Municipal Corp. of

Cape Charles

March 12, 2020

To All Residents and Business Owners:

Due to recent concerns regarding the Novel Coronavirus (COVID-19), the Town of Cape Charles will be implementing Phase 1 of its Incident Action Plan. This first phase of the plan is known as an Alert Posture Protocol (APP). The APP focuses the Town's attention on a potential threat (virus, hurricane, etc.). It includes providing information to the public about the potential threat and increases Town staff contact and interactions with other appropriate agencies (county, state, etc.). Being in APP does not significantly alter normal operations; rather it means increased vigilance.

As part of this protocol, the Town will be in close coordination with state and county officials and will pass on updates and information as it becomes available. The Town advises everyone to stay informed and to follow the CDC precautions outlined here. Currently, if these precautions are followed, the course of most normal business is still appropriate. If this situation changes, additional notifications will follow.

John Hozey
Town Manager
Cape Charles, VA

COVID-19 Recommendations from the Center for Disease Control (CDC)

Watch for symptoms

Reported illnesses have ranged from mild symptoms to severe. The following symptoms may appear **2-14 days after exposure.**

- Fever
- Cough
- Shortness of breath

Take steps to protect yourself

Clean your hands often

- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Avoid close contact

- **Avoid close contact** with people who are sick
- Put **distance between yourself and other people** if COVID-19 is spreading in your community. This is especially important for people who are at higher risk of getting very sick.

Take steps to protect others

Stay home if you're sick

- **Stay home** if you are sick, except to get medical care. Learn what to do if you are sick.

Cover coughs and sneezes

- **Cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Wear a facemask **if you are sick**

- **If you are sick:** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. Learn what to do if you are sick.
- **If you are NOT sick:** You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in short supply and they should be saved for caregivers.

Clean and disinfect

- **Clean AND disinfect frequently touched surfaces daily**. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.