



CITY OF ABERDEEN • PETE SCHAVE, MAYOR  
200 East Market Street, Aberdeen, Washington 98520

### PROCLAMATION OF EMERGENCY

**WHEREAS**, on February 29, 2020 Governor Jay Inslee proclaimed a state-wide state of emergency related to the novel corona virus (and the related COVID-19), a respiratory disease that spreads from person to person and may result in serious illness or death; and,

**WHEREAS**, on March 11, 2020 the World Health Organization declared that the spread of COVID-19 caused a global pandemic; and,

**WHEREAS**, on March 12, 2020 the Grays Harbor County Board of Commissioners declared on emergency related to the COVID-19 pandemic; and,

**WHEREAS**, on March 13, 2020 the City of Aberdeen issued an Emergency Proclamation that resulted in closure of most city offices to public access, and canceling the March 25, 2020 City Council meeting; and,

**WHEREAS**, people continue to gather in city parks with playgrounds against the guidelines for social distancing set forth by the CDC and other public health officials;

**WHEREAS**, on March 22, 2020 President Trump approved a Major Disaster Declaration for Washington State; and,

**WHEREAS**, on March 23, 2020 Governor Jay Inslee announced a “Stay Home Stay Healthy” Order requiring most Washingtonians to stay home absent essential activities or performing essential functions.

**WHEREAS**, Section 8.140 of the Aberdeen Personnel Policies recognizes the need for periodic designation of critical employees during times of emergencies, which are functionally equivalent to the essential functions identified by the Governor’s “Stay Home Stay Healthy” Order; and

**WHEREAS**, public health officials at the local, state and federal level have reported that the continued spread of COVID-19 will likely result in material loss or damage to property, bodily injury or loss of life if immediate action is not taken; and,

**WHEREAS**, this constitutes an emergency as defined by the City of Aberdeen Emergency Management Plan and necessitated the utilization of emergency powers granted to the Mayor pursuant to Chapter 2.86 of the Aberdeen Municipal Code and Chapter 38.52 of the Revised Code of Washington; **NOW THEREFORE**,

**BE IT PROCLAIMED BY THE MAYOR OF THE CITY OF ABERDEEN** that an emergency exists in the City of Aberdeen and City departments are authorized to do the following:

1. Enter into contracts and incur obligations necessary to combat such emergency situations to protect the health and safety of persons and property;
2. Provide appropriate emergency assistance to the victims of such disaster;
3. Take other emergency actions to protect life and property, as appropriate.

4. Each City of Aberdeen department is authorized to exercise the powers vested under this proclamation in light of the exigencies and formalities prescribed by law, excepting mandatory constitutional requirements.

**BE IT FURTHER PROCLAIMED** that each City of Aberdeen department head shall review and determine their essential personnel pursuant to the guidance offered by the Governor’s office; and that those determinations shall be provided to City of Aberdeen Mayor, Human Resources department head, the affected employees, and the affected union representatives.

1. The scheduling of essential personnel continues to be the responsibility of the relevant department heads, and will ensure minimum operational effectiveness of the essential function.
2. During the course of this emergency, minimum operational effectiveness may not require “minimum staffing” as described by the affected collective bargaining agreement.
3. All staff who are deemed essential, and have been scheduled to work:
  - a. who fail to report to work will be required to take paid leave, or if no paid leave exists, unpaid leave during the period of the closure; and
  - b. may, at the discretion of the department head and without affecting the minimum operational effectiveness of the essential function, work remotely rather than on-site under terms of the Remote Work Access Agreement (“RWAA”).
4. All staff who are not deemed essential:
  - a. may, at the discretion of the department head, work remotely rather than on-site under terms of the RWAA; and
  - b. shall, if approved to work remotely, be expected to respond to e-mails, phone messages or perform other assigned tasks by their supervisor during normal working hours; and
  - c. shall respond to work for emergencies or essential functions such as water main breaks, life/safety emergency inspections, electrical failures, processing payroll, collection of utility payments and processing bills as directed by their supervisor; and,
  - d. will receive pay for the period of the closure.

**BE IT FURTHER PROCLAIMED** that each City Department will institute internal controls for public-facing activities and post those controls on the City’s website; and,

**BE IT FURTHER PROCLAIMED** that City parks with playgrounds shall be temporarily closed to public access.

This Proclamation is effective immediately, and shall be confirmed by the City Council at the earliest practicable time.



Pete Schave, Mayor  
City of Aberdeen

Dated this 24<sup>th</sup> Day of March 2020



Attest:  
Clifford Frederickson, City Clerk