

INFECTIOUS DISEASE EMERGENCIES (AIRBORNE OR OTHERWISE) EXPOSURE PLAN

**Purpose**

The purpose of this policy is to protect staff and patrons to an exposure during an outbreak.

**Procedure**

1. A health emergency may be declared by local Public Health, NYS Department of Health, or various agencies on the federal level such as the CDC.
2. The Library Director will be responsible to stay apprised of a developing situation and update the Board of Trustees as needed. The situation will be fluid and adjustments will be scaled up or down as the situation dictates.
3. WBOFL will adopt changes to the normal housekeeping routine as instructed by an authorized organization managing the situation.
  - a. Directives may include:
    - i. Minimal controls such as physical distancing, coughing/sneezing etiquette, Personal Protective Equipment (PPE) such as face masks and enhanced hand washing.
    - ii. ~~More~~ Advanced controls such as health screenings, stay at home recommendations, enhanced housekeeping and collection care.
    - iii. Administrative controls such as staff restructuring, curtailing operational hours, curtailing program offerings or closure.
4. The ultimate goal throughout the health emergency is to return WBOFL to normal services and staffing as soon as possible

Adopted September 26, 2023