

Pyramid Lake Paiute Tribal Council

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RESOLUTION NO.: PL 099-21

RESOLUTION OF THE TRIBAL COUNCIL OF THE PYRAMID LAKE PAIUTE TRIBE NIXON, NEVADA

WHEREAS, the Pyramid Lake Paiute Tribe is organized pursuant to the provisions of Section 16 of the Indian Reorganization Act and is federally recognized by the United States Government through the Secretary of the Interior for the Administration of programs and services for the residents of the Reservation; and

WHEREAS, the Pyramid Lake Paiute Tribal Council is the duly elected governing body of the Pyramid Lake Paiute Tribe, charged with the responsibility of establishing policy and taking action to provide administration guidelines; and

WHEREAS, the Pyramid Lake Tribal Human Resources department acknowledges the importance of protecting employees and the public from possible exposure to the highly contagious COVID-19 coronavirus and variants which may result in adoption and creation of defined policies & processes related to this pandemic; and

WHEREAS, the Pyramid Lake Tribal Council having recognized the need for continuity of leadership for administration staff approved through Resolution No. PL12-16 the formation of the Executive team; and

WHEREAS, the Pyramid Lake Tribal Human Resources department created and submitted a 2021 COVID-19 and Variant Preparedness & Response Plan for the Tribal organization to assist with continued response to the Covid-19 Pandemic; and

WHEREAS, the Executive Team in conjunction with Tribal Chairperson & Vice Chairman have reviewed the proposed 2021 COVID-19 and Variant Preparedness & Response Plan and recommends approval of the same; and

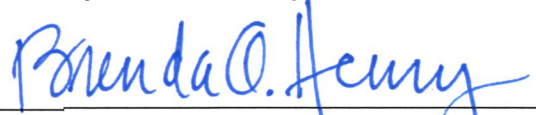
WHEREAS, all employers need to consider how best to decrease the spread of acute respiratory illness and lower the impact of COVID-19 in their workplace the Tribal Administration hereby incorporates provisions to address the Covid-19 and variant response during this pandemic period; and

NOW, THEREFORE BE IT RESOLVED, that the Pyramid Lake Paiute Tribal Council, governing body of the Pyramid Lake Paiute Tribe, hereby accepts the recommendation of the Executive Team, Human Resources, and EOC Committee and approves the attached State of Emergency Supplementation:

PYRAMID LAKE PAIUTE TRIBE
2021 COVID-19 & VARIANTS PREPAREDNESS & RESPONSE PLAN

CERTIFICATION

It is hereby certified that the foregoing resolution of the Pyramid Lake Paiute Tribal Council, the governing body of the Pyramid Lake Paiute Tribe, composed of ten members, of whom **ten (10)** constituting a quorum were present at a meeting duly held on the **6th** day of **August, 2021** was adopted by the affirmative vote of **nine (9) for** and **zero (0) against** and **zero (0) abstentions** pursuant to the authority contained in the Constitution and By-Laws of the Pyramid Lake Paiute Tribe.



Brenda A. Henry, Tribal Council Secretary
Pyramid Lake Paiute Tribal Council

2021 COVID-19 & VARIANTS PREPAREDNESS & RESPONSE PLAN

GENERAL

The following Covid-19 & Variants preparedness and response plan has been established for the Pyramid Lake Paiute Tribe in accordance with CDC Emergency Rules for Coronavirus disease 2019-2021 (COVID-19). The purpose of this plan is to minimize and/or eliminate employee exposure to Covid-19 and its variants for lower and medium exposure risk employees. *Note: High risk positions have approved internal plans in place for EMS, Health and Law Enforcement.

The Emergency Rules have general safeguards applicable for all workplaces and specific safeguards for certain industries. The Human Resources Department along with the PLPT Tribal Administration after researching the most recent information and reviewing these CDC/WHO/OSHA emergency rules carefully, have developed safeguards appropriate to the Tribe based on its type of business or operation, and has incorporated those safeguards into this Covid-19 & Variants preparedness and response plan.

The Pyramid Lake Paiute Tribe has designated one or more worksite supervisors to implement, monitor, and report on the Covid-19 & Variants control strategies developed in this plan. The worksite supervisor(s) is the identified Department/Entity Director/Manager. The supervisor will remain on-site at all times when employees are present on site. An on-site employee may be designated to perform the supervisory role.

The plan will be made readily available to our employees and their representatives via email and will be posted in each department and/or entities.

EXPOSURE DETERMINATION

The Pyramid Lake Paiute Tribe has evaluated daily work routines and reasonably anticipated tasks and procedures for all employees to determine whether there is actual or reasonably anticipated employee exposure to Covid-19 and Variants. The Pyramid Lake Health Clinic Infectious Control Personnel is responsible for the exposure determination.

The Pyramid Lake Paiute Tribe has determined that a portion of its employees' jobs fall into only the lower exposure and medium exposure risk categories as defined by the OSHA Guidance on Preparing Workplaces for Covid-19 & Variant:

- **Low Exposure Risk Jobs.** These jobs do not require contact with known or suspected cases of Covid-19 & Variant nor frequent close contact (for example, within six feet) with the general public. Employees in this category have minimal occupational contact with the public and other coworkers. Examples are small offices, small construction operations (less than 10 employees), and low-volume office, provided employees have infrequent close contact with coworkers and the public.
- **Medium Exposure Risk Jobs.** These jobs are those that require frequent or close contact (for example, within six feet) with people who may be infected with Covid-19 and

variants, but who are not known or suspected Covid-19 & Variant patients. Examples are most jobs at administrative offices, construction sites, schools, high-volume retail settings, and other high-population-density work environments.

The Human Resources Manager is responsible to verify the Tribal positions determined as high-exposure risk jobs. High exposure risk jobs have high potential for exposure to known and suspected cases of Covid-19 & Variants. *Examples are most jobs in Healthcare, Emergency Response, and Law Enforcement. This plan is not intended for employees who have high exposure risk jobs as the Pyramid Lake Paiute Tribe will provide a plan for High Exposure positions. **NOTE:** Some jobs may have more than one type of exposure risk depending on the task or qualifying factors.

The Pyramid Lake Paiute Tribe has categorized its jobs as follows:

Job/Task	Exposure Risk Determination	Qualifying Factors Contact/No Contact
Youth Worker	Low	Minimal contact
Cook Nutritionist	High	High Risk Population
JOM Teacher	Medium	Possible contact/ interaction
Child Care Provider	High	Public Contact
Transit Operator	High	Public Contact
Van Driver/Kitchen Aide	High	High Risk Population
Bus Driver	High	Contact/ Public Contact
PUD Water Operator Train	Medium	Minimal Contact
Retail Worker	High	Contact/ Public Interaction
Transfer Station Attendant	Medium	Minimal Contact
Roads Maintenance Worker	Low	Minimal Contact
Childcare Cook Nutritionist	Medium	Minimal Interaction
Roads Maint. Supervisor	Low	Minimal Contact/ Interaction
Irrigation Operator/Ditch-rider	Low	Minimal Contact
Childcare Provider/Supervisor	High	Direct Public/Interaction/Contact
Tribal Ranger Assistant	High	Direct Public/Interaction/ Contact
Public Utilities Worker	Low	Minimal Contact
Custodial Worker	High	Direct Contact
Maintenance Worker I/II	High	Direct Contact
Maintenance Worker III	High	Direct Contact
Irrigation Supervisor	Low	Minimal Contact
Lake Maintenance Coordinator	Medium	Possible Contact/ Interaction
Prevention Advocate	High	Direct Contact/ Interaction
PUD Water Operator I	Medium	Minimal Contact/ Interaction
PUD Water Operator II	Medium	Minimal Contact/ Interaction
Enviro Conservation Technician	Medium	Possible Contact/ Interaction
Environmental Intern	Low	Minimal Contact
PUD Solid Waste Operator	Medium	Possible Contact/ Interaction
Tribal Security Guard	High	Direct Contact/ Interaction
Maintenance Wkr Security Officer	High	Direct Contact/ Interaction
Language In-school Instructor	Medium	Possible Contact/Interaction

Job/Task	Exposure Risk Determination	Qualifying Factors Contact/No Contact
Roads Laborer	Low	Minimal Contact
Roads Equipment Operator	Low	Minimal Contact
Project Inspector	Medium	Possible Direct Contact
Roads Superintendent	Low	Minimal Contact
Project Manager	Low	Possible Direct Contact
Equipment Operator	Low	Minimal Contact
Tribal Cultural Monitor	Medium	Possible Direct Contact
Transporter	High	Direct Public Contact
PUD: Driver Class B	Low	Minimal Contact
PUD: Driver Class A	Low	Minimal Contact
CC Maint Worker/Safety Officer	High	Direct/ indirect contact
Transit Custodian	Medium	Direct/ indirect Contact
Volunteers/ Community Service	Low- Medium	Possible Direct Contact

ENGINEERING CONTROLS

The Pyramid Lake Paiute Tribe has implemented feasible engineering controls to minimize or eliminate employee exposure to Covid-19 and variants. Engineering controls involve isolating employees from work-related hazards using ventilation and other engineered solutions. In workplaces where they are appropriate, these types of controls reduce exposure to Covid-19 and variants without relying on employee behavior and can be the most cost-effective solution to implement.

For lower exposure risk jobs, new engineering controls are not required. For medium exposure risk jobs, engineering controls can include:

- Installing physical barriers (such as clear plastic sneeze guards) between coworkers or between employees and customers.
- Installing a drive-through window for customer service.
- Increasing the amount of ventilation in the building.
- Increasing the amount of fresh outdoor air that is introduced into the building.

The Facilities Manager will be responsible for seeing that the correct engineering controls are chosen, installed, maintained for effectiveness, and serviced when necessary.

The following engineering controls have been implemented:

Job/Task	Engineering Control
Front Lobby/ Receptionist	Physical barriers, Temp stations/ mask stations, sanitizing stations, Buzzer Admittance, Mask
Administration Departments	Modified/ Staggered Scheduling/ Physical barriers, PPE
Other Departments	Modified/ Staggered Scheduling/ Physical barriers, internal protocols, PPE, masks
Vendors/ Deliveries	Scheduling, reduce direct contact, PPE, sanitize.

Job/Task	Engineering Control
CDC/ Preventative workplace Recommendations	Post signs clearly, modify protocols when necessary, Internal preparedness, response
Employee Scheduling	Modify/ Stagger employees- continuity of services, internal response.
Increase ventilation/ fresh air	Increased surface sanitization, hygiene practices, modify for (winter and summer)
Internal Preparedness	In-Service training, Prepare for “high risk” operations organization wide. Modify Plan

ADMINISTRATIVE CONTROLS

Administrative controls are workplace policies, procedures, and practices that minimize or eliminate employee exposure to Covid-19 and variants. The PLPT Administration will be responsible for seeing that the correct administrative controls are chosen, implemented and maintained for effectiveness.

The following administrative controls have been established for the Pyramid Lake Paiute Tribe:

Job/Task	Administrative Control (Workplace Distancing, Remote Work, Notifying Customers)
All employees	Maintain at least six feet from everyone on the worksite, wear masks, hand sanitizer and clean work stations.
Distance/minimize direct contact	Use ground markings, signs, and physical barriers to prompt employees to remain six feet from others.
Minimize direct contact, Ensure objective completion	Promote remote work (telecommuting) to the fullest extent possible.
Develop staffing schedules, Public Notice,	Promote flexible work hours (staggered shifts) to minimize the number of employees in the facility at one time.
Modify/ Stagger schedules, ensure daily continuity	Establish alternating days or extra shifts to reduce the total number of employees in the facility at a given time.
Limit risk of exposure while performing work related duties.	Restrict business-related travel for employees to essential travel only.
Plan and schedule meetings, Maintain administrative and programmatic continuity	Restrict face-to-face meetings. Communicate with others through phone, email, teleconferencing, and web conferencing.
ALL Visitors will be buzzed in, temperatures will be taken, limit direct contact, reduce exposure.	Restrict the number of public and/or visitors in the establishment at any given time. Document name of visitor in the event of contact tracing.
BE MINDFUL, preventative measures, sanitize/ wash hands regularly, Remind others.	Minimize the sharing of tools, equipment, and items.

Job/Task	Administrative Control (Workplace Distancing, Remote Work, Notifying Customers)
Face coverings. Keep face and nose covered while around others.	Provide employees with non-medical grade face coverings /face masks*. *Located Admin lobby
Closed or close quarters will keep mouth and nose covered.	Require employees to wear cloth face coverings when they cannot consistently maintain six feet of separation from other individuals in the workplace.
Clear Notices, flyers, PPE REQUIRED, post	Require customers and the public to wear cloth face coverings.
Monitor WHO, CDC, FEMA, NIHB, be prepared to conform immediately.	Keep customers informed about symptoms of Covid-19 & Variant and ask sick customers to stay at home until healthy again. Encourage sick customers to use drive-through services, curbside pickup, or home delivery.
Keep trash cans lined and removal of discarded tissue.	Provide customers and the public with tissues and trash receptacles.
Develop schedule or internal protocol, Enterprise and administration will notify vendor.	Encourage customers to place orders for merchandise or services through the phone or web.
Training and posters, keep hand sanitizer and paper towel dispensers full.	Encourage proper cough and sneeze etiquette by employees, including covering coughs and sneezes and coughing and sneezing in one's elbows rather than hands.
Notify staff of policies regarding Covid-19 & Variant regarding leave.	Ensure that sick leave policies are flexible and consistent with public health guidance, so employees do not go to work sick.
Administration will work with employees who may contract acute respiratory illness.	Do not require a healthcare provider's note for employees who are sick with acute respiratory illness to validate their illness.
Refer to personnel policies Covid-19 & variants.	Maintain flexible policies that permit employees to stay home to care for a sick family member.
Practice ongoing social distance preventative measures, PPE/ sanitize regularly.	Avoid congregating or visiting in large groups.
Posting CDC Updates	Review and update public notices regularly and as needed.

HAND HYGIENE CONTROLS

Facilities Manager will be responsible for seeing that adequate handwashing facilities are available in the workplace. Frequency of such handwashing will be determined in part by factors such as when and how often the employees' hands are potentially exposed to Covid-19 and variants. When handwashing facilities are not available, the Tribe shall provide employees with antiseptic hand sanitizers or towelettes. The Tribe will provide time for employees to wash hands frequently and to use hand sanitizer.

The Tribe shall promote frequent and thorough hand washing, including providing employees, customers, and worksite visitors a place to wash their hands. If soap and running water are not available at work-site, provide antiseptic hand sanitizers and/or alcohol-based hand towelettes containing at least 60 percent alcohol or higher.

DISINFECTION OF ENVIRONMENTAL SURFACES

The Pyramid Lake Paiute Tribe will increase facility cleaning and disinfection to limit exposure to Covid-19 & Variant, especially on high-touch surfaces (for example, door handles), paying special attention to parts, products, and shared equipment (for example tools, machinery, vehicles). The Tribe will make cleaning supplies available to employees upon entry at front doors of every facility and at the worksite.

The Tribal Facilities and/or Contractors will be responsible for overseeing that environmental surfaces in the workplace are cleaned and disinfected. Frequency of such disinfection will be determined in part by factors such as when and how often the environmental surfaces are potentially exposed to Covid-19 and variants. When choosing cleaning chemicals, the Tribe will consult information on the Environmental Protection Agency (EPA)-approved disinfectant labels identified as protecting against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against Covid-19 and variants based on data for harder to kill viruses. The manufacturer’s instructions for use of all cleaning and disinfection products will be strictly adhered to.

The following is a list of common environmental surfaces, methods used to disinfect, and the frequency of such disinfection:

Surface	Method/Disinfectant Used	Schedule/Frequency
Computer/ Desk Top	Spray/ wipe	Daily
Door Handles	Wipe/ spray	Multiple Times Daily
Shared Equipment	Wipe/ Spray	End of every shift
Vehicles/ Machinery	Wipe Cab, wipe land levers etc.	Before/ After Use
Confirmed Covid-19 & Variants	Internal Protocol/ Secure workstation(s), Temp Closure of area.	Immediate Closure, Assess Direct Contact, Initiate immediate sanitization
CDC/ EPA/ OSHA/ World Health Organization	Updated Recommendations	As needed

The Tribal Facilities and/or Contractors will perform enhanced cleaning and disinfection after persons confirmed to have Covid-19 & Variant have been in a work area. In the interim, that work area will be temporarily closed, and employees will be sent home or relocated. The Facility Manager in conjunction with site supervisor will be responsible for seeing that this protocol is followed.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

The Tribe will provide employees with personal protective equipment, including respirators, if necessary, for protection from Covid-19 and variants appropriate to the identified position exposure risk. The Tribe must follow current CDC and OSHA guidance for personal protective equipment.

Types of PPE are to be:

- Selected based upon the hazard to the employee.
- Properly fitted and periodically refitted as applicable.
- Consistently and properly worn.
- Regularly inspected, maintained, and replaced, as necessary.
- Properly removed, cleaned, stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

The Tribe will provide non-medical grade face coverings or medical grade face masks as appropriate. The Tribe will require employees to wear face coverings as necessary.

The following type(s) of PPE have been selected for use:

Job/Task	PPE
Meetings	Telecommunicating, face mask, Distance, ensure ventilation
Direct Contact	Sanitize, face mask, safe distance, limit direct contact if at all possible.
Indirect contact	Sanitize frequently, In-Service Training for employees, wipe/ sanitize surfaces after communication.
Direct/ Indirect	This means, direct contact indirectly- in the same area/room as a possible but unconfirmed positive, after communication. Take necessary precautions, notify supervisor, and review personnel policy
Employee assistance- Unconfirmed positive	All preventative/ protective measures should be taken to reduce/ minimize risk of direct exposure, contact health personnel or EMS. Follow exposure protocols
CVD-19 & variants, CDC, OSHA and World Health Organization	Compile current recommendations and guidance for personal protective equipment, other important updates or developments.

HEALTH SURVEILLANCE (MONITORING/SCREENING)

The Tribe will conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, temperature reading monitor to limit exposure to people with possible Covid-19 & Variant. The Health Department will be responsible for ensuring that all required health monitoring/screening provisions are performed.

As employees enter the work-site at the start of each work shift, the Tribe will have employees self-screen for Covid-19 & variants. A no-touch thermometer will be used for temperature screening of employees. The Tribe will similarly screen contractors, suppliers, and any other individuals entering the worksite.

All Visitors, to limit direct contact & reduce exposure will be buzzed into building, temperatures will be taken, and their name documented in the event of contact tracing is required.

Employees have been directed to promptly report any signs and symptoms of Covid-19 &

Variant to their direct supervisor before and during the work shift. The Tribe will provide employees with instructions for how to make such a report to the supervisors.

The specific instructions for employee reporting signs and symptoms of Covid-19 & Variant are as follows:

Employees who may have reported signs must immediately exit the building and contact their immediate supervisor to notify them of the symptoms and/or temperature. The Tribe requires that you make an appointment with Tribal Health Department (775)574-1018 for a Covid-19 test.

The Tribe will physically isolate any employees with known or suspected Covid-19 & Variant from the remainder of the workforce, using measures such as, but are not limited to:

- Not allowing known or suspected cases to report to or remain at their work location.
- Sending known or suspected cases to a location (for example, home) where they are self-isolating during their illness.
- Assigning known or suspected cases to work alone at the location where they are self-isolating during their illness.

The Pyramid Lake Paiute Tribe will not discharge, discipline, or otherwise retaliate against employees who stay at home or who leave work when they are at particular risk of infecting others with Covid-19 & variants.

When an employee is identified with a confirmed case of Covid-19 & variants, the Health Department will immediately notify the local public health department, any co-workers, contractors, or suppliers who may have come into contact with the confirmed Covid-19 & Variant case within 24 hours. When notifying coworkers, contractors, and suppliers, the Tribe will not reveal the name or identity of the confirmed case.

The Tribe will allow employees with a confirmed or suspected case of Covid-19 & Variant to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC and has been cleared by a physician.

TRAINING

The Emergency Services Department shall coordinate Covid-19 & variants training and ensure compliance with all CDC/OSHA requirements.

- The Tribe is committed to train employees on, at a minimum:
- Workplace infection-control practices.
- The proper use of personal protective equipment.
- Steps the employee must take to notify the business or operation of any symptoms of Covid-19 & Variant or a suspected or confirmed diagnosis of Covid-19 & Variant.
- How to report unsafe working conditions.

Human Resources Department shall create a record of the training. Records should include the name of the employee(s) trained and the date of the training.

RECORDKEEPING

The Pyramid Lake Paiute Tribe will maintain records of the following requirements: Training. The Human Resources Department shall maintain a record of all Covid-19 & Variant employee training.

SCREENING PROTOCOLS.

The Tribe shall maintain a record of screening for each employee or visitor entering the workplace in case the need for contact tracing is required.

When an employee is identified with a confirmed case of Covid-19 & variants, record when the local public health department was notified; as well as any co-workers, contractors, or suppliers who may have come into contact with the person who was the confirmed case of Covid-19 & variants.

It is the supervisor's responsibility to ensure that accurate records are maintained, and to report any pertinent information regarding staff are reported directly to HR for appropriate filing.

CONTINUITY OF GOVERNMENT AND TRIBAL / COMMUNITY SERVICES

The need for governmental services is a lifeline for Tribal citizens, the Tribe has devised a cohesive plan addressing tribe's Governmental Services, Health and wellbeing of tribal employees, and PLPT Tribal citizens, under Tribal Council directive and for the duration of the Covid-19 pandemic, administration will function and operate with staggered department coverage to ensure continuity of services. The PLPT Tribal Administration is committed to ensuring the communities that the Tribe has not closed down and services do not cease without notification.

Through collaboration with departments, current information and CDC recommendations regarding Covid-19 & variants will be distributed and posted on social media outlets.

NOTIFICATION TO COMMUNITIES: NIXON, WADSWORTH AND SUTCLIFFE

Tribal Council and Administration's top priority is safety. The Tribal Chairperson will authorize a tribal wide PRESS RELEASE under their signature containing important instructions or information, it is important to follow all instructions if additional protective measures have to be considered.
