

JEFFERSON PARISH BACK TO BUSINESS

**A COMPREHENSIVE STRATEGIC PLAN TO SAFELY AND EFFECTIVELY
REOPEN THE JEFFERSON PARISH ECONOMY**



JEDCO



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THIS DOCUMENT IS MEANT TO PROVIDE JEFFERSON PARISH BUSINESSES WITH BEST PRACTICES & GUIDANCE FOR GETTING BACK TO BUSINESS. THE INFORMATION WITHIN THIS DOCUMENT HAS BEEN DEVELOPED THROUGH REVIEW & INPUT OF MULTIPLE SOURCES, INDUSTRY LEADERS AND MEDICAL EXPERTS. THIS IS A WORKING DOCUMENT. **GUIDANCE IS SUBJECT TO CHANGE** AS MORE INFORMATION AND REGULATIONS FROM LOCAL, STATE AND FEDERAL ORGANIZATIONS BECOME AVAILABLE.



The COVID-19 pandemic created grave and unprecedented challenges for Jefferson Parish, with a significant blow to the physical, emotional and economic health of our community. These days have been uncertain and difficult. As small businesses struggle to maintain operations and employees, we recognize the desire and the need to get back to business. The virus is still present in our community, but we have thankfully seen the number of cases decline – a sign of hope for better days to come. With the understanding that our community may not be able to fully return to business and life as usual until there is a vaccine, JEDCO and Jefferson Parish have committed to the development of a plan that allows for incremental progress in returning to regular work and life. This strategy will enable us to reopen the economy in a way that is thoughtful, careful and rooted in public health to ensure the safety of our residents and our employees. To that end, Jefferson Parish consulted with experts from Ochsner Health System, LCMC, and East Jefferson General Hospital for the formulation of this document, as well as industry representatives. Through this comprehensive plan, we are laying the foundation and the roadmap to help Jefferson Parish get Back to Business.

Over the course of the past several weeks, the JEDCO team has been in contact with hundreds of Jefferson Parish businesses of all sizes, providing information and resources while gathering information on the challenges businesses face as they navigate the reality of COVID-19. Discussions have included the state of their business, whether they are open or closed, status of their workforce and supply chain, and challenges navigating the various loan and economic relief options. While the conversations have been far ranging,

the consistent feedback we have received is for the overarching concern for the health of their employees as well as the health of their companies as we transition to bring Jefferson Parish Back to Business.

This plan lays the immediate groundwork for safely reopening businesses. To ensure long-term success, JEDCO, in coordination with partners, stakeholders and Parish officials, will also undertake the development of a new five-year strategic plan through the Jefferson EDGE, which

will serve as a roadmap for continued economic success and long-term planning and mitigation measures. Actions have already been taken to move forward with this process.

Our region is known for its resilience, for the strength of our residents in the face of uncertainty and upheaval. Jefferson Parish understands what it means to have weathered the storms before. Out of each challenge, we have emerged stronger and more resolute than ever.

GUIDING PRINCIPLES

PARISH & REGIONAL LEADERS



GUIDING PRINCIPLES FOR RECOVERY

ENSURING WIDESPREAD TESTING FOR PUBLIC:

Widely available, quick-result COVID testing, as well as antibody testing when available, gives better assurance as to an individual's contagiousness as well as their immunity, thereby helping to mitigate spread once people are more freely interacting. Testing will remain freely available for all symptomatic residents as well as their close contacts, and quarantine measures in compliance with public health expertise will be made for all those who may have been exposed or who are exhibiting symptoms.

PUTTING HEALTH SYSTEMS FIRST: Jefferson Parish will not enact any guidance or mandates that contradict public health guidance or that jeopardize hospital systems and workers. Regular communication with hospitals and public health experts will be made to ensure there is no strain to essential healthcare systems. If data indicates that a rising trend in new cases is occurring, or that hospital systems are taxed, Parish officials have the right and responsibility to revert to previous phases or enact further restrictions.

ENSURING SAFETY PLANS ARE IN PLACE FOR PUBLIC AMENITIES IN ADDITION TO BUSINESSES: The Parish will enact plans and policies that incorporate best practices for safety and hygiene within its own departments and services. Special care will particularly be put into high-use or high-risk public services such as public transit, senior care services, recreational facilities, jails, prisons, and courthouses, and other public-facing services.

COORDINATION WITH STATE AND REGIONAL PLANS:

We live and work in a regional environment, where residents of one parish may work in a neighboring parish, have business or family in a neighboring parish, or rely on inter-parish public transit. Moreover, Jefferson and surrounding parishes have been at the heart of one of the biggest epicenters of COVID-19 nationally, making consistent recovery plans for this region that much more crucial. Whatever Jefferson Parish decides to do will be done in coordination with the Governor, regional partners, and with neighboring parish leadership. Conflicting policies between parishes could sow discord or confusion for residents and businesses at best, and be deadly at worst. If one parish is too liberal with its recovery policies and a second outbreak occurs, the region as a whole will be set further back.

CLEAR, NON-CONTRADICTORY GUIDANCE TO THE PUBLIC: A return to work will be done with messaging that conveys accurate information about the threat of the disease; i.e. it must not communicate that the disease is eradicated, and must clearly convey ongoing risk. Messaging will also make clear that phased re-entry to work is contingent on health data, and if such information indicates a return in exponential growth of the virus, that Jefferson Parish will revert to previous phases and/or enact further restrictions to limit spread and exponential growth.



