

# **LARAMIE COUNTY RECOVERY PLAN**

**May 4, 2020**

**This version supersedes the previous one dated May 1, 2020**

## **Planning Subcommittee**

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## **IMPORTANT NOTICE**

**This document presents the Laramie County Plan for economic recovery during the COVID-19 pandemic, with the Governor's statewide orders of April 28 as a starting point.**

**This Laramie County Plan, following national and state recommendations, envisions a three-phase loosening of economic restrictions to allow businesses and organizations to return to normal operations over time.**

**The April 28 statewide orders provide a loosening of prior restrictions, especially for some businesses like gyms and salons, which are now allowed to reopen, with conditions.**

**This loosening for restrictions for certain businesses does not constitute Phase 1 of the County Plan.**

**Phase 1 of the Recovery Plan, like subsequent Phases, will begin only after a period of surveillance to assure that COVID-19 disease is not increasing as a result of the loosening of restrictions.**

**Entry into phases that are outside current State orders also must be approved as "variances" by the State.**

**Subsequent Phases will begin only after a similar period of community surveillance demonstrate that it is safe to proceed with the plan.**

**THE DESCRIPTIONS OF THE PHASES IN THIS DOCUMENT ARE OUR BEST CURRENT PREDICTIONS; ACTUAL DETAILS OF FUTURE PHASES CANNOT BE GUARANTEED**

## TABLE OF CONTENTS

Background .....	1
Important Definitions .....	1
National and State Developments .....	1
Laramie County .....	1
Recovery Strategy .....	2
Plan Overview and Phase Descriptions .....	3
Plan Overview and Metrics .....	3
Phase Metrics .....	4
Guidelines for General Public and Employers .....	4
Phase Descriptions .....	5
Industry-Specific Guidance by Phase .....	5
Planning Committees.....	9
Local Business Community .....	9
Government Facilities and Local Events.....	9
Observation and Enforcement.....	10
Broad Overview of the Recovery Phases.....	11
Phase 1: The gating criteria for starting Phase 1 are satisfied .....	11
Individuals .....	11
Employers .....	11
Specific Types of Employers.....	11
Phase 2: No evidence of virus rebound after Phase 1 .....	12
Individuals .....	12
Employers .....	12
Specific Types of Employers.....	12
Phase 3: No evidence of virus rebound after Phase 2 .....	13
Individuals .....	13
Employers .....	13
Specific Types of Employers.....	13
Appendix 1 - Definitions .....	14
Vulnerable individuals .....	14
Other definitions .....	14
Care of Masks and Face Coverings .....	14
Appendix 2 – Guidelines for Restaurants in Phases 1 & 2 .....	16

Appendix 3 – General Guidance for Employers .....	17
Appendix 4 – Guidelines for Churches, Civic Gatherings, & Community Events .....	18
Appendix 5 – Guidelines for Industries and Organizations as of May 1, 2020 .....	19
Restaurants and Food Service .....	19
Bars and Taverns .....	19
Gymnasiums .....	20
Personal Services .....	21
Daycare and Childcare Services .....	22
Schools, Colleges and Universities .....	23
Gatherings in General .....	23

# Background

## Important Definitions

There are some key definitions used throughout this document, and they can be found in Appendix 1 on page 15. A few especially important definitions are here:

Masks and social distancing are important and are mutually complementary – neither is a substitute for the other. Both must be utilized when in public.

**Masks and face coverings** – in a non-medical setting this document uses “masks” and “face coverings” interchangeably. These refer to any fabric covering of the lower face including the mouth and nose. Based on current disease understanding, these do little to prevent the wearer from becoming infected, but current evidence indicates effectiveness in reducing the spread of virus if the wearer is infected but has no symptoms. They also have benefit in reminding the wearer to avoid touching his or her face while in public, which can also slow the spread of infection.

**Social distancing** – the practice of staying at least six feet away from other people while in public, except for others who share the same household. Because the virus that causes COVID-19 travels via aerosols and contaminated surfaces, social distancing is a primary method for preventing spread of the disease.

**Contact tracing** – a primary intervention by public health to mitigate the spread of disease. It consists of interviewing individuals with a contagious disease, eliciting that person’s social contacts, and following up with those individuals for symptom monitoring, counseling, and referral for appropriate treatments and services. This activity is a cornerstone of public health practice.

## National and State Developments

Laramie County, along with the rest of the country, is currently responding to, and managing, the COVID-19 pandemic with severe curtailments on businesses and organizations since late March. Restaurants have been closed to in-house dining, public gatherings have been limited to nine people or less, schools and colleges have been teaching remotely, and the general public has been advised to avoid unnecessary travel. However, Wyoming has avoided a state-wide stay-at-home order.

On April 16 President Donald Trump introduced guidelines for "Opening up America Again". The guidelines propose 3 levels of community actions based on data on the COVID-19 outbreak.

On April 23, Governor Mark Gordon affirmed that the current state-wide orders (second continuation signed April 3) will remain in effect until April 30, together with planning for the eventual recovery of the Wyoming economy. On April 28, the governor extended the statewide orders to May 15, with loosening of some restrictions. The broad outline of a recovery plan is outlined in *A Transition Plan for a Healthy Wyoming*, to create a clear pathway toward easing restrictions and reviving the state and local economy.

The Governor stated, “Our transition must be health data-driven, not date-driven.” The goal of our Laramie County recovery plan is to use data to guide a recovery as expeditiously and safely as possible.

## Laramie County

The Cheyenne/Laramie County Health Department (C/LCHD), Cheyenne/Laramie County Emergency Management, and local Elected Officials have formed a working group to work with key local business leaders to develop a Laramie County Recovery Plan based on new statewide orders released by the governor on April 28. The initial plan will resemble the "Opening up America Again" guidelines, modified as appropriate for Wyoming, pending further guidance from Governor Gordon and the Wyoming Department of Health.

