

OPEN LETTER FROM UKIAH SMALL BUSINESS

To: Mendocino County Board of Supervisors and Dr. Doohan

From: Todd Schapmire Sr., W Real Estate

Dear Supervisors and Dr. Doohan,

As part of the Small Business Owners in our county we felt the need to respond in this trying time.

A few weeks ago I watched the Mendocino County Board of Supervisors meeting, a discussion about our current pandemic occurred and how we planned to start the re-opening phases.

Dr. Doohan said it would be helpful to see plans from Small Business Owners on how they could re-open safely, this gave me direction.

Since that time many changes have occurred locally and from our Governor, with that being said I have collected safe business plans from local businesses with more to come by next Tuesday.

The following are concerns that have been expressed to me in my collection of these plans.

- 1. We need to be treated as a rural county. Last week 6 rural counties sent our Governor a letter to ease restrictions. Mendocino County was not on it. Why?**

- 2. Why are we being compared to San Francisco's plan?**
- 3. Answer the Question- Why have cases not been on the rise with all the activity at Costco, Safeway, Walmart, etc. "No Comment" is not an acceptable answer.**
- 4. Businesses have shut down for 6 weeks, most have a month left, if that.**
- 5. Fear of non-Mendocino County residents coming to our area if we open. News Flash, it's already happening.**
- 6. Ultra violet light kills Covid, this could be the answer for clothing stores for when people try clothing on. If not, close dressing rooms.**
- 7. Sheriff Matt Kendall wrote a letter to Dr. Doohan, in it he states, "We need to look at all businesses individually and make the best decisions balancing safety and economically." All businesses are not the same, keyword is balance.**
- 8. Studies show "Shelter in Place" lowers our immunity and may be the cause of high rates in the 2nd wave. "Shelter in Place" does not create "Herd Immunity."**
- 9. Open businesses safely, anyone who wants to continue to "Shelter in Place" can do so.**

I have included some business plans from our community and also added Oregon's Phase One Re-Opening Guidance. Also included a website Cal Matters 5/2/2020 where it discusses the hospitalization rate for California. Check out Mendocino County, 0 hospitalization.

Thank You for your time,

Todd Schapmire Sr.

Phase One Reopening Guidance

Sector: Restaurants/Bars/Breweries/Tasting Rooms

Specific Guidance for Restaurants, Bars, Breweries, Brewpubs, Wineries and Tasting Rooms

Distancing and Occupancy:

Businesses must:

- Ensure tables are spaced at least six (6) feet apart so that distancing of six (6) feet between parties is maintained, including when customers approach or leave tables. Businesses will need to determine seating configuration to comply with physical distancing requirements. If a business is unable to maintain at least six (6) feet of distance, it may operate only as pick up/to go service. This applies to both indoor and outdoor seating.
- Remove or restrict seating to meet the occupancy limit and to facilitate the requirement of at least six (6) feet of physical distance between people not in the same party.
- Limit number of customers on premises at one time, with a maximum restaurant occupancy of 50% of normal capacity as long as physical distancing requirements can be maintained.
- Limit parties to 10 people or fewer who have chosen to congregate together. People in the same party seated at the same table do not have to be six (6) feet apart.

Employees:

Businesses must:

- Minimize employee bare-hand contact with food through use of utensils. For Oregon Department of Agriculture (ODA)-licensed facilities, no bare-hand contact with food is permitted per their licensing requirements.
- Reinforce that meticulous hand hygiene (frequent and proper handwashing) is of utmost importance for all employees, including chefs, line cooks and waitstaff.
- Have employees wear gloves when performing cleaning, sanitizing, or disinfecting activities. For other activities, non-ODA licensed facility employees are not required to wear gloves. Wearing gloves for activities that might overlap with food handling can foster cross-contamination. If businesses choose to have employees use gloves, they must use non-latex

gloves and must prevent cross-contamination by replacing gloves after touching faces or changing tasks (e.g., food preparation versus taking out garbage). See attached OHA guidance regarding glove use.

