

**Mayor**

*Clay Koplin*

**Council Members**

*Tom Bailer*

*Cathy Sherman*

*Jeff Guard*

*Melina Meyer*

*Anne Schaefer*

*David Allison*

*David Glasen*

**City Manager**

*Helen Howarth*

**City Clerk**

*Susan Bourgeois*

**Deputy Clerk**

*Tina Hammer*

**Student Council**

*William Deaton*

**Special City Council Meeting  
April 13, 2020 @ immediately following  
the noon Council Public Hearing  
Cordova Center Community Rooms  
and via YouTube and Teleconference  
Agenda**

**A. Call to order**

**B. Roll call**

Mayor Clay Koplin, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

**C. Approval of agenda..... (voice vote)**

**D. Disclosures of Conflicts of Interest and Ex Parte Communications**

- conflicts as defined in 3.10.010 [https://library.municode.com/ak/cordova/codes/code\\_of\\_ordinances](https://library.municode.com/ak/cordova/codes/code_of_ordinances) should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

**E. Communications by and petitions from visitors**

1. Audience Comments regarding agenda items

**F. Correspondence**

2. 04-07-2020 S. Gehlbach email with attachments..... (page 1)
3. 04-08-2020 H. Sanders letter to community..... (page 7)
4. 04-08-2020 M. Mulvaney email re Protect Cordova Task Force..... (page 8)
5. 04-09-2020 A. Laird email re COVID-19..... (page 11)
6. 04-09-2020 A. Smallwood letter re Covid-19..... (page 15)
7. 04-09-2020 K. Laird email re Covid-19..... (page 16)
8. 04-09-2020 R. Kopchak email re Council action..... (page 18)

**G. New Business**

9. Emergency Ordinance 1185..... (roll call vote)(page 20)  
An Emergency Ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Chapter 3.45 to add CMC 3.45.090 entitled "Emergency Mandates," which requires compliance with emergency mandates adopted by the City and imposes a fine for mandate violations
10. Emergency Ordinance 1186..... (roll call vote)(page 23)  
An Emergency Ordinance of the Council of the City of Cordova, Alaska imposing a temporary travel hold on all travel by air into the City of Cordova except travel by individuals seeking care at a Cordova Critical Access Hospital, first responders, police officers, and Office of Children's Services personnel from 12:00 am April 15, 2020 through 11:59 pm on April 29, 2020 to provide the City time to prepare for the covid-19 outbreak

**11. Emergency Ordinance 1187..... (roll call vote)(page 28)**

An Emergency Ordinance of the Council of the City of Cordova, Alaska ratifying revisions to temporary emergency rules and procedures adopted by the City Manager in Emergency Order 2020-03 in response to Covid-19 that clarify the mutual aid agreement approval process, Covid-19 protocol submissions to the City, medical quarantine enforcement within the City, and collaboration efforts between the City and the Native Village of Eyak in response to Covid-19

**12. Pending Agenda and calendar..... (page 37)**

**H. Audience participation**

**I. Council comments**

**J. Executive Session**

City Council is permitted to enter into an executive session if an explicit motion is made to do so calling out the subject to be discussed and if that subject falls into one of the 4 categories noted below. Therefore, even if specific agenda items are not listed under the Executive Session header on the agenda, any item on the agenda may trigger discussion on that item that is appropriate for or legally requires an executive session. In the event executive session is appropriate or required, Council may make a motion to enter executive session right during debate on that agenda item or could move to do so later in the meeting.

**K. Adjournment**

***Public Call-in number 907-253-6202, each call is placed on hold, then calls will ring through in the order received, please stay on the phone until you've been addressed or thanked by the Chair or Council, then hang up, comments limited to 3 minutes***

**Executive Sessions per Cordova Municipal Code 3.14.030**

- **subjects which may be considered are:** (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) matters which by law, municipal charter or code are required to be confidential; (4) matters involving consideration of governmental records that by law are not subject to public disclosure.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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full City Council agendas and packets available online at [www.cityofcordova.net](http://www.cityofcordova.net)

## Susan Bourgeois

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**From:** Seawan <seawandy@ctcak.net>  
**Sent:** Tuesday, April 7, 2020 5:51 PM  
**To:** Susan Bourgeois  
**Cc:** Helen Howarth; Clay Koplin  
**Subject:** correspondence to Council  
**Attachments:** Curyung Order.pdf; Letter-to-Governor-4-6-20-FINAL Dillingham.pdf

Hello Susan ~

Can you please disseminate the two attached documents to our Cordova City Council Members. Attached are a letter from the City of Dillingham to the Governors office regarding their areas upcoming fishing season and a Curyung Tribal Council Resolution regarding same.

Thank you,  
Seawan Gehlbach

## **CURYUNG TRIBAL COUNCIL**

### **RESOLUTION 2020-11**

#### **DECLARING A DISASTER AND STATE OF EMERGENCY TO THE GLOBAL COVID-19 PANDEMIC AND NON-ESSENTIAL TRAVEL BAN**

- WHEREAS,** The Curyung Tribal Council (herein the “Curyung Tribe”) is a federally-recognized Indian Tribe listed in the Secretary of the Interior’s annual list of federally recognized Tribes issued in accordance with the Federally Recognized Indian Tribes List Act of 1994, Pub. L. No. 103-454, *see* 85 Fed. Reg. 5462, 5466 (Jan. 30, 2020), and
- WHEREAS,** The Curyung Tribal Council is the federally recognized Tribe for the community of Dillingham, Alaska; and
- WHEREAS,** Article XII, Section 1 of the Curyung Constitution allows for special meetings at the Call of the (First) Chief and/or at the request of two Council members; and
- WHEREAS,** In accordance with the Constitution, the Curyung Tribal Council held a Special Emergency Meeting on March 24, 2020 to address the global COVID-19 pandemic; and
- WHEREAS,** On March 11, 2020 a Public Health Disaster Emergency Declaration signed by Alaska’s Governor Mike Dunleavy on March 11, 2020; and
- WHEREAS,** On March 13, 2020 President Donald Trump declared a National Emergency; and
- WHEREAS,** The Curyung Tribe strongly recommends residents of Dillingham to hunker-down in their homes, sheltering-in-place during this pandemic by staying at home as much as possible, except to work in certain critical jobs; to buy, sell, or deliver groceries or other important goods; to receive or provide health care; and to get fresh air without contacting others. On the limited occasions when individuals leave home, they should maintain social distancing of at least six feet from any person outside their household whenever possible. Individuals are also encouraged to practice recommended hygiene, including regular hand washing and disinfecting their homes; and
- WHEREAS,** The CDC has recommended that all persons at higher risk of COVID-19 avoid all nonessential air travel, and the U.S. State Department has advised all U.S. Citizens to avoid all international travel; and
- WHEREAS,** On March 23, 2020 Governor Mike Dunleavy issued Health Mandate 10.1 effective 12:01am on March 25, 2020 which restricts non-essential air travel into and out of the state of Alaska and requires all people arriving in Alaska from other states or countries to immediately self-quarantine for 14 days and monitor for illness. The failure to follow this order is punishable by a fine of up to \$25,000, or imprisonment of not more than one year, or both pursuant to Alaska Statute 12.55.035 and Alaska Statute 12.55.135; and
- WHEREAS,** the Curyung Tribe strongly recommends anyone returning to Dillingham from the greater Alaska area, outside of Alaska and outside of the United States to self-quarantine in their homes for a period no less than 14 days; and

## RESOLUTION 2020-11 – PAGE 2

**WHEREAS,** Numerous doctors in Alaska have called on the Governor to ban all non-essential travel in the state; and

**WHEREAS,** Due to the ongoing spread of COVID-19 within the Alaska, the Curyung Tribal Council is increasingly concerned for the health and wellbeing of our members, tribal community of Dillingham and the Bristol Bay region; and

**WHEREAS,** Rural Alaska suffered terribly from the great flu pandemic of 1918-1919, but a few villages successfully avoided infection by imposing rigid quarantines and preventing outsiders from entering; and

**WHEREAS,** The Curyung Tribe recommends only essential services and emergency medical services will be allowed effective at 12:01am on March 26, 2020 and all non-essential travel into and out of the community of Dillingham will cease by 12:01am on March 26, 2020; This applies to travel from other villages as well as from regional centers and Anchorage, and to all forms of transportation including air travel, snow machine, and other ground and water transportation.

**Essential services.** Persons engaged in essential services are:

- Health professionals and other emergency responders dispatched by the state or federal governments, and patients seeking medical treatment.
- Law enforcement personnel from the state or federal government.
- Pilots and other air carrier personnel delivering freight and mail, or transporting passengers engaged in essential services.

**Exceptions.** The emergency disaster declaration on travel does not apply to:

- Residents of the Village or surrounding villages who temporarily left the Village prior to the enactment of this declaration provided they return home within three (3) days of enactment of this declaration.
- Residents of the Village or surrounding villages who are outside the village for medical care for themselves or a close relative or who leave the Village for medical emergencies may return to the Village when their treatment is concluded, provided that they have certification from a doctor that they have been tested and are not infected with COVID-19.

**WHEREAS,** The Curyung Tribe recommends that non-essential air travel not resume until May 1, 2020 or until a time that it is determined safe for Dillingham residents; and

**WHEREAS,** The Curyung Tribe will continue to work with the City of Dillingham, State, Federal and Tribal partners to respond to the COVID-19 pandemic.

**NOW THEREFORE BE IT RESOLVED,** that due to the global pandemic of COVID-19, the Curyung Tribal Council hereby declares a State of Emergency and Disaster for our tribal community of Dillingham, Alaska; and

**RESOLUTION 2020-11 – PAGE 3**

**BE IT FURTHER RESOLVED** that the Curyung Tribal Council urges the City of Dillingham to adopt an emergency ordinance ceasing non-essential travel into and out of Dillingham effective 12:01am March 26, 2020 through May 1, 2020 and requiring anyone traveling into the community within this timeframe to self-quarantine for a period no less than 14 days.

**CERTIFICATION:**

This resolution was duly considered and adopted at a meeting of the Curyung Tribal Council in Dillingham, Alaska on this 24th day of March, 2020, at which a quorum of Council members were in attendance via teleconference.

**ATTEST:**

  
\_\_\_\_\_  
Thomas Tilden, First Chief  
Curyung Tribal Council

  
\_\_\_\_\_  
Date

Attest:  
  
\_\_\_\_\_  
Tribal Chief

\_\_\_\_\_  
03.24.2020  
Date

**Curyung**  
**Tribal Council**



April 6, 2020

Office of Governor Mike Dunleavy  
3<sup>rd</sup> Floor, State Capitol  
PO Box 110001  
Juneau, AK 99811

Re: Consider closure of the Bristol Bay commercial salmon fishery in 2020

Greetings Governor Dunleavy:

Attached please find the emergency ordinance adopted by the Dillingham City Council on Thursday, April 2, 2020 and the Curyung Tribal Council's Disaster Declaration (Resolution 2020-11) adopted March 24, 2020.

The City Emergency Ordinance is an attempt to get control of entry into our community by requiring a permit. It will be extremely difficult to manage and requires that we divert staff, funding and attention away from other critical activities. We're prepared to do that to reduce the impact to the residents in our community and region.

The Curyung Tribal Council emergency declaration stipulates that all non-essential air travel into and out of the community of Dillingham cease by 12:01 a.m. March 26, 2020 and recommended this restriction apply to travel from other villages as well as from regional centers and Anchorage and apply to all forms of transportation including air travel, snow machine and other ground and water transportation.

Obviously the community of Dillingham considers the current pandemic to be of utmost importance. It is the reason we have taken very serious measures to try to limit exposure to our residents. We're prepared to take more stringent measures in the near future.

Governor Dunleavy, the upcoming commercial fishing season has three critical segments; fish, processors and fishermen/women.

**Fish.** They will come.

**Processors.** Processors that operate in our community will bring hundreds, if not thousands, of workers to and through Dillingham. Currently your administration requires the submittal of a plan by every processor that will operate in the state in 2020. We appreciate that processors have shared their plans with us out of concern and as a courtesy. First, it is appalling that our community must rely on their corporate conscience to be a part of the planning process. Our communities will be the FIRST to be impacted by a huge influx of processing workers. While we appreciate the effort by some to consult with us, we should NOT have to rely on the courtesy of industry to be included in such a critical exercise. Second, we have considered many, many alternatives and we cannot foresee ANY plan that would avoid a significant impact to our community. There is no way to prevent a potential mass disease situation



when a few hundred people are in close proximity with each other. There is no way that they can comply with Health Mandate 11 on Social Distancing. Whether it is infection spread in the community by direct contact with residents during their travel to and within the community or whether it will by draining precious resources when processing employees becomes infected. Consider also that it could involve a potential mass disease situation when a few hundred people are in close proximity with each other. We must consider that we have limited medical resources in rural Alaska (and all of Alaska); including within the Bristol Bay region. We must decide now whether those resources should be devoted to current residents or instead to a temporary labor force?

**Fishermen/women.** This is of great concern to our community. Pursuant to the exemption included in the Guidance on the Essential Critical Infrastructure Workforce: Ensuring Community and National Resilience in COVID-19 Response Version 1.0 issued by the Department of Homeland Security dated March 19, 2020, fishermen are considered Critical Infrastructure Workers and there is a question as to whether we may control or limit their entry into and movement around our community. That means that Dillingham and our neighboring communities will soon be inundated by the entry of thousands of people; some or all who may be carriers of the Corona Virus. Our community does not have the capability to control the movement of this group. This is unacceptable and places us in an impossible situation. If your office is not prepared to address this critical problem, then we may find the need to do so. We don't want to find ourselves in conflict with the State of Alaska, especially when our objectives are the same.

The City of Dillingham and Curyung Tribal Council want to keep the residents of our community, our region and our state safe. We request that you take immediate action to control the impacts of the entry of the virus to our state, our region and our community by serious consideration to closing the upcoming Bristol Bay commercial salmon fishery.

Please consider that we are at a point where a decision must be made. A delay will bring us so close to the opening of the fishery that any alternatives will be impossible. Acting now will allow us to consider the following; should we devote our limited resources to attempting to control the fishery or, instead, should we devote our attention to mitigating economic impacts of not having a fishery. There are economic stimulus efforts on the national, state and local level that might be mobilized to mitigate the impact to the industry, to the state and to individuals. By waiting to make a decision, you put all of us at the end of the line, so to speak.

I cannot emphasize enough that the community of Dillingham asks that you immediately assess the closure of the Bristol Bay commercial salmon fishery in 2020. The community of Dillingham is prepared to be part of that discussion.

Sincerely,



Alice Ruby  
Mayor, City of Dillingham



Thomas Tilden  
First Chief, Curyung Tribal Council

Cc: Speaker of the House, Representative Bryce Edgmon  
Senator Lyman Hoffman  
Bristol Bay Partnership



Dear Cordova,

An impending crisis looms over many remote communities in Alaska; the commercial fishing season is about to begin while the novel coronavirus is spreading rampantly. Normally this would be a time of excitement and anticipation but with the pending influx of fishermen and seasonal workers to support the fishing industry, that excitement has been replaced by concern and fear.

The challenges of Cordova with no road access to larger towns and healthcare facilities, limited or nonexistent ferry service, limited air service, and limited health care capabilities requires us to come together as a community. We need to use every individual's expertise and skill to mitigate our risk and create the best possible outcome.

Working closely with the city and Illanka Health Clinic we have assembled a team to provide our medical response during this pandemic and I feel very fortunate to be a part of it.

Dr. Charles Blackadar, has agreed to assist me serving as Cordova City Pandemic Medical Advisor.

Dr Adam Woelk, as the assistant medical response team advisor.

Dr. Brian Iutzi EMS Medical Director and will oversee the EMS response. He has volunteered as their medical director for over 2 years.

Laura Henneker FNP is going to act as the primary provider for the long term care patients at the medical center during the pandemic, she will not be participating in pandemic response to have a "clean" provider for their care.

In addition, we have several physicians working to support our healthcare system and pandemic response, these include Dr Kristel Rush, Dr Robert Ledda, and Dr Ronald Fribush. I will continue as the medical director at the Community Medical Center and the IMT medical advisor.

This team, as well as many others from the Community Medical Center, Illanka Health Clinic and the city, have spent countless hours preparing our pandemic response. We will continue to spend many many hours on this response. We have been working with other Alaska communities in addition to the state, to ensure we are as prepared as possible. We are working to secure equipment and supplies during a time when these resources are incredibly limited.

Please trust our decades of experience, training and knowledge to select the equipment, medications, testing and treatment we need to care for the community. We will most certainly need financial support to obtain the necessary purchases. Please let us make decisions on these items.

I urge you to work together to support our response. Trust that your medical providers have a common goal, and that is to keep each person in the community healthy, and most importantly, alive. We are as anxious as each of you to have the right tools. Trust that we are working side by side with city officials participating in preparation. We understand the economic impact of the pandemic and how important providing for your families is to you and your health. We know the backbone of this community is built on fishing. So while we are all longing for the early morning hum of gillnetters headed to the flats, know that the medical community needs your help and support during this trying time.

The most important defense we have right now is in your hands. Continue social distancing, hand hygiene with frequent washing, and using fabric masks while in public spaces. Please continue to follow Cordova mandates and guidelines.

We thank you for your support during this crisis.

Best,

Hannah Sanders, MD

## Susan Bourgeois

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**From:** Molly Mulvaney <mollymulvaney@gmail.com>  
**Sent:** Wednesday, April 8, 2020 8:32 PM  
**To:** Bert.Adams@eyak-nsn.gov; Susan Bourgeois  
**Subject:** Protect Cordova Task Force

Hello Native Village of Eyak Tribal Council and City of Cordova Council,

I'm writing to let you know that over the weekend and throughout Monday, a group of citizens quickly came together to convene a meeting of the Protect Cordova Task Force. The kickoff meeting was this morning, April 8, 2020. Over thirty-five people participated, including Cordova City Council Manager Helen Howarth, Heather Brannon of the Incident Management Team. Shelly Wade, of Agnew Beck in Anchorage, is our facilitator and is cc'd on this email. She will be providing us a summary of today's meeting as well as next steps. On behalf of the PCTF I will make sure you receive that update and I will continue to keep you posted.