## **Recovery Strategy**

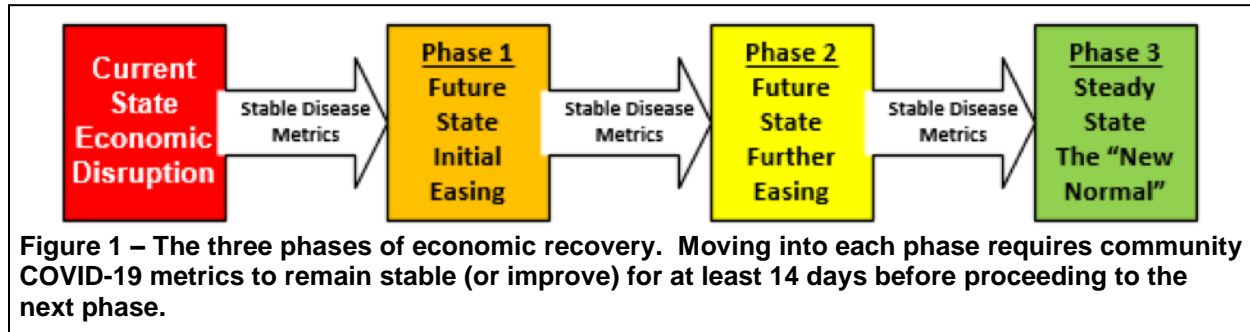
The strategy for economic recovery in Laramie County balances two concepts:

- The current economic restrictions due to the pandemic in Laramie County is causing unprecedented disruption
- Proceeding too quickly with loosening restrictions could result in a dramatic surge in COVID-19 cases, possibly overwhelming the healthcare system, resulting in unnecessary illness and mortality but proceeding too slowly extends the economic and social disruption unnecessarily
- We must strike the right balance between easing economic restrictions as quickly as possible while mitigating the risk of resurgent COVID-19 disease.

# Plan Overview and Phase Descriptions

## Plan Overview and Metrics

The phased opening of Laramie County will proceed in three phases of gradual easing of current economic and social measures based on public health epidemiologic data. All phases of the plan require monitoring specific metrics (outcomes or milestones) in order to proceed to the next phase. Between each phase there will be a 14-day pause to watch for worsening of disease in the community as a result of the easing. Figure 1 illustrates this process.



The “Current State” in Figure 1 is, itself, a partial easing of the preceding statewide orders that expired on April 30. Phase 3, the “New Normal” will be a return to economic prosperity and social stability, but the “Old Normal” before COVID-19 may never return completely. And even the “New Normal” may continue to evolve.

Metrics will be based on state-wide and local data provided by the Wyoming Department of Health (WDH) and the Cheyenne/Laramie County Health Department. The Wyoming Department of Health will provide county metrics using the dashboard shown in Figure 2. It will provide the ongoing status of two broad areas:

- Overall disease and testing data
- Hospital capacity, including ICU capacity

County-level data will include:

- County level epidemiological curve (incidence of new cases)
- Percent of cases attributable to the risk factor referred to as “community spread”
- Daily lab testing volume
- Percent of positive test results
- Running two-week average of percentage of total tests that are positive
- Age group data (yet to be defined by WDH)
- Number of cases recovered

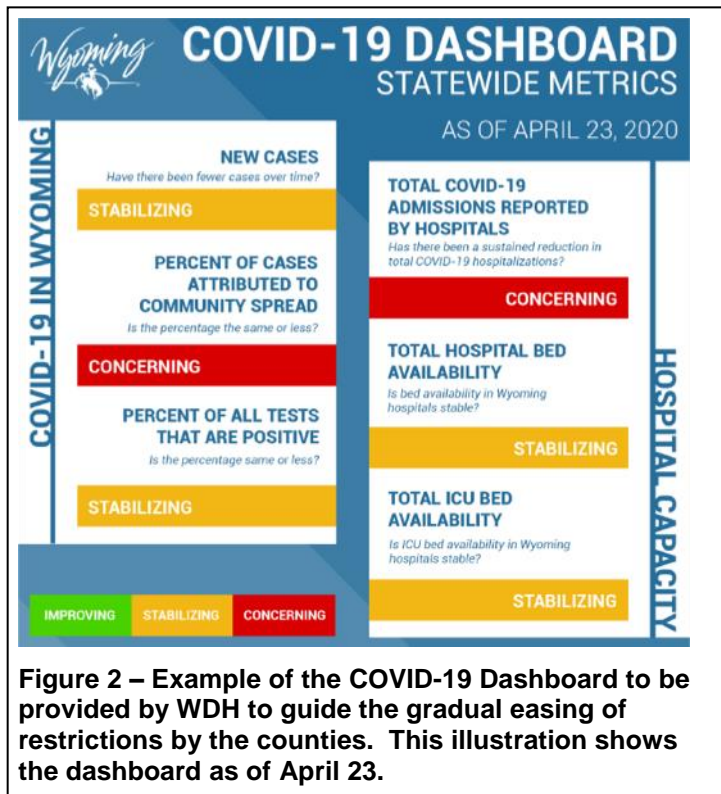


Figure 2 – Example of the COVID-19 Dashboard to be provided by WDH to guide the gradual easing of restrictions by the counties. This illustration shows the dashboard as of April 23.

Information on individual patients and their contacts will be provided by C/LCHD. **Contact**

tracing by C/LCHD will be an integral part of disease control and prevention.

**Phase Metrics**

C/LCHD will apply phase-specific metrics (goals) to determine when it is appropriate to move to the next phase of recovery the local economy. The decision matrix appears in the table below. Each metric (or phase-specific goal) will be evaluated as either increasing, decreasing, or remaining level over the preceding 14-day period.

Phase Goals	Proceed with current plan Decreasing Metric	Proceed but with increased caution Level Metric	Stop – Do not proceed until no red metrics Increasing Metric
County level epi curve			
Percentage of cases due to community spread			
Total hospital admissions due to COVID-19			
Percentage of ICU beds occupied by COVID-19			
Percentage of COVID-19 tests that are positive			
<b>Figure 3 – Evaluation Matrix for deciding whether to proceed to the next phase the plan</b>			

The colors are patterned after traffic lights. All metrics must be either green or yellow for the plan to proceed to the next phase. Metrics in yellow may indicate greater risk.

If one or more metrics appear in the red column, that will be a signal to wait before proceeding to the next phase. If more than one measure is red or becomes red, that would suggest a need to return to an earlier phase.

**NOTE: a major issue with any plan is whether there is adequate testing to make the metrics (goals) meaningful. The C/LCHD will continue working with state and federal authorities to expand testing capability with an eventual goal of being able to test 75% of the population of Laramie County. The timeframe for this is uncertain, but may entail testing a certain percentage per month, as testing becomes more available.**

**Guidelines for General Public and Employers**

Guidelines for both the general public, employers, and organizations, will evolve, and will include ongoing cooperation with state and local guidance as well as with CDC guidance, particularly with respect to face coverings and social distancing. The C/LCHD and the Wyoming Department of Health will provide further guidance on their web sites.

Guidelines for employers are summarized in Appendix 3 on page 18 and will include:

- Requiring social distancing and face coverings, for staff and customers
- Monitoring of the workforce for symptoms and assuring that employees who are sick must stay home
- Working closely with public health officials for workforce contact tracing following a positive employee test, in accordance with Title 35-1-240 of Wyoming Law.



## Phase Descriptions

Each phase will have an “entry gate” (the tips of the arrows in Figure 1) that will not open unless the key metrics listed in Figure 3 above are either all green or yellow. No phase of this plan can begin without the approval of the Laramie County Health Officer (Dr. Stan Hartman), working under the authority and supervision of the State Health Officer (Dr. Alexia Harrist).

If, at any time, local disease metrics begin to get worsen, the County Health Officer will have the authority to suspend easing restrictions, and may, if necessary, impose new restrictions or reinstate prior ones, after conferring with the State Health Officer.

**All plans for reopening or recovery must be submitted to, and approved by, the Cheyenne/Laramie County Health Department.**

## Industry-Specific Guidance by Phase

Figure 4 below outlines some general principles. More detailed guidance will be available on the C/LCHD web site.

**NOTE: Face coverings during Phases 1 and 2 are required in public areas and within businesses, along with social distancing**

The specifics of operations during Phases 1 through 3 are current best projections and are not guaranteed. The descriptions of the three Phases are only for initial guidance and preliminary planning. The actual conditions during these Phases may be different than what we are projecting.

Furthermore, the behavior of the COVID-19 disease may dictate changes in the current plan.

**Figure 4 – Industry-Specific Guidance by Phase**

Select Industry	Current State	Phase 1	Phase 2	Phase 3 – The “New Normal”
<b>Gatherings in General</b>	<b>For details of the new order effective on May 1, 2020 see page 18.</b>	Social distancing still required	Social distancing still required	Social distancing may still be required.
<b>General employer guidelines</b>	Employers exercise extreme caution, with employees working remotely if possible, to minimize economic impact. If working remotely not possible, monitor workforce for symptoms and well-being. <b>For further details see page 17.</b>	Employers exercise extreme caution, with employees working remotely if possible, minimize economic impact. If working remotely is not possible, monitor workforce for symptoms and well-being. Employees always wear masks while on the job.	Employers encourage flexible working arrangements (rotating shifts, remote working, etc.), comply with distancing guidelines, increased cleaning regimen of high-touch areas. Monitor employees for symptoms and well-being.	Businesses are open and operating under strict hygiene and cleaning regimen. Monitor health of workforce and customers.

Select Industry	Current State	Phase 1	Phase 2	Phase 3 – The “New Normal”
<b>Restaurants and food service</b>	No dine-in service. Extreme caution in food prep. Curbside pickup, takeout and delivery only. Up to five (5) members of the public may come inside at one time to pick up food, but must remain six (6) feet apart. Contactless payment encouraged. Create safe environment for staff. <b>For details see page 19.</b>	Takeout/delivery options preferable. Dine-in services allowed with extreme caution, strict physical distancing and limited seating. Contactless payment encouraged. Create safe environment for staff. Employees always wear masks while on the job. Self-serve buffets closed. Employees always wear masks while on the job.	Dine-in services allowed with caution, physical distancing and limited seating. Ongoing takeout/delivery options still available. Contactless payment encouraged. Create safe environment for staff.	Dine-in restaurants operating under proper safety precautions for staff and customers. Table spacing per then-current guidelines. Strict cleaning regimen.
<b>Bars and Taverns</b>	As for restaurants and food service. Pickup, carryout, & delivery only. Up to five (5) members of the public may come inside at one time to pick up food, but must remain six (6) feet apart. <b>For further details, see page 19.</b>	Takeout/delivery options preferable. Inside services allowed with physical distancing and limited seating for inside customers. Contactless payment encouraged. Create safe environment for staff. Employees always wear masks while on the job.	Physical distancing and limited seating for inside customers. Ongoing takeout/delivery options still available. Contactless payment encouraged. Create safe environment for staff.	Operating under proper safety precautions for staff and customers. Strict cleaning regimen. Table spacing per then-current guidelines.
<b>Retail, including grocery stores and pharmacies</b>	Open with caution, frequent reminders on distancing and hygiene. If possible, plexiglass shields for employees. Monitor patrons and employees for illness. Employees wear face coverings while on duty. Some businesses may limit the number of customers allowed at one time. <b>For further details, see page 19.</b>	Create safe environment for customers and staff with frequent reminders on distancing and hygiene. Employees always wear masks while on the job.	Continue creating safe environment and public trust. Monitor employees for symptoms and encourage face coverings.	Operate under heightened hygiene and cleaning standards. Monitor employees for symptoms.

Select Industry	Current State	Phase 1	Phase 2	Phase 3 – The “New Normal”
<b>Hotel, tourism and accommodations</b>	Limited operations. Extreme precautions for staff and guests. <b>For further details see page 19.</b>	For hotel restaurants, takeout/delivery options preferable. Dine-in services allowed with extreme caution, strict physical distancing and limited seating. Contactless payment encouraged. Self-serve buffets closed. Create safe environment for staff. Employees always wear masks while on the job. Self-serve buffets closed. Employees always wear masks while on the job.	For hotel restaurants, dine-in services allowed with caution, physical distancing and limited seating. Ongoing takeout/delivery options still available. Contactless payment encouraged. Create safe environment for staff.	Dine-in restaurants operating under proper safety precautions for staff and customers. Table spacing per then-current guidelines. Strict cleaning regimen.
<b>Events and entertainment</b>	Events such as concerts, lectures and meetings are cancelled. Business meetings are done remotely. <b>For further details see page 18.</b>	Event planners must conform to current public health requirements for limits of crowd sizes. Some business meetings may resume with strict distancing and size limitations. Strict cleaning regimens are followed. Employees always wear masks while on the job.	In-person events allowed with strict social distancing and increased cleaning regimen. Allowed crowd size increased.	Large groups allowed. Mass gatherings follow proper safety procedures and precautions for monitoring symptoms.
<b>Personal services</b>	Hair salons, nail salons, massage therapy establishments, etc. open with restrictions. <b>For further details see page 21.</b>	Limited opening with staff and customers wearing face coverings. Strict hand hygiene. Frequent cleaning of high-touch surfaces. Employees always wear masks while on the job.	Staff and customers continue to wear face coverings. Strict hand hygiene. Frequent cleaning of high-touch surfaces.	Open with strict hygiene regimen and symptom monitoring. Face coverings optional.
<b>Schools, including colleges and universities</b>	Physical classes closed. Most learning is remote. No sport events. <b>For further details see page 23.</b>	Limited opening for students when required instruction can only be done in person, or if the study is in a critical need area. Social distancing, strict hygiene, face coverings for students and teachers alike.	If possible, defer further opening to the subsequent academic year, with strict hygiene and cleaning regimens in place.	Normal operation with enhanced hygiene and cleaning.

Select Industry	Current State	Phase 1	Phase 2	Phase 3 – The “New Normal”
<b>Childcare and daycare</b>	Some daycare and childcare centers, or home daycares, may reopen or continue to operate, with conditions. <b>For more details see page 22.</b>	Open with caution. Defer opening whenever possible. Enhanced distancing protocols as much as possible. No symptomatic children. Employees always wear masks while on the job.	Enhanced cleaning and (when possible) distancing protocols. No symptomatic children.	Enhanced cleaning. No symptomatic children.
<b>Gyms and fitness centers</b>	Open with restrictions: Staff wear face covering while on duty; monitor health of staff, screen for symptoms; close contact activities prohibited. <b>For further details see page 20.</b>	Gyms and fitness centers are strongly recommended to remain closed. If open, must observe public health guidelines for distancing and hygiene. Employees always wear masks while on the job.	Fitness centers and gyms open with specific space and distancing protocols, and cleaning regimens.	Open with further cleaning and supply guidance.
<b>Home repair</b>	Allowed, but homeowners may choose to defer these services by outside contractors. When done, strict distancing, hand hygiene and face coverings required.	Strict hygiene and social distancing required. Monitor staff for symptoms. Employees always wear masks while on the job.	Strict hygiene. Face coverings required when entering a home. Monitor staff for symptoms.	Increased hygiene. Face coverings optional.
<b>Construction and manufacturing</b>	Outside construction continues with social distancing (as much as possible) and increased hygiene. Reduce group interaction as much as possible. Monitor staff for symptoms.	Strict hygiene and reduced group interactions. Monitor staff for symptoms. Employees always wear masks while on the job.	Strict hygiene.	Increased hygiene as much as possible.
<b>Churches, Recovery Groups, Civic Gatherings</b>	General restrictions on gathering size apply. <b>For further details see pages 18 and 23.</b>	See Appendix 4 for further guidance. Open with social distancing, strict hygiene and cleaning regimens. Employees, leaders and patrons always wear masks while on duty.	Open with social distancing, enhanced hygiene and cleaning regimens, masks encouraged.	Increased hygiene, masks optional but encouraged.

## Planning Committees

### **Local Business Community**

Local Business Community planning will focus on identifying tactics for the recovery of businesses throughout Laramie County. The tactics will support the following goals and strategies the LCEOC identified when it was formed in mid-March.

The specific goals and objectives are:

1. Goal - Disseminate timely, accurate, and coordinated public information from the CDC, State, and local governments.  
 Strategy - Disseminate information through press releases as required and other items such as media briefings to keep local businesses informed
2. Goal - Implement any current Federal or State guidelines or orders as received.  
 Strategy - Develop a plan to implement guidelines or orders as received as applicable to local businesses.
3. Goal - Assess the current situation and develop current plans.  
 Strategy - Develop a recovery plan with specific tactics to minimize community spread of COVID-19 and continue reducing the number of current cases among local businesses.

### **Government Facilities and Local Events**

The Government Facilities and Local Events planning will focus on identifying tactics for the reopening of government facilities throughout Laramie County. In addition, this planning will also focus on large public events held within Laramie County.

Laramie County	<a href="https://covid19-clcgisc.hub.arcgis.com/">https://covid19-clcgisc.hub.arcgis.com/</a>
City of Cheyenne	<a href="http://www.cheyennecity.org/COVID-19/">http://www.cheyennecity.org/COVID-19/</a>
Town of Burns	<a href="http://www.burnswy.com/">http://www.burnswy.com/</a>
Town of Pine Bluffs	<a href="https://www.pinebluffswy.gov/">https://www.pinebluffswy.gov/</a>

<b><u>Daycare Providers</u></b>	
Wyoming DFS	<a href="https://dfs.wyo.gov/providers/child-care/covid-19-resources/">https://dfs.wyo.gov/providers/child-care/covid-19-resources/</a>
DFS Notices	<a href="https://dfs.wyo.gov/public-notice/">https://dfs.wyo.gov/public-notice/</a>

## **Observation and Enforcement**

The need for an Observation and Enforcement planning has arisen under the current health orders in place statewide. Re-opening Laramie County, in an orderly, phased progression will require observation and enforcement.

Education should be the primary, preferred, means of enforcement. County public health officials have inherent powers to issue warnings or citations to businesses that fail to comply with public health orders.

We are counting heavily on support from the general public, the business community and the religious community to get this done safely.

**Law enforcement or prosecution will be a means of last resort and should be needed rarely if at all.** Egregious or repeated violations of public health orders may be referred to the Laramie County Attorney, the Cheyenne City Attorney, or the State Attorney General for prosecution under Title 35 of the Wyoming Code.

## Broad Overview of the Recovery Phases

The following three sections give a broad overview of the characteristics of the three phases. Figure 3 above provides more detail, and the C/LCHD web site will have more guidance.

Appendix 2 below provides more detail regarding dine-in restaurants.

### **Phase 1: The gating criteria for starting Phase 1 are satisfied**

Here are current best predictions of what Phase 1 of the Recovery Process will look like.

#### *Individuals*

- Those individuals who are especially vulnerable to severe disease (see definition on page 15) should remain at home unless it is absolutely necessary to go out.
- All individuals, **when in public**, (e.g. parks, outdoor recreation areas, shopping areas), should maximize physical distance from others not sharing the same household. The current recommendation is six feet. Many persons infected with COVID-19 have no symptoms. It spreads very easily through the air, and physical distancing inhibits spread.
- All individuals must use cloth face coverings or masks (defined on page 15) while in any public area or business. Masks have been shown to prevent infected people, even when asymptomatic, from infecting others. Social gatherings of 10 or more people (or as otherwise specified by current public health orders) should be avoided.
- Avoid socializing in groups of 10 or more people (or as otherwise specified in current public health orders) in circumstances that do not readily allow for appropriate physical distancing (e.g. receptions, trade shows).
- Minimize non-essential travel and adhere to CDC guidelines and local public health orders regarding self-quarantine following travel.

#### *Employers*

- Encourage teleworking, whenever possible and feasible.
- Close common areas where personnel are likely to congregate and interact, or enforce strict social distancing protocols.
- Minimize non-essential travel and adhere to CDC guidelines regarding quarantine following travel.
- Strongly consider special accommodations for personnel who are members of a vulnerable population as defined in Appendix 1 on page 14.
- All individuals are encouraged to use face coverings while in any public area or business.
- Staff who are ill must stay home.

#### *Specific Types of Employers*

- Schools and organized youth activities (e.g., daycare, camp) that are currently closed may resume limited activity with precautions. Many of these limited openings will be to serve students with requirements that cannot be met through distance learning
- Visits to senior living facilities and hospitals should still be prohibited, for the protection of the residents and patients in those institutions. Those who interact with residents and patients must adhere to strict protocols regarding hygiene.
- Large venues (e.g., sit-down dining, movie theaters, sporting venues, places of worship)

can operate under strict physical distancing protocols. For dine-in restaurants see Appendix 2 on page 16.

- Elective medical procedures proceed at facilities that adhere to CMS guidelines. Appropriate PPE should be used. Each provider should consult with his or her specialty society for guidance. Will plan for resumption of elective procedures based on considerations of medical risk to patients and providers.
- Gyms can open or remain open if they adhere to physical distancing and sanitation protocols.
- Bars should remain closed except for carry-out, curbside pickup, or delivery.

## **Phase 2: No evidence of virus rebound after Phase 1**

Here are current best predictions of what Phase 2 of the Recovery Process will look like.

### *Individuals*

- All vulnerable individuals should continue to remain at home, and go out only if absolutely necessary.
- All individuals, when in public (e.g. parks, outdoor recreations areas, shopping areas) should maximize physical distance from others. Social gatherings that exceed current public health orders, where appropriate distancing may not be practical, should be avoided.
- All individuals are encouraged to use face coverings while in any public area or business.
- Non-essential travel can resume.

### *Employers*

- Continue to encourage telework, whenever possible and feasible.
- Staff should continue to observe social distancing protocols.
- All individuals are encouraged to use face coverings while in any public area or business.
- Strongly consider special accommodations for personnel who are members of a vulnerable population.
- Staff who are ill must stay home.

### *Specific Types of Employers*

- Schools and organized youth activities (e.g., daycare, camp) may be open with appropriate precautions. The nature of these precautions may evolve based on current recommendations.
- Visitors to senior care facilities and hospitals should be limited to immediate family, with screening and precautions. Those who do interact with residents and patients must adhere to strict protocols regarding hygiene.
- Large venues (e.g., sit-down dining, movie theaters, sporting venues, places of worship) can operate under physical distancing protocols. For dine-in restaurants see Appendix 2 on page 17).
- Elective surgeries can proceed, as clinically appropriate, with appropriate PPE and other appropriate precautions. Each provider should consult with his or her specialty society for guidance.



- Gyms can remain open if they adhere to physical distancing and sanitation protocols.
- Bars may operate with diminished standing-room occupancy, where applicable and appropriate.

### **Phase 3: No evidence of virus rebound after Phase 2**

These are some notional predictions regarding what Phase 3, the “New Normal”, may look like. The “Old Normal” may never return completely and the “New Normal” will continue to evolve.

#### *Individuals*

- Vulnerable individuals can resume public interactions, but should practice social distancing as much as possible, minimizing exposure in social settings where distancing may not be practical, unless precautionary measures are observed.

#### *Employers*

- Resume unrestricted staffing of worksites with appropriate ongoing precautions for frequent sanitation and screening of workers for illness.
- Staff who are ill must stay home.

#### *Specific Types of Employers*

- Access to senior care facilities and hospitals can resume. Those who interact with residents or patients must be diligent regarding hygiene.
- Large venues (e.g., sit-down dining, movie theaters, sporting venues, places of worship) can operate with precautions to be defined, but may still include some degree of social distancing.
- Gyms can remain open if they adhere to strict sanitation standards.
- Bars may operate with increased standing room occupancy, where applicable.

# Appendix 1 - Definitions

## **Vulnerable individuals**

- Persons 65 years or older, regardless of baseline state of health.
- Individuals with underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised (such as by cancer therapy, or certain medical conditions).

## **Other definitions**

- Community spread – cases are appearing in patients who, after contact tracing, have no identifiable contact with someone with COVID-19.
- Contact tracing – a primary intervention by public health to mitigate the spread of disease. It consists of interviewing individuals with a contagious disease, eliciting that person's social contacts, and following up with those individuals for symptom monitoring, counseling, and referral for appropriate treatments and services. This activity is a cornerstone of public health practice.
- COVID-19 – the disease caused by a novel member of the coronavirus family that first appeared in Wuhan Province, China in 2019. The full name of the virus is “severe acute respiratory syndrome coronavirus 2” or SARS-CoV-2. It is related to SARS-CoV-1 or SARS, which appeared in the early 2000's. “COVID-19” is an acronym from CORONAVIRUS DISEASE 2019 (the year it first appeared).
- Isolation – sequestration of persons who are ill with an infectious disease to prevent the infection of others not yet infected. NOTE: in American law and general usage, “quarantine” and “isolation” are often used interchangeably.
- Masks and face coverings – in a non-medical setting this document uses “masks” and “face coverings” interchangeably. These refer to any fabric covering of the lower face including the mouth and nose. Based on current disease understanding, these do little to prevent the wearer from becoming infected, but current evidence indicates effectiveness in reducing the spread of virus if the wearer is infected but has no symptoms. They also have benefit in reminding the wearer to avoid touching his or her face while in public, which can also slow the spread of infection.
- Quarantine – sequestration of asymptomatic persons who have been exposed to an infectious disease for a period, to observe for the development of symptoms and prevent the spread of the disease.
- Social distancing – the practice of staying at least six feet away from other people while in public, except for others who share the same household. Because the virus that causes COVID-19 is transmitted through the air and on contaminated surfaces, social distancing (along with frequent cleaning and hand hygiene) is a primary method for preventing spread of the disease.

## **Care of Masks and Face Coverings**

Medical masks have a limited time of use. Common surgical masks can be used for about a week unless they become wet or soiled, and should then be discarded.

N95 masks (that filter out fine particles) come in two types: medical and industrial. They can be cleaned up to three times in specialized facilities, but in general are not intended for use by the general public.

Cloth masks, including the ones that are being produced as home-made items, may be washed as often as needed, provided the elastic ear bands are not wearing out.

Bandanas and other impromptu face coverings are acceptable if other face coverings are not available.

## Appendix 2 – Guidelines for Restaurants in Phases 1 & 2

General operational requirements for dine-in restaurants during Phases 1 and 2 of the recovery are listed below. All of these requirements may be subject to change over time.

Any restaurant wishing to reopen for dine-in service must agree to these conditions or submit an alternative plan acceptable to the Cheyenne/Laramie County Health Department.

The guidelines for distancing and table seating during Phases 1 and 2 are stringent. Restaurants are encouraged to supplement their revenue streams by initiating or continuing curbside pickup, carry-out or delivery options.

These Guidelines appear daunting but with adequate planning many restaurants should be able to achieve a limited reopening for in-house dining. The restaurant may not operate if PPE (face coverings), EPA-approved disinfectants and sanitizers, soap, and other necessary cleaning supplies are not available; alcohol-based sanitizer is effective against COVID-19. Chlorine (bleach) at 100-200 ppm is effective as a surface disinfectant.

The Guidelines are:

- Limit tables to groups of 6, preferably members of the same household
- Tables with guests must be at least 10 feet apart, from edge to edge. Either move tables or mark off tables not to be used
- In waiting areas, a 6-foot distance must be maintained between parties, whether indoor or outdoor
- Restaurants may, at their discretion, request that customers wear masks except when eating
- Maintain signage to remind individuals from separate parties to stand at least 6 feet apart; waiting area has floor markers to indicate proper spacing
- Preferably have hosts open doors for customers and guide them to their seats to prevent traffic or congregating; hand sanitizer available at door
- Upon entry, hosts point guests to signage that includes the following information:
  - Outlines key symptoms (fever, cough, trouble breathing, or any symptoms of flu-like illness) and asks that patrons with these symptoms or who live with someone who is ill, order takeout instead
  - Recommendation for high-risk individuals (65 or older, or anyone with chronic health problems) to order takeout/delivery instead of dining in for the protection of that individual
- Staff must always wear face coverings and perform hand hygiene between interactions with each table
- Cups, lids, napkins and straws must be handed directly to customers by staff
- Do not place utensils on table until patron is seated
- Encourage contactless and non-signature payment; when not possible, card and payment stations must be sanitized after each use. Staff must sanitize hands between handling payment options and food/containers
- Ideally, a dedicated staff member should be assigned to:
  - Clear tables after customers have left, so that wait-staff can avoid touching items that have been placed on the table (menus, plates, utensils, pens, cups, etc.).
  - Sanitize the area occupied by customers upon departure including tables, menus, pens, salt and pepper shakers, etc. Consider use of disposable items if possible
- Hand sanitizer must be available immediately adjacent to bathrooms
- Close restaurant for cleaning every evening, and disinfecting in the morning, afternoon, and evening. Cleaning and disinfecting include all tables, chairs, door handles, floors, bathrooms, and any high-touch surfaces
- No self-serve food service or buffet options unless food is pre-packaged (this applies to hotel restaurants as well as stand-alone establishments.
- Stagger workstations so employees are not facing one another and are 6 feet apart
- To-go boxes, pizza boxes, paper cups, and any other paper product that touches food must be treated as food
- Staff must use gloves when handling ready-to-eat foods (including ice). Gloves are not required when handling foods that have yet to be cooked
- Playgrounds in restaurants remain closed

## Appendix 3 – General Guidance for Employers

### **Best Practices for Employers**

- Those who are, or work with, high-risk populations, should undergo daily screening/symptom monitoring, and be tested if they begin to experience COVID-19 symptoms. High-risk populations should take extra precautions to avoid close contact with multiple people
- Use online conferencing, email, or telephone in place of in-person meetings, even when people are in the same building
- Employees and customers should not congregate in groups; if your business involves a waiting area, customers should wait outside or in their cars
- Encourage contactless pay options if possible; otherwise immediately disinfect transaction equipment
- Make regular announcements to remind employees and customers to follow distancing guidelines. Use floor markings to mark appropriate physical distance (6 to 10 feet) where appropriate
- Encourage digital files rather than paper formats (e.g. documentation, invoices, inspections, forms, agendas)
- Consider what reserve supplies may be necessary to obtain (e.g., cleaning supplies, gloves or other protective equipment)
- Consider the possibility of interruptions to water or power that might force closure
- Establish and maintain open dialogue with local communities, including key vendors and suppliers, exploring contingencies and sharing appropriate decisions about foodservice, transportation, and other services
- Identify a workplace coordinator who will be responsible for COVID-19 issues and their impact in the workplace
- If relevant, update emergency communication plan with key contacts and backups, chain of communications, and processes for tracking and communicating; share the response plan with employees and communicate expectations
- Ensure every employee's contact information and emergency contact details are up to date; ensure a plan is in place to reach employees quickly
- Educate workforce about the threat of the COVID-19 pandemic, what the business is doing, and what they should do to protect themselves and their families
- Prepare for absenteeism – not only sick employees will stay home; others may need to care for the sick or children if schools close; those employees should notify their supervisors
- Provide signage at each public entrance to inform all employees and customers that they should:
  - Avoid entering if they fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, shortness of breath, or feel generally unwell
  - Maintain a minimum 6-foot distance (10-foot distance in restaurants, gyms, fitness centers, or large event

### **Cleaning and Hygiene Guidelines for Employers**

- Promote etiquette for coughing, sneezing, and handwashing; avoid touching face, especially eyes, nose, and mouth; place posters that encourage hand and respiratory hygiene
- Face coverings should be worn by employees and patrons, especially when difficult or impossible to maintain 6-foot distance
- Ensure adequate air circulation and post tips on how to stop the spread of germs
- When possible, discourage sharing of work tools and equipment
- Avoid handshaking
- Make a list of high-touch surfaces requiring routine disinfecting and perform routine environmental cleaning (e.g., elevator buttons, workstations, countertops, handrails, doorknobs, breakrooms, bathrooms, common areas), either twice a day or after each use. Keep a logbook of cleaning regimen. Those cleaning should:
  - Wear gloves
  - Prior to disinfecting, clean surfaces with soap and water if soiled
  - Use EPA-approved disinfectant, industrial cleaner, diluted bleach, or alcohol solutions
- Provide disposable disinfectant wipes for employee use on high-touch surfaces; provide no-touch trash bins
- Laundry: wear gloves, use warmest appropriate water setting, dry items completely, do not shake dirty laundry, launder items that have come into contact with COVID-19 separately
- Make hand sanitizer, soap and water, or effective disinfectant readily available. Provide pop-up handwashing stations or facilities where necessary (e.g. open houses, construction sites)
- Personal Protection Equipment (PPE) should not be shared and should be disposed of properly
- After using gloves, employees should wash their hands

### **Employers Monitoring Symptoms**

- Employees who are sick or who appear to have COVID-19 symptoms should be separated from other employees/customers immediately and sent home; immediately clean and disinfect areas the sick employee visited
- Train managers/leadership to spot symptoms of COVID-19 and to be clear on relevant protocols
- Monitor employee symptoms, especially fever. If employees take simple medications such as acetaminophen, ibuprofen, or aspirin, they should take temperature beforehand
- Do not allow employees to come to work if they feel sick; create or maintain non-punitive leave policies so employees do not feel pressured to come to work if they are sick. Remind employees to report any illness to a manager, especially if sick with fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, and/or shortness of breath
- If an employee is confirmed COVID-19 positive, the health department will perform contact tracing of others who may have been exposed.

## Appendix 4 – Guidelines for Churches, Civic Gatherings, & Community Events

Because the virus that causes COVID-19 spreads easily through the air, through close contact, and on surfaces, limits on size of gatherings will be necessary, but can be eased over time. The virus does not care whether it spreads in a restaurant, theater, concert or church. It behaves the same everywhere and represents a common concern for all organizations.

Here are some general operational requirements for Churches, Groups, Community Events and Civic Gathering during Phases 1 and 2 of the recovery. All organizations wishing to reopen for gatherings must agree to these conditions or submit an alternative plan acceptable to the Cheyenne-Laramie County Health Department.

The guidelines for social distancing, hygiene, and cleaning regimens anticipated during Phases 1 and 2 will be stringent. Organizations are encouraged to develop individual plans based on the recommendations provided by the Cheyenne-Laramie County Health Department and CDC Guidelines. Guidelines addressed will help determine what the best practice will be for each organization and event.

Organizations may only operate if proper PPE requirements designated for their facility and EPA-approved disinfectants, sanitizers, soap, and other necessary cleaning supplies are utilized; alcohol-based sanitizer is effective against COVID-19. Chlorine (bleach) at 100-200 ppm is effective as a surface disinfectant.

### Guidelines:

- A 6-foot distance must be maintained between individual household groups at all times; this may be decreased incrementally based on data & milestone trends
- • For reserved-seating facilities, facility capacity is dependent on ability to block reserved seats
- (Demonstrated on digital seat map) to ensure safe radius
- • Set an established window time for high-risk groups to come in without pressure from crowds and/or separate entrances and queues.
- • Limit the number of people in a confined area to enable adequate distancing at all times
- • Maintain signage to remind and help individuals stand at least 6 feet apart when in common areas or not in their seats
- • Encourage contactless payment; disinfect between transactions at facility stores/gift shops and comply with other retail recommendations
- • Participants (e.g., players, performers, actors) in events should have their symptoms checked
- • Routinely clean gathering areas before, during, and after each meeting and/or event.
- • Promote messages discouraging people who are sick from attending events.
- • Employees must always wear masks while on duty
- • Plan ways to limit in-person contact for staff and the public in attendance

### Concessions:

- Serving and seating protocols consistent with restaurant guidance
- • Maintain 6-foot distancing for all lines
- • Encourage contactless payment
- • To the extent reasonable, serve grab-and-go food items
- • Any concessions/restaurant seating is compliant with restaurant dine-in recommendations

## Appendix 5 – Guidelines for Industries and Organizations as of May 1, 2020

Here is a summary of the statewide orders in effect under Wyoming law beginning May 1, 2020. They will remain valid through May 15 at which time they may be rescinded, modified or extended by the state or county public health authority.

These summaries are taken directly from the actual orders, but in some instances paraphrased for greater readability. The actual orders are available on-line through C/LCHD and WDH.

### **Restaurants and Food Service**

The order:

- Eating and drinking establishments – closed for inside or outside sit-down dining
  - May offer food and beverage using delivery service, window service, walk-up service, curbside delivery, drive-through service
  - Must use precautions to mitigate potential transmission of COVID-19, including social distancing.
  - Online and telephone credit card transactions are strongly encouraged
  - May permit up to five (5) members of the public at one time inside the establishment to pick up their food or beverage orders, but must remain at least six (6) feet apart while on the premises
  - Hotel restaurants may only deliver food and drink items as room service, or as described above
  - Management shall, on a daily basis, ask employees who report for work about symptoms of illness, or known close contact with a person with COVID-19 infection during the previous fourteen (14) days. Individuals with symptoms or recent exposure to COVID-19 should be asked not to work

This order does NOT cover:

- Establishments that offer food and beverage not for on-premises consumption, including grocery stores, markets, retail stores that offer food, convenience stores, pharmacies, drugstores, and food pantries
- Room service in hotels
- Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities
- Crisis shelters or similar institutions
- Airport concessionaires provided there is no sit-down dining
- Any emergency facilities necessary for the response to the state of emergency caused by COVID-19

### **Bars and Taverns**

The order:

- Bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, clubs, and other places offering alcohol beverages for on-premises consumption
- Cigar bars
- Closed for inside or outside sit-down drinking or dining or sampling

- May offer food and beverage using delivery service, window service, walk-up service, curbside delivery, drive-through service
- Must use precautions to mitigate potential transmission of COVID-19, including social distancing.
- Online and telephone credit card transactions are strongly encouraged
- May permit up to five (5) members of the public at one time inside the establishment to pick up their food or beverage orders, but must remain at least six (6) feet apart while on the premises
- Hotel restaurants may only deliver food and drink items as room service, or as described above
- Management shall ensure, on a daily basis, that no employee who presents symptoms of illness, or has had known close contact with a person with COVID-19 infection during the previous fourteen (14) days, will be permitted to work

## **Gymnasiums**

The order regarding gymnasiums:

- Gymnasiums may open under the following restrictions, to be enforced by the staff of the facility
  - All staff must wear face covering at all times while on duty
  - Staff must be screened at the beginning of their shift for symptoms of illness, and must be screened for exposure to persons with COVID-19 infection during the previous fourteen (14) days
  - Staff with symptoms of illness, or known exposure to a person with COVID-19 within the previous 14 days, shall not be allowed to work
  - The facility must maintain a record of customer usage, by date and time, and a record of staff working hours, by date and time, for purposes of COVID-19 tracing in the event contact tracing is necessary. If this record keeping is done manually, sanitizing measures must be taken on the instruments used for record keeping between use
  - Close-contact activities are prohibited, including but not limited to, one-on-one personal training, close-contact sports, weight lifting requiring “spotters”, and any other close contact activities
  - Locker rooms must remain closed, except for restrooms
  - Workout equipment must be no less than 6 feet apart
  - Workout equipment must be cleaned by staff between each patron use
  - Handwashing stations or hand sanitizer must be readily available for all patrons
  - No more than 9 patrons are allowed in a given room or section at any given time
  - Group workout classes are prohibited
  - Overall number of patrons in the entire facility must not exceed one person per 120 square feet, and patrons must maintain physical distancing during their workout
  - Swimming pools must be limited to one swimmer per lane
  - Spas and saunas must remain closed



## **Personal Services**

The order regarding the following types of businesses previously ordered closed are now allowed to reopen subject to various conditions:

- Nail salons, hair salons, and barber shops;
- Cosmetology, electrology, and esthetic services;
- Massage therapy services (excluding massage performed for medical purposes)
- Tattoo, body art, and piercing shops.

The closures listed above may open in limited capacity, under the following conditions:

- Service may be provided by appointment only, so that the establishment can maintain social distancing
- At no time shall more than 9 people be present in a room or confined space
- Patrons may only be served at stations that are at least 6 feet apart from other stations serving patrons
- Staff must be screened at the beginning of each shift for symptoms of illness or exposure to a person with COVID-19 infection within the previous 14 days; staff with symptoms of illness or known exposure to a person with COVID-19 infection within the previous 14 days shall not be allowed to work
- All patrons must wear face coverings as much as possible when receiving service
- All staff must wear face coverings while on duty
- The facility must maintain adequate records of its patrons, including names and telephone numbers, for purposes of COVID-19 tracing in the event contact tracing is necessary
- The facility must maintain adequate records of its staff, for purposes of COVID-19 tracing in the event contact tracing is necessary
- No patron shall remain in a waiting area prior to receiving services
- Cleaning and sanitizing must be completed after each patron is served, including hand washing and surface sanitation.

The restrictions imposed by this Order do not prohibit owners, employees, contractors, vendors, or suppliers of the services listed above from entering, exiting, or occupying that place of business in their professional capacity

Specific service provider exceptions to the restrictions and closures within this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented by the service provider. Any specific exception under this paragraph must be approved in writing by the State Health Officer

Countywide variances to the restrictions and closures in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.

## **Daycare and Childcare Services**

Although young children have generally shown milder symptoms of COVID-19, childcare and daycare centers were closed because of the high risk that asymptomatic children would carry the virus home to parents or other adult family members.

As child care is a critical part of the infrastructure of Wyoming, allowing essential systems to function, in the event a County Health Officer closes a child care facility under the direction and supervision of the State Health Officer, the County Health Officer shall work with local child care providers to make available limited child care services for essential personnel, as described above

As of May 1, new statewide orders, allow childcare centers or home daycares to re-open or continue to operate under the following conditions:

- The child care provider must restrict groups of people (children and providers) to less than 10 in each separate room. The child care provider can allow 10 or more people in the facility only if each group of less than 10 individuals is in a room separated by walls from other groups
- The child care provider must ensure that all people (children and providers) wash hands with soap and water upon arrival to the facility
- The child care provider must ensure that staff and children are screened for symptoms of COVID-19 at the beginning of the day on arrival and not allow any symptomatic individuals to enter the facility
- In the event of a confirmed case of COVID-19 within the facility, the provider must close the facility and consult with their local county health officer on next steps and when to re-open.
- The child care provider must ensure that enrolled children are met at the entrance and that parents, or other individuals dropping off or picking up children, do not enter the facility, unless absolutely necessary
- The childcare provider must ensure that surfaces and areas that are used and touched often are cleaned and sanitized after each use (e.g. shared toys, keyboards, desks, remote controls), or at least twice a day (e.g. doorknobs, light switches, toilet handles, sink handles, countertops)

Child care providers operating under the measures in this section must prioritize providing child care for children of essential personnel. Essential personnel include:

- Staff and providers of childcare and education services, including custodial and kitchen staff and other support staff, who cannot do their work remotely
- Providers of healthcare including, but not limited to, employees of clinics, hospitals, nursing homes, long-term care and post-acute care facilities, respite houses, designated agencies, emergency medical services, as well as necessary custodial, kitchen, administrative, and other support staff
- Criminal justice personnel including those in law enforcement, courts, and correctional services
- Public health employees
- Firefighters, Wyoming National Guard personnel called to duty for responding to COVID-19, and other first responders
- State employees determined to be essential for response to the COVID-19 crisis
- Active duty military staff

- Pharmacy staff
- Foster families with children through grade
- 2-1-1 and 9-1-1 call center staff; critical infrastructure and utility workers, including electrical, plumbing, telecommunications, water, and wastewater operators, workers, and staff
- State, municipal, and commercial public works and sanitation crews
- Grocery and food supply workers
- Supply chain, postal, and delivery drivers and warehouse workers
- Manufacturers of medical devices, equipment, testing equipment, and supplies
- Fuel distribution workers

In addition to the measures noted above, a child care center or home daycare that remains open is required to follow all health guidelines from the CDC and Wyoming Department of Health for limiting the risk of transmission of COVID-19, to the extent possible when caring for children

### **Schools, Colleges and Universities**

These organizations may re-open or continue to operate under the following conditions:

- K-12 schools shall not hold in-person classes earlier than May 18, 2020, unless an exception is granted under a Countywide Variance Order. Staff and teachers may continue to work in school buildings to facilitate adaptive learning or instruction or to complete administrative tasks
- As directed by school superintendents. Food may still be prepared to be made available to those in need, as directed by school superintendents
- Colleges, universities, and trade schools shall not hold in-person classes earlier than May 18, 2020 unless an exception is granted under a Countywide Variance Order. Staff and teachers may continue to work in facility buildings to facilitate adaptive learning or instruction or to complete administrative tasks. Food may still be prepared to be made available to those in need.
- Specific exceptions to the closures mandated in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented. Any specific exception under this paragraph must be approved in writing by the State Health Officer.
- Countywide variances to the closures mandated in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more) restrictive than the measures imposed in this Order.

### **Gatherings in General**

Under the new statewide order in effect on May 1, 2020, gatherings of ten (10) people or more are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.

Even gatherings that are exempted by this order should still follow the public health recommendations of the CDC and WDH, including washing hands often with soap and water (or other acceptable hand sanitizer) practicing social distancing by avoiding close contact with others including meetings over ten (10) people, avoiding touching the face, eyes, nose or

mouth, covering coughs, sneezing into the elbow or by using a tissue, and wearing a face covering when around others.

- “Gatherings” are any planned or spontaneous event, public or private, bringing together, or likely bringing together, ten (10) people or more in a single room or a single confined space (whether indoor or outdoor) at the same time.
- The following gatherings are exempted from the order:
  - Hotels and motels for lodging purposes
  - Livestock auctions
  - Groups of workers being transported to a location for their jobs
  - Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies
  - Federal, state and local government facilities, including government service centers
  - Relief facilities, including food pantries and shelter facilities
  - Residential building, excluding individual household residences
  - Grocery stores, markets, convenience stores, pharmacies, drugs stores
  - Retail or business establishments, where more than ten (10) people may be present but are generally not within six (6) feet of one another
  - Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies
  - Alcohol and drug treatment centers
  - Long-term care and assisted living facilities, including nursing homes and assisted living facilities, if the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies