A Guide to Re-opening Shawnee County, Kansas Under Ad Astra 1.5
COVID-19 Safety Requirements for Businesses, Owner/Operators, Planners, Managers and Individuals

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Shawnee County Re-Opening Guide Under Ad Astra 1.5 is intended to provide any additional local restrictions and clarification of restrictions that are addressed in Kansas Governor Laura Kelly’s “Ad Astra: A Plan to Reopen Kansas” that can be found at [https://covid.ks.gov/ad-asta-a-plan-to-reopen-kansas/](https://covid.ks.gov/ad-asta-a-plan-to-reopen-kansas/). Please review the entire Ad Astra Document to better understand how this local guide applies.

Page 4 of the Ad Astra plan states: “...the State will set the regulatory baseline for Kansas local governments in each phase of this framework, allowing local governments to retain the ability to impose additional restrictions that are in the best interest of the health of their residents.” Additionally, “Local governments may decide whether an individual or organization performs an essential function under the Kansas Essential Function Framework (KEFF), but any individual or business with confirmation of its KEFF status from the State is to remain deemed essential.”

Restrictions and guidance

Under Phase 1.5, of the State Ad Astra Plan the following, unless they are repurposed for use in an essential function under the Kansas Essential Function Framework, shall remain closed to the public:

- Bars and night clubs, excluding already operating curbside and carryout services;
- Non-tribal Casinos;
- Theaters, museums, and other indoor leisure spaces (trampoline parks, arcades, etc.);
- Community centers;
- Outdoor and indoor large entertainment venues with capacity of 2,000 or more;
- Fairs, festivals, carnivals, parades;
- Swimming pools (other than backyard pools);
- Organized sports facilities, sports tournaments, sports games, and sports practices; and
- Summer camps.

Other restrictions under the Ad Astra 1.5 Phase are:

- Mass gatherings of more than 10 individuals continue to be prohibited;
- Nail salons, barber shops, hair salons, tanning salons, braiding services, tattoo parlors and other personal service businesses where close contact cannot be avoided may open, but only for prescheduled appointments or online check-in;
- Fitness centers and health clubs may open, but in-person group classes may not occur and locker rooms must be closed except as necessary to use restroom facilities.
• In-person commencement or graduation ceremonies may occur with no more than 10 individuals in a room, gymnasium, or facility at one time as long as 6-foot social distancing is maintained. Outdoor drive-through graduation ceremonies during which no more than 10 individuals are in the same area outside of their vehicles at a time (i.e. school administration, graduate, family members, etc.) are allowed.

Following this guidance, the locally added prohibited businesses in phase one in Shawnee County list are:

• **Dance studios, dance rehearsal and dance instruction facilities.** These facilities are categorized locally as organized sports facilities which cannot open in Phase 1.5. Additionally, like gyms they are not allowed to have in person group classes. These facilities and organizations are still allowed and encouraged to provide online instruction as they have been previous to this date.

**Clarifications:**

**Bars, Bar and Grill:** These types of businesses that offer bar/counter service can only service the restaurant portion of their business and must follow the restaurant guidance in the Ad Astra Plan and local restrictions in this document. Counter service (excluding ordering, paying and pick up) is prohibited.

**Counter Service:** Counter service is prohibited in the Ad Astra plan. The intention of this restriction is specific to counter service that would serve food or drinks at a bar or counter. Ordering food and paying for it at a counter or register space is allowed. The social distancing rules and guide to restaurants must be followed (six feet separation, sanitation standards and gathering size).

**Gyms, fitness centers and health club social distancing:** Social distancing guidelines, allowing people to remain 6 feet apart at all times. One on one personal training is allowed if social distancing is kept and minimal person to person contact is limited and frequent hand washing is done.

**Timing:**

On May 18th, 2020 12:01 AM, the Ad Astra 1.5 phase and the Shawnee County Health Order supporting and adding local restrictions will take effect.

**Situation:**

On May 14, 2020 Kansas Governor Laura Kelly signed Executive Order 20-31, which establishes a new phase to the “Ad Astra: Plan to Reopen Kansas.” The new “1.5” Phase, effective May 18, 2020, continues reopening efforts while preserving some data-driven restrictions necessary to prevent community transmission of COVID-19.
The Shawnee County Health Officer order to further define local restriction will also take effect May 18, 2020 (Authority: Executive Order 20-29, K.S.A. 65-116a through 65-129f and K.S.A. 65-202.). The enforcement of these orders is through local law enforcement. Local and corporate business management and owners having the responsibility and to refuse customers are encouraged to exercise their right to meet the intention of these orders to keep their customers safe and continue to reduce the spread of COVID-19.

**Purpose:**

This guide is concurrent with the Governor’s “Ad Astra: A Plan to Reopen Kansas”, specifically Phase 1.5 and provides additional local guidance, restrictions, and clarifications.

Local and corporate business management and owners having the responsibility and to refuse customers are encouraged to exercise their right to meet the intention of these orders to keep their customers safe and continue to reduce the spread of COVID-19.

**Scope, focus and authority:**

By K.S.A. 65-201 and 65-202, Executive Order 20-29, 20-31, the Shawnee County Health Officer has the authority to issue public health orders during any phase of the Plan, as does K.S.A. 65-116a through 65-129f and K.S.A. 65-202. The Shawnee County Health Officer hereby incorporates by reference Phase 1.5 of the Governor’s Ad Astra Plan as the plan for Shawnee County upon the effective date of Executive Order 20-31, and the restrictions contained therein shall become the restrictions in Shawnee County. Additional restrictions described in Table 1 below also apply. These restrictions will remain in effect until the Shawnee County Health Officer has determined that public health conditions and criteria will allow movement to the next phase. The Shawnee County Health Officer reserves the right to issue more restrictive public health orders, if and when necessary, during this Phase 1.5 of the plan.

The Shawnee County Health Officer also reserves the right to issue more restrictive orders to specific employers and/or businesses who fail to follow all social distance and other restrictions required to safely reopen.

Specific business and activity restrictions in each phase of the Governor’s plan were determined by assessing the contact intensity of the service provided, the number of contacts generally possible, and ability to modify the risk of activities and services. Regardless of phase, the State Health Officer retains the authority to impose additional public health interventions in any area that contains an emergent and significant public health risk as determined by the State Health Officer. The Shawnee County Health Officer retains the authority to impose additional restrictions and orders based on the aforementioned guidelines, specific to the county’s needs. The persons and businesses covered in this order are the entirety of Shawnee County, Kansas.

Throughout all these phases, Shawnee County residents should maintain social distancing, practice good hygiene, remain home when sick, follow isolation and quarantine orders issued by state or local health officers, use cloth face masks when leaving their homes, and continue to clean and disinfect surfaces.
These are basic public health guidelines that will slow the spread of this disease as we slowly re-open Shawnee County.

**Individuals are strongly encouraged to seek medical services when necessary while following safety guidelines issued by each respective medical facility.**

Mass gathering limits for each phase were determined by considering the capacity of our public health infrastructure and determining a measured, gradual approach for loosening restrictions. **The Governor reserves the right to loosen or strengthen these restrictions in subsequent phases based on the state’s health progress.** Further, the Shawnee County Health officer reserves the right to make more stringent restrictions based on Shawnee County’s needs.

Any phase of this guide and supporting orders can be rescinded by the county or state Health Officers and more strict measures can be adopted if there are signs of that the situation is worsening cannot be immediately controlled or contact tracing investigations that cannot be maintained.

**Responsibilities:**

It is the responsibility of the State to provide guidance and implement the phased approach to reopening Kansas.

It is the responsibility of Shawnee County to implement those restrictions. This is done through communication, education, guidance, enforcement, and applicable public safety orders.

It is the responsibility of businesses who choose to open to follow the state and local guidance to safely operate during this phased reopening.

It is the responsibility of each individual to take personal measures to keep themselves safe though personal risk assessments and measures.

**Assumptions:**

This guide was developed with the following assumptions:

- Each entity mentioned in these orders will have a disciplined adherence to the social distancing, mask wear, business guidelines/restrictions, and responsibilities mentioned in this plan and the Phase 1.5 of the Ad Astra reopening guidance.
- Cleaning and disinfecting of areas will be routinely done.
- Any adjustments will be communicated quickly in the community and partners will aid with compliance.
- The Health Officer will issue any Emergency Orders to close or stop any facility or event that violates health orders.

*Thank you in advance for your assistance in safely getting our community “re-opened”. This is a delicate balance and communication and cooperation is required to be successful.*
Re-opening Shawnee County for business: Safety requirements

General principles

1. Social distancing will be necessary for the foreseeable future.
2. Restrictions need to be adjusted depending on the level of transmission and other epidemiological factors in the community.
3. If transmission increases, it may be necessary to reverse to a previous phase (i.e., stricter restrictions).
4. High-risk individuals need to distance themselves from social activities more than other individuals.
5. Working from home and telework is highly encouraged.
6. Businesses and settings with higher risk of transmission (because of limited, feasible social distancing or other factors) need to be subject to more restrictions than others. Additional Requirements for Shawnee County

7. In Phase 1.5 of this plan, in concert with the Governors “Ad Astra framework” the following businesses are prohibited from opening:

   Local restrictions are in red and clarifications are in charts below:
   a. Bars and night clubs, excluding already operating curbside and carryout services –
   b. Casinos (non-tribal)
   c. Theaters, museums, and other indoor leisure spaces i.e. trampoline parks, arcades, Laser tag, lock in rooms, axe throwing, board game and gaming rooms, any area in a restaurant of business that has gaming (pool, darts, ping pong etc...), go carts, putt putt courses or any other facility or area that is similar are prohibited. *This includes any “private reservation” of these types of facilities for receptions, parties, or social gatherings as the facilities are prohibited so are the activities therein.
   d. Organized sports facilities, sports tournaments, sports games, and sports practices to include Dance studios, dance rehearsal and dance instruction facilities.
   e. Summer camps
   f. Community centers
   g. Outdoor and indoor large venues with capacity of 2,000 or more Fairs, festivals, carnivals, parades, and graduations
   h. Swimming pools (other than backyard pools)
   i. Parks: Playground equipment are prohibited. Picnic tables can be used subject to the mass gathering and social distancing limitations (i.e. no more than 10 people per party and at least six feet between parties).
   j. Sports facilities in open parks that are not part of an organized sports club or managed facility such as basketball courts, tennis courts, pickleball courts, baseball diamonds and/or football fields, volleyball courts etc. are restricted to ten persons in that area at a time. No contact, no sharing of equipment (including balls), and social distancing should be strictly adhered to.
Table 1 - Additional restrictions for Shawnee County, in addition to the requirements in the Governor’s “Ad Astra: A Plan to Reopen Kansas” Phase 1.5 order.

| Restaurants | • They shall monitor waiting lines outside their doors and assure that social distancing requirements are followed. This requirement does not apply if the business operates only through a phone or online reservation system.  
• Workers, including wait staff shall wear masks at all time and sanitize hands between tending different tables  
• People with symptoms shall not enter or be allowed to remain in the premises  
• Cannot provide service at the counter, only at tables appropriately distanced (6 feet or more)  
Cannot allow self-service of food or drinks from common areas (e.g., no self-serve salad bars or drinking stations) |
|Retail Businesses | • Employees shall wear masks at all times  
• Limit the number of customers in the store at any given time to 5 customers for each 1000 square feet  
• If the store reaches its capacity, customers shall be admitted on a “1-out-1-in” basis. Retail operator is responsible for managing the crowd outside the store, assuring social distancing is maintained  
• Shopping carts, if made available to customers, shall be disinfected by staff before customers can have access to them  
• Hand sanitizer shall be readily available throughout the premises  
• Marks shall be applied to the floor in the area adjacent to each cash register to indicate where to wait for check out |
|Personal Services (salons, barber shops, pet grooming, braiding services, massage services, tattoo parlors etc.) | • Both practitioner (service provider) and Client (customer) shall wear masks at all times.  
• One customer is allowed per service provider in the business at any given time (mass gathering rules apply (no more than 10 including employees and clients with six-foot separation).  
• If the service inhibits the donning of a mask for either party that service cannot be provided.  
• Hair braiding must follow the guidance set by KDHE and this document.) |
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<tr>
<th>Parks and Recreation Activities</th>
<th>• The use of playground equipment prohibited</th>
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| Gyms, Fitness Centers and Health Clubs | • Staff shall be on the premises through the duration of operating hours. No unattended operations are allowed.  
• Employees shall wear masks at all times  
• Shall adhere to social distancing guidelines, allowing people to remain 6 feet apart at all times. Equipment shall be spaced to make sure customers are never closer to each other than 6 feet  
• Equipment shall be cleaned thoroughly between uses using an appropriate disinfectant (see [https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2))  
• Sharing of equipment shall be minimized (e.g., no throw-balls or circuit training while moving station to station). No shared matts or rolls are allowed |
| Real Estate | • Individual showings are allowed, provided that the limit to social gatherings size is respected and social distancing can be maintained at all times.  
• All individuals involved shall wear a mask  
• No open houses are allowed |
| Childcare | • Outdoor activities are encouraged; use of commonly touched items such as playground equipment, toys, and sports equipment is discouraged.  
• Perform enhanced cleanings daily, using products and procedures recommended by the CDC (see [https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html](https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html))  
• If possible, children shall be cared for in rooms with the same caregiver(s) each day placed into cohorts so that the same children are in the same room with the same caregiver(s) each day.  
• Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.  
• Parents and caregivers shall not enter the facility, except for the time strictly necessary to drop off and pick up children. |