

**Fairbanks North Star Borough
Mona Lisa Drexler Assembly Chambers
COVID-19 Operational Mitigation Plan**

**Facility Name & Address: Mona Lisa Drexler Assembly Chambers
Juanita Helms Administration Center
907 Terminal Street, Fairbanks, AK**

Department: Assembly

Date: June 11, 2020

Updated: July 26, 2021

This mitigation plan is in addition to the July 21, 2021 All Borough Facilities and Functions COVID-19 Core Mitigation Strategies and the Juanita Helms Administration Center Mitigation Plan dated June 1, 2021.

Non-Public Workspace Social Distancing Measures:

- **Clerk and Deputy Clerk Desks:** Only the Clerk's desk will be used during the meeting. Recorder and Streaming computer will be set up at the Deputy Clerks desk, but no person may sit at this desk. A plexiglass has been installed at the Clerk's Desk to provide a barrier from the seats at the dais. The deputy clerk's chair has been removed. (1 seat)
- **Staff Box:** To maintain the required social distancing only two seats will be used in the staff box. Plexiglass barriers have been installed at the staff box. The middle seat is no longer available for use and the chair has been removed. (2 seats)
- **Chizmar Room:** This room is connected to the Chambers and has been closed for all public meetings, as social distancing cannot be maintained.

18 Seats are available for Assemblymembers, Mayor, Boards and Commission members, Clerks, and staff. See attached seating chart.

Public Seating Social Distancing Measures:

- **26 Public Seats are available.** Chairs shall not be moved from designated area.
- **Public Hearing Table:** One person at a time may testify at the public hearing table.
- **Inside perimeter around staff box, dais and pony walls:** To maintain social distancing the public and staff are not allowed to go beyond the tape perimeter marked on the floor of the chambers within the public seating area.

Traffic Flow:

Elected Officials, Board and Commission members, and staff will enter the Assembly Chambers through the Assembly Lobby and continue to their designated seats following the arrows to the dais and staff box and exit their seats by following the arrows to the left exit door by the Chizmar Room.

Public will enter the Assembly Chambers through the Assembly Lobby and continue to public seating areas by following the arrows. The public will exit the chambers by following arrows to the left exit door by the Chizmar Room and exit the building following the directional signs within the first floor lobby.

Occupancy Limit:

COVID-19 Occupancy Limit is 45.
Normal Operation Occupancy Limit is 153

Cleaning Strategies:

Clorox wipes are available in the Assembly Chambers for public use to wipe down a chair in the public seating area.

Clorox wipes are available at the public hearing table for public use to wipe the table surface and public hearing chair.

After each meeting the dais, staff box, clerk’s desk, microphone buttons and chairs are disinfected.

Patrons exhibiting symptoms associated with COVID-19:

Staff will ask a visitor to please leave the chambers if they present with virus spreading behaviors/signs.

Additional Actions Taken to Reduce the Virus Spread:

All cloth public chairs have been removed from the chambers and replaced with chairs that may be disinfected.

Employees, visitors and contractors are not required to wear face coverings when accessing Borough facilities if they are fully vaccinated, except where required by law or applicable policy. Face coverings are recommended and available to the public at the security guard’s desk in the first floor lobby.

SEATING CHART

*Clerk	DO NOT USE
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Liz Lyke Assemblymember	Matt Cooper Assemblymember	Aaron Lojewski Deputy Presiding Officer	Mindy O’Neill Presiding Officer	Leah Berman-Williams Assemblymember Finance Chair	Marna Sanford Assemblymember
Jimi Cash Assemblymember					Frank Tomaszewski Assemblymember
Borough Attorney		<u>Public Hearing Table</u>		Tammie Wilson Assemblymember	
Mayor					School Board Rep
COS	Audience				City of Fairbanks Rep
DO NOT USE	Staff Box		*Deputy	City of North Pole Rep	
	*Staff Clerk				

*Social distancing plexiglass installed at staff box and clerk’s desk.