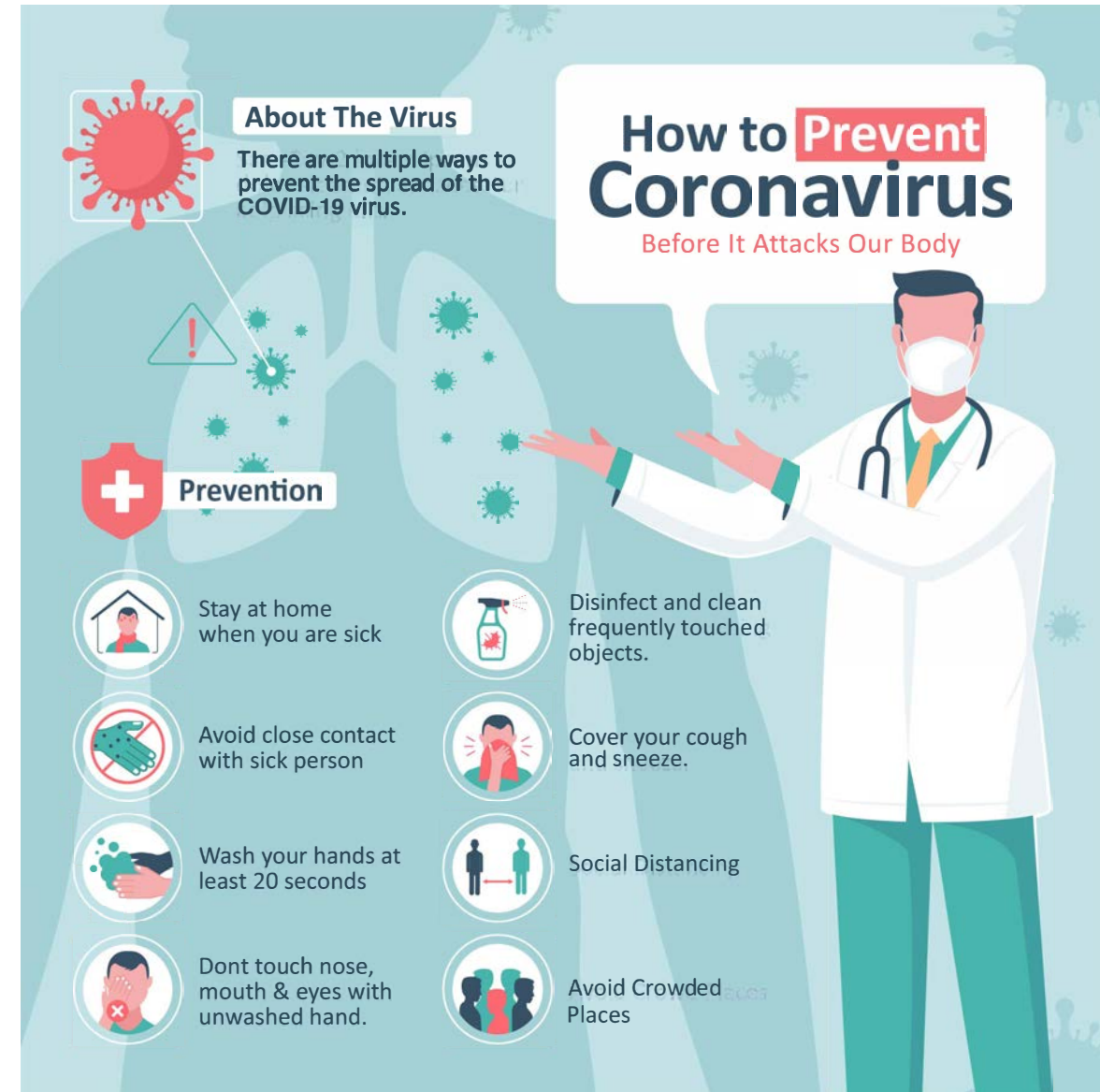
GENERAL GUIDANCE

FOR INDIVIDUALS



GUIDANCE FOR INDIVIDUALS: GENERAL STANDARDS

- Individuals are strongly encouraged to wear a face mask in accordance with State and Federal guidance when in public areas, especially in highly trafficked areas and while using public transit.
- Wash hands frequently with warm water and soap. In the absence of soap and water, use approved hand sanitizer, especially after touching frequently touched surfaces.
- Practice social distancing wherever possible: Keep at least six feet of distance between you and any individual who is not a member of your immediate household.
- Avoid touching your face.
- Sneeze or cough into tissue and discard immediately. In the absence of a tissue, sneeze or cough into the inside of your elbow.
- Stay home if you are exhibiting any symptoms or if you have been in contact with anyone with symptoms.
- Disinfect frequently touched items and surfaces as often as possible.
- High-risk individuals should consider staying home.



GUIDANCE FOR EMPLOYERS

GENERAL STANDARDS



GUIDANCE FOR EMPLOYERS: GENERAL STANDARDS

All employers, regardless of phase and industry, should ensure the below guidelines at a minimum can be adhered to before operating. Businesses should adhere to all additional Federal, State, and local standards required for their industry.

SOCIAL DISTANCING

- Maintain, at minimum, six feet distance between individuals at the workplace at all times.
- Actively encourage flexible work arrangements such as teleworking or staggered shifts wherever possible.
- Employers with vulnerable workers should follow CDC guidelines in efforts to reduce the vulnerable workers' risk of exposure to COVID-19, while making sure to be compliant with relevant ADA and ADEA regulations.
- Use tele- or video-conferencing for meetings and events whenever possible. Suspend all non-essential travel.
- Close off unnecessary areas in workplaces where social gatherings tend to occur, or limit numbers of employees present at a single time.
- Implement a no-touching policy (no handshakes, hugs, or other close contact) for staff, customers, and all visitors to the work premises.
- Limit the number of people in elevators at one time.
- Require 6-ft spacing between customers while in line for service or check out. Businesses are encouraged to physically mark required spacing limits using floor decals or other clear visual methods.
- Consider physical barriers (Plexiglas or otherwise) at cash registers and other areas where close interaction occurs.
- Include signage explaining social distancing policies to all staff, customers, and visitors.



GUIDANCE FOR EMPLOYERS: GENERAL STANDARDS

All employers, regardless of phase and industry, should ensure the below guidelines at a minimum can be adhered to before operating. Businesses should adhere to all additional Federal, State, and local standards required for their industry.

HEALTH & HYGIENE SAFETY STANDARDS

- All employees interacting with the public must wear face masks per State order.
- For those working on site rather than telecommuting, monitor workforce for indicative symptoms daily in accordance with CDC guidance. Ideally, temperature and symptom checks should happen before the individual enters the facility. Do not allow symptomatic people to physically return to work until cleared by a medical provider. Develop policies that encourage sick employees to stay at home without fear of reprisals, and ensure employees are aware of these policies.
- Mandate health and hygiene protocol such as washing hands and proper etiquette for sneezing and coughing. Ensure employees follow State, local, and CDC guidance on face masks and other PPE. Provide ample supplies for employee health, including PPE as applicable, soap and water, tissues, no-touch trash cans, and hand sanitizer with at least 60% alcohol.
- Routinely clean and disinfect all frequently touched surfaces, such as workstations, countertops, handrails, and doorknobs. Discourage sharing of tools and equipment, if feasible. Use products that meet EPA's criteria for use against SARS-CoV-2 and that are appropriate for the surface. Prior to wiping the surface, allow the disinfectant to sit for the necessary contact time recommended by the manufacturer. Train staff on proper cleaning procedures to ensure safe and correct application of disinfectants.
- Use touchless payment options as much as possible, when available. Ask customers and employees to exchange cash or card payments by placing on a receipt tray or on the counter rather than by hand. Wipe any pens, counters, or hard surfaces between use or customer.
- Businesses should have a defined protocol for dealing with suspected and confirmed cases, and communicate this policy to all employees. Develop and implement policies and procedures for workforce contact tracing and cleaning should an employee test positive for COVID-19.
- Businesses will adhere to CDC guidelines on restroom occupancy and maintenance. Restrooms must be cleaned and disinfected on a daily basis at minimum, particularly high-touch surfaces such as faucets, toilets, doorknobs, and light switches. Restrooms must be regularly stocked with supplies for handwashing in accordance with CDC guidelines.
- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. Safety risks to individuals and employees using the workspace should be considered before opening windows and doors.
- Businesses will take steps to ensure that all water systems and features (for example, drinking fountains and decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.



GUIDANCE FOR EMPLOYERS

INDUSTRY-SPECIFIC STANDARDS



GUIDANCE FOR EMPLOYERS: INDUSTRY-SPECIFIC STANDARDS

These standards are supplementary to general business standards found on page 8-9.
ALL businesses must follow general standards.

Businesses should refer to and follow capacity limits listed within each Phase.

HOSPITALITY

- ☐ All staff should wear masks and follow strict, frequent hand-washing procedures. Cleaning/custodial staff should wear face masks and gloves when cleaning rooms, and frequently change gloves. Guest rooms must be thoroughly sanitized after check-out in accordance with industry standards.
- ☐ Increase cleaning measures for rooms, elevators, public spaces, door handles, and other high-contact touch points.
- ☐ Place hand sanitizer or hand-washing stations at entrance and high-traffic areas.
- ☐ Include signage explaining hygiene and social distancing policies to guests and visitors.
- ☐ Limit housekeeping/laundry and other services that require staff to enter guests' rooms during their stay
- ☐ Discontinue operations that require customers to use common utensils or dispensers, such as salad bars, buffets, and beverage service stations.
- ☐ Remove "help yourself" food items where multiple people are in contact with the same product, such as peanuts, mints, bar items, etc.

RESTAURANTS, BARS, & FOOD SERVICE ESTABLISHMENTS

- ☐ Restaurants must abide by standards set by LA Dept of Health.
- ☐ All staff should wear masks and follow strict, frequent hand-washing procedures.
- ☐ Menus must be disposable, disinfected after use, or otherwise displayed in a manner that requires no touching by multiple patrons.
- ☐ Discontinue operations that require customers to use common utensils or dispensers, such as salad bars, buffets, and beverage service stations.
- ☐ Remove "help yourself" food items where multiple people are in contact with the same product, such as peanuts, mints, bar items, etc.
- ☐ Encourage pick-up and delivery of food items rather than in-person dining where possible.
- ☐ Place hand sanitizer or hand-washing station at entrance.
- ☐ Include signage explaining hygiene and social distancing policies to guests and visitors.
- ☐ Wash, rinse, and sanitize food contact surfaces such as dishware, utensils, food preparation surfaces, and beverage equipment after use.
- ☐ Avoid using food and beverage implements brought in by customers.
- ☐ Frequently clean and disinfect surfaces repeatedly touched by employees or customers, such as door knobs, equipment handles, check-out counters, grocery cart handles, etc., as well as floors, counters, and other facility access areas using EPA-registered disinfectants.
- ☐ When changing any normal food preparation procedures, service, delivery functions, or making staffing changes in response to COVID-19, apply procedures that ensure proper internal temperatures for food safety.

RETAIL

- ☐ All staff should wear masks and follow strict, frequent hand-washing procedures.
- ☐ Retail establishments must offer contactless curbside service for items ordered online, over the phone, or through a store app where possible.
- ☐ Increase cleaning measures for touch points, including shopping cart handles, merchandise shelves, front-end belts and cash registers, elevators, escalators, door handles, fitting rooms, and other high-contact touch points.
- ☐ Offer touchless point-of-sale options where possible. If touchless point-of-sale options are not available, clean keypads, screens, and pens between customers, or offer customers hand sanitizer after use.
- ☐ Sanitize phones, headsets, and cash registers between each associate's use.
- ☐ Place hand sanitizer or hand-washing stations at entrance and high-traffic areas.
- ☐ Shopping mall food courts should follow guidance for Restaurants.



GUIDANCE FOR EMPLOYERS: INDUSTRY-SPECIFIC STANDARDS

These standards are supplementary to general business standards found on page 8-9.
ALL businesses must follow general standards.

Businesses should refer to and follow capacity limits listed within each Phase.

THEATERS AND ENTERTAINMENT CENTERS

- ☐ Place hand sanitizer or handwashing stations at entrances and other high-traffic areas, and at all theater entrances/exits where patrons must touch door handles.
- ☐ Ensure seating adheres to social distancing requirements:
 - ☐ Keep at least six feet separation between parties in any row by leaving adjacent seats empty.
 - ☐ Alternate empty and seated rows, with every other row left empty. After a screening/performance, disinfect the seated rows following CDC and EPA guidance for disinfectants and leave that row empty for the next screening/performance, allowing the previously empty row to seat viewers for the next screening.
- ☐ Disinfect all frequently touched surfaces between screenings/performances.
- ☐ Food and drink concessions should adhere to Restaurant & Food Service Establishment standards.
- ☐ Arcade games and other entertainment equipment that are touched by numerous customers should be disinfected after every patron, wherever possible.

SALONS, GROOMING, MASSAGE THERAPY, AND PERSONAL CARE

- ☐ Appointments must be made in advance by phone or online. Avoid walk-in appointments.
- ☐ Staff must ask clients if they have had symptoms upon entering establishment, or if they have been exposed to anyone exhibiting symptoms in the past 14 days.
- ☐ Waiting area should abide by social distancing standard and ensure patrons are at least six feet apart. Remove any items, such as magazines, that cannot be disinfected and can be touched by numerous patrons. Recommend that clients wait outside or in their personal vehicle until staff is ready to serve them. Persons NOT being served should remain outside the salon/shop.
- ☐ Booths and service stations should be at least six feet apart and/or utilize divider shields.
- ☐ Customers and staff must wear face masks, except to the extent that a face mask on the customer would make it impossible for services to be performed. Face shields are recommended for employees serving clients.
- ☐ Disposable gloves should be worn when serving clients and changed in between clients, except to the extent that gloves make it impossible for services to be performed, in which case hands must be washed thoroughly before and after services are rendered..
- ☐ Clean capes and smocks should be used for each client. Disposable capes/smocks are recommended.
- ☐ Clean and disinfect all work area surfaces between clients. Clean and disinfect chairs, head rest, and armrests, or use a plastic covering that can be cleaned/removed.

SALONS, GROOMING, MASSAGE THERAPY, AND PERSONAL CARE (CONTINUED)

- ☐ Clean and disinfect all reusable tools and store in an airtight closed container. Clean and disinfect all appliances, sheers, clippers, clipper guards, clippies, rollers, combs, brushes, rolling carts and any other items used in connection with servicing clients.
- ☐ Consider discontinuing massage of high-risk areas, such as hands, face, scalp, neck, and shoulder massages.



GUIDANCE FOR EMPLOYERS: INDUSTRY-SPECIFIC STANDARDS

These standards are supplementary to general business standards found on page 8-9
ALL businesses must follow general standards.

CHILDCARE/EARLY LEARNING FACILITIES AND ORGANIZED YOUTH ACTIVITIES

Entities providing service and/or care for groups of children must adhere to regulating guidance by the Louisiana Department of Health and Louisiana Department of Education.

- ☐ All childcare organizations should follow the [CDC's guidance for administrators of child care programs and K-12 schools](#).
- ☐ Create an emergency plan for possible outbreak and communicate plan with parents.
- ☐ Implement social distancing strategies:
 - ☐ Group sizes of children should be limited to ten or less, in accordance with Federal guidance on group size. Group sizes for infants should be limited to 5 or less. If possible, childcare classes should include the same group each day, and the same child care providers should remain with the same group each day. Keep each group of children in a separate room. Each person in a group should have a personal space for their belongings.
 - ☐ Staff and children should function in a 6' social distancing environment to the best extent possible.
 - ☐ Consider whether to alter or halt daily group activities and events that may promote transmission.
 - ☐ Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
 - ☐ Modify drop-off and pick-up procedures to limit direct contact between parents and staff members and adhere to social distancing recommendations.

CHILDCARE/EARLY LEARNING FACILITIES AND ORGANIZED YOUTH ACTIVITIES (continued)

- ☐ Staff members and older children should wear face coverings in accordance with State and CDC guidance. Face coverings should NOT be put on babies under age two because of the danger of suffocation.
- ☐ Implement symptom-screening procedures upon arrival in accordance with the CDC:
 - ☐ Children should not be admitted if they are exhibiting symptoms, have tested positive, or live with a family member with symptoms or who has tested positive.
 - ☐ Identify an area for any child who starts to run a temperature, begins coughing excessively, or running a fever to remain in isolation until a parent arrives to bring them home.
- ☐ Intensify cleaning and disinfection efforts:
 - ☐ Hand hygiene stations should be set up at the entrance of the facility, so that children can clean their hands before they enter. Provide children with clear hand-washing hygiene instructions in accordance with CDC guidance.
 - ☐ Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, including toys, games, doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures.
 - ☐ Use bedding that can be washed regularly. Keep each child's bedding separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child.

CHILDCARE/EARLY LEARNING FACILITIES AND ORGANIZED YOUTH ACTIVITIES (continued)

- ☐ Intensify cleaning and disinfection efforts (continued):
 - ☐ Toys that cannot be cleaned and sanitized should not be used. Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned by hand by a person wearing gloves. Do not share toys with other groups of infants or toddlers until they are sanitized.
 - ☐ At the end of the day, after children have departed, a full clean should be done of the facilities. Cleaning staff should wear disposable gloves for all tasks in the cleaning process, including handling trash. Cleaning staff should be sure to wash hands thoroughly after removing gloves.
- ☐ For organized youth activities with spectators:
 - ☐ Adhere to current Federal, State, and local limits on crowd gathering and mask-wearing guidance.
 - ☐ Modify seating/standing areas, admissions, and entrance and departure procedures to ensure proper social distancing and capacity limits.. Prevent gathering of groups in common areas.
 - ☐ Provide sanitation or hand-washing stations at entrances and high-traffic areas.
 - ☐ Limit number of people in public restrooms.
 - ☐ Limit the use of team-shared equipment and require cleaning and sanitizing of shared equipment after use.



GUIDANCE FOR EMPLOYERS: INDUSTRY-SPECIFIC STANDARDS

These standards are supplementary to general business standards found on page 8-9.
ALL organizations must follow general standards.

PLACES OF WORSHIP

Places of Worship will follow guidelines for social distancing, safety, health, and hygiene standards as set forth by guidance released by the CDC: Interim Guidance for Communities of Faith and as described by State and local guidelines. Communicate clearly with staff and congregants about actions being taken to protect their health.

Places of worship will limit the size of in-person gatherings in which would allow for social distancing measures to be met that are in accordance with state and local standards. Consider offering gatherings through video streaming, virtually or drive-in for vulnerable populations.

Promote healthy hygiene practices

- ❑ Strongly recommend the use of a cloth face covering at all gatherings and when in the building by everyone except children aged less than 2 years old. Not using a cloth face covering may also be appropriate at times for some individuals who have trouble breathing or need assistance to remove their mask.
- ❑ Have adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), tissues, and no-touch trash cans.
- ❑ Consider posting signs on how to stop the spread of COVID-19 and promote everyday protective measures, such as washing hands and covering coughs and sneezes and properly wearing a face covering.

PLACES OF WORSHIP (CONTINUED)

Intensify cleaning, disinfection, and ventilation

- ❑ Follow CDC guidance for proper and frequent disinfection of most touched surfaces and seating.
- ❑ Review disinfectants listed by the EPA as most effective.

Social distancing measures

- ❑ If appropriate and possible, add additional services to weekly schedules to maintain social distancing at each service, ensuring that clergy, staff, and volunteers at the services maintain social distancing to lessen their risk.
- ❑ Consider holding services and gatherings in a large, well-ventilated area or outdoors, as circumstances and faith traditions allow.
- ❑ Space out seating for attendees who do not live in the same household to at least six feet apart when possible; consider limiting seating to alternate rows.
- ❑ Consider whether other gatherings may need to have attendance limited or be held virtually if social distancing is difficult, such as funerals, weddings, religious education classes, youth events, support groups and any other programming.
- ❑ Avoid or consider suspending use of a choir or musical ensemble during religious services or other programming, if appropriate within the faith tradition. Consider having a soloist or strictly limiting the number of choir members and keep at least six feet between individuals.
- ❑ Consider having clergy hold virtual visits (by phone or online) instead of in homes or at the hospital except for certain compassionate care situations, such as end of life.

PLACES OF WORSHIP (CONTINUED)

Limit community sharing of worship materials and other items

- ❑ Consider temporarily limiting the sharing of frequently touched objects, such as worship aids, prayer books, hymnals, religious texts and other bulletins, and encourage congregants to bring their own, if possible. Consider photocopying or projecting prayers, songs, and texts using electronic means.
- ❑ Modify the methods used to receive financial contributions. Consider a stationary collection box, the mail, or electronic methods of collecting regular financial contributions instead of shared collection trays or baskets.
- ❑ Consider mitigating the risk of transmitting COVID-19 posed by close physical contact among members of the faith community during religious rituals as well as mediated contact through frequently touched objects, consistent with the community's faith traditions and in consultation with local health officials as needed.
- ❑ If food is offered at any event, have pre-packaged boxes or bags for each attendee whenever possible, instead of a buffet or family-style meal.
- ❑ Avoid food offerings shared from common dishes.



PHASING

REOPENING IN STAGES



PHASING

JEDCO and Jefferson Parish, in coordination with regional partners, stakeholders and industry experts, have developed a set of guidelines for progressively reopening the Parish economy in several phases, based on contact risk and mitigation strategies for various industries. This plan will be done in communication and cooperation with medical experts to ensure a safe, thoughtful and effective relaunch of business in Jefferson Parish.

JEDCO and Jefferson Parish did extensive research on restarting business operations across the country and within the state, seeking guidance and best practices from industry and health experts. The phases outlined within this document align with Louisiana's current policy as well as guidance for other states and communities.

The Jefferson Parish Council and Administration reserve the right to divert from this plan if new guidance or data call for revised actions in order to best serve community and public health needs.

Category	Contact Intensity	Number of Contacts	Modification Potential
Restaurants	Medium	Medium	Medium
Bars	High	High	Medium
Salon, spas, and other personal care industries	Medium/high	Low	Medium
Retailers	Low	Medium	Medium
Shopping malls	Low	Medium	Medium
Gyms/fitness studios	Medium	Medium	Medium
Theaters, museums, and other indoor leisure spaces	Medium	High	Medium
Outdoor large venues (concerts, sports)	High	High	Medium
Indoor large venues (concerts, sports)	High	High	Low

SOURCE: Johns Hopkins Center for Health Security, "Public Health Principles for a Phased Reopening During COVID-19: Guidance for Governors"



STAY AT HOME

STAY AT HOME EXCEPT FOR ESSENTIAL BUSINESS

This phase requires all non-essential businesses to remain closed, with residents required to stay at home except for essential activities.

Metric - The benchmark for entering this phase is an upward trend in cases indicating exponential growth; OR insufficient testing to test all people with COVID-19 symptoms as well as close contacts and those in essential roles; OR insufficient resources and capacity within the healthcare system to safely care for all patients. Jefferson Parish will seek the guidance of public health experts and Ochsner Health System, LCMC Health, East Jefferson General Hospital, and HCA/Tulane Lakeside before leaving or re-entering this phase.

The Jefferson Parish Council and Administration reserve the right to divert from this plan if new guidance or data call for revised actions in order to best serve community and public health needs.

Essential industries allowed to operate in this phase, as defined by Governor John Bel Edwards in Proclamation Number 33-JBE-2020:

- Critical Manufacturing / Industrial
- Construction
- Transportation and Logistics
- Essential Healthcare and Social Services
- Pharmacies
- Food Service (Pick Up/Delivery Only)
- Financial Services (Drive Thru/Appt Only)
- Essential Government Services
- Essential Retail/Groceries
- Agriculture
- Electrical and Utility Industry
- Petroleum, Natural and Propane Gas
- Communications and Information Technology



PHASE 1

FIRST PHASED ENTRY OF NON-ESSENTIAL BUSINESSES

Phase 1 businesses will be allowed to open if able to implement industry guidance contained in this plan.

Metric – The benchmark for entering Phase 1 is a decline in new cases of COVID-19 over 14 days with no large deviations. Testing must also be available and sufficient enough to test all people with COVID-19 symptoms, as well as close contacts and those in essential roles. Finally, the healthcare system must have the resources and capacity to safely care for all patients. Jefferson Parish will seek the guidance of Ochsner Health System, LCMC Health, East Jefferson General Hospital, and HCA/Tulane Lakeside to ensure sufficient medical capacity before announcing commencement of Phase 1.

The Jefferson Parish Council and Administration reserve the right to divert from this plan if new guidance or data call for revised actions in order to best serve community and public health needs.

CAPACITY AND GATHERING LIMITS FOR PHASE 1:

All retail, restaurant, hospitality, and other businesses/organizations serving customers within their premises must reduce capacity to 25% of their total listed capacity as defined by the Fire Marshal.

MASS GATHERING LIMITS: Avoid socializing in groups of more than 10 people in circumstances that do not readily allow for appropriate physical distancing, per Federal guidance.

Industries allowed to operate in Phase 1 with the restrictions detailed in this plan:

- All Essential Industries listed in the previous phase
- General Retail
- Food Service: In-Dining with Restrictions
- General Office
- Hospitality
- Expanded Government Services
- Professional Services
- Personal Care Services
- Gyms/Fitness Studios
- Expanded Financial Services
- Educational Services
- Childcare
- Elective Medical*
- Places of Worship

Not allowed:

- Bars
- Casinos
- Entertainment businesses and places of public amusement
- Organized youth activities
- Events, festivals, and conferences over 10 people

***Note that by Healthcare Facility Notice Order #2020-COVID19-ALL-010, Governor John Bel Edwards and the Louisiana Department of Health have permitted elective medical to operate as of April 27, 2020. Please refer to the State Department of Health for further guidance.**



PHASE 2

SECOND PHASED ENTRY OF NON-ESSENTIAL BUSINESSES

Phase 2 will include all business operations with strict limitations as detailed in this document.

Metric – The benchmark for entering Phase 2 would be a decline in new cases for an additional period of at least 14 days without large deviations. Testing must also remain available and sufficient enough to test all people with COVID-19 symptoms, as well as close contacts and those in essential roles. Finally, the healthcare system must have the resources and capacity to safely care for all patients. Jefferson Parish will seek the guidance of Ochsner Health System, LCMC Health, East Jefferson General Hospital, and HCA/Tulane Lakeside to ensure sufficient medical capacity before announcing commencement of Phase 2.

The Jefferson Parish Council and Administration reserve the right to divert from this plan if new guidance or data call for revised actions in order to best serve community and public health needs.

CAPACITY AND GATHERING LIMITS FOR PHASE 2:

All retail, restaurant, hospitality, and other businesses/organizations serving customers within their premises must reduce capacity to 50% of their total listed capacity as defined by the Fire Marshal.

MASS GATHERING LIMITS: Mass gatherings, events, and conferences must be limited to 50 people, with strict social distancing and safety measures in place.

Industries allowed to operate in Phase 2 include all industries with the restrictions listed in this document, including:

- All industries listed in previous phases
- Bars
- Casinos
- Entertainment businesses and places of public amusement
- Organized youth activities
- Events, festivals, and conferences up to 50 people with strict social distancing and safety measures in place.

Not allowed:

Events, festivals, and conferences over 50 people



PHASE 3

THIRD PHASED ENTRY OF NON-ESSENTIAL ACTIVITIES

Phase 3 will mark a return to operations for all industry sectors with the limitations noted in this document, unless amended by Parish officials. The benchmark for entering Phase 3 would be a decline in new cases for an additional period of at least 14 days without large deviations. Testing must also remain available and sufficient enough to test all people with COVID-19 symptoms, as well as close contacts and those in essential roles. Finally, the healthcare system must have the resources and capacity to safely care for all patients. Jefferson Parish will seek the guidance of Ochsner Health System, LCMC Health, East Jefferson General Hospital, and HCA/Tulane Lakeside to ensure sufficient medical capacity before announcing commencement of Phase 3.

The Jefferson Parish Council and Administration reserve the right to divert from this plan if new guidance or data call for revised actions in order to best serve community and public health needs.

CAPACITY AND GATHERING LIMITS FOR PHASE 3:

All retail, restaurant, hospitality, and other businesses/organizations serving customers within their premises may increase capacity to 100% of their total listed capacity as defined by the Fire Marshal as long as they are able to fulfill all social distancing requirements contained within this plan.

MASS GATHERING LIMITS: Up to 250 people. Further capacity limitations and other restrictions will be lifted upon consultation with Ochsner Health System, LCMC Health, East Jefferson General Hospital, and HCA/Tulane Lakeside along with Federal, State, and public health leaders.

Industries allowed to operate in Phase 3 include all industries with the restrictions listed in this document, including:

- All industries listed in previous phases
- Events, festivals, and conferences up to 250 people with strict social distancing and safety measures.



RESOURCES

TOOLS FOR SUCCESSFUL REOPENING



VALUABLE RESOURCE ORGANIZATIONS & WEBSITES

Jefferson Parish Government

www.JeffParish.net

Parish President Cynthia Lee Sheng

cleesheng@jeffparish.net

Ricky Templet, Councilman-at-Large, Division A

RickyTemplet@jeffparish.net

Scott Walker, Councilman-at-Large, Division B

ScottWalker@jeffparish.net

Marion Edwards, District 1 Councilman

MarionEdwards@jeffparish.net

Deano Bonano, District 2 Councilman

DeanoBonano@jeffparish.net

Byron Lee, District 3 Councilman

ByronLee@jeffparish.net

Dominick Impastato, District 4 Councilman

DominickImpastato@jeffparish.net

Jennifer Van Vrancken, District 5 Councilwoman

JenniferVanVrancken@jeffparish.net

Jefferson Parish Economic Development Commission (JEDCO)

www.JEDCO.org

Jefferson Chamber of Commerce

www.Jeffersonchamber.org

Greater New Orleans, Inc. (GNO, Inc.)

www.gnoinc.org

Louisiana Economic Development

www.OpportunityLouisiana.org

Louisiana Small Business Development Center (LSBDC)

www.lsbdc.org

Small Business Administration

www.SBA.gov

Jefferson Business Council

www.jeffersonbusinesscouncil.com

Metairie Business Development District

www.metairiebdd.com

Jefferson Convention & Visitors Bureau

www.visitjeffersonparish.com

Hispanic Chamber of Commerce of Louisiana

www.hccl.biz

New Orleans Regional Black Chamber of Commerce

www.norbchamber.org

Elmwood Business Association

<https://www.elmwoodba.org/>

Westbank Business & Industry Association

www.wbia.org



VALUABLE RESOURCE ORGANIZATIONS & WEBSITES

JEDCO BUSINESS RESOURCES

COVID-19 Resources:

<https://www.jedco.org/covid19-updates/>

JEDCO Business Boost: A list of businesses that are operating in Jefferson Parish.

- ☐ [Fill out the survey](#)
- ☐ [See the list](#)

PPE/TESTING SUPPLIES

The below resources list companies who are providing COVID response supplies such as PPE, sanitizer, masks, thermometers and more.

Jefferson Parish:

<https://www.jedco.org/jefferson-parish-covid-19-resource-suppliers/>

Regional (GNOPivot):

<https://gnoinc.org/initiatives/coronavirus/resources>

LA Department of Health - PPE Vendor List:

<http://ldh.la.gov/index.cfm/page/3884>

National Governors Association Resource Matching - PPE/ Testing

<https://www.nga.org/coronavirus-resources/#ppe>

[Ochsner Health System COVID-19 Employer Toolkit](#)

STATE RESOURCES

LOUISIANA DEPARTMENT OF HEALTH

General guidance, data, and information::

<http://ldh.la.gov/coronavirus/>

Resource sheets for businesses:

<http://ldh.la.gov/index.cfm/page/3878>

NATIONAL RESOURCES

CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC)

Interim Guidance for Businesses and Employers to Plan and Respond to COVID-19:

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

Guidance for Critical Workers:

<https://www.cdc.gov/coronavirus/2019-ncov/community/critical-workers/implementing-safety-practices.html>

How to Protect Yourself and Others:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention-H.pdf>

What you should know about COVID-19:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf>

Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes:

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

NATIONAL RESOURCES

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

Addressing PPE Needs in Non-Healthcare Settings:

<https://www.fema.gov/news-release/2020/04/22/coronavirus-covid-19-pandemic-addressing-ppe-needs-non-healthcare-setting>

COVID-19 Best Practices for Food Stores:

https://www.fema.gov/media-library-data/1585669307384-e24e64734f2cbb535fa8c30c8715aadd/2020_03_29_NDRC_COVID-19_FoodStore_BP.pdf

COVID-19 Best Practice Information: Supply Chain:

<https://www.fema.gov/media-library-data/1586011228351-ee9dd63af03bc879168c827bf922cb90/COVID19SupplyChain.pdf>

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA)

Guidance on Preparing Workplaces for COVID-19:

<https://www.osha.gov/Publications/OSHA3990.pdf>

Enforcement Guidance for Recording Cases of Coronavirus Disease 2019 (COVID-19):

<https://www.osha.gov/memos/2020-04-10/enforcement-guidance-recording-ca-coronavirus-disease-2019-covid-19>



VALUABLE RESOURCE ORGANIZATIONS & WEBSITES

NATIONAL RESOURCES

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

What You Should Know About COVID-19 and the ADA, The Rehabilitation Act, and Other EEO Laws:
https://www.eeoc.gov/eeoc/newsroom/wysk/wysk_ada_rehabilitation_act_coronavirus.cfm

FOOD & DRUG ADMINISTRATION

Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/ Delivery Services During COVID-19:
<https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-up-delivery-services-during-covid-19>

NATIONAL RESTAURANT ASSOCIATION

ServSafe COVID-19 Guide:
https://foodsafetyfocus.com/FoodSafetyFocus/media/Library/pdfs/Coronavirus_2019-nCoV_Info_TipsforRestaurants.pdf

Restaurant Law Center Employer COVID guidelines:
<https://www.restaurant.org/Articles/News/Law-Center-offers-employer-COVID-guidelines>

MCKINSEY & CO

Managing a manufacturing plant through the coronavirus crisis:
<https://www.mckinsey.com/business-functions/operations/our-insights/managing-a-manufacturing-plant-through-the-coronavirus-crisis>

NATIONAL RESOURCES

ENVIRONMENTAL PROTECTION AGENCY

Disinfectants for Use Against SAR-CoV-2, the virus that causes COVID-19: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

NATIONAL PESTICIDE INFORMATION CENTER

Using Disinfectants to Control the COVID-19 Virus:
<http://npic.orst.edu/ingred/ptype/amicrob/covid19.pdf>

INTERNATIONAL RESOURCES

WORLD HEALTH ORGANIZATION (WHO)

Plans or Guidelines

Getting Your Workplace Ready for COVID-19:
<https://www.who.int/docs/default-source/coronaviruse/advice-for-workplace-clean-19-03-2020.pdf>

COVID-19 Technical Guidance: Guidance for Schools, Workplaces & Institutions:
<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/guidance-for-schools-workplaces-institutions>

Interim Guidance. 22 April 2020. COVID-19 and Food Safety: Guidance for competent authorities responsible for national food safety control systems.
https://apps.who.int/iris/bitstream/handle/10665/331842/WHO-2019-nCoV-Food_Safety_authorities-2020.1-eng.pdf

INTERNATIONAL RESOURCES

WORLD HEALTH ORGANIZATION (WHO)

Fact Sheets and Posters

COVID-19 and food safety: guidance for food businesses: <https://www.who.int/publications-detail/covid-19-and-food-safety-guidance-for-food-businesses>

How to put on, use, take off and dispose of a mask:
https://www.who.int/docs/default-source/epi-win/how-to-use-mask-v0-1-print.pdf?sfvrsn=64ba1493_2

When to use a mask:
https://www.who.int/docs/default-source/epi-win/when-to-use-a-mask-v0-1-print.pdf?sfvrsn=447aa72d_2

How to wear a medical mask safely:
<https://www.who.int/images/default-source/health-topics/coronavirus/risk-communications/general-public/protect-yourself/infographics/masks-infographic--final.tmb-1920v.png>

Coping with stress during the COVID-19 outbreak:
https://www.who.int/docs/default-source/coronaviruse/coping-with-stress.pdf?sfvrsn=9845bc3a_8



INDUSTRY TASK FORCE

PARTICIPATING ORGANIZATIONS



INDUSTRY TASK FORCE

GOVERNMENT OFFICIALS

Cynthia Lee Sheng, Jefferson Parish President
Ricky Templet, Councilman-at-Large, District A
Scott Walker, Councilman-at-Large, District B
Marion Edwards, District 1 Councilman
Deano Bonano, District 2 Councilman
Byron Lee, District 3 Councilman
Dominick Impastato, District 4 Councilman
Jennifer Van Vrancken, District 5 Councilwoman
Dr. Gerry Cvitanovich, Jefferson Parish Coroner
Sheriff Joe Lopinto, Jefferson Parish Sheriff
Dr. Cade Brumley, Jefferson Parish Schools Superintendent
Chereen Gegenheimer, Jefferson Parish Chief Administrative Assistant for External Citizens' Affairs
David Courcelle, Deputy Parish Attorney