Below is the first email that was sent Monday evening, April 6, 2020. It describes our initial thinking of this Task Force. As with much of what happens in these times, this is a developing process and the structure of the group is evolving. Our meetings are open and you are welcome to attend. I will make sure you know when the next one is.

At the bottom of the email is the list of folks who received the email. There were additional people who attended today's meeting, including Brian O'Leary from Ocean Beauty. I did not catch all the names but those will be included in the meeting summary.

Gunalchéesh and Thank you for all you do for the Village and City.

~Molly Mulvaney  
907429 3219

Stay Home. Stop the Spread. Save Lives. (And Wash your Hands Lots!)

Begin forwarded message:

**From:** Molly Mulvaney <[mollymulvaney@gmail.com](mailto:mollymulvaney@gmail.com)>  
**Subject:** Protect Cordova Task Force  
**Date:** April 6, 2020 at 4:52:42 PM AKDT  
**To:** Shelly Wade <[shelly@agnewbeck.com](mailto:shelly@agnewbeck.com)>

Hello Folks,

As you know, a committee is developing to come up with a COVID-19 plan regarding protections and protocols to put in place for folks arriving by plane and boat and related issues. The working name is the **Protect Cordova Task Force (PCTF)**. How it will be structured and how it will work is under development and will continue to evolve. At the moment, the thinking is as follows:

Within the Cordova Incident Command System (ICS) there is an Incident Management Team (IMT). In other communities, there is also often a Community Stakeholder Group that works with the IMT. We propose the Protect Cordova Task Force will act as the Community Stakeholder Group. Currently in Cordova's ICS, the IMT

consists of Mayor Clay Koplin, the City Manager Helen Howarth, Incident Commander Paul Trumblee and numerous other City employees in specific roles within the ICS. Related, as many of you know, the [City does have an emergency operations plan](#) which the PCTF will refer to in the cases where there is guidance for COVID-19 related priority strategies and actions. <https://www.cityofcordova.net/images//prepared/Emergency%20Operations%20Plan%202014-2017.pdf>

The **Protect Cordova Task Force** is not an exclusive group. We are in the early stages of forming and expect additional stakeholders will join (see below for current list, as of 4/6/20). Ultimately, we hope the PCTF will represent a broad range of community interests: fisherfolk, processors (managers AND cannery workers), local businesses, science and medical professionals, government/political/legal representatives (including key members of the IMT), representatives of Native interests, Prince William Sound Science Center, Prince William Sound Aquaculture Association, Copper River Marketing Association, Cordova District Fishermen United, Cordova School District, U.S. Forest Service, State Fish and Game, Cordova Coalition representatives, Coast Guard, the community/public at large, and others.

On behalf of the entire community, the PCTF will work with the IMT to generate and implement what we think will be the most effective COVID-19 strategies to protect Cordova. We plan to collaborate, advise and provide direction and plans to the IMT to ensure that actions taken to combat COVID are consistent with the goal of ensuring maximum safety of individuals and the community as a whole.

It is going to be fast moving and evolving. The focus will be on coming up with plans on how to handle the influx of seasonal workers of all kinds, as well as how to implement those plans and, in some cases, assist with the actual implementation.

We have planned a **PCTF Kickoff Meeting for this Wednesday, April 8<sup>th</sup>, 9:00 – 11:00 AM**. Connect details and a preliminary agenda are outlined below:

**CONNECT INFO:**

- Join Zoom  
Meeting: <https://zoom.us/j/882857491?pwd=RFA3cG42QTdNY25NYkZxVWFVGZ0NXUT09>
  - Meeting ID: 882 857 491
  - Password: 354904
- Connect by phone:
  - Dial: 1-346-248-7799
  - Meeting ID: 882 857 491
  - Password: 354904

**AGENDA:**

- Welcome, Introductions and Meeting Purpose
- Review and Discuss:
  - Task Force purpose, membership and communications
  - Potential COVID-19 related priority strategies/actions and roles (who is best positioned – capacity, skills, resources – to lead/assist with implementation)
  - Immediate next steps
  - Next meeting

Shelly Wade of Agnew::Beck in Anchorage, who worked with the City on its current comprehensive plan, will work with us as a facilitator to help PCTF with this effort.

This is a proactive group. It is not a place to vent your frustrations with what has or has not happened. We must wear team player hats and focus on the task at hand of developing and implementing effective plans.

Please do not take things personally and give everyone on the PCTF and IMT and really, everyone in your life, the benefit of the doubt. Due to the emergency, this will be a rapidly developing process and oversights will be made. You might get left off an email or not looped into a conversation or someone else might be credited with an idea you had. Please, let it go. Unless you know for certain, assume it was not on purpose.

No one person can solve this on their own. Do not put that expectation on yourself.

We look forward to connecting with you on Wednesday, and thank you for your willingness to help.

~Molly Mulvaney  
907 429 3219

Stay Home. Stop the Spread. Save Lives.

Current List: Alexis Cooper, Andrew Smallwood, Bill Lindow, Christa Hoover, Cindy Maxwell, Clay Koplin, Curt Herschleb, Deb Eckley, Galen Meyer, Gilbert Urata, Greg Meyer, Helen Howarth, Jerry McCune, Kate Laird, Katrina Hoffman, Ken Hill, Kristin Carpenter, Makena O'Toole, Melina Meyer, Mike Webber, Michelle Hahn O'Leary, Paul Trumblee, Raven Cunningham, RJ Kopchak, Rich Wheeler, Rob Eckley, Rob Maxwell, Seawan Gehlbach, Shawn Gilman, Sylvia Lange, Tania Harrison, Tom Carpenter and Tommy Sheridan

Stay Home. Stop the Spread. Save Lives.

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, April 9, 2020 6:57 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Some comments on the COVID-19 situation in Cordova

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** Anna J Laird <annajlaird@gmail.com>  
**Sent:** Thursday, April 9, 2020 5:08:26 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Mayor & City Council <Mayor&Council@cityofcordova.net>; Mayor & City Council <Mayor&Council@cityofcordova.net>; Clay Koplin <mayor@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; cordovaprepared@yahoo.com <cordovaprepared@yahoo.com>; Bert.Adams@eyak-nsn.gov <Bert.Adams@eyak-nsn.gov>; Reyna@eyak-nsn.gov <Reyna@eyak-nsn.gov>  
**Subject:** Some comments on the COVID-19 situation in Cordova

I wrote the following letter in the hopes that it will be run in the Cordova Times this Friday. I have sent it to the Times, but I also think it is important to send it to you, the city officials, directly, as you are the intended recipients. I hope you will take the time to consider what I have written. I hope you will also remember the first rule of any emergency situation, be it a heart attack or a terrorist attack: that the ultimate goal should always be minimizing casualties.

Respectfully,

Anna Laird

In recent weeks, leaders across the globe —from presidents and prime ministers, to state governors and town mayors— have been faced with decisions regarding COVID-19. The city officials of Cordova are no exception. I can imagine it is an overwhelming situation; the recent article in the Cordova Times certainly spoke to the hours being put into planning and organization, showing that the city officials have a deep commitment to the city and to their duty.

However, I would like to implore the town officials to remember that prevention is the best possible way to combat this disease. Even if we could build a fully functioning hospital in the next week with ventilators and its own HVAC, prevention would still be the best method.

It is the moral responsibility of city officials to minimize the death rate. If it is possible to take action that will reduce potential deaths, and to lower risk, then they must do so. I imagine that the city officials are grappling with many issues, such as fears of future bankruptcy and lawsuits. Bankruptcy and financial loss are devastating, but losing family and friends is more so. Possible monetary advantage is never more important than the lives of people.

An article in the Cordova Times today quoted a letter from CCMC Medical Director Dr. Hannah Sanders. The letter talked about a worse-case-scenario situation which could potentially lead to over 500 deaths. Yes, this is a worse case scenario, and may not happen. However, the city officials have to understand that even numbers far, far less than that would be inexcusable to not try and prevent.

Ten deaths, fifty deaths, a hundred deaths: that would be worth shutting down the town and potentially the fishing season to prevent. Think of ten people you know, a hundred people you know. Would you have them die,

to save yourself a lawsuit? What is the value of a life? Yes, fishing is always a dangerous profession. But every man and woman who works in the industry makes a choice to put themselves at risk. Keeping the town open will put people at risk who cannot make a choice. There is a world of difference between dying in a high-risk profession and dying a slow, agonizing death because you went to the grocery store.

I am not going to suggest technical specifics of how to partially or completely shut down Cordova, as I am hardly qualified to do so. However, plenty of others in this community have already made suggestions, and I urge the city officials to consider these suggestions or create their own plan for shut down.

Please consider two examples, which although are on a substantially larger scale, clearly show the advantages of large scale shut down. The first is the United Kingdom. For weeks, the government made no move to shut down the nation, saying that they would “Keep Calm and Carry On” in classic British fashion. The second example is Japan. Japan issued a complete shutdown of the nation back in February. There have been 7000 deaths in the United Kingdom as of today, and 93 in Japan, despite the fact Japan has twice the population. Which example should our officials follow?

Dillingham, in Bristol Bay, is in a very similar situation to Cordova. They are also expecting a significant influx of people when the fishing season begins. Dillingham has been urging the government to close their fishery, so their citizens will not be at risk. Why should Cordovans carry on? The rest of the nation and a large part of the globe is shut down, why not us? The governor classified fishing as an essential industry, but it is arguably not essential. Long time Cordova fisherman Paul Swartzbart put it far better than I possibly could: “Other “essential industry” workers have access to real medical care, we don’t. Copper river reds are a luxury item that only wealthy people can afford. They do not qualify as essential infrastructure.” Cordovans should not be made to face COVID-19 if we do not have to.

As I said before, I imagine the city officials are under a tremendous amount of stress, and I have sympathy and respect for them. However, it



is time to slam on the breaks, and put some hard rules in place, no matter what the financial implications may be down the line. We don't need a permanent change. We only need a four-week plan, a six-week plan, so we can stop and reassess. We are talking about human lives. The city officials know the risk. They know the numbers. It is their duty and moral responsibility to protect us.

I beg them to do so.

Andrew Smallwood,  
PO Box 253  
Cordova, AK 99574  
907-253-5832

4/9/2020

Dear Mayor Clay and City Council Members,

I noticed at the various open council meetings, a tension between what the City clearly ought to do to save lives during the Covid-19 pandemic and what the City feels able to do without incurring legal risk.

May I suggest that under these circumstances, if the City is not, in all matters, pushing the boundaries as far as it possibly can, we will all get into trouble with this virus. Of course for Council and the City Manager to do this, it is essential that you know that we as a community have your backs.

If, at the end of this, the City Council looks utterly foolish and over reactive and has over reached its authority and we have possibly stumbled into litigation, BUT, we have lost no lives, that would be the best possible outcome. The very definition of success! We would carry you all as heroes, on our backs down Main Street in a triumphal parade!

If, on the other hand, the council appears to have behaved most correctly, conservative and soberly and we had many deaths, that to me would be one definition of failure.

I will undertake as my tiny contribution, to try and persuade everyone I can reach, to give you and your team the political space necessary to make every mistake in the book, except excessive caution, as you grapple with this monster and to come loudly and fiercely to your defense when it is over!

Sincerely,

Andrew Smallwood

## Susan Bourgeois

---

**From:** Melina Meyer  
**Sent:** Thursday, April 9, 2020 7:00 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Please seek a delay to buy us more time to prepare

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D

907-429-5097

CouncilSeatD@cityofcordova.net

---

**From:** Kate Laird <katelaird1000@gmail.com>

**Sent:** Thursday, April 9, 2020 11:41:55 AM

**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>

**Subject:** Please seek a delay to buy us more time to prepare

Dear Mayor Koplin and the City Council,

Thank you for the hard work you've done on preparing Cordova for the coming onslaught of Covid 19.

Please invoke the Small Community option on the Governor's Mandate 12: this is expressly designed to put decision-making power into the hand of small communities like ours without adequate health facilities.

This is not an all or nothing decision. We can slow things down for two weeks while we get our plans in place and then lift them if it seems like a good idea. We can put them back on again or make them more

restrictive. There is nothing in the Mandate language that says the rules have to be applied in a certain way.

We need more time to prepare. You and the IMT are running themselves ragged. We have the opportunity to buy some time and get this right.

Yes, the fish will come. Ask ADF&G to delay the first opener for two weeks and open it up to subsistence. Cordova residents can go out and fill their freezers. No restaurant will be buying, so let's keep it in Cordova. (This does not benefit me personally, because I don't have a boat that can fish the flats, but subsistence is high on the priority list – above economic concerns.)

That will give us time to figure out how this is going to work. We need that time. You have never had to make decisions like this. We aren't facing a disaster like the ones we have known before – like the earthquake or an oil spill. This is coming, but we can slow it down and do it right, or we can face a catastrophe.

Best regards,

Kate Laird

Cordova resident & small business owner

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Phone numbers for this winter:

+1 907 831 0701 - texting & calling - temporary number

+1 907 831 6210 (GMT - 0900) - voicemail / permanent number

## Susan Bourgeois

---

**From:** Melina Meyer  
**Sent:** Thursday, April 9, 2020 7:00 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: City Council Action

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

---

**From:** RJ Kopchak <ry.kopchak@gmail.com>  
**Sent:** Thursday, April 9, 2020 10:43:05 AM  
**To:** Molly Mulvaney <mollymulvaney@gmail.com>; Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; E-MailCouncilSeatE@cityofcordova.net <E-MailCouncilSeatE@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>  
**Subject:** City Council Action

We are a strong council/weak mayor government. The city council, not the mayor, is responsible for leadership and direction. Directions come from you- not mayors or managers, who are responsible for implementing your directions.

All can agree we are ill prepared to deal with the pandemic heading our way.

The approach to local preparation is incomplete in its current form. The Mayor and Council have relied heavily on the ICS system to prepare for impacts. The "I" in ICS stands for incident- and these folks are professionals when it comes to emergency response and preparedness. They have prepared Cordova to respond to an outbreak that could devastate 1/3 of our community- elderly, diabetic, and those with compromised immune systems. Response to an outbreak is when you let an outbreak happen. Are we on that path?

There is a responsibility in government that supersedes all others- protect the health and well being of all of our citizens.

Our community COVIS 19 prevention plan should be driven by a community COVIS response office. The office should be organized by and responsible to the City Council. The council would appoint a councilmember as formal bridge contact. It should be headed by a medical officer as this is a medical emergency. It should be completely staffed. It should be the clearinghouse for all information and be the official COVIS 19 communications contact, it should post information online in a timely manner. It should coordinate with the City Manager. It should request funds to support the prevention program and review and recommend action items for council needed for prevention and medical response.

Meanwhile our Mayor and City Manager take care of our ongoing and increasing municipal challenges.

I encourage the city council to show the leadership needed to prevent a COVIS 19 outbreak.

As a member of council you have a responsibility to protect the health and well being of our community.

-- Shut down the ports of entry until a prevention plan that has been reviewed by and recommended by a MEDICAL PRIORITY prevention and response team has been adopted and FULLY IMPLEMENTED.

RJ Kopchak

In 1989 I was Vice Mayor and responsible for setting up the Oil Spill Response Office. It was fully budgeted and professionally staffed (we hired Mead Treadwell). The money spent by the City was recovered from disaster relief money. It freed up City Government and was able to focus on problem solving.

**CITY OF CORDOVA, ALASKA  
EMERGENCY ORDINANCE 1185**

**AN EMERGENCY ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA,  
ALASKA AMENDING CORDOVA MUNICIPAL CODE CHAPTER 3.45 TO ADD CMC  
3.45.090 ENTITLED “EMERGENCY MANDATES,” WHICH REQUIRES COMPLIANCE  
WITH EMERGENCY MANDATES ADOPTED BY THE CITY AND IMPOSES A FINE FOR  
MANDATE VIOLATIONS**

**WHEREAS**, The City of Cordova and the State of Alaska have declared a state of emergency due to COVID-19; and

**WHEREAS**, the City Manager has authority to implement mandates during a declared emergency enacted to preserve public health and safety; and

**WHEREAS**, the ability to impose fines for violations of any emergency mandates provides the City the tools it needs to enforce emergency mandates when violations arise.

**NOW, THEREFORE, THE CITY OF CORDOVA ORDAINS:**

Section 1. Emergency Declaration. The Council reiterates its declaration of an emergency in Emergency Ordinance 1184 and acknowledges that the need to codify emergency mandates and the ability for the City to impose a fine for any violation of those mandates constitutes an emergency warranting an emergency ordinance because the City needs the authority to enforce health mandates directly related to an existing emergency, namely the COVID-19 outbreak.

Section 2. Chapter 3.45 of the Cordova Municipal Code is hereby amended to read as follows:

Chapter 3.45 - EMERGENCY MANAGEMENT ORGANIZATION

3.45.010 - Definitions.

As used in this chapter:

"Disaster" means the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or nonmilitary manmade cause including, but not limited to, fire, flood, earthquake, landslide, mud slide, wind driven water, weather condition, volcanic activity, epidemic, air contamination, blight, infestation, explosion, riot, equipment failure, or shortage of food, water, fuel or clothing, or the release of petroleum products or a hazardous substance requiring prompt action to avert environmental danger or damage or, civil defense measures to mitigate or respond to acts of war toward the city or the United States of America by any enemy or the agents thereof.

"Disaster emergency" means the condition declared by proclamation of the city manager to designate the imminence or occurrence of a disaster.

3.45.020 - Emergency management organization.

There is established an emergency management organization. The emergency management organization consists of the vice mayor, city manager, chief of police, city clerk, fire marshal, the



chairman of the disaster management team, and others appointed by the mayor and confirmed by the council as necessary. Executive and administrative duties of the emergency management organization are vested in the city manager. The city manager may coordinate and cooperate with the Alaska Division of Homeland Security and Emergency Management for response and relief of unforeseen emergencies and disasters. The city manager may appoint or hire personnel necessary to properly and safely accomplish the purpose of the emergency management organization.

#### 3.45.030 - Purpose.

It is the desire of the city to protect and preserve the lives, health, safety, and well-being of the people living in or visiting the city. To this end, the emergency management organization shall be responsible for implementing the approved emergency operations plan and shall be the liaison agency with the Alaska Division of Homeland Security and Emergency Management.

#### 3.45.040 - Emergency operations plan.

There shall be an emergency operations plan developed jointly with the Alaska Division of Homeland Security and Emergency Management which shall be adopted by ordinance. Major revisions of the plan may be amended by resolution with notification to the Alaska Division of Homeland Security and Emergency Management.

#### 3.45.050 - Interjurisdictional agreements.

The city manager may, with council approval, enter into interjurisdictional agreements with other political subdivisions and the Alaska Division of Homeland Security and Emergency Management, for mutual aid in response to and recovery from disaster emergencies.

#### 3.45.060 - Declaration of disaster emergency.

A local disaster emergency may only be declared by the mayor or the mayor's designee. If the city council is not in session when a disaster emergency proclamation is issued, a special session of the council will be requested to ratify the actions taken under this chapter as soon as conditions attendant to the emergency permit. A disaster emergency proclamation may not be continued or renewed for a period in excess of seven days, except by or with the consent of the city council. Any order or proclamation declaring, continuing or terminating a local disaster emergency shall be given prompt and general publicity, and shall be filed with the city clerk and the Alaska Division of Homeland Security and Emergency Management.

#### 3.45.070 - Emergency operations plan—Implementation.

The declaration of a local disaster emergency shall authorize the implementation of the response and recovery aspects of the city emergency operations plan and authorizes the city manager to furnish aid and assistance under such plan.

#### 3.45.080 - Limitation on governmental or private liability.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

- (a) This chapter provides for the city to exercise its governmental functions for the protection of the public peace, health and safety. None of the city, the emergency management organization, and any person authorized by the city to engage in emergency response activity, shall be liable for the death or injury of any person or damage to any property as the result of emergency response activity.
- (b) No person owning or controlling real property, who allows the use of that property for emergency response activities shall be held liable for death of, or injury to, any person on or about such real estate resulting from that use.

**3.45.090- Emergency mandates.**

**The City Manager or Council may issue emergency mandates to preserve and protect public peace, health, safety or general welfare during a declared emergency as permitted by law. Failure to comply with an emergency mandate adopted under this chapter is punishable by a fine of up to \$500.00. Upon citation under this section, court appearance is mandatory.**

**Section 3. Codification.** This ordinance is an emergency ordinance, but is permanent in nature, and shall be codified.

**Section 4. Effective Date.** This ordinance shall take effect on the day it is enacted.

First Reading: April 8, 2020

Public Hearing and Second Reading: April 13, 2020

**PASSED AND APPROVED THIS 13<sup>th</sup> DAY OF APRIL 2020.**

ATTEST:

\_\_\_\_\_  
Clay R. Koplin, Mayor

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

[Affirmative vote of 5 Council members required for passage]

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

**CITY OF CORDOVA, ALASKA  
EMERGENCY ORDINANCE 1186**

**AN EMERGENCY ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA,  
ALASKA IMPOSING A TEMPORARY TRAVEL HOLD ON ALL TRAVEL BY AIR INTO  
THE CITY OF CORDOVA EXCEPT TRAVEL BY INDIVIDUALS SEEKING CARE AT A  
CORDOVA CRITICAL ACCESS HOSPITAL, FIRST RESPONDERS, POLICE OFFICERS,  
AND OFFICE OF CHILDREN'S SERVICES PERSONNEL FROM 12:00AM APRIL 15, 2020  
THROUGH 11:59PM ON APRIL 29, 2020 TO PROVIDE THE CITY TIME TO PREPARE  
FOR THE COVID-19 OUTBREAK**

**WHEREAS**, the United States Center for Disease Control and Prevention (CDC) has identified COVID-19 as a significant public risk; and

**WHEREAS**, on March 11, 2020, Governor Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 within Alaska's communities; and

**WHEREAS**, City Council has also declared a local emergency, as a result of the COVID-19 outbreak; and

**WHEREAS**, the City Manager, under the authority vested in her under CMC 3.45.020 and in collaboration with the Emergency Operations Organization, implemented emergency COVID-19 rules to minimize the spread of COVID-19 within the Cordova community; and

**WHEREAS**, changes in the State of Alaska health mandates, the rapid progression of COVID-19 in small Alaska communities, and the City's reasonable expectation that the influx of hundreds, if not thousands, of commercial fishing and processing employees into Cordova or in its waters over the next 90 days will substantially increase the risk of COVID-19; and

**WHEREAS**, the City acknowledge that fishing and processing operations within the City are essential to the production of a major food source both for Alaska and the nation; and

**WHEREAS**, the temporary travel hold is narrowly tailored and the least restrictive means possible to provide the City the time it needs to prepare for the increased COVID-19 risks it is facing while preserving the ability of essential infrastructure and industry to operate in Cordova during the 2020 season; and

**WHEREAS**, the State of Alaska Small Community Travel Order issued by Alaska Governor Mike Dunleavy, the Alaska Department of Health and Social Services Commissioner Adam Crum, and State of Alaska Chief Medical Officer Dr. Anne Zink authorizes the City to "adopt travel restrictions that are more restrictive than otherwise permitted in Health Mandate 12"; and

**WHEREAS**, the City sent a written request for an expedited formal, or informal, opinion from the State of Alaska Attorney General through the Governor's office confirming the City's ability to impose a quarantine on all travelers entering the City and neither the Attorney General nor the Governor objected to such action by the City; and

**WHEREAS**, the City has exempted travelers arriving in Cordova for care at its critical access hospital to ensure that the temporary travel hold complies with the intent and spirit of the State of Alaska Public Health Mandates even in the event the State revises its Small Community Exemption Order; and

**WHEREAS**, the City Clerk received an email from Heather Carpenter, a Health Policy Advisor at the Department of Health and Social Services and Governor Dunleavy has suggested changes in the scope of the Small Community Exemption Order but no revisions to that order have yet been published.

**NOW, THEREFORE, THE CITY OF CORDOVA ORDAINS:**

**Section 1. Emergency Declaration.** Council declares that a state of emergency exists that requires immediate action by Council to preserve public health and safety of the Cordova community through the adoption of a temporary travel hold.

**Section 2. Travel Hold.** Council hereby authorizes a temporary travel hold prohibiting all travel into the City of Cordova by air from 12:00am AK time Wednesday, April 15, 2020 until 11:59pm AK time Wednesday, April 29, 2020. This travel restriction shall not apply to:

- 1) Individuals traveling to Cordova to obtain care at a Cordova critical access hospital;
- 2) Emergency first responders (includes fire, ambulatory services, and other similar emergency first responders);
- 3) Law enforcement acting within their official duties (this includes federal, state, and local law enforcement personnel); and
- 4) Personnel from the Office of Children's Services responding to reports of child abuse and neglect and ensuring child safety.

**Section 3. Penalties and enforcement.** A violation of this Emergency Ordinance shall constitute a violation of an emergency mandate and shall be punishable by a fine of up to \$500 under Emergency Ordinance 1185.

**Section 4. Codification.** This ordinance is an emergency ordinance, is not permanent in nature, and shall not be codified.

**Section 5. Effective Date.** This ordinance shall take effect on the day it is enacted and shall remain in effect until it is repealed by Council or the declaration of emergency regarding COVID-19 expires without renewal.

Public Hearing: April 13, 2020

**PASSED AND APPROVED THIS 13<sup>th</sup> DAY OF APRIL 2020.**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

[Affirmative vote of 5 Council members required for passage]

Alaska Small Community Emergency Travel Order  
(Attachment B)  
Amended March 27, 2020

Issued: March 27, 2020

By: Governor Mike Dunleavy  
Commissioner Adam Crum, Alaska Department of Health and Social Services  
Dr. Anne Zink, Chief Medical Officer, State of Alaska

To prevent the spread of the disease caused by the coronavirus (COVID-19), the State of Alaska is issuing this Order based on its authority under the Public Health Disaster Emergency Declaration signed by Governor Mike Dunleavy on March 11, 2020.

This Order remains in effect until amended, rescinded, or superseded by further Order of the Governor. Certain emergency travel is imperative during the COVID-19 pandemic for both public health and safety as well as community well-being.

**I. ORDER APPLICABILITY**

- a. This Order is applicable to Alaskan communities that are removed from the road system, have a population smaller than 3,000, and do not house a hub hospital managed by the tribal healthcare system (“Small Community”).

**II. SMALL COMMUNITY TRAVEL RESTRICTIONS AND EXCEPTIONS**

- a. A Small Community (as defined in Subsection I.a. above) may adopt travel restrictions that are more restrictive than otherwise permitted in Health Mandate 012. Small Communities may not prohibit, or restrict in any manner, the following emergency travel:
  - i. Emergency First Responders (includes fire, ambulatory services, and other similar emergency first responders).
  - ii. Law Enforcement acting within their official duties (this includes federal, state, and local law enforcement personnel); and
  - iii. Office of Children’s Services personnel responding to reports of child abuse and neglect and insuring child safety.

**III. DUTIES OF AIR CARRIERS AND OTHER TRAVEL RELATED BUSINESSES**

- a. Air carriers and other travel related businesses conducting travel to Small Communities shall inquire if travelers are permitted to travel under this Order and shall rely upon a traveler’s assurance that they are eligible to travel. Air carriers and other travel related businesses shall have no other duty or obligation to verify that travelers meet the criteria for permissible travel under this Order.

## Susan Bourgeois

---

**From:** Carpenter, Heather R (HSS) <heather.carpenter@alaska.gov>  
**Sent:** Friday, April 10, 2020 5:39 PM  
**To:** Susan Bourgeois; Russell, Laura O (HSS); Christopherson, Ashley B (HSS)  
**Cc:** Crum, Adam R (HSS); Bennett, Clinton W (HSS)  
**Subject:** RE: small communities emergency order

Hello Susan,

Thank you for your email. Gov. Dunleavy offered a follow up at tonight's press conference to Margie Bauman of the Cordova Times that asked "can Cordova and similar communities use the small community exemption to enact stricter mandates." This is similar to what you are asking below. The Governor should have clarified that Cordova does not qualify because Cordova Community Medical center is a critical access hospital. You can find the list of various hospitals on the ASHNHA website here: <https://www.ashnha.com/wp-content/uploads/2020/03/2020-List-of-Alaska-hospitals-and-nursing-homes-city-owned-1.pdf>. DHSS is using these Hospital categories for consistency.

The Governor is very open to continuing conversations with communities with CAHs as they are dealing with travel considerations and how to handle essential employees who may enter communities.

Please let me know if that answers your question. We are trying to keep the website updated, but as we are trying to get information all in one place, that may be causing some delays.

Thanks,  
Heather

---

**From:** Susan Bourgeois [mailto:cityclerk@cityofcordova.net]  
**Sent:** Friday, April 10, 2020 2:55 PM  
**To:** Russell, Laura O (HSS) <laura.russell@alaska.gov>; Carpenter, Heather R (HSS) <heather.carpenter@alaska.gov>; Christopherson, Ashley B (HSS) <ashley.christopherson@alaska.gov>  
**Subject:** FW: small communities emergency order

I'm assuming the Commissioner might be somewhat busy to reply to these emails – thought I'd forward to you 3. Can one of you answer this please.

---

**From:** Susan Bourgeois  
**Sent:** Friday, April 10, 2020 2:47 PM  
**To:** [adam.crum@alaska.gov](mailto:adam.crum@alaska.gov)  
**Subject:** small communities emergency order

Commissioner Crum,  
Can you please send me the updated small communities order as you addressed last night in the press briefing. The one on your website still says that attachment B defines small communities as removed from road system, under 3000 in population and does not house a hub hospital managed by the tribal healthcare system. However, last night you very clearly stated that "we've further defined that down to communities with critical access hospitals, sole community hospitals and acute care hospitals; you can find those listings on the ASHNA website".

Please clarify. Has this officially been changed, can you please send the document and post to the DHSS website.

Much appreciated,  
Susan Bourgeois



## Hospitals and Nursing Homes in Alaska 2020

Community	Facility Name	Acute Beds	Long-Term Care Beds	Swing Beds	Tribally Operated	City/ Borough Affiliated
<b>Critical Access Hospitals</b>						
<b>Cordova</b>	Cordova Community Medical Center	13	10	13		Yes
<b>Dillingham</b>	Bristol Bay/Kanakanak Hospital	16	0	2	Yes	
<b>Homer</b>	South Peninsula Hospital	22	28	21		Yes
<b>Ketchikan</b>	PeaceHealth Ketchikan Medical Center	25	29	0		Yes
<b>Kodiak</b>	Providence Kodiak Island Medical Ctr	25	22	25		Yes
<b>Kotzebue</b>	Maniilaq Health Center	17	18	0	Yes	
<b>Nome</b>	Norton Sound Regional Hospital	18	18	18	Yes	
<b>Petersburg</b>	Petersburg Medical Center	12	15	12		Yes
<b>Seward</b>	Providence Seward Medical & Care Ctr	6	40	6		Yes
<b>Sitka</b>	SEARHC/Mt Edgecumbe Hospital/Sitka	25	15	15	Yes	
<b>Utqiagvik</b>	Samuel Simmonds Memorial Hospital	10	0	10	Yes	
<b>Valdez</b>	Providence Valdez Medical Center	11	10	10		Yes
<b>Wrangell</b>	Wrangell Medical Center/SEARHC	8	14	8	Yes	

<b>Rural Referral Hospital/Rural Demo/Sole Community Hospitals (special CMS designations)</b>						
<b>Bethel</b>	Yukon-Kuskokwim Delta Regional Hospital <sup>3</sup>	50	18	0	Yes	
<b>Juneau</b>	Bartlett Regional Hospital <sup>2,3</sup>	73	0	0		Yes
<b>Fairbanks</b>	Fairbanks Memorial Hospital/Denali Center <sup>1,3</sup>	152	90	0		
<b>Palmer</b>	Mat Su Regional Medical Center <sup>3</sup>	109	0			
<b>Soldotna</b>	Central Peninsula Hospital/Heritage Place <sup>2,3</sup>	49	60	34		Yes

<b>Acute Care Hospitals</b>						
<b>Anchorage</b>	Alaska Native Medical Center	173	0	0	Yes	
<b>Anchorage</b>	Alaska Regional Hospital	250	0	0		
<b>Anchorage</b>	Providence Alaska Medical Center	401	0	0		

<b>Other/Specialized Hospitals</b>		<b>Beds</b>
<b>Anchorage</b>	Alaska Psychiatric Institute	80
<b>Anchorage</b>	North Star Behavioral Health	140
<b>Anchorage</b>	St. Elias Specialty Hospital	59
<b>Elmendorf</b>	Elmendorf – USAF 673 <sup>rd</sup> Medical Group	59
<b>Fort Wainwright</b>	Bassett Army Community Hospital	43

### CMS Designation

<sup>1</sup> Rural Referral Hospital

<sup>2</sup> Rural Demo Program

<sup>3</sup> Sole Community Hospital

<b>Standalone Nursing Homes</b>		<b>Beds</b>
<b>Anchorage</b>	Prestige Care and Rehabilitation Center	102
<b>Anchorage</b>	Providence Extended Care	96
<b>Anchorage</b>	Providence Transitional Care Center	50
<b>Juneau</b>	Wildflower Court	61
<b>Wasilla</b>	Maple Springs	67





**CITY OF CORDOVA, ALASKA  
EMERGENCY ORDINANCE 1187**

**AN EMERGENCY ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA,  
ALASKA RATIFYING REVISIONS TO TEMPORARY EMERGENCY RULES AND  
PROCEDURES ADOPTED BY THE CITY MANAGER IN EMERGENCY ORDER 2020-03  
IN RESPONSE TO COVID-19 THAT CLARIFY THE MUTUAL AID AGREEMENT  
APPROVAL PROCESS, COVID-19 PROTOCOL SUBMISSIONS TO THE CITY,  
MEDICAL QUARANTINE ENFORCEMENT WITHIN THE CITY, AND  
COLLABORATION EFFORTS BETWEEN THE CITY AND THE NATIVE VILLAGE OF  
EYAK IN RESPONSE TO COVID-19**

**WHEREAS**, the United States Center for Disease Control and Prevention (CDC) has identified COVID-19 as a significant public risk; and

**WHEREAS**, on March 11, 2020, Governor Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 within Alaska's communities; and

**WHEREAS**, City Council has also declared a local emergency as a result of the COVID-19 outbreak; and

**WHEREAS**, the City Manager, under the authority vested in her under CMC 3.45.020 and in collaboration with the Emergency Operations Organization, implemented emergency COVID-19 rules to minimize the spread of COVID-19 within the Cordova community; and

**WHEREAS**, changes in the State of Alaska health mandates and the rapid progression of COVID-19 in small Alaska communities necessitates the implementation of additional rules and the clarification of existing emergency COVID-19 emergency rules to protect City residents and visitors from the immediate risks posed by COVID-19.

**NOW, THEREFORE, THE CITY OF CORDOVA ORDAINS:**

**Section 1. Emergency Declaration.** Council declares that a state of emergency exists that requires immediate action by Council to preserve public health and safety of the Cordova community through the ratification of revisions to Cordova's Temporary COVID-19 Emergency Rules and Procedures in Emergency Order 2020-03.

**Section 2. Ratification.** Council hereby ratifies the revisions to Cordova's Temporary COVID-19 Emergency Rules and Procedures adopted by the City Manager on April 13, 2020 and incorporated into this Emergency Ordinance as Exhibit A.

**Section 3. Codification.** This ordinance is an emergency ordinance, is not permanent in nature, and shall not be codified.

**Section 4. Effective Date.** This ordinance shall take effect on the day it is enacted and shall remain in effect until it is repealed by Council or the declaration of emergency regarding COVID-19 expires without renewal.

Public Hearing: April 13, 2020

**PASSED AND APPROVED THIS 13<sup>th</sup> DAY OF APRIL 2020.**

ATTEST:

\_\_\_\_\_  
Clay R. Koplin, Mayor

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

[Affirmative vote of 5 Council members required for passage]

## **EMERGENCY ORDER 2020-03**

### **CITY OF CORDOVA REVISED TEMPORARY OPERATION RULES AND PROCURES REGARDING THE COVID-19 PUBLIC HEALTH EMERGENCY**

City Manager Helen Howarth, in collaboration with Mayor Clay Koplin and Cordova's Emergency Operations Center, hereby institutes the following temporary emergency rules and procedures in response to the COVID-19 public health emergency. This Emergency Order 2020-03 and the rules and procedures adopted within it shall be effective at 5:00pm on April 13, 2020 and shall expire 30 days after that date. These rules supersede and replace any emergency rules or local mandates regarding COVID-19 previously adopted by the City. These rules and procedures may be identified as the "Emergency COVID-19 Rules" for ease of reference. These rules shall be posted on the City website and the City Clerk shall provide City Council members notice of these rules within five (5) days of their adoption. The general purpose and intent of these rules is to protect the Cordova community from the COVID-19 outbreak while preserving Cordova's economy and the livelihood of Cordova's residents and its visitors. To the extent there is any question regarding the application or scope of these rules, the rules should be applied in a way that promotes their general purpose and intent.

**Rule 1. Electronic City Council Meetings.** Any regular or special meetings of the City Council may be conducted via electronic means, including audio or video conference and the Mayor may chair these meetings via electronic presence, unless the Mayor determines that a meeting must be conducted at City Hall and that doing so does not pose a risk to the public health, safety, and welfare. The City Clerk shall post telephone number(s) to call into telephonic or video conference meetings on the City of Cordova website and on the written agenda for all regularly scheduled and special meetings. Council shall ensure that reasonable accommodations are made to afford the public a right to be heard telephonically. Telephonic participation by the public is not ideal but is reasonable when weighed against the substantial risk to public health, welfare, and safety posed by group gatherings during the COVID-19 outbreak. In the event the Mayor determines an in-person meeting is necessary and does not pose a risk to public health, welfare, and safety, no more than five (5) members of the public shall enter the same space to make comments at one time. The public may also submit written public comments for all telephonic or video conference Council meetings. The public written comments shall be read into the record during the public comment period at all Council meetings held electronically, except Council work sessions. If written public comments exceed three (3) minutes, the first three (3) minutes of the written comment shall be read during the meeting. Written comments must include the name of the contributor in order to be read publicly during telephonic or video conference meetings. Current time limits placed on public comments and testimony shall apply to telephonic and written public comments submitted under this rule. The City must continue to comply with meeting attendance and scheduling requirements under the Cordova Municipal Charter Section 2.7.

**Rule 2. Council Meeting Notice and Packet Materials.** The City Clerk shall provide the public and media notice that is reasonable under the circumstances for all

emergency special meetings held by Council. All special meetings and agenda items shall be posted on the City website no less than six (6) hours before a special meeting. Failure to post the meeting materials shall not invalidate the actions taken by Council during an emergency meeting if Council states the reason for the failure to post adequate notice or provide materials and clearly finds that the notice and material access provided during the meeting was sufficient and reasonable in light of the emergency circumstances underlying the meeting.

**Rule 3. Meetings of Boards and Commissions.** The City Manager may cancel meetings of any board or commission if she finds that cancellation is necessary to protect public health, safety, and welfare. Any such cancellation shall automatically extend such deadlines for required actions by such board or commission as is specified in the cancellation notice. All board and commission meetings may be held electronically in the same manner proscribed for Council meetings in Rule 1.

**Rule 4. Suspension of All Non-Essential Meetings and Agenda Items.** All non-essential government meetings shall be postponed until no earlier than May 13, 2020. Non-essential action items shall also be postponed until no earlier than May 13, 2020, unless doing so would pose substantial financial harm on the City or another party. Any person objecting to the postponement of an action item may notify the City Manager in writing regarding his or her objection. The City Manager shall review any written objections received and shall determine if the objection warrants consideration of an action item by Council or the appropriate commission or board before May 13, 2020. The City Manager shall notify the Mayor of all written objections received and her determination. Upon receipt of a written objection, the Mayor may override the City Manager's decision to postpone an action item.

**Rule 5. Licensed or Permitted Activities.** The City Manager may suspend licenses or permits for special events or any other licenses or permits issued by the City which in the judgment of the City Manager could impact the public health or well-being of residents or visitors to the community.

**Rule 6. Purchases.** The City Manager may authorize any purchase for which funds are available reasonably related to the emergency. Such purchases may be made without following each formal requirement of Chapter 5.12 of the Cordova Municipal Code. The Mayor shall provide written approval for any purchases proposed by the City Manager reasonably related to the emergency that exceed \$25,000.

**Rule 7. Personnel Policies.** The City Manager may adjust any personnel policies related to leave time, other benefits or terms and conditions of employment as are reasonably related to providing sufficient staffing during the term of the emergency while protecting City employees and the community from COVID-19.

**Rule 8. Bargaining Units.** The City Manager is hereby authorized to enter into such temporary agreements, including memoranda of understanding with the City's bargaining units in order to promote the provision of City services and the health and safety of the public and employees during the emergency.

**Rule 9. City Facilities.** The City Manager may close City facilities or limit hours of operation as is reasonably required to protect the health of the public and employees of the City.

**Rule 10. Private Facilities.** All private facilities shall comply with operating limitations and closure requirements ordered by State of Alaska Health Mandates. The City Manager may require businesses and commercial enterprises operating within the City to close or limit operations if she determines such limitations or closures are necessary to protect public health, welfare, and safety. The City Manager shall provide businesses with notification of any emergency closures at least 48 hours before closures or limitations become effective. The Mayor shall approve all closures or limitations that exceed State of Alaska health mandate requirements before such closures or limitations become effective. Notice under this rule shall be effective if provided on the City website and through radio broadcast aired during normal business hours.

**Rule 11. Local Business Protective Measures and Policies.** All businesses open to more than five (5) customers at one time at a physical site within the City shall post a “COVID-19 Protective Measures and Policies” on-site detailing the measures taken by that business to protect employees and customers from COVID-19 exposure. Businesses subject to this requirement shall file a copy of their COVID-19 Protective Measures and Policies with the City’s Incident Management team at [cordovaprepared@yahoo.com](mailto:cordovaprepared@yahoo.com) **no more than five (5) working days** after the effective date of these rules. COVID-19 Protective Measures and Policies must include:

1. A statement confirming that the business qualifies as an essential service or critical infrastructure business in “The Alaska Essential Service and Critical Infrastructure,” and any amendments to that document adopted by the State of Alaska.
2. Provisions for restricting the number of individuals present on-site at any given time;
3. Identification of healthcare and sanitization measures taken to minimize the exposure of customers and employees to COVID-19;
4. Description of a means for individuals in quarantine to obtain essential personal goods from the local business and a telephone number or website where these individuals can place an order for such goods. Businesses may prohibit entry of quarantined individuals from their premises and offer delivery or establish a pick-up location for orders of essential personal goods sold by the business, but may not ban individuals from obtaining such goods because the individual is subject to quarantine; and
5. **A telephone number or email address of the individual owner, manager or his or her designee so that persons may report violations of the business’s protective measures and policies.**

An example “COVID-19 Protective Measures and Policies” is available on the City website.

**Rule 12. Individual Distancing Protocols-Level 1.** Individuals who have been physically present within the City or the areas immediately adjacent to the City for 14 consecutive days before or during the effective dates of these rules, and do not display symptoms of COVID-19, shall:

- A. Only Participate in activities permitted under State of Alaska Health Mandates.
- B. Follow all social distancing protocols required by State of Alaska Health Mandates.

**Rule 13. Individual Distancing Protocols-Level 2.** Individuals who have been physically present within the City boundaries for less than 14 consecutive days immediately before or during the effective dates of these rules and do not display symptoms of COVID-19 shall comply with all applicable provisions of all State of Alaska Health Mandates whether or not travel initiated inside or outside of Alaska. Individuals subject to this rule: must remain in his or her place of residence or lodging for 14 days beginning on the effective date of these rules and may only leave:

- 1. To travel to and from a critical workforce position identified in “Alaska’s Essential Service and Critical Infrastructure Order.” This State of Alaska Order is available on the City website.
- 2. To obtain services and supplies directly related to the individual’s essential service or critical workforce position; and
- 3. To seek essential health care.

Individuals subject to this rule must notify a health care provider that he or she is subject to this rule before procuring health care from that provider.

**Rule 14. Medical Quarantine. Individuals under a healthcare quarantine order or an individual testing positive for COVID-19 must:**

**1. Stay in his or her place of residence or lodging for the specified period of time in the quarantine order or for a minimum of 14 days from the date of a positive COVID-19 test if no quarantine order has been issued; and**

**2. Notify a healthcare provider that the individual is under medical quarantine or has tested positive for COVID-19 before making any physical contact with that healthcare provider or entering the provider’s premises.**

**An individual subject to this rule may NOT leave his or her residence to attend work, obtain supplies, engage in physical exercise or any activity except to obtain essential healthcare in compliance with this rule.**

**An individual subject to quarantine under this rule shall have a right to appeal any enforcement of a quarantine order under this rule by the City by filing a notice of**

appeal with the City Clerk at [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net). A telephonic administrative hearing shall be held within one business day of the filing of the written notice of appeal. Individuals filing a notice of appeal must enter quarantine as ordered immediately regardless of a pending appeal. The sole purpose of the appeal hearing is to determine if the individual is in the state of the disease where quarantine is necessary.

During the telephonic administrative hearing, the hearing officer will consider the quarantine order on its face, testimony by the quarantined individual or his or her representative, and testimony by the issuer of the quarantine order. The hearing officer may only uphold the issuance of the order if he or she determines that: 1) The length of the quarantine does not exceed the period of incubation and communicability for COVID-19 as determined by the Director of the CDC and that 2) the individual is in fact the individual that tested positive for COVID-19 or was issued a medical quarantine order due to COVID-19 symptoms. There is a rebuttable presumption that the individual is not subject to quarantine under this rule if the individual produces evidence of a negative COVID-19 test administered after the date of the ordered quarantine. The hearing officer shall issue a written decision with findings 48 hours after the hearing.

**Rule 15. Small Operator Mutual Aid Agreements.** Individuals and businesses engaged in commercial operations, sales or services physically located within the City with up to ten (10) employees must enter into a Small Operator Mutual Aid Agreement with the City. This agreement identifies the measures taken by the City to protect the community and the protections provided by the operator to prevent the spread of COVID-19 amidst the operator's employees and customers and within the Cordova community at large. The Small Operator Mutual Aid Agreement is available on the City website and should be completed and submitted to the City **within five (5) days** of the effective date of this rule. Individuals or businesses subject to this rule but operating within the City after the effective date of this rule should submit a mutual aid agreement within **72 hours** of initiating operations within the City or its waters. Individuals and businesses subject to this rule but covered by a State of Alaska approved Critical Workforce Protocol may file their protocol in place of a Small Operator Mutual Aid Agreement along with the "Operator Written Acknowledgement Form." The Acknowledgement Form and the Model Small Operator Mutual Aid Agreement are available on the City website. **The City Manager may accept a proposed mutual aid agreement or state protocols submitted in place of a mutual aid agreement or may request additional protocols or procedures be implemented before executing such an agreement. No mutual aid agreement shall require either party to violate state or federal law or the Cordova Municipal Charter.**

**Rule 16. Large Operator Mutual Aid Agreements.** Individuals and businesses engaged in commercial operations, sales or services physically located within the City or its waters with more than ten (10) employees must enter into a Large Operator Mutual Aid Agreement with the City. This agreement identifies the measures taken by the City to protect the community and protections provided by the operator to prevent the spread of COVID-19 amidst the operator's employees and customers and within the Cordova community at large. The Model Large Operator Mutual Aid Agreement is available on the

City website and should be completed and submitted to the City **within five (5) days** of the effective date of this rule. Individuals or businesses subject to this rule but operating within the City after the effective date of this rule should submit a mutual aid agreement within **72 hours** of initiating operations within the City or its waters. Individuals and businesses subject to this rule but covered by a State of Alaska approved Critical Workforce Protocol may file their protocol in place of a Large Operator Mutual Aid Agreement. Individuals or businesses filing a protocol instead of an agreement must submit the Operator Written Acknowledgement Form with its protocol or plan, which is a written statement agreeing to comply with the terms and requirements of that protocol while in the City or its waters. The Operator Written Acknowledgement Form is available on the City website. **The City Manager may accept a proposed Large Operator Mutual Aid Agreement or state protocols submitted in place of such an agreement or she may request additional protocols or procedures be implemented before executing such an agreement. No mutual aid agreement shall require either party to violate state or federal law or the Cordova Municipal Charter.**

**Rule 17. Payment Deferrals.** The City Manager, upon the recommendation of the Finance Director, is hereby authorized to extend deadlines for payment related to any amounts due and owing to the City.

**Rule 18. Commercial Operations COVID-19 Document Submission.** All businesses or individuals engaged in the sale of goods or services in this City or conducting commercial operations within the City shall file with the City:

- 1. Any protocol or plan regarding COVID-19 submitted to the State of Alaska, the United States Coast Guard or any other agency, branch or department of the federal government;**
- 2. Any memorandum of understanding or agreement regarding COVID-19 executed by and between the business or individual and the State of Alaska or the federal government; and**
- 3. Any enforcement orders or notices of violation involving COVID-19 filed against the individual or business by a government or military entity, including the Department of Health and Human Services and the United States Coast Guard.**

Submissions required under this rule must be received by the City no more than five (5) working days after the effective date of these rules or within **72 hours** after the business or individual reasonably foresees that he, she or it will operate or engage in the sale of goods or services within the City while these rules are in effect. Submissions under this rule should be emailed to the City's Incident Management team at [cordovaprepared@yahoo.com](mailto:cordovaprepared@yahoo.com). A business or individual may be exempt from submitting a document under this rule if the government entity issuing or executing the document provides the City with a written statement identifying the document as confidential and confirming that the City cannot require production of the document.



**Rule 19. Native Village of Eyak Representation and Assistance.** The Mayor shall appoint at least one representative from the Native Village of Eyak to the Emergency Management Organization. The City Council and the Native Village of Eyak Tribal Council shall hold joint meeting(s) to discuss COVID-19 impacts on all residents and visitors to Cordova, including but not limited to NVE tribal members. The City Manager shall have authority to enter into agreements with the Native Village of Eyak to ensure the sharing of resources, knowledge, and information. These agreements shall become effective upon execution by both parties.

**Rule 20. Penalties.** Any violation of these rules shall constitute a violation of a Cordova emergency mandate and may be punishable by a fine of up to \$500. Each day of a violation of these rules constitutes a separate and distinct violation subject to a fine of up to \$500. The City also reserves the right to enforce the State of Alaska Health Mandates to the fullest extent permit by law.

**Duration and maximum enforcement.** These rules are adopted, as revised, by this Emergency Order 2020-03 and shall be effective April 13, 2020. The rules and procedures adopted under Emergency Order 2020-02 shall remain in effect until 12:00am on April 13, 2020. These rules are effective up to the date specified within the rule. If no date is specified within the rule, the rule is effective for 30 days from the date of enactment. The City Manager may extend these rules for 30-day periods so long as a City of Cordova public health emergency proclamation resulting from COVID-19 remains in effect. Council may repeal any or all of these rules by resolution. No rule shall remain in effect for longer than is necessary to protect the public health, safety, and welfare from the emergency public health crisis caused by COVID-19. These rules may be enforced to the maximum extent allowed by State of Alaska law.

# April 2020

CALENDAR MONTH	APRIL
CALENDAR YEAR	2020
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
			6:45 Council pub hrg 7:00 Council reg mtg CCAB			
5	6	7	8	9	10	11
			12:00 Council spec mtg CCAB		12:00 Council spec mtg CCAB	
				3:00 Council joint work session	appeal period for 2020 property assessments closes	
12	13	14	15	16	17	18
	12:00 Council spec mtg CCAB		5:30 CTC Board Meeting 7:00 Council reg mtg CCAB			
19	20	21	22	23	24	25
	7:00 Board of Equalization hearing CCAB		6:00 CEC Board Meeting			
26	27	28	29	30	1	2
		6:00 P&R CCM		6:00 CCMCAB HCR		
3	4					



## Notes

Legend:  
**CCAB**-Community Rms A&B  
**HSL**-High School Library

**CCA**-Community Rm A  
**CCB**-Community Rm B  
**CCM**-Mayor's Conf Rm  
**CCER**-Education Room

**LN**-Library Fireplace Nook  
**CRG**-Copper River Gallery  
**HCR**-CCMC Conference Room

Cncl - 1st & 3rd Wed  
P&Z - 2nd Tues  
SchBd, Hrb Cms - 2nd Wed  
CTC - 3rd Wed  
P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs