salons; provided, however, that the use of drive-through, pickup, or delivery options for food and drinks are allowed and highly encouraged throughout the limited duration of the County Disaster Declaration.

- The County Disaster Declaration does not prohibit people from accessing Essential Services or Reopened Services, or engaging in essential daily activities, such as going to the grocery store or gas station, providing or obtaining other Essential Services or Reopened Services, visiting parks, hunting or fishing, or engaging in physical activity like jogging or bicycling, so long as the necessary precautions are maintained to reduce the transmission of COVID-19 and to minimize in-person contact with people who are not in the same household.
- People shall not visit nursing homes, state supported living centers, assisted living facilities, or long-term care facilities unless to provide critical assistance as determined through guidance from the Texas Health and Human Services Commission (“HHSC”). Nursing homes, state supported living centers, assisted living facilities, and long-term care facilities should follow infection control policies and practices set forth by HHSC, including minimizing the movement of staff between facilities whenever possible.
- Schools shall remain temporarily closed to in-person classroom attendance by students and shall not recommence before the end of the 2019-2020 school year. Public education teachers and staff are encouraged to continue to work remotely from home if possible, but may return to schools to conduct remote video instruction, as well as perform administrative duties, under strict terms required by the Texas Education Agency. Private schools and institutions of higher education should establish similar terms to allow teachers and staff to return to schools to conduct remote video instruction and perform administrative duties when it is not possible to do so remotely from home.
- **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 a County Disaster Declaration, the Gaines County Emergency Management Plan, or a rule, order, or ordinance adopted under said plans, commits a criminal offense which is punishable by a fine not to exceed \$1,000.00 or confinement in jail for a term not to exceed 180 days.

Limited Public Access to Government Services

3. The County and other agencies operating in County buildings will continue to provide most government services to the public during the COVID-19 emergency, but on a reduced or limited public access basis regarding certain matters, as described in this Plan:
 - Certain County buildings, offices, and properties will be closed for usual public access. The scheduling for services by appointment only will be required at those locations, or disallowed entirely.
 - 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 be continued and maintained.

- For the safety of the public, all authorized interaction occurring between the public and the elected officials, appointed officials, employees, and representatives of the governmental entities herein described, for or relating to the provision of government services, will occur in compliance with the public health guidance references described by the applicable executive orders issued by the Governor of Texas, the County Disaster Declaration, and/or this Plan. The denial of public access to government 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, County Disaster Declaration, and/or 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.

Limited Public Access to County Buildings, Offices, and Properties

5. All County buildings, offices, and properties are closed for usual public access, but some will remain shall open for limited public access for the provision of government services, as hereafter described.

6. The following government service sites are **closed for public access** until further notice. The internet website page of these offices at www.co.gaines.tx.us may be accessed for additional information: **Gaines County Museums**, 700 Hobbs Highway, Seminole, Texas 79360 and 201 Main Street, Seminole, Texas 79359; and **County Rehabilitation Center, located at Pct. 4 Facilities** (Contact Pct. 4 office, telephone 432-758-4000).

7. The following government service sites are **closed for usual public access** to government services until further notice; **however, limited public access will occur** pursuant to the following requirements. The internet website page of these offices may be accessed at www.co.gaines.tx.us for additional information:

- **County Judge**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – County Judge, telephone 432-758-5411): All activities of this office are closed for usual public access, but will remain open for limited public access, including appointment scheduling, as directed by 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): All activities of these offices are closed for usual public access, but will remain open for limited public access, including the

scheduling for office services by appointment, as directed by the County Commissioner of each respective precinct. The provision and coordination by each precinct office of county road work, repair and certain emergency services will be continued and 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): All activities and proceedings of these courts are closed for usual public access, but will remain open for limited public access, including appointment scheduling, as directed by the Presiding Judge of each court.
- **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): All activities of these offices are closed for usual public access, but will remain open for limited public access, including appointment scheduling, as directed by the elected prosecutor of each 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): All activities of these offices are closed for usual public access, but will remain open for limited public access, including appointment scheduling, as directed by the Presiding Judge of their respective courts and/or the elected Clerk for each office.
- **Gaines County Sheriff's Office and County Jail**, Seminole, Texas (Contact-- Sheriff, telephone 432-758-9871): Limited 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 be continued and maintained during the COVID-19 emergency.
- **Probation Departments**, Gaines County Courthouse, 101 South Main Street, Seminole, Texas 79360 (Contact – Chief Adult Probation Officer, , telephone 806-782-1691; Juvenile

Probation Officer Delia Grisham, telephone 432-758-4019): All activities of these offices are closed for usual public access, but will remain open for limited public access, including appointment scheduling, as directed by the managing Probation Officer of 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): All activities of these offices are closed for usual public access, but will remain open for limited public access as directed by the department head, including appointment scheduling.
- **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 are closed for usual public access, but will remain open for limited public meal service only, as directed by the County Judge and/or the Center Manager.
- **County Maintenance Facility**, Seminole, Texas (Contact -- County Maintenance Director, telephone 432-209-1293): All activities of this facility are closed for usual public access, but will remain open for limited public access as directed by the County Maintenance Director, including appointment scheduling and the delivery by vendors of supplies and equipment to the facility.
- **County Golf Course**, Seminole, Texas (Contact -- Golf Course Professional, telephone 432-758-3808): The Gaines County Golf Course is closed for usual public access, but will remain open for limited public access as directed by the Golf Course Professional, however: (a) the grounds and facilities of the Golf Course will be open for scheduling by appointment for the playing and/or practice of the game of golf by Gaines County residents only, and their associated use of said grounds and facilities; and (b) 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): All activities of the Library locations are closed for usual public access -- but beginning Monday, April 27, 2020 and continuing thereafter until further notice, the Library locations will remain open for limited public service by: (a) appointment scheduling for curbside pickup and checkout of books and other documents; and (b) outside drop-box return of books and other documents.

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.