HOSPITALS

Gerald Parton, East Jefferson General Hospital
Paolo Zambito, East Jefferson General Hospital
Ayame Dinkler, LCMC Health
Emily Arata, Ochsner Health System
David Gaines, Ochsner Health System
Sandra Kemmerly, Ochsner Health System
Billy Douglass, HCA/Tulane Lakeside
Francis Maness, HCA/Tulane Lakeside

ECONOMIC / BUSINESS DEVELOPMENT

Jerry Bologna, JEDCO
Tim Coulon, Jefferson Business Council
Kelisha Garrett, New Orleans Regional Black Chamber
Michael Hecht, Greater New Orleans, Inc.
Lisa Jennings, Westbank Business & Industry Association
Todd Murphy, Jefferson Chamber of Commerce
Mayra Pineda, Hispanic Chamber of Commerce of LA

PROFESSIONAL SERVICES/OFFICE USERS

Jeb Bruneau, Associated Builders and Contractors, New Orleans/Bayou Chapter
Darryl d'Aquin, Commtech
Ryan Daul, Daul Insurance
Randy Eustis, Eustis Engineering
Amanda Hanemann, New Orleans Metropolitan Association of Realtors (NOMAR)
Brian Lade, Feil Organization
Jon Luther, Home Builders Association (HBA)
Todd Matherne, Renaissance Publishing
Ryan Pearce, New Orleans Metropolitan Association of Realtors Commercial Investment Division (NOMAR CID)
Robert Taylor, Louisiana Bankers Association

ELECTIVE MEDICAL

Dr. Darrell Bourg, Exceptional Dental of Louisiana
Dr. Lyle Schween, LA Health Solutions

CHILDCARE & EARLY LEARNING

Melissa Conner, Kidcam Camps
Paula Polito, Beary Cherry Tree

MANUFACTURING/CONSTRUCTION/INDUSTRIAL

Barry Hays, Joval Manufacturing
Nate Kernion, Cycle Construction
Jennifer McMillan, Laitram
Jeremy Strauch, Cornerstone Energy Park
Brian Swindell, Zatarain's

LOGISTICS, PORT/MARITIME

Tyler Bolner, CRC Global Solutions
Darren Bolotte, Aluma Marine
Brandy Christian, Port NOLA
A.J. Lulich, Hard Rock Marine

RETAIL/RESTAURANTS

Mickal Adler, Adler's Jewelers
Francisco Christian, Metairie Business Development District
Tommy Cvitanovich, Drago's
Stan Harris, Louisiana Restaurant Association
Larry Katz, Dots Diner
Tricia Philpott, Lakeside Shopping Center

HOSPITALITY

Violet Peters, Jefferson Convention & Visitors Bureau
Kevin Baroni, Pontchartrain Center
Lydia Folse, Alario Center
Charlie Frederick, Boomtown Casino
Todd Loup, DoubleTree by Hilton New Orleans Airport



DOCUMENT SOURCES

Centers for Disease Control and Prevention (CDC)

“Prepare your Small Business and Employees for the Effects of COVID-19”

“Implementation of Mitigation Strategies for Communities with Local COVID-19 Transmission”

“Interim Guidance: Reopening Guidelines”

Occupational Safety & Health Administration (OSHA)

“Guidance on Preparing Workplaces for COVID-19”

Federal Emergency Management Agency (FEMA)

“COVID-19 Best Practice Information: Economic Recovery”

World Health Organization (WHO)

“Coronavirus disease (COVID-19) technical guidance: Guidance for schools, workplaces & institutions”

“Operational considerations for COVID-19 management in the accommodation sector”

The White House

“Opening Up America Again”

McKinsey & Company

“How to restart national economies during the coronavirus crisis”

American Enterprise Institute

“National coronavirus response: A road map to reopening”

Johns Hopkins University Center for Health Security

“Public Health Principles for a Phased Reopening During COVID-19: Guidance for Governors”

Food & Drug Administration (FDA)

“Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic”

“COVID-19 Best Practices for Food Stores”

Louisiana Department of Health

“Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19)”

“Coronavirus COVID-19 Guidance & Resources”

“Licensed Daycare and Early Learning Centers in Louisiana”. Memorandum. 23 March 2020

Louisiana Department of Education

“Coronavirus Disease 2019 (COVID-19) Frequently Asked Questions for Child Care Centers/Providers”

National Restaurant Association

“COVID-19 Reopening Guidance: A Guide for the Restaurant Industry”

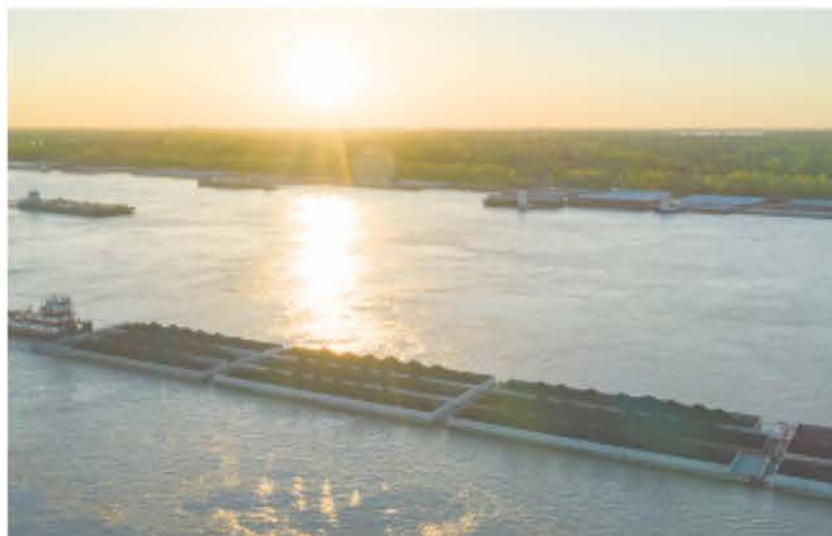
Aspen Project Play

“Coronavirus & Youth Sports, “What Can Adults Do Now To Prepare For When Games Return?”

Numerous published reopening plans from states around the U.S. were reviewed for strategies and practices that may be applicable and beneficial to businesses in Jefferson.

JEDCO and Jefferson Parish will continue to review the release of Federal and State guidelines pertaining to public health and safety, and updates will be reflected in this live document.





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