



CITY OF SELDOVIA

PO Box B, 245 Dock Street

Seldovia, Alaska 99663

Phone 907-234-7643

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Regular City Council Meeting

Monday, March 09, 2020

6:00PM

Council Chambers

Multi-Purpose Room

260 Seldovia Street

Seldovia, AK 99663

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**AGENDA FOR A REGULAR MEETING
OF SELDOVIA CITY COUNCIL
COUNCIL CHAMBERS**

**Monday
March 09, 2020
6:00pm**

SWEATT
COLBERG
CAMPBELL
MORRISON
ROJAS
NATHAN

- A. Call to Order & Roll Call:
- B. Pledge of Allegiance:
- C. Excused Absences:
- D. Agenda Approval:
- E. Consent Agenda: *(All items under the Consent Agenda are approved with a single motion, no discussion, and one vote. A Council Member may request to remove an item(s) for discussion and a separate vote.)*
 - 1. Approval of Minutes: Minutes of the Regular Meeting, February 24, 2020
 - 2. Payment Approval Report:
 - 3. Ordinance Introduction:
 - 1. ORDINANCE 20-08 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, ADOPTING SECTION 10.06.025 AND AMENDING SECTION 10.08.040 TO INCLUDE LANGUAGE REQUIRING HELMETS FOR MINOR PERSONS OPERATING ALL-TERRAIN VEHICLES AND SNOWMOBILES- DRAFT
- F. Mayoral Proclamations:
 - 1. Proclamation for Paulette Bokenko-Carluccio
- G. Public Presentation Prior Notice: (each presenter has up to 10 min)
 - 1. Senator Gary Stevens-
- H. Public Presentation for Items not on Agenda: (public has 3 min each)
- I. Committee and Advisory Board Reports: (each member has 5 min)
- J. Public Hearings:
 - 1. RESOLUTION 20-23 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA AMENDING A TABLET POLICY FOR THE CITY OF SELDOVIA TO ENCOMPASS ALL CITY-ISSUED MOBILE DEVICES, INCLUDING TABLETS AND LAPTOPS, AND TO INCLUDE CITY EMPLOYEES IN THE MOBILE DEVICE MANAGEMENT POLICY- DRAFT
 - a. Presentation by Staff or Council
 - b. Council Discussion
 - c. Public Presentation or Hearing (public has 3 min each)
 - d. Action/Disposition
 - 2. ACTION MEMORANDUM 20-05 CITY COUNCIL STATEMENT OF NON-OBJECTION FOR THE RENEWAL OF THE HERRING BAY, LLC BEVERAGE DISPENSARY- TOURSIM LICENSE #5289 DBA SELDOVIA BOARDWALK HOTEL- DRAFT
 - a. Presentation by Staff or Council
 - b. Council Discussion
 - c. Public Presentation or Hearing (public has 3 min each)
 - d. Action/Disposition
- K. Unfinished Business:
- L. New Business:
 - 1. LOLLIPOP PARK COMMITTEE RECOMMENDATIONS- FINAL
 - a. Presentation by Staff or Council
 - b. Council Discussion
 - c. Public Presentation or Hearing (public has 3 min each)
 - d. Action/Disposition

2. Discussion- CORONAVIRUS MONITORING AND PREPARDNESS PLAN

- a. Presentation by Staff or Council
- b. Council Discussion
- c. Public Presentation or Hearing (public has 3 min each)
- d. Action/Disposition

3. Discussion- RESERVOIR DATA REPORT SUBSEA

- a. Presentation by Staff or Council
- b. Council Discussion
- c. Public Presentation or Hearing (public has 3 min each)
- d. Action/Disposition

M. Administration Reports:

1. Treasurer's Report: See Laydown
2. City Manager's Report: See Laydown
3. Chief of Police Report: None
4. Harbormaster's Report: None
5. Public Works Report: None

N. Informational Items Not Requiring Action:

1. The next Budget Work Session is scheduled for Monday, March 23, 2020 at 4:00 pm.

O. Executive Session:

P. Council and Mayor Comments Concerning Items Not on the Agenda:

Q. Next Meeting: The next Regular Meeting will be held on Monday, March 23, 2020 at 6:00 pm

R. Adjournment:

* IF YOU REQUIRE SPECIAL ASSISTANCE TO ATTEND THE MEETING, PLEASE NOTIFY THE CITY OFFICE 24 HOURS
IN ADVANCE AND ARRANGEMENTS WILL BE MADE *

Seldovia City Council Regular Meeting March 09, 2020



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**MINUTES FROM A REGULAR MEETING
OF SELDOVIA CITY COUNCIL
COUNCIL CHAMBERS**

**Monday
February 24, 2020
6:00pm**

COLBERG
CAMPBELL
MORRISON
ROJAS
NATHAN
SWEATT

A. Call to Order & Roll Call: PRESENT: COUNCIL MEMBERS: CAMPBELL, MORRISON, ROJAS, NATHAN, and SWEATT

STAFF: CITY MANAGER CAMERON
POLICE CHIEF CUSHMAN
CITY CLERK GEAGEL

B. Pledge of Allegiance: Held
C. Excused Absences: COLBERG
D. Agenda Approval:

SWEATT/ROJAS MOVED TO APPROVE THE AGENDA
VOICE VOTE/UNANIMOUS/MOTION PASSED

E. Consent Agenda: *(All items under the Consent Agenda are approved with a single motion, no discussion, and one vote. A Council Member may request to remove an item(s) for discussion and a separate vote.)*
1. Approval of Minutes: Minutes of the Regular Meeting, February 10, 2020
2. Payment Approval Report:
3. Ordinance Introduction:

SWEATT/MORRISON MOVED TO APPROVE THE CONSENT AGENDA
VOICE VOTE/UNANIMOUS/MOTION PASSED

F. Mayoral Proclamations: None
G. Public Presentation Prior Notice: (each presenter has up to 10 min) None
H. Public Presentation for Items not on Agenda: (public has 3 min each)

JENNIFER NELSON, GCI- Introduced herself stating that she had been with GCI for 6 years in their Corporate Communications and Public Relations Department doing community engagement work. She spoke to the resolution that the City of Seldovia passed and that there had been a need for wireless coverage due to public safety issues and concerns. Seldovia was on GCI's radar for improvement, the next step was to identify an area to put a tower. Where they were at in town currently was too low and they couldn't go any higher in town due to FAA restrictions. GCI also required a microwave shot to reach existing infrastructure in Homer to provide the needed backhaul in order to improve the wireless service, to expand coverage and add better data speed. The plan for 2020 was to look to acquire a site, the TV tower hill was ideal. Once a site was identified then the design and build phase could occur along with cost calculation. If a space could be acquired, they hoped to have the possibility of having better service become live by 2021. She spoke to GCI's partnership with Vertical Bridge, a company who built towers. Vertical Bridge had scoped out the Seldovia area earlier and sites assessed were determined to be too close to FAA. She spoke to having took pictures during her visit that she would take to the engineer team who would determine what it would take to cover the community both in and out of town. She discussed that upgrades to service in Seldovia had been in discussion for a while and was part of a bigger ongoing plan of an overall Kenai Peninsula Improvement Project. They have added multiple towers on the Kenai Peninsula and upgraded their spectrum to have better building penetration and a better coverage area. It has been going on for a while in bits and pieces. Their site here had been an ACS site, then ACS GCI became a part of what was called the Alaska Wireless Network, and then GCI acquired ACS's wireless subscribers. After that happened there had been efforts to improve those old CDMA ACS sites, most of GCI's network is a GSM network, the new service would be GSM LTE, the same service you would get in Homer.

ROJAS- Inquired about FAA restrictions in town.

MORRISON- Inquired about placing a tower in town and if service would be expanded to Port Graham and Nanwaleek.

CAMPBELL- Inquired if this has been in the works with GCI for a while?

NATHAN- Inquired about placing service on the hilltop across the bay from Seldovia with the reflector to get service to all three villages.

LAUREL HILTS, resident- Spoke to partnerships and that GCI partnering with the city and the tribe was a great example. She spoke to recently having had a meeting that was sponsored by the tribe that the city participated in where the hazards related to driving, flying, and boating were looked at in the Seldovia Village Tribe service area, from Seldovia to Anchor Point. The tribe was working on a plan similar to a hazard mitigation plan, but more specific to transportation safety. They had a meeting with stakeholders including the city, the fire departments, etc., and then a community meeting with between 30 and 40 people who gave anecdotal data about risks related to travel. She spoke to looking forward to seeing the draft document come out and then it would be distributed to the public to review. She spoke to the boys' basketball partnership with Ninilchik and the with previous Principal Josh Hinds, who was the principal in Anchor Point, next week was their regional championship. She spoke to another opportunity for partnerships was SVT's preparedness series, "Ready, Set, Go" that began last week with public health doing a presentation related to epidemics and pandemics, specifically the new current Coronavirus and how to be prepared with anything that comes their way. The series would continue for the next 6-8 months with dinner included and they were reaching out to people to give presentations. She spoke to another partnership that happened during last week's loss of internet coverage, with SVT, the city, and Spits Spots. Colton Collier had to run about to TV tower and turn the switch back on, it was great work partnering to get the work accomplished. She spoke to that coming Saturday being a spa day at the Sea Otter Community Center for only ten dollars.

I. Committee and Advisory Board Reports: (each member has 5 min)

LAUREL HILTS, Lollipop Park Committee- Presented a Lollipop Park Committee report and discussed that it would take a couple of weeks to build the product and then a couple of weeks to ship, so it should be able to make the first ferry in May. The shipping estimate was \$6,200.00 which was pretty high. She spoke to the warranty and the 15-20 year lifespan range. She presented a bench that was recommended by the committee that could come with a back or no back. She spoke to the typical uses of dome and that there was no data of children being caught in the holes. It was a nicely accessible piece of equipment that children could go in if in sensory overload. She spoke to the committee's next step would be to sit with the city manager and arrange ordering and shipping. She spoke to the shipping costs being about \$1,000.00 over the top of the grant and that the committee could address to see if there was a better shipping option, or funds could be pulled from the signs, interactive panels, or there was one key piece of equipment could easily be adjusted. She spoke to placing the order after the March 9th meeting would be right within the recommendations for ordering by the end of March.

NATHAN- Inquired about overall cost with shipping and how much over the total would be and spoke to finding alternative shipping methods. He inquired about having a special meeting.

SWEATT- Spoke to shipping costs and inquired if there was anything that could be looked at that they didn't need.

MORRISON- Spoke to shipping through the Gear Shed. He spoke in opposition of the dome but stated he would not stop the project.

ROJAS- Spoke in support of moving forward with the project and spoke to the additional cost of the freight and the city not coming up with additional funds.

CM CAMERON- Discussed that anything over the additional \$25,000.00 grant would be the responsibility of the city. She requested that the committee present a final presentation at the March 9th, 2020 meeting.

J. Public Hearings:

1. ORDINANCE 20-07 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, AMENDING TITLE 3.08 CONSUMER'S SALES TAX TO INCLUDE COLLECTION BY THE ALASKA REMOTE SELLER SALES TAX COMMISSION AND TO REFERENCE KPBC CODE CHAPTER 5.19 UNIFORM REMOTE SELLER SALES TAX CODE

a. Presentation by Staff or Council

CLERK GEAGEL- Presented Ordinance 20-07 amending Title 3.08 Consumer's Sales Tax to include collection by the Alaska Remote Seller Sales Tax Commission and to reference KPBC Code Chapter 5.19 Uniform Remote Seller Sales Tax Code. She spoke to the change of the effective date to March 1st, 2020 so that tax collection could begin 30 days after the effective date on April 1st at the Commission's request.

b. Council Discussion

MAYOR LENT called for council comment and none was heard.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT called for public comment and none was heard.

d. Action/Disposition

SWEATT/MORRISON MOVED TO ADOPT ORDINANCE 20-07

VOICE VOTE/UNANIMOUS/MOTION PASSED

K. Unfinished Business: None

L. New Business:

1. Discussion- ORDINANCE 20-08 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, ADOPTING SECTION 10.06.025 AND AMENDING SECTION 10.08.040 TO INCLUDE LANGUAGE REQUIRING HELMETS FOR MINOR PERSONS OPERATING ALL-TERRAIN VEHICLES AND SNOWMOBILES- DRAFT

a. Presentation by Staff or Council

CLERK GEAGEL- Presented an ordinance draft amending title to require helmets for minor persons operating all-terrain vehicles. She spoke to 14-year old's with permits being allowed to drive ATVs and snowmobiles in the code and discussed that Chief Cushman had done some research on the topic.

CHIEF CUSHMAN- Spoke to the age requirement of driving an ATV or snowmobile and his understanding was that an ATV or snowmobile is a motor vehicle and the motor vehicle requirement in statute is that they are licensed and need to be 16, or have a permit with a parent on the back. He discussed that if Seldovia differentiated and said that an ATV or snowmobile was not a motor vehicle it would be like saying guy with a licensed revoked could operate an ATV. He spoke to being able to be more restrictive then state statute not less restrictive. He spoke to requiring helmets on minors at Outside Beach being a grey area, that below the tideline there was no state statute requiring helmets for ATVs and that requiring a license to ride an ATV was only for roads. He spoke to state statute addressing ATV and Snowmobile requirements being for state roads.

b. Council Discussion

MORRISON- Inquired if helmets and permits would be required for minors operating ATVs at outside beach. He inquired if adults would be required to wear helmet and spoke to the double standard.

ROJAS- Spoke in support of requiring helmets at all times and inquired about state statutes and allowing 14-year olds to operate on the roads. She spoke in support of 14-year old's being able to operate an ATV with a permit and inquired if it could be put in city ordinance in order to allow it.

NATHAN- Inquired if there was a state statute for driving ATVs and inquired about age as long as it was not on state highways.

CAMPBELL- Spoke to relaxation of marijuana laws in state of Alaska versus the Federal Government. He spoke in opposition of reversing the requirement to need a permit.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT called for public comment and none was heard.

d. Action/Disposition

SWEATT/MORRISON MOVED TO INTRODUCE ORDINANCE 20-08 WITH THE CORRECTION OF PERSONS 17 YEARS OF AGE AND UNDER AS OPPOSED TO 18 YEARS

VOICE VOTE/UNANIMOUS/MOTION PASSED

M. Administration Reports:

1. Treasurer's Report:

2. City Manager's Report: See Laydown

CM CAMERON- Presented the city manager's report as written in the laydown and included a presentation given by DOT last week in Juneau at the end of the regular packet. She spoke to the budget season and having to reschedule the budget session they were supposed to have today to the next meeting. The state funding was pretty flat and the city would stay status quo from last year with a really good base under them. She spoke to having received the Alaska Counts Census Mini-Grant and that the City was looking to have an outreach community event in the next month or month and a half. The DOT MOA was still being worked on, as well as the fire department MOA. She spoke to Subsea having been over that day to map out the reservoir. It was a good day, the water was very clear and they were able to get a tremendous amount of data, even more than discussed. She spoke to having a meeting with Subsea in the morning and that she would present a video at the next council meeting with data figures and measurements. She spoke to the LED light conversion phase one having been completed over Valentines weekend, the city office was fully on LED. She spoke to wanting the multi-purpose building be phase two in hopefully the next month. She presented a fleet status picture that the DOT had put out and spoke to the Tustumena being scheduled to come out of dry dock and being service May 1st. The Kennicott was scheduled to come out of dry dock April 16 and make a run at the end of April. She spoke to the Remote Sellers Sales Tax Commission having had a software tour and discussed that Seldovia would have access to the database, but only for their jurisdiction. She discussed that the items being required by the commission had been done. She spoke to the Land Use Management Plan idea being up in air for next month, she would speak with P&Z and get back to the council. She spoke to the Economic Development plan going hand in hand with the Land Use Management Plan in terms of where Seldovia was headed in the future. She spoke to having had a discussion with Joe Levesque and having a huge project about port authority, the history of port authority in Seldovia. She spoke to the Wastewater PER, the final procurement was being done for the RFP and she should be seeing it within a day or two. She spoke to continuing to work with the State of Alaska and Emergency Management to get back with an idea of a right of way clearing project and being reimbursed for those funds for the work the City is going to have to endure to get the right of ways cleaned up, the harbor, and Jakolof Dock repaired after that storm. She discussed that snow removal had been big that year, it had been budgeted for \$8,000.00 and the City would go over that this year and a budget amendment would be done when it got closer to break up and the overage number was more known. Kevin Schoneman from ARWA would be in Seldovia the following week, they would work on the data points received from the reservoir, another water line audit to see if they can find anymore leaks or deficiencies throughout the water system. She spoke to the water line repair plans being in development, as well as the personnel policy, and the city document archive project. She spoke to the data gathered from the reservoir being able to give the City a number of how much sediment there was and would help with determining the baseline number of water in the reservoir. She spoke to Paul being back in town so that now vehicles in the street could be addressed. She discussed that she had a map of the fire hydrants and a request into the firehall volunteers to form a plan. She spoke to putting a work order in to at least spray paint where fire hydrants were and then they could go back and dig out. She spoke to the Adopt-Fire-Hydrant plan.

MORRISON- Inquired if the City would get recommendations for the reservoir, if they would need to go deeper.

LAUREL HILTS, resident- Spoke to snow removal and having vehicles moved that were permanently parked on the road. She spoke to keeping snow away from fire hydrants instead of asking people to clear it, the one on Anderson Way was completely bermed in by the state.

SWEATT- Spoke to also putting flags on fire hydrants and that she and fire chief Andrew planned to assess all the fire hydrants.

3. Chief of Police Report:

4. Harbormaster's Report:

5. Public Works' Report: Presented as written in the laydown.

N. Informational Items Not Requiring Action:

1. The next Budget Work Session is scheduled for Monday, March 09, 2020 at 4:00 pm.

O. Executive Session: None

P. Council and Mayor Comments Concerning Items Not on the Agenda:

CAMPBELL- Thanked everyone who attended the meeting and thanked the staff.

MORRISON- Thanked the public for showing up, it was great to get some information, go analog, and he thanked the staff. Great meeting.

ROJAS- Thanked everyone who work so hard to put the city council packet together and commented that it was a great city manager report, there were a couple things in there that she was looking forward to seeing reports on.

NATHAN- Thanked everyone for being there and requested the mayor, city manager, or both to come up with a certificate of appreciation for Paulie Carluccio for her years of service at the post office, she was retiring, Friday would be her last day. There were several people putting together a citywide surprise potluck for her at the middle or end of next week. He spoke to it being a good meeting.

SWEATT- Thanked everyone for being there and thanked the City for all their hard work. She commented that she also had a flip phone that she refused to give up.

MAYOR LENT-Thanked everyone for being there and welcomed Paul back. The staff was doing a good job as usual. He spoke to having received notice that the Rasmuson Foundation had received their request for a grant for the cemetery.

Q. Next Meeting: The next Regular Meeting will be held on Monday, March 09, 2020 at 6:00 pm

R. Adjournment:

SWEATT/MORRISON MOVED TO ADJOURN AT 7:18PM

NO OBJECTION/MOTION PASSED

I certify the above represents accurate minutes of City of Seldovia Council meeting of February 24, 2020.

Heidi Geagel, City Clerk

Approved by Council _____

DRAFT



Introduced:
Posted:
Public Hearing:
Adoption:

**CITY OF SELDOVIA
ORDINANCE 20-08**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA,
ADOPTING SECTION 10.06.025 AND AMENDING SECTION 10.08.040 TO INCLUDE
LANGUAGE REQUIRING HELMETS FOR MINOR PERSONS OPERATING ALL-TERRAIN
VEHICLES AND SNOWMOBILES**

SECTION 1. CLASSIFICATION. This ordinance is permanent in nature and shall become a part of the Municipal Code of the City of Seldovia.

SECTION 2. ADOPTING SECTION 10.06.025 TO READ AS FOLLOWS:

Chapter 10.06
All-Terrain Vehicles

Sections:

- 10.06.010 Definitions.
- 10.06.020 Actions required.
- 10.06.025 Helmets.**
- 10.06.030 Actions prohibited.
- 10.06.040 Reporting accidents.
- 10.06.050 Parental and guardian responsibility.

10.06.025 Helmets. Persons 17 years of age or under operating an off-road vehicle within the city must wear a helmet which meets safety standards set by the Federal Motor Vehicle Safety Standard 218.

SECTION 3. AMENDING SECTION 10.08.040 BY ADDING LANGUAGE IN HIGHLIGHT TO READ AS FOLLOWS:

10.08.040 Equipment required. A snow vehicle is required to contain the following equipment:

- A. Brakes adequate to the movement of and to stop and to hold the vehicle under normal conditions of operation;

- B. At least one head lamp so aimed and of sufficient intensity, to reveal persons and objects at a distance of at least one hundred feet ahead during the hours of darkness under normal atmospheric conditions;
- C. A throttle which, when released by the hand, will return the engine speed to idle;
- D. An exhaust muffler in good working order except at the operator's option when participating in an event permitted under AS 05.35.
- E. A snow vehicle which is operated upon or along a highway during the hours of darkness, other than to cross, shall have a red lamp on the rear cowling mounted which shall emit a red light plainly visible from a distance of one thousand feet to the rear.
 - a. A tail lamp on a snow vehicle shall be located at a height of not more than seventy-two inches nor less than fifteen inches.
 - b. And a red reflector on the rear cowling which shall be mounted on the snow vehicle at a height of not less than fifteen inches nor more than sixty inches and shall be of such size and characteristics and mounted so as to be visible between six hundred and one hundred feet from the vehicle. (Ord. 7430 Sec. 4, 1974)
- F. Persons 17 years of age or under operating an off-road vehicle within the city must wear a helmet which meets safety standards set by the Federal Motor Vehicle Safety Standard 218.

SECTION 4. EFFECTIVE DATE. This ordinance becomes effective upon its adoption by the City Council.

ADOPTED by a duly constituted quorum of the City Council of the City of Seldovia, Alaska this ____ day of _____, 2020.

ATTEST:

Heidi Geagel, City Clerk

APPROVED:

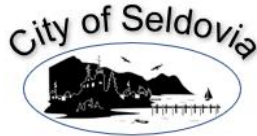
Dean Lent, Mayor

Vote:

Colberg-
Campbell-

Morrison-
Rojas-

Nathan-
Sweatt-



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PROCLAMATION

WHEREAS, Paulette Bokenko-Carluccio has served as the Clerk for the Seldovia Post Office from 2014 to 2020 and;

WHEREAS, during her time at the Seldovia Post Office, Paulette Bokenko-Carluccio's, provided immeasurable and valuable support to the postal team in Seldovia and;

WHEREAS, Paulette, was instrumental in maintaining financial integrity for the Seldovia Post Office and in implementing and creating numerous procedures and systems that helped the office to run efficiently and to meet Postal Standards and;

WHEREAS, without hesitation and through sacrifice to her family, Paulette, was relied upon in many instances to be a lead clerk and act as a supervisor for the office when the Postmaster was on leave and;

WHEREAS, Paulette was a trainer for many other offices through telephone contact and impacted many other Post Offices throughout this state with her efforts to assist and;

WHEREAS, time and time again, Paulette, went the extra mile for the Seldovia Post Office and her hard-working ethic, her attention to detail, her financial accuracy, her willingness to support the team, and her friendship will be sorely missed and;

WHEREAS, The City of Seldovia recognizes the positive impact Paulette has had to the Seldovia Post office, to the community of Seldovia, and to the State of Alaska and is grateful for her contributions to the success of all.

NOW THEREFORE BE IT RESOLVED that the Mayor of the City of Seldovia, on behalf of the entire City Council and its citizens, on this occasion of well-earned retirement, honors and thanks Paulette Bokenko-Carluccio for her years of service as the Clerk for the Seldovia Post Office and for her contribution to the success, and the growth and development of the City of Seldovia.

ATTEST:

APPROVED:

City Clerk, Heidi Geagel

Mayor Dean Lent



CITY OF SELDOVIA

RESOLUTION 20-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA AMENDING A TABLET POLICY FOR THE CITY OF SELDOVIA TO ENCOMPASS ALL CITY-ISSUED MOBILE DEVICES, INCLUDING TABLETS AND LAPTOPS, AND TO INCLUDE CITY EMPLOYEES IN THE MOBILE DEVICE MANAGEMENT POLICY

WHEREAS, the City Council of the City of Seldovia through Resolution 20-02 adopted a Tablet Policy on July 08, 2019; and

WHEREAS, the City of Seldovia recognizes the benefits of utilizing digital communication and information, and supports the utilization of mobile devices including; tablets by the City Council, and laptops by city employees; and

WHEREAS, amending the Tablet Policy to include city staff, their use of mobile devices, such as laptops, and to encompass all city-issued devices, will benefit the City, city employees, and City Council by having a stream-lined all-encompassing Mobile Device Management Policy; and

WHEREAS, city-issued mobile devices, including tablets and laptops, will remain the property of the City of Seldovia and users shall return their device to the city when the individual’s term and service as a Council Member or as a city employee has ended; and

WHEREAS, the Tablet Policy now know as the Mobile Device Management Policy will provide guidelines and security measures for users of city-issued mobile devices, including tablets and laptops, protecting both the user and the City; and

WHEREAS, the City may amend, modify or wholly discontinue the use of Mobile Devices (including Tablets and laptops) and this policy at any time in the sole discretion of the City.

NOW, THEREFORE, BE IT RESOLVED THAT: the City Council of the City of Seldovia, Alaska amends the tablet policy for the City of Seldovia to encompass all city-issued mobile devices, including tablets and laptops, and to include city employees in the mobile device management policy.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Seldovia on this ____ day of _____, 2020.

ATTEST:

Heidi Geagel, City Clerk

APPROVED:

Dean Lent, Mayor



City of Seldovia

Tablet Mobile Device Management Policy (including iPads, tablets, laptops and similar devices) –City Council and City Employees

1. **Purpose.** The City of Seldovia recognizes the benefits of utilizing digital communication and information, and supports the utilization of mobile devices including; Tablets by the City Council, and laptops by City Employees. Users of the Tablet (including iPads) mobile devices acknowledge, understand, and respect the underlying Tablet Mobile Device, Internet, and usage philosophy that forms the basis of this policy.
2. **Receipt of Tablet. City Council Mobile Device Management.** The City Clerk will issue Mobile Devices including Tablets (which may be iPads) that include appropriate applications for use relating to city business to City Council Members. Once issued, the Tablets Devices will serve as the sole source of council meeting packets, and paper packets will be provided on a case by case basis.
 - a. The City Clerk will handle all repairs of software issues that may arise on City Council Mobile Devices. DO NOT void the warranty of the Device by unauthorized repairs.
 - b. The technological life of the Mobile Device might not exceed three years; therefore, the Devices will be assessed every three years and, if necessary, the City will purchase upgraded devices through the budgeting process.
 - c. Except in an emergency, users shall not use email, instant messaging, text messaging, or similar forms of electronic communications at any time during a meeting of the City Council. Users shall not use the Mobile Device in any way as to violate the Open Meetings Act requirements of the State of Alaska.
- ~~3. **Service of Tablet.** The City Clerk will handle all repairs of software issues that may arise on the Tablets. DO NOT void the warranty of the Tablet by unauthorized repairs.~~
4. **Care of Tablet Mobile Devices (including laptops and tablets).** Users are responsible for the general care of the Tablet Mobile Devices that they have been issued by the City. Tablets Mobile Devices must remain free of any writing, drawing, stickers or labels that are not the property of the City. Only a clean, soft cloth should be used to clean the screen.
5. **Software on Tablet.** The software and applications installed by the City must remain on the Tablet Mobile Device in usable condition and be readily accessible at all times. From time to time, the City may add or upgrade software applications such that users may be required to check in their Tablets Device with the City Clerk for periodic updates and syncing. In the event it becomes necessary to restore a Tablet Device to its original condition, the City will not be held responsible for the loss of any software or documents deleted due to a re-format and re-image. Any software, email messages, or files downloaded via the Internet into the City systems become the property of the City and may only be used in ways that are consistent with applicable licenses, trademarks, or copyrights.

Files from sources that a user may have any reason to believe may be untrustworthy shall not be downloaded, nor shall files attached to email transmissions be opened and read unless the user has knowledge that they originate from a trustworthy source. Downloaded files and attachments may contain viruses or hostile applications that could damage the City's information systems. Users will be held accountable for any breaches of security caused by files obtained for non-city business purposes.

6. **Passcode Protection**. Users of city issued ~~Tablets~~ **Devices** shall protect the information on the device from others by establishing a passcode for access to the device. The passcode and any amendments to the passcode shall be filed with the ~~clerk~~ **City**.
7. ~~**Life of the Tablet**. The technological life of the Tablets might not exceed three years; therefore, the Tablets will be assessed every three years and, if necessary, the City will purchase upgraded devices through the budgeting process.~~
8. **WARNING – NO PRIVACY**. Communications made via City-issued devices are subject to disclosure under the Open Records Act or for litigation purposes unless a privilege or exception exists that justifies withholding the information.
9. **Audits**. All ~~Tablets~~ **Mobile Devices issued by the City** are subject to audit by the City ~~Clerk~~. If contacted by the ~~City Clerk~~, users have three days to provide their ~~Tablet~~ **Device** to the City ~~Clerk~~. Typically, ~~the clerk will return the Tablet~~ **Devices will be returned** to the user within five business days. Upon notice to provide the ~~Tablet to the clerk~~ **Device to the City**, the user shall not delete or otherwise tamper with any communications or contents on the ~~Tablet~~ **Mobile Device**.
10. **Representations**. In advocating, advancing, or expressing any individual religious, political, or personal views or opinions, users must not misrepresent their statements as official City policy unless authorized to do so.
11. **Email Usage for City Business**. For the purposes of activity related to City business, the user shall conduct all email communication through their assigned City email account. All emails on the City email account are archived and retained by the City. This account shall be synced to the user's individual ~~Tablet~~ **Mobile Device**. ~~Personal email accounts are allowed to be synced to the Tablet as well, but all~~ **All** City-related business must be conducted through the City email address or copied to the City email address if the user's personal email account ~~is~~ **was** used.
12. **Acceptable Use**. The ~~Tablet~~ **Mobile Device**, Internet and email access provided are tools for conducting City business. Thus, City use of such tools will be primarily for City business related purposes; i.e., to review City Council agenda materials, or obtain useful information for City-related business communications as appropriate. All of the City's computer systems, including the ~~Tablet~~ **Mobile Devices**, are considered to be public property. ~~Tablet~~ **Mobile Devices**, Internet, and email activities will be traceable to the City and will impact the reputation of the City. City- issued ~~Tablets~~ **Mobile Devices** shall not be used to send or knowingly download any vulgar, discriminatory, or pornographic content. Users shall refrain from making any false or defamatory statements in any Internet forum or from committing any other acts that could expose the City to liability.
13. **City-issued Tablets** **Mobile Devices (including Tablets and Laptops)**, are not to be used for operation of a business for personal gain, sending chain letters, or any other purpose that interferes with normal city business activities. Users shall not use municipally issued ~~Tablets~~ **Devices** for any illegal activity.
14. ~~**Except in an emergency**, users shall not use email, instant messaging, text messaging, or similar forms of electronic communications at any time during a meeting of the City Council. Users shall not use the Tablet in any way as to violate the Open Meetings Act requirements of the State of Alaska.~~
15. **Tablet** **Mobile Device (including Tablets and laptops)** **users are allowed** to have music and install applications on their ~~Tablet~~ **Device**; however, the items downloaded and synced to the ~~Tablet~~ **Mobile Device** must be in compliance with Federal copyright laws and shall be acquired at the expense of the user. All applications used in the course of business-related activities shall be secured in conjunction with the City ~~Clerk~~.

16. **User Responsibility.** It is the responsibility of the user to ensure the City-provided **Tablet Device** is kept in a reasonable and safe condition. Users should be vigilant concerning the whereabouts of their **Tablets Device**. In the event a **Tablet Mobile Device (including Tablets and laptops)** is accidentally lost or damaged, or is stolen, responsibility for replacement shall be as follows:

The user shall be entirely responsible for repair or replacement costs and shall replace the unit within two weeks of the equipment loss.

Tablets that are damaged or destroyed through intentional misuse must be repaired or replaced at the user's expense.

17. **Return of the Tablet.** Users shall return their **Tablet Mobile Devices** to the City ~~Clerk~~ when the individual's term and service as Council Member **or city employee** has ended. Upon return of the **Tablet Device** to the City and following the preparation of any appropriate backup files, the **Tablet Device** will be wiped clean of any and all information.
18. **Compliance with Policy.** The City reserves the right to inspect any and all files stored on **Tablets Mobile Devices (including Tablets and laptops)** that are the property of the City in order to ensure compliance with this policy. Users do not have any personal privacy right in any matter created, received, stored in, or sent from any City-issued **Tablet Device**, and the City ~~Clerk~~ is hereby authorized to institute appropriate practices and procedures to ensure compliance with this policy. Any violation of this policy may result in discipline as deemed appropriate by the balance of the City Council.
19. The City may amend, modify or wholly discontinue the use of **Tablets Mobile Devices (including Tablets and laptops)** and this policy at any time in the sole discretion of the City.

I hereby certify that I have received a written copy of the City ~~Council Tablet~~ **of Seldovia Mobile Device Management** policy. I have read and fully understand the terms of this policy. I acknowledge the importance to the public and the City of my complying with all of the requirements of this policy and I agree to comply with all of the terms, conditions and requirements set out in this policy.

Dated: _____

By: _____
(Elected Official's **or City Employee** Signature)

(Printed Name)



Approved	Denied
Public Hearing:	
Date Action Taken:	
Attest:	

**CITY OF SELDOVIA
ACTION MEMORANDUM 20-05**

Title: City Council Statement of non-objection for the renewal of the Herring Bay, LLC Beverage Dispensary- Tourism License #5289 DBA Seldovia Boardwalk Hotel

Agenda of: March 09, 2020

Originator: Heidi Geagel, City Clerk

Date: 02/21/2020

Route to:	Department Head	Signature	Date
X	City Clerk		03/02/2020
X	City Manager		3/2/2020
X	Finance Officer		3/2/2020
X			

Attachment(s):

- Notice of 2020/2021 Liquor License Renewal Application #5289
- Complete Renewal Application #5289
- KPB Letter of Non-Objection of Application #5289

Summary Statement:

The Herring Bay, LLC DBA Seldovia Boardwalk Hotel has applied for a renewal of their Beverage Dispensary- Tourism License #5289. State law requires local governing bodies to review requests pertaining to liquor licenses within their municipalities. The City may waive the right to protest or may file a protest to a request within 60 days of receiving the application.

Administration recommendation: Approve Action Memorandum 20-05



February 17, 2020

City of Seldovia

Kenai Peninsula Borough

Via Email: cityclerk@cityofseldovia.com ; jblankenship@kpb.us ; Dhenry@kpb.us ; JRodgers@kpb.us ;
SNess@kpb.us ; joanne@borough.kenai.ak.us ; tshassetz@kpb.us

Re: Notice of 2020/2021 Liquor License Renewal Application

License #	DBA	License Type
5289	Seldovia Boardwalk Hotel	Beverage Dispensary - Tourism

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Beverage Dispensary – Tourism License
Form AB-17d: 2020/2021 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing beverage dispensary-tourism liquor license that is due to renew by December 31, 2019. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed and submitted to AMCO's main office before any license renewal application will be reviewed. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Herring Bay, LLC	License #:	5289
License Type:	Beverage Dispensary - Tourism		
Doing Business As:	Seldovia Boardwalk Hotel		
Premises Address:	239 Main Street		
Local Governing Body:	City of Seldovia (Kenai Peninsula Borough)		
Community Council:	None		

Mailing Address:	P.O. Box 72		
City:	Seldovia	State:	AK
		ZIP:	99663

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual **must be a licensee** who is required to be listed in and authorized to sign this application.

Contact Licensee:	Angela S. Campbell	Contact Phone:	907-302-0320
Contact Email:	seldoviaboardwalkhotel@gmail.com		

Optional: If you wish for AMCO staff to communicate with an individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:		Contact Phone:	
Contact Email:			



Form AB-17d: 2020/2021 Tourism Renewal License Application

Section 2 - Entity or Community Ownership Information

Licensees who directly hold a license as an individual or individuals should skip to Section 3. General partnerships and local governments should skip to the second half of this page. All licensees that are **corporations** or **LLCs** must complete this section. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). The CBPL Entity # below is **neither** your EIN/tax ID number, **nor** your business license number. **You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>**

Alaska CBPL Entity #:	10015873
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

AC

This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a **corporation**, the following information must be completed for each **shareholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**.
- If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application. **You must list ALL of your qualifying officials, additional copies of this page or a separate sheet of paper may be submitted if necessary.**

Name of Official:	Angela S. Campbell			
Title(s):	member	Phone:	907-302-0320	% Owned: 50%
Mailing Address:	P.O. Box 72			
City:	Seldovia	State:	AK	ZIP: 99663

Name of Official:	Jeremiah D. Campbell			
Title(s):	member	Phone:	907-302-0320	% Owned: 50%
Mailing Address:	P.O. Box 72			
City:	Seldovia	State:	AK	ZIP: 99663

Name of Official:				
Title(s):		Phone:		% Owned:
Mailing Address:				
City:		State:		ZIP:



Form AB-17d: 2020/2021 Tourism Renewal License Application

Section 3 – Sole Proprietor Ownership Information

Entities, such as corporations or LLCs, should skip this section. This section must be completed by any licensee who directly holds the license as an **individual or multiple individuals** and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information. The following information must be completed for each licensee and each affiliate.

This individual is an: applicant affiliate (spouse)

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: applicant affiliate (spouse)

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

Section 4 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

AC

Section 5 – License Operation

Check a **single box** for each calendar year that best describes how this liquor license was operated:

2018 2019

- The license was regularly operated continuously throughout each year. 2018 2019
- The license was regularly operated during a specific season each year. 2018 2019
- The license was only operated to meet the minimum requirement of 240 total hours each calendar year. 2018 2019
If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.
- The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years. 2018 2019
If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.



Alaska Alcoholic Beverage Control Board
Form AB-17d: 2020/2021 Tourism Renewal License Application

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2018 and 2019:

Yes No

Have any notices of violation (NOVs) been issued for this license in the calendar years 2018 or 2019?

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2018 or 2019?

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

AC

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control (ABC) Board.

AC

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

AC

I am submitting as part of this application a completed copy of the attached Tourism Statement form, for review by the Alcoholic Beverage Control Board.

AC

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Angela S. Campbell
Signature of licensee

Barbara Carlough
Signature of Notary Public

Angela S. Campbell
Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: 11-13-2023

Subscribed and sworn to before me this 30 day of December, 2019.

Seasonal License? Yes No

If "Yes", write your six-month operating period: April 15 - Oct. 15

License Fee:	\$ 2500.00	Application Fee:	\$ 300.00	TOTAL:	\$ 2800.00
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					



Office of the Borough Clerk

144 North Binkley Street, Soldotna, Alaska 99669 • (907) 714-2160 • (907) 714-2388 Fax

Johni Blankenship, MMC
Borough Clerk

February 19, 2020

Sent via email: cityclerk@cityofseldovia.com

Seldovia City Hall
City of Seldovia

RE: Non-Objection of Application

Licensee/Applicant	:	Herring Bay, LLC
Business Name	:	Seldovia Boardwalk Hotel
License Type	:	Beverage Dispensary/Tourism
License Location	:	239 Main Street, Seldovia, AK 99663, City of Seldovia
License No.	:	5289
Application Type	:	License Renewal

Dear Ms. Geagel,

This serves to advise that the Kenai Peninsula Borough has reviewed the above referenced application and has no objection.

Should you have any questions, or need additional information, please do not hesitate to let us know.

Sincerely,

Johni Blankenship, MMC
Borough Clerk

JB/ts

Encl.

cc: seldoviaboardwalkhotel@gmail.com; cityclerk@cityofseldovia.com;
DCooper@kpb.us; SNess@kpb.us



The following message was sent to you through the Alaska Public Health Alert Network (AK PHAN). Please share this information with others who may be interested.

Note: Contact information for the Alaska Section of Epidemiology can be found at the end of this message.

The Alaska Section of Epidemiology (SOE) is closely monitoring the rapidly evolving international Coronavirus Disease 2019 (COVID-19) situation. We are forwarding this U.S. Centers for Disease Control and Prevention (CDC) Health Update to Alaska health care providers for their situational awareness. There are currently NO cases of COVID-19 in Alaska.

Health care providers should contact SOE at 907-269-8000, or 800-478-0084 after-hours to report Persons Under Investigation (PUI) as defined below and in Alaska-specific guidance, available at: http://dhss.alaska.gov/dph/Epi/id/SiteAssets/Pages/HumanCoV/2019-nhcov_AKHCP-info.pdf. Note that PUI criteria were updated February 27, 2020, and that testing is now available at Alaska Public Health Laboratories.

Please frequently check the Alaska SOE Human Coronavirus website for the latest information: <http://dhss.alaska.gov/dph/Epi/id/Pages/Human-Coronavirus.aspx>

This is an official
CDC HEALTH UPDATE

Distributed via the CDC Health Alert Network
February 28, 2020, 15:05 ET (3:05 PM ET)
CDCHAN-0428

**Update and Interim Guidance on Outbreak of Coronavirus Disease 2019
(COVID-19)**

Summary

The Centers for Disease Control and Prevention (CDC) continues to closely monitor and respond to the COVID-19 outbreak caused by the novel coronavirus, SARS-CoV-2.

This CDC Health Alert Network (HAN) Update provides updated guidance on evaluating and testing persons under investigation (PUIs) for COVID-19. It supersedes guidance provided in CDC's HAN 427 distributed on February 1, 2020.

The outbreak that began in Wuhan, Hubei Province, has now spread throughout China and to 46 other countries and territories, including the United States. As of February 27, 2020, there were 78,497 reported cases in China and 3,797 cases in locations outside China. In addition to sustained transmission in China, there is evidence of

community spread in several additional countries. CDC has updated travel guidance to reflect this information (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>).

To date, there has been limited spread of COVID-19 in the United States. As of February 26, 2020, there were a total of 61 cases within the United States, 46 of these were among repatriated persons from high-risk settings. The other 15 cases were diagnosed in the United States; 12 were persons with a history of recent travel in China and 2 were persons in close household contact with a COVID-19 patient (i.e. person-to-person spread). One patient with COVID-19 who had no travel history or links to other known cases was reported on February 26, 2020, in California. The California Department of Public Health, local health departments, clinicians, and CDC are working together to investigate this case and are identifying contacts with whom this individual interacted.

CDC, state and local health departments, other federal agencies, and other partners have been implementing measures to slow and contain transmission of COVID-19 in the United States. These measures include assessing, monitoring, and caring for travelers arriving from areas with substantial COVID-19 transmission and identifying cases and contacts of cases in the United States.

Recognizing persons at risk for COVID-19 is a critical component of identifying cases and preventing further transmission. With expanding spread of COVID-19, additional areas of geographic risk are being identified and PUI criteria are being updated to reflect this spread. To prepare for possible additional person-to-person spread of COVID-19 in the United States, CDC continues to recommend that clinicians and state and local health departments consider COVID-19 in patients with severe respiratory illness even in the absence of travel history to affected areas or known exposure to another case.

Criteria to Guide Evaluation and Testing of Patients Under Investigation (PUI) for COVID-19

Local or state health departments, in consultation with clinicians, should determine whether a patient is a PUI for COVID-19. The CDC clinical criteria for COVID-19 PUIs have been developed based on available information about this novel virus, as well as what is known about Severe Acute Respiratory Syndrome (SARS) (<https://www.cdc.gov/sars/clinical/guidance.html>) and Middle East Respiratory Syndrome (MERS) (<https://www.cdc.gov/coronavirus/mers/interim-guidance.html#evaluation>). These criteria are subject to change as additional information becomes available.

Clinical Features		Epidemiologic Risk
Fever ¹ or signs/symptoms of lower respiratory illness (e.g., cough or shortness of breath)	AND	Any person, including healthcare personnel ² , who has had close contact ³ with a laboratory-confirmed ⁴ COVID-19 patient within 14 days of symptom onset
Fever ¹ and signs/symptoms of a lower respiratory illness (e.g., cough or shortness of breath) requiring hospitalization	AND	A history of travel from affected geographic areas ⁵ , within 14 days of symptom onset
Fever ¹ with severe acute lower respiratory illness (e.g., pneumonia, ARDS (acute respiratory distress syndrome) requiring hospitalization and without an alternative explanatory diagnosis (e.g., influenza). ⁶	AND	No identified source of exposure

These criteria are intended to serve as guidance for evaluation. In consultation with public health departments, patients should be evaluated on a case-by-case basis to determine the need for testing. Testing may be considered for deceased persons who would otherwise meet the PUI criteria.

¹Fever may be subjective or confirmed.

²For healthcare personnel, testing may be considered if there has been exposure to a person with suspected COVID-19 without laboratory confirmation. Because of their often extensive and close contact with vulnerable patients in healthcare settings, even mild signs and symptoms (e.g., sore throat) of COVID-19 should be evaluated among potentially exposed healthcare personnel. Additional information is available in CDC's Interim U.S. Guidance for Risk Assessment and Public Health Management of Healthcare Personnel with Potential Exposure in a Healthcare Setting to Patients with Coronavirus Disease 2019 (COVID-19) (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html>).

³Close contact is defined as—

a) being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period; close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case

— or —

b) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on) If such contact occurs while not wearing recommended personal protective equipment (PPE) (e.g., gowns, gloves, NIOSH-certified disposable N95 respirator, eye protection), criteria for PUI consideration are met.

Additional information is available in CDC's updated Interim Healthcare Infection Prevention and Control Recommendations for Patients with Confirmed COVID-19 or Persons Under Investigation for COVID-19 in Healthcare Settings (<https://www.cdc.gov/coronavirus/2019-ncov/infection-control/control-recommendations.html>).

Data to inform the definition of close contact are limited. Considerations when assessing close contact include the duration of exposure (e.g., longer exposure time likely increases exposure risk) and the clinical symptoms of the person with COVID-19 (e.g., coughing likely increases exposure risk, as does exposure to a severely ill patient). Special consideration should be given to healthcare personnel exposed in healthcare settings, as described in CDC's Interim U.S. Guidance for Risk Assessment and Public Health Management of Healthcare Personnel with Potential Exposure in a Healthcare Setting to Patients with COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html>).

⁴Documentation of laboratory-confirmation of COVID-19 may not be possible for travelers or persons caring for COVID-19 patients in other countries.

⁵Affected areas are defined as geographic regions where sustained community transmission has been identified. Relevant affected areas will be defined as a country with at least a CDC Level 2 Travel Health Notice. Current information is available in CDC's COVID-19 Travel Health Notices (<https://www.cdc.gov/coronavirus/2019-ncov/travelers>).

⁶Category includes single or clusters of patients with severe acute lower respiratory illness (e.g., pneumonia, ARDS (acute respiratory distress syndrome) of unknown etiology in which COVID-19 is being considered.

Recommendations for Reporting, Testing, and Specimen Collection

Clinicians should immediately implement recommended infection prevention and control practices (<https://www.cdc.gov/coronavirus/2019-ncov/infection-control/control-recommendations.html>) if a patient is suspected of having COVID-19. They should also notify infection control personnel at their healthcare facility and their state or local health department if a patient is classified as a PUI for COVID-19. State health departments that have identified a PUI or a laboratory-confirmed case should complete a PUI and Case Report form through the

processes identified on CDC's Coronavirus Disease 2019 website (<https://www.cdc.gov/coronavirus/2019-ncov/php/reporting-pui.html>). State and local health departments can contact CDC's Emergency Operations Center (EOC) at 770-488-7100 for assistance with obtaining, storing, and shipping appropriate specimens to CDC for testing, including after hours or on weekends or holidays. Currently, diagnostic testing for COVID-19 is being performed at state public health laboratories and CDC. Testing for other respiratory pathogens should not delay specimen testing for COVID-19.

For initial diagnostic testing for SARS-CoV-2, CDC recommends collecting and testing upper respiratory tract specimens (nasopharyngeal AND oropharyngeal swabs). CDC also recommends testing lower respiratory tract specimens, if available. For patients who develop a productive cough, sputum should be collected and tested for SARS-CoV-2. The induction of sputum is not recommended. For patients for whom it is clinically indicated (e.g., those receiving invasive mechanical ventilation), a lower respiratory tract aspirate or bronchoalveolar lavage sample should be collected and tested as a lower respiratory tract specimen. Specimens should be collected as soon as possible once a PUI is identified, regardless of the time of symptom onset. See Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens from Patients Under Investigation (PUIs) for COVID-19 (<https://www.cdc.gov/coronavirus/2019-nCoV/lab/guidelines-clinical-specimens.html>) and Biosafety FAQs for handling and processing specimens from suspected cases and PUIs (<https://www.cdc.gov/coronavirus/2019-ncov/lab/biosafety-faqs.html>).

For More Information

More information is available at the COVID-19 website: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

The Centers for Disease Control and Prevention (CDC) protects people's health and safety by preventing and controlling diseases and injuries; enhances health decisions by providing credible information on critical health issues; and promotes healthy living through strong partnerships with local, national, and international organizations.

Categories of Health Alert Network messages:

Health Alert Requires immediate action or attention; highest level of importance
Health Advisory May not require immediate action; provides important information for a specific incident or situation
Health Update Unlikely to require immediate action; provides updated information regarding an incident or situation
HAN Info Service Does not require immediate action; provides general public health information

Public Health Media Library

2019 Novel Coronavirus (2019-nCoV) in the U.S.

Media Detail

Preview

Get Embed Code

Coronavirus Disease 2019 (COVID-19) in the U.S.

Updated March 4, 2020

This page will be updated regularly at noon Mondays through Fridays. Numbers close out at 4 p.m. the day before reporting.

CDC is responding to an outbreak of respiratory illness caused by a novel (new) coronavirus. The outbreak first started in Wuhan, China, but cases have been identified in a growing number of other [locations internationally](#), including the United States.

COVID-19: U.S. at a Glance*

- Total cases: 80
- Total deaths: 9
- States reporting cases: 13

* Data include both confirmed and presumptive positive cases of COVID-19 reported to CDC or tested at CDC since January 21, 2020, with the exception of testing results for persons repatriated to the United States from Wuhan, China and Japan. State and local public health departments are now testing and publicly reporting their cases. In the event of a discrepancy between CDC cases and cases reported by state and local public health officials, data reported by states should be considered the most up to date.

COVID-19: Cases in the United States Reported to CDC*†‡

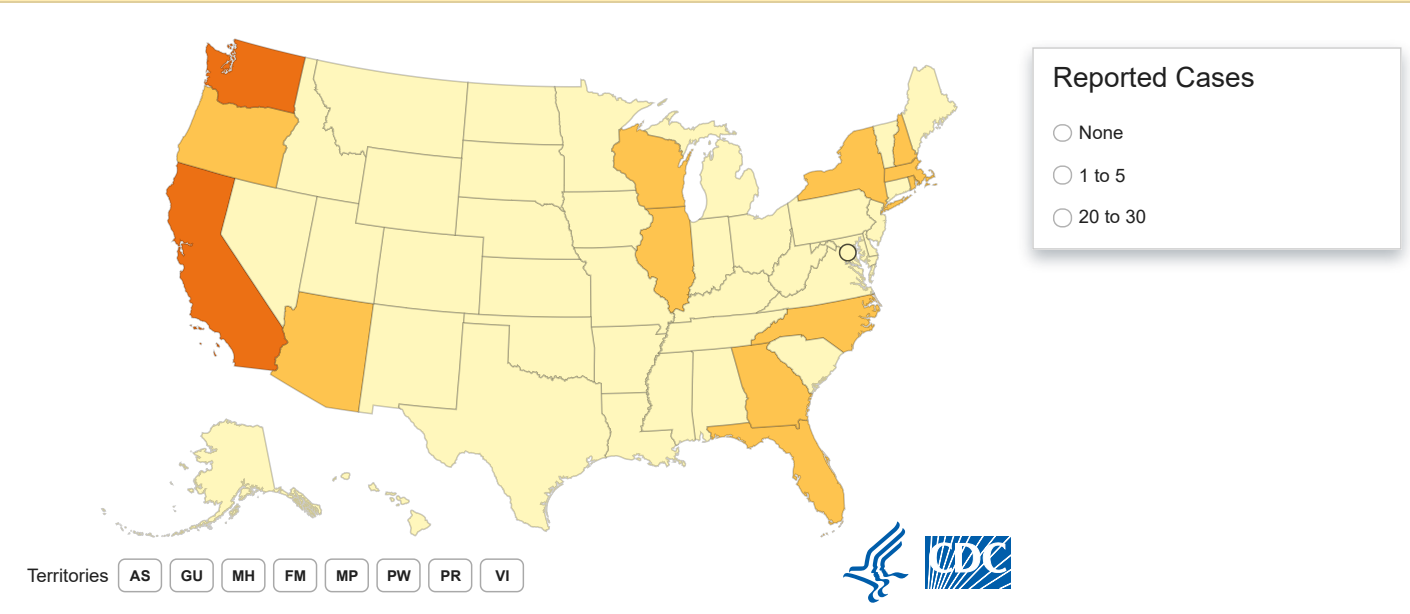
Travel-related	24
Person-to-person spread	16
Under Investigation	40
Total cases	80

* Data include both confirmed and presumptive positive cases of COVID-19 reported to CDC or tested at CDC since January 21, 2020, with the exception of testing results for persons repatriated to the United States from Wuhan, China and Japan. State and local public health departments are now testing and publicly reporting their cases. In the event of a discrepancy between CDC cases and cases reported by state and local public health officials, data reported by states should be considered the most up to date.

† CDC is no longer reporting the number of persons under investigation (PUIs) that have been tested, as well as PUIs that have tested negative. Now that states are testing and reporting their own results, CDC's numbers are not representative all of testing being done nationwide

‡ As of March 2, 2020 1,235 patients had been tested at CDC. This does not include testing being done at state and local public health laboratories, which began this week.

States Reporting Cases of COVID-19 to CDC*



* Data include both confirmed and presumptive positive cases of COVID-19 reported to CDC or tested at CDC since January 21, 2020, with the exception of testing results for persons repatriated to the United States from Wuhan, China and Japan. State and local public health departments are now testing and publicly reporting their cases. In the event of a discrepancy between CDC cases and cases reported by state and local public health officials, data reported by states should be considered the most up to date.

COVID-19: Cases among Persons Repatriated to the United States

	Positive
Wuhan, China	3
<i>Diamond Princess</i> Cruise Ship [¶]	46

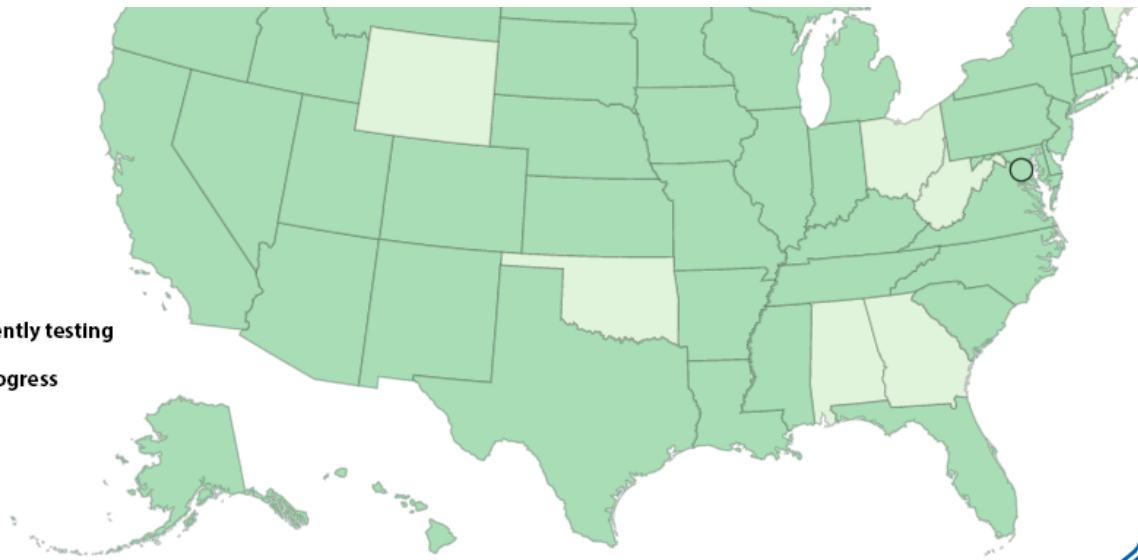
[¶] Cases have laboratory confirmation and may or may not have been symptomatic.

Public Health Laboratory Testing for COVID-19

This map includes states that have successfully verified and are currently using COVID-19 diagnostic tests. This list of states currently testing for COVID-19 is provided by the Association of Public Health Laboratories (APHL). Contact your [state health department](#) regarding questions about testing.



- Currently testing
- In progress



- Alaska
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- Delaware
- District of Columbia
- Florida
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky
- Louisiana
- Maryland
- Massachusetts
- Michigan
- Minnesota
- Mississippi
- Missouri
- Montana
- Nebraska
- Nevada
- New Hampshire
- New Jersey
- New Mexico
- New York
- North Carolina
- North Dakota
- Oregon
- Pennsylvania
- Rhode Island
- South Carolina
- South Dakota
- Tennessee
- Texas
- Utah
- Vermont
- Virginia
- Washington
- Wisconsin

No Data Available

- American Samoa
- Guam
- Marshall Islands
- Micronesia
- Northern Marianas
- Palau
- Puerto Rico
- Virgin Islands

Related Pages

[Confirmed COVID-19 Cases Global Map](#)

[About Coronavirus Disease 2019 \(COVID-19\)](#)

[Information for Healthcare Professionals](#)

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Contact Us

For non-technical or general public health questions, contact CDC-INFO by phone 800-CDC-INFO (800-232-4636) or email (<https://www.cdc.gov/dcs/ContactUs/Form>).

If you need technical help: [Report a Problem](#)

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Content source: Centers for Disease Control and Prevention (<http://www.cdc.gov/>), Office of the Associate Director for Communications, Division of Public Affairs (<http://www.cdc.gov/about/organization/oadc.html>)

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Coronavirus disease 2019 (COVID-19) Situation Report – 41

Data as reported by 10AM CET 01 March 2020

HIGHLIGHTS

- Five new Member States (Azerbaijan, Ecuador, Ireland, Monaco and Qatar) reported cases of COVID-19 in the past 24 hours.
- Working with clinicians is crucial to understanding the clinical presentation, natural history and treatment interventions for COVID-19. WHO has published interim clinical guidance, clinical training materials and has launched a global clinical data platform to gather data and improve care for COVID-19 patients. This information is critical to inform the public health response. More information can be found in the Subject in Focus.
- The number of confirmed cases in Hubei province, China, has increased for two successive days after a period of decline. WHO is monitoring the situation and working to understand its possible significance.
- WHO has published updated recommendations for international traffic in relation to COVID-19 outbreak. They can be found [here](#).

SITUATION IN NUMBERS total and new cases in last 24 hours

Globally

87 137 confirmed (1739 new)

China

79 968 confirmed (579 new)

2873 deaths (35 new)

Outside of China

7169 confirmed (1160 new)

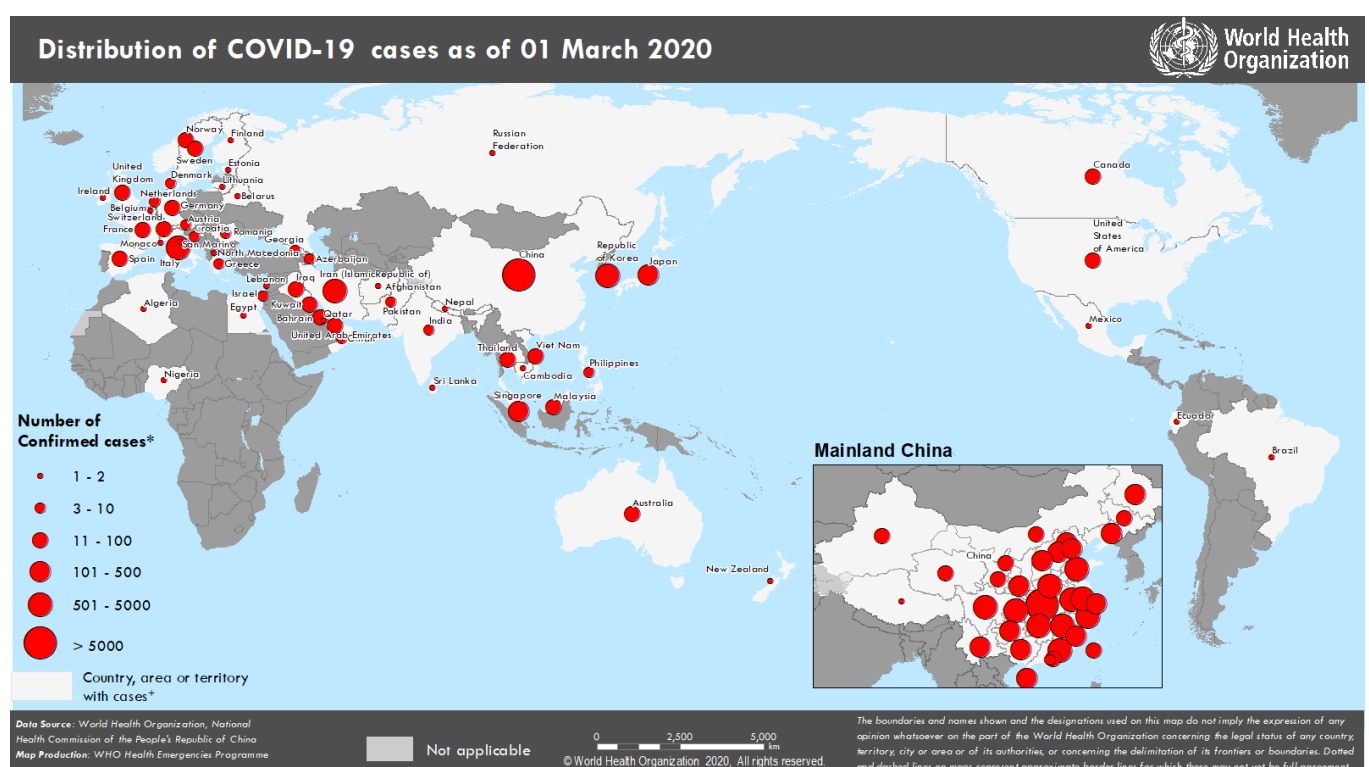
58 countries (5 new)

104 deaths (18 new)

WHO RISK ASSESSMENT

China	Very High
Regional Level	Very High
Global Level	Very High

Figure 1. Countries, territories or areas with reported confirmed cases of COVID-19, 01 March 2020



SUBJECT IN FOCUS: CLINICAL MANAGEMENT OF PATIENTS WITH COVID-19

WHO is working closely with clinicians caring for patients with COVID-19, in China and across the globe and international experts on infectious disease to better understand, in real time, the clinical presentation, natural history and treatment interventions for COVID-19.

A majority of patients with COVID-19 are adults. Among 44 672 patients in China with confirmed infection, 2.1% were below the age of 20¹. The most commonly reported symptoms included fever, dry cough, and shortness of breath, and most patients (80%) experienced mild illness. Approximately 14% experienced severe disease and 5% were critically ill. Early reports suggest that illness severity is associated with age (>60 years old) and co-morbid disease.

Clinical care of patients with COVID-19 focuses on early recognition, immediate isolation and implementation of appropriate infection prevention and control (IPC) measures; provision of symptomatic care for those with mild illness; and optimized supportive care for those with severe disease. WHO has published [patient management guidance](#), including [interim clinical care guidance](#) for hospitalized patients and home care guidance for those with mild disease that may be treated at home in isolation when the health system is strained.

Oxygen therapy is the major treatment intervention for patients with severe COVID-19. All countries should work to optimize the availability of pulse oximeters and medical oxygen systems. Mortality in those with critical illness has been reported as over 50%, thus implementation of proven critical care interventions such as lung protective ventilation should be optimized. COVID-19 critical care clinical training materials are available on <https://openwho.org/courses/severe-acute-respiratory-infection>. The first regional COVID-19 Clinical Case Management training was conducted in Brazzaville from 25-28 February 2020 with representatives from 18 countries of the WHO African region. WHO will continue to conduct such trainings to increase global knowledge on the management and care of patients with COVID-19.

WHO launched the [Global COVID-19 Clinical Data Platform](#) to aggregate and report on clinical severity to inform the public health response. Member States are encouraged to contribute by contacting EDCARN@who.int for log-in information.

As there is currently no known effective antiviral therapy for COVID-19, the WHO R&D Blueprint has prioritized investigational therapeutics and developed a [master randomized clinical trial protocol](#) that can be used and adapted at the national level. There are many ongoing ethics-approved clinical trials evaluating a number of different therapeutic interventions globally including priority agents such as ritonavir/lopinavir and remdesivir.

1. Wu, Z. et al. Characteristics of and Important Lessons From the Coronavirus Disease 2019 (COVID-19) Outbreak in China; Summary of a Report of 72,314 Cases From the Chinese Center for Disease Control and Prevention. JAMA. Feb 24, 2020.

SURVEILLANCE

Table 1. Confirmed and suspected cases of COVID-19 acute respiratory disease reported by provinces, regions and cities in China, Data as 01 March 2020

Province/ Region/ City	Population (10,000s)	Daily			Cumulative	
		Confirmed cases	Suspected cases	Deaths	Confirmed cases	Deaths
Hubei	5917	570	64	34	66907	2761
Guangdong	11346	0	1	0	1349	7
Henan	9605	0	0	1	1272	22
Zhejiang	5737	0	0	0	1205	1
Hunan	6899	0	0	0	1018	4
Anhui	6324	0	0	0	990	6
Jiangxi	4648	0	0	0	935	1
Shandong	10047	0	0	0	756	6
Jiangsu	8051	0	0	0	631	0
Chongqing	3102	0	6	0	576	6
Sichuan	8341	0	1	0	538	3
Heilongjiang	3773	0	0	0	480	13
Beijing	2154	2	18	0	413	8
Shanghai	2424	0	10	0	337	3
Hebei	7556	0	0	0	318	6
Fujian	3941	0	0	0	296	1
Guangxi	4926	0	0	0	252	2
Shaanxi	3864	0	0	0	245	1
Yunnan	4830	0	0	0	174	2
Hainan	934	0	3	0	168	5
Guizhou	3600	0	0	0	146	2
Tianjin	1560	0	11	0	136	3
Shanxi	3718	0	0	0	133	0
Liaoning	4359	1	11	0	122	1
Hong Kong SAR	745	1	0	0	95	2
Jilin	2704	0	6	0	93	1
Gansu	2637	0	0	0	91	2
Xinjiang	2487	0	0	0	76	3
Inner Mongolia	2534	0	0	0	75	0
Ningxia	688	0	1	0	73	0
Taipei and environs	2359	5	0	0	39	1
Qinghai	603	0	0	0	18	0
Macao SAR	66	0	0	0	10	0
Xizang	344	0	0	0	1	0
Total	142823	579	132	35	79968	2873

Table 2. Countries, territories or areas outside China with reported laboratory-confirmed COVID-19 cases and deaths. Data as of 01 March 2020

Country	Total confirmed* cases (new)	Total deaths (new)	Transmission classification [†]	Days since last reported case
Western Pacific Region				
Republic of Korea	3736 (586)	18 (1)	Local transmission	0
Japan	239 (9)	5 (0)	Local transmission	0
Singapore	102 (4)	0 (0)	Local transmission	0
Australia	25 (1)	0 (0)	Local transmission	0
Malaysia	24 (0)	0 (0)	Local transmission	2
Viet Nam	16 (0)	0 (0)	Local transmission	17
Philippines	3 (0)	1 (0)	Imported cases only	26
Cambodia	1 (0)	0 (0)	Imported cases only	34
New Zealand	1 (0)	0 (0)	Imported cases only	2
European Region				
Italy	1128 (240)	29 (8)	Local transmission	0
France	100 (43)	2 (0)	Local transmission	0
Germany	57 (0)	0 (0)	Local transmission	1
Spain	45 (13)	0 (0)	Local transmission	0
The United Kingdom	23 (3)	0 (0)	Local transmission	0
Switzerland	18 (8)	0 (0)	Imported cases only	0
Norway	15 (9)	0 (0)	Local transmission	0
Sweden	13 (1)	0 (0)	Imported cases only	0
Austria	10 (5)	0 (0)	Imported cases only	0
Croatia	7 (2)	0 (0)	Local transmission	0
Israel	7 (2)	0 (0)	Imported cases only	0
Netherlands	7 (5)	0 (0)	Local transmission	0
Azerbaijan	3 (3)	0 (0)	Imported cases only	0
Denmark	3 (1)	0 (0)	Imported cases only	0
Georgia	3 (1)	0 (0)	Imported cases only	0
Greece	3 (0)	0 (0)	Imported cases only	2
Romania	3 (0)	0 (0)	Imported cases only	1
Finland	2 (0)	0 (0)	Imported cases only	4
Russian Federation	2 (0)	0 (0)	Imported cases only	30
Belarus	1 (0)	0 (0)	Imported cases only	2
Belgium	1 (0)	0 (0)	Imported cases only	26
Estonia	1 (0)	0 (0)	Imported cases only	3
Ireland	1 (1)	0 (0)	Imported cases only	0
Lithuania	1 (0)	0 (0)	Imported cases only	2
Monaco	1 (1)	0 (0)	Under investigation	0
North Macedonia	1 (0)	0 (0)	Imported cases only	4
San Marino	1 (0)	0 (0)	Local transmission	1
South-East Asia Region				
Thailand	42 (0)	0 (0)	Local transmission	1
India	3 (0)	0 (0)	Imported cases only	27
Nepal	1 (0)	0 (0)	Imported cases only	48
Sri Lanka	1 (0)	0 (0)	Imported cases only	34
Eastern Mediterranean Region				
Iran (Islamic Republic of)	593 (205)	43 (9)	Local transmission	0
Kuwait	45 (0)	0 (0)	Imported cases only	1
Bahrain	40 (2)	0 (0)	Imported cases only	0
United Arab Emirates	19 (0)	0 (0)	Local transmission	1
Iraq	13 (5)	0 (0)	Imported cases only	0

Oman	6 (0)	0 (0)	Imported cases only	2
Pakistan	4 (2)	0 (0)	Imported cases only	0
Lebanon	2 (0)	0 (0)	Imported cases only	4
Afghanistan	1 (0)	0 (0)	Imported cases only	6
Egypt	1 (0)	0 (0)	Imported cases only	16
Qatar	1 (1)	0 (0)	Imported cases only	0
Region of the Americas				
United States of America	62 (0)	0 (0)	Local transmission	1
Canada	19 (5)	0 (0)	Local transmission	0
Brazil	2 (1)	0 (0)	Imported cases only	0
Mexico	2 (0)	0 (0)	Imported cases only	1
Ecuador	1 (1)	0 (0)	Imported cases only	0
African Region				
Algeria	1 (0)	0 (0)	Imported cases only	5
Nigeria	1 (0)	0 (0)	Imported cases only	2
Subtotal for all regions	6464 (1160)	98 (18)		
International conveyance (Diamond Princess) †	705 (0)	6 (0)	Local transmission	4
Grand total[§]	7169 (1160)	104 (18)		

*Case classifications are based on [WHO case definitions](#) for COVID-19.

†Transmission classification is based on WHO analysis of available official data and may be subject to reclassification as additional data become available. Countries/territories/areas experiencing multiple types of transmission are classified in the highest category for which there is evidence; they may be removed from a given category if interruption of transmission can be demonstrated. It should be noted that even within categories, different countries/territories/areas may have differing degrees of transmission as indicated by the differing numbers of cases and other factors. Not all locations within a given country/territory/area are equally affected.

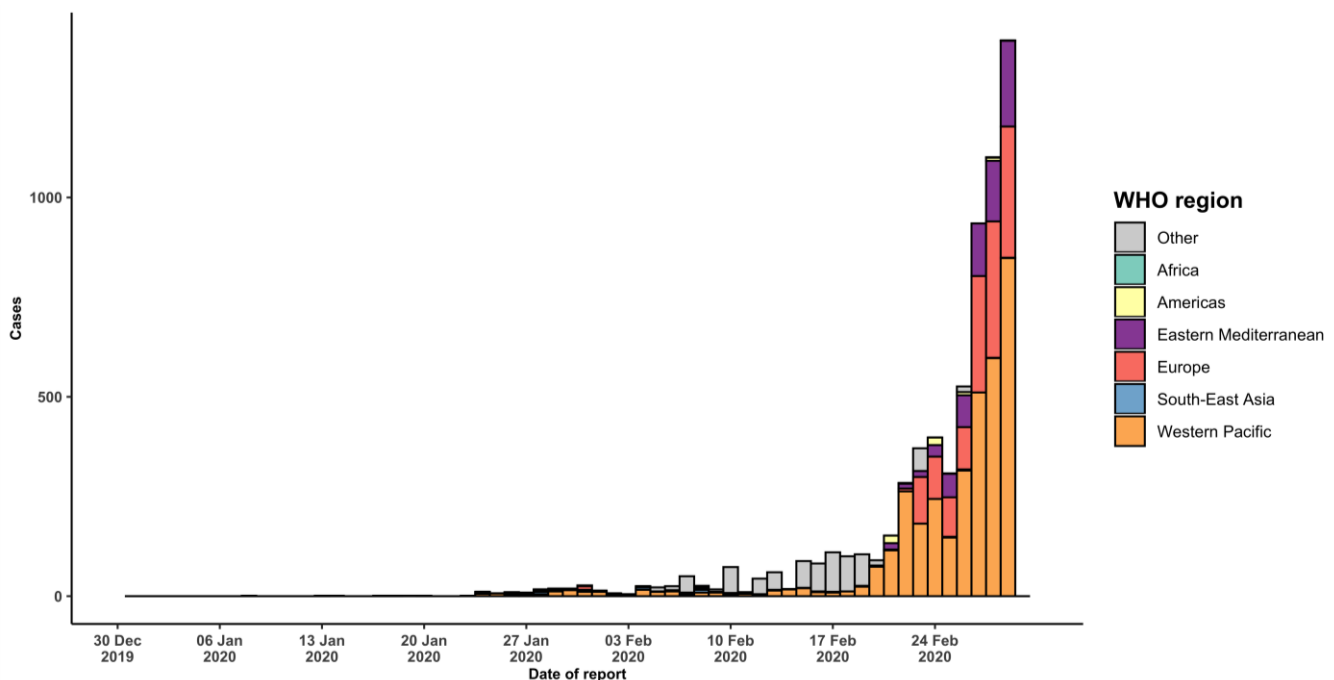
Terms:

- **Community transmission** is evidenced by the inability to relate confirmed cases through chains of transmission for a large number of cases, or by increasing positive tests through routine screening of sentinel samples.
- **Local transmission** indicates locations where the source of infection is within the reporting location.
- **Imported cases only** indicates locations where all cases have been acquired outside the location of reporting.
- **Under investigation** indicates locations where type of transmission has not been determined for any cases.
- **Interrupted transmission** indicates locations where interruption of transmission has been demonstrated (details to be determined)

‡Cases identified on a cruise ship currently in Japanese territorial waters.

§278 female/393 male/6498 unknown. 31 healthcare workers (7 female/12 male/ 12 unknown).

Figure 2. Epidemic curve of confirmed COVID-19 cases (n=6567) reported outside of China, by date of report and WHO region with complete days of reporting through 29 February 2020



STRATEGIC OBJECTIVES

WHO's strategic objectives for this response are to:

- Interrupt human-to-human transmission including reducing secondary infections among close contacts and health care workers, preventing transmission amplification events, and preventing further international spread*;
- Identify, isolate and care for patients early, including providing optimized care for infected patients;
- Identify and reduce transmission from the animal source;
- Address crucial unknowns regarding clinical severity, extent of transmission and infection, treatment options, and accelerate the development of diagnostics, therapeutics and vaccines;
- Communicate critical risk and event information to all communities and counter misinformation;
- Minimize social and economic impact through multisectoral partnerships.

*This can be achieved through a combination of public health measures, such as rapid identification, diagnosis and management of the cases, identification and follow up of the contacts, infection prevention and control in health care settings, implementation of health measures for travelers, awareness-raising in the population and risk communication.

PREPAREDNESS AND RESPONSE

- To view all technical guidance documents regarding COVID-19, please go to [this webpage](#).
- WHO is working closely with International Air Transport Association (IATA) and have jointly developed a guidance document to provide advice to cabin crew and airport workers, based on country queries. The guidance can be found on the [IATA webpage](#).
- WHO has been in regular and direct contact with Member States where cases have been reported. WHO is also informing other countries about the situation and providing support as requested.
- WHO has developed interim guidance for [laboratory diagnosis, advice on the use of masks during home care and in health care settings in the context of the novel coronavirus \(2019-nCoV\) outbreak, clinical management, infection prevention and control in health care settings, home care for patients with suspected novel coronavirus, risk communication and community engagement](#) and [Global Surveillance for human infection with novel coronavirus \(2019-nCoV\)](#).
- WHO is working with its networks of researchers and other experts to coordinate global work on surveillance, epidemiology, mathematical modelling, diagnostics and virology, clinical care and treatment, infection prevention and control, and risk communication. WHO has issued interim guidance for countries, which are updated regularly.
- WHO has prepared a [disease commodity package](#) that includes an essential list of biomedical equipment, medicines and supplies necessary to care for patients with 2019-nCoV.
- WHO has provided recommendations to reduce risk of [transmission from animals to humans](#).
- WHO has published an [updated advice for international traffic in relation to the outbreak of the novel coronavirus 2019-nCoV](#).
- WHO has activated the R&D blueprint to accelerate diagnostics, vaccines, and therapeutics.
- WHO has developed online courses on the following topics: [A general introduction to emerging respiratory viruses](#), including novel coronaviruses (available in [French](#), [Chinese](#), [Spanish](#), and [Portuguese](#)); [Critical Care of Severe Acute Respiratory Infections](#); and [Health and safety briefing for respiratory diseases - ePROTECT](#) (available in [French](#)); [Infection Prevention and Control for Novel Coronavirus \(COVID-19\)](#); [Critical Care Severe Acute Respiratory Infection](#)

- WHO is providing guidance on early investigations, which are critical to carry out early in an outbreak of a new virus. The data collected from the protocols can be used to refine recommendations for surveillance and case definitions, to characterize the key epidemiological transmission features of COVID-19, help understand spread, severity, spectrum of disease, impact on the community and to inform operational models for implementation of countermeasures such as case isolation, contact tracing and isolation. Several protocols are available here: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/early-investigations>
One such protocol is for the investigation of early COVID-19 cases and contacts (the “[First Few X \(FFX\) Cases and contact investigation protocol for 2019-novel coronavirus \(2019-nCoV\) infection](#)”). The protocol is designed to gain an early understanding of the key clinical, epidemiological and virological characteristics of the first cases of COVID-19 infection detected in any individual country, to inform the development and updating of public health guidance to manage cases and reduce the potential spread and impact of infection.

RECOMMENDATIONS AND ADVICE FOR THE PUBLIC

If you are not in an area where COVID-19 is spreading, or have not travelled from an area where COVID-19 is spreading, or have not been in contact with an infected patient, your risk of infection is low. It is understandable that you may feel anxious about the outbreak. It’s a good idea to get the facts from reliable sources to help you accurately determine your risks so that you can take reasonable precautions (See [Frequently Asked Questions](#)). Seek guidance from WHO, your healthcare provider, your national public health authority or your employer for accurate information on COVID-19 and whether COVID-19 is circulating where you live. It is important to be informed of the situation and take appropriate measures to protect yourself and your family (see [Protection measures for everyone](#)).

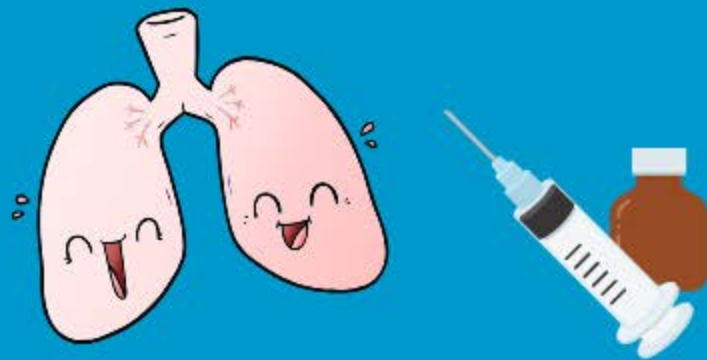
If you are in an area where there are cases of COVID-19 you need to take the risk of infection seriously. Follow the advice of WHO and guidance issued by national and local health authorities. For most people, COVID-19 infection will cause mild illness however, it can make some people very ill and, in some people, it can be fatal. Older people, and those with pre-existing medical conditions (such as cardiovascular disease, chronic respiratory disease or diabetes) are at risk for severe disease (See [Protection measures for persons who are in or have recently visited \(past 14 days\) areas where COVID-19 is spreading](#)).

No. Vaccines against pneumonia, such as pneumococcal vaccine and Haemophilus influenza type B (Hib) vaccine, do not provide protection against the new coronavirus.

The virus is so new and different that it needs its own vaccine. Researchers are trying to develop a vaccine against 2019-nCoV, and WHO is supporting their efforts.

Although these vaccines are not effective against 2019-nCoV, vaccination against respiratory illnesses is highly recommended to protect your health.

Do vaccines against pneumonia protect you against the new coronavirus?



Yes, it is safe. People receiving packages from China are not at risk of contracting the new coronavirus.

From previous analysis, we know coronaviruses do not survive long on objects, such as letters or packages.

Is it safe to receive a letter or a package from China?



People of all ages can be infected by the new coronavirus (nCoV-2019).

Older people, and people with pre-existing medical conditions (such as asthma, diabetes, heart disease) appear to be more vulnerable to becoming severely ill with the virus.

WHO advise people of all age to take steps to protect themselves from the virus, for example by following good hand hygiene and good respiratory hygiene.

Does the new coronavirus affect older people, or are younger people also susceptible?



To date, there is no specific medicine recommended to prevent or treat the new coronavirus (2019-nCoV).

However, those infected with the virus should receive appropriate care to relieve and treat symptoms, and those with severe illness should receive optimized supportive care.

Some specific treatments are under investigation, and will be tested through clinical trials.

WHO is helping to accelerate research and development efforts with a range of partners.

Are there any specific medicines to prevent or treat the new coronavirus?





Seldovia Reservoir

Inspection Report

Prepared for:
City of Seldovia



Prepared by:



VISION SUBSEA LLC

Introduction:

On February 24th, 2020 VISION SUBSEA personnel completed a Remotely Operated Vehicle (ROV) based visual inspection on the reservoir bottom of the Seldovia Reservoir. The goal was to visually assess the sediment buildup close the upstream dam face and spillway area as well as in other parts of the Seldovia Reservoir. Additionally, VISION SUBSEA collected depth sounding and sediment level data.

Tools:

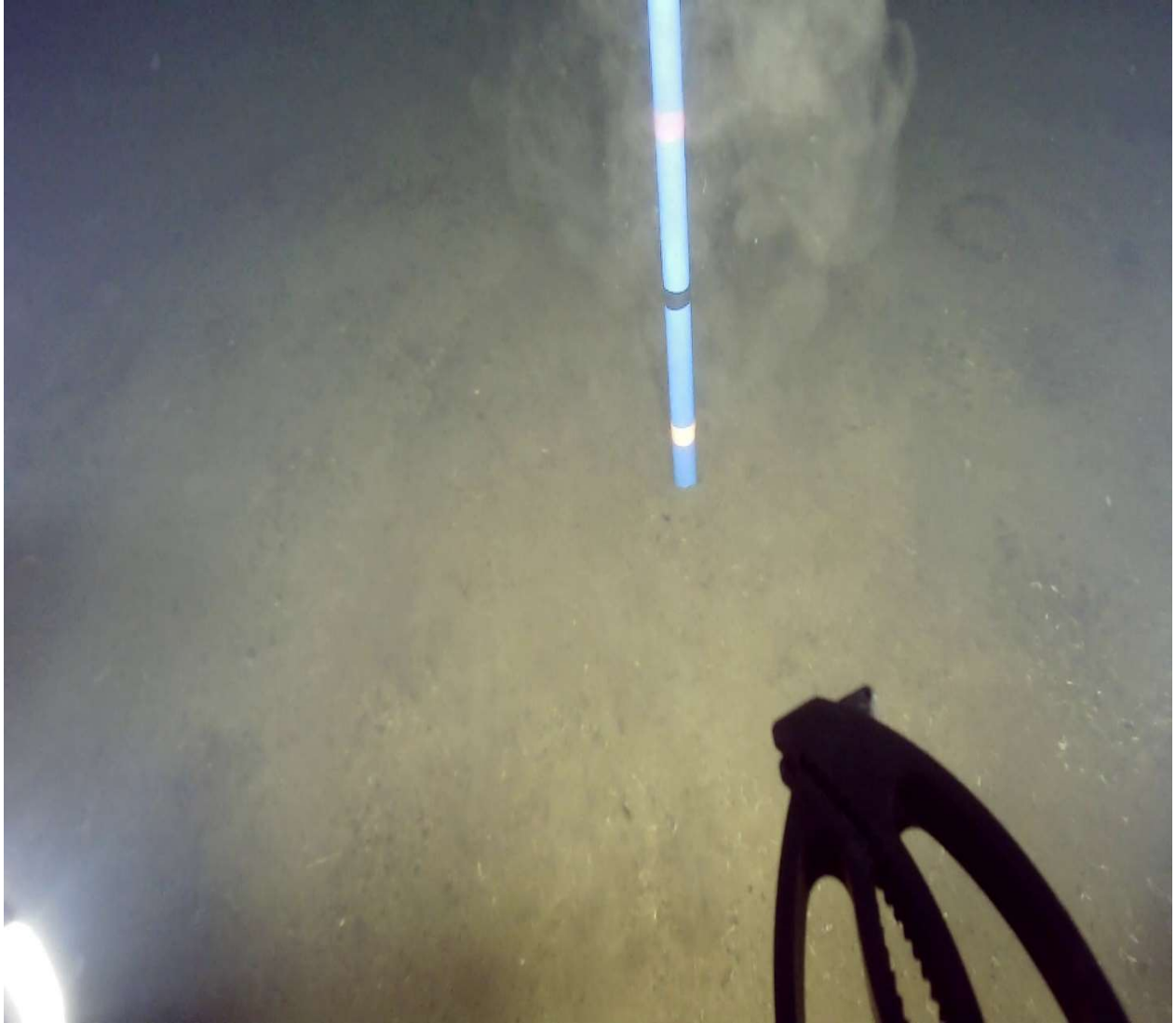
VISION SUBSEA deployed the VISION INSPECTOR ROV for HD video capture of reservoir bottom and sounding and sediment measurement verification. Reference spec sheet in addendum A.

A sounding line was deployed for depth measurements.



Sounding Line. Zero point is bottom shackle of swivel.

A sediment measuring pole was deployed to measure the soft sediment layer on the reservoir bottom.



Sediment measuring poles with 6" marked increments (from bottom of marks)

Operations:

The initial plan to cut an ROV access hole in the ice was not feasible due to ice conditions. Upon arrival at the reservoir there was 4" of standing water/slush on top of the upper layer of ice.



Standing water on top of upper ice layer

The team was able to access the reservoir with the ROV using an area cleared of thin ice on the West side of the spillway.



ROV launch into reservoir at spillway

Below the standing water/slush was a 2" ice layer. Below the 2" layer was approximately 5.5" of water/slush. Below this was the base ice layer. Accurate measurements of the base ice layer proved difficult to collect due to the conditions. The base layer appeared to be minimum of 6". It was determined that there was a minimum of 18" between the bottom of the lowest ice layer and the top of the standing water on the ice. The standing water on the ice is where the recorded crest to sediment data was captured.

The inspection began with a visual inspection of the mudline close to the upstream side of the dam face. First traveling East from the dam well and the traveling West. The priority was collecting as much depth and sediment data as possible and after the initial dam face mudline inspection the team began to collect sounding and sediment depth data.

Crest to sediment data was collected from top of water level to top of sediment. ROV was used to verify reservoir bottom condition around the area the measurement was taken and to call out when the weight was below the mudline and the zero-point lower swivel shackle was at the mudline.

Height of soft sediment data was collected using a measured hollow cylinder forced down until strong resistance was met. The ROV captured visual of the measurement and ROV operators recorded the data in a log.

Eighteen data points were captured. The initial plan to capture all eight of the adjacent sounding points from prior surveys had to be adjusted due to ice conditions. The ice was not deemed stable close to the spillway and at the dam face. The team began on the West side of the dam capturing three datum point including one known point close to the dam face (*33 feet left of left edge of well*). West measurement (left measurement) was taken from the well valve bank on the West side of the well platform.



Image of area of sample locations 1,2,3



Image of Datum Location 3

Using a compass to shoot a line South from the dam well platform 5 points were laid out at 40' increments. These points are referenced as South of Well in associated logs and tables. Measurements South were pulled from the main shut off valve in the center of the dam well platform.



Conducting sounding and sediment level measurement's moving south from dam well

After moving South, the team began capturing additional data points moving East and West off the South "centerline."

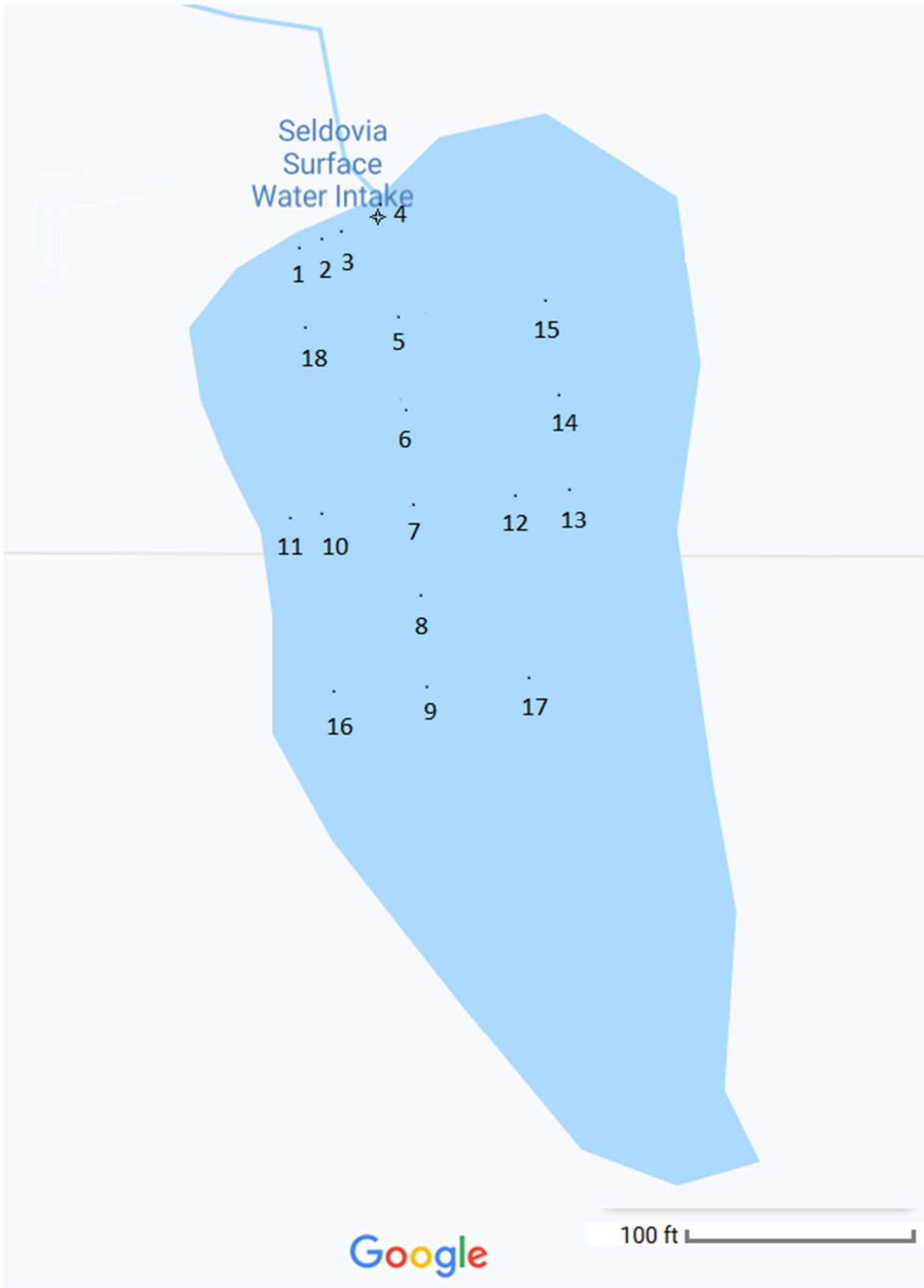


40' South, 60' East



120' South, 60' East

Total of 18 datum points were collected. Based on depth soundings and ROV visual inspection it appears that the East side of the reservoir is significantly shallower with more sediment buildup. The area in front of the spillway is deeper with less sediment buildup than the areas in front of the upstream dam face on either side of the spillway abutments. Reference Table Map 1.1 for general layout of sounding and sediment measure locations. Reference Table 1.1 for depth and soft sediment layer measurements.



Map 1.1 Image taken from Google Maps, not to scale, for reference only

Table 1.1

#	Sounding Location	Crest to Sediment	Height of Soft Sediment
1	33' west of west side of well, 8' south of upstream face of dam	13'6"	9"
2	27'6" west of west side of well, 7' south of upstream face of dam	16'8"	9"
3	19' west of west side of well, 9' south of upstream face of dam	17'4"	10.5"
4	West edge of spillway at upstream face of dam	17'10"	5"
5	40' S from west side of well	16'2"	10'
6	80' S from west side of well	13'4"	6"
7	120' S from west side of well	11'6"	8"
8	160' S from west side of well	10'	1'
9	200' S from west side of well	9'	6"
10	120' S from west side of well, 40' west	13'10"	7"
11	120' S from west side of well, 60' west	12'8"	1'4"
12	120' S from west side of well, 40' east	10'	1'
13	120' S from west side of well, 60' east	7'	1'2"
14	80' S from west side of well, 60' east	7'2"	1'
15	40' S from west side of well, 60' east	10'	7"
16	200' S from west side of well, 40' west	9'6"	6"
17	200' S from west side of well, 40' east	6'6"	2'2"
18	40' S from west side of well, 40' west	15'6"	1'1"

Data highlighted yellow corresponds to table 4-1 2016 Periodic Dam Inspection Report sounding locations

Vision Inspector



Specifications

Physical

Length: 18 in / 457 mm
Width: 13.3 in / 338 mm
Height: 10 in / 254 mm
Weight in Air: 33 lbs / 15 kg
Buoyancy: R-3318 foam

Performance

Max Depth Rating: 984 ft / 300 m
Max Forward Speed: 2 kt / 1 m/s
Thrusters Configuration:
4 vectored and 4 vertical
Bollard Thrust: 30 lbf / 14 kgf

Tether

Diameter: 0.30 in / 7.6 mm
Breaking Strength: 350 lbf / 160 kgf
Strength Member: Kevlar w/ waterblock
Conductors: 4 TWP 26 AWG
Tether Connector: Impulse 10 pin

Lights and Camera

Lights: 4 x 1500 lumen LED lights
Light Beam Angle: 135 degrees
Camera: 1080p digital
Camera Field of View: 110 degrees
Tilt Range: +/- 90 degrees

Sensors

3-DOF Gyroscope
3-DOF Accelerometer
3-DOF Magnetometer
Internal barometer
Bar 30 Pressure/Depth/Temp
Current and Voltage Sensing

Battery

Battery: Lithium-ion 14.8V / 18Ah
Normal Use: 3 hours
Light Use: 4-6 hours
Battery Change Time: 1 min

Standard Accessories

Single Function Manipulator
Tritech Micron Scanning Sonar
Altimeter/Echosounder

Topside Control

Panasonic Toughbook CF-31
Custom Controller
Custom Interface Box
Custom Power Box

Shipping Details

1 Pelican Case Protector 0370
Case Dimensions: 24" x 24" x 24"
1 Tool Kit
1 Battery Shipping Box
Total Shipping Weight: 75 lbs