Operations:

Businesses must:

- Adhere to guidance outlined in this document as well as all applicable statutes and administrative rules to which the business is normally subject.
- All on-site consumption of food and drinks, including alcoholic beverages must end by 10 p.m.
- Prohibit customer self-service operations, including buffets, salad bars, soda machines and growler refilling stations.
- Disinfect customer-contact surfaces at tables between each customer/dining party including seats, tables, menus, condiment containers and all other touch points.
- Provide condiments, such as salt and pepper, ketchup, hot sauce and sugar, in single-service packets or from a single-service container. If that is not possible, condiment containers should not be pre-set on the table and must be disinfected between each customer or dining party. Disinfection must be done in a way that does not contaminate the food product (for example, do not use a spray device on a saltshaker).
- Not pre-set tables with tableware (napkins, utensils, glassware).
- Prohibit counter and bar seating. This applies to all facilities including bars, breweries and tasting rooms. Counter and bar ordering is acceptable if the operation finds that this decreases worker exposure. Counter ordering approach requires that food and alcohol are taken to a table that meets distancing requirements for consumption and at least six (6) feet of physical distance is maintained among customers and employees during the ordering process.
- Assure customers remain at least six (6) feet apart when ordering and floors must have designated spots for waiting in line. Signage should be posted as necessary to ensure that customers meet the requirements of this guidance.
- Frequently disinfect all common areas and touch points, including payment devices.
- Use menus that are single-use, cleanable between customers (laminated), online, or posted on a whiteboard or something similar to avoid multiple contact points.

- Prohibit use of karaoke machines, pool tables, and bowling at this time.
- For use of juke box and coin-operated arcade machines, same protocols should be followed as outlined for Video Lottery Terminals below.

To the extent possible, businesses should:

- Assign a designated greeter or host to manage customer flow and monitor distancing while waiting in line, ordering and during the entering and exiting process. Do not block egress for fire exits.
- Limit the number of staff who serve individual parties. Consider assigning the same employee to each party for entire experience (service, bussing of tables, payment). An employee may be assigned to multiple parties but must wash hands thoroughly or use hand sanitizer (60-95% alcohol content) when moving between parties.
- Assign employee(s) to monitor customer access to common areas such as a restroom to assure that customers do not congregate.
- Strongly encourage all employees and customers to wear cloth face coverings. Customers do not need to wear face coverings while seated at the table. If a business sets a policy that all employees and customers are required to wear cloth face coverings, business management should consult with their legal counsel to determine whether or not such a requirement can be enforced and whether or not the business will provide a cloth face covering when a customer does not bring their own.
- ~~Employers should provide an adequate number of cloth face coverings for all employees. Masks are recommended for employees. If servers can maintain six feet of distance in taking orders, for communication purposes, no masks required, but recommended.~~
- Encourage reservations or advise people to call in advance to confirm seating/serving capacity. Consider a phone reservation system that allows people to queue or wait in cars and enter only when a phone call or text, or a restaurant-provided “buzzer” device, indicates that a table is ready.
- Consider staging hand-washing facilities for customer use in and around the business. Hand sanitizer is effective on clean hands; businesses may make hand sanitizer (at least 60-95% alcohol-based content) available to customers. Hand sanitizer must not replace hand washing by employees.
- Post clear signage (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees and customers with symptoms to stay home, and who to contact if they need assistance.

Video Lottery Terminal (VLT) Operations:

Businesses must:

- Place VLTs at least six (6) feet apart, if there is space to do so. If VLTs cannot be spaced at least six (6) feet apart, the Oregon Lottery may turn off VLTs in order to maintain required physical distance between operating machines and players.
- Require individuals to request VLT access from an employee before playing; an employee must then clean and disinfect the machine to allow play. A business must not allow access to VLTs or change VLTs without requesting access from an employee.
- Consider a player at a VLT machine the same as a customer seated for table service.
- Limit one player at or around a VLT.
- Note: Oregon Lottery will not turn on VLTs until the agency is satisfied that all conditions have been met.
- Review and implement General Employer Guidance, as applicable.

Additional Resources:

- OHA Guidance for the General Public
- OHA General Guidance for Employers



Todd Schapmire Sr. <bigtodd@wrealestate.net>

Re: Regards to your Facebook post

1 message

wilson.winter@yahoo.com <wilson.winter@yahoo.com>

Wed, Apr 29, 2020 at 8:38 AM

To: "Todd Schapmire Sr." <bigtodd@wrealestate.net>

Thank you so much I super appreciate your time and effort

Sent from Yahoo Mail for iPhone

On Wednesday, April 29, 2020, 12:17 AM, Todd Schapmire Sr. <bigtodd@wrealestate.net> wrote:

Winter,

Thanks for your quick response. I will make sure that all emails reach Supervisor Williams. Let's keep are fingers crossed. I feel your pain and committed to trying to solve this issue.

Todd Schapmire Sr

Sent from my iPhone

On Apr 29, 2020, at 12:02 AM, wilson.winter@yahoo.com wrote:

To Whom it may concern,

My name is Winter Wilson and I own Serenity Salon in Willits, California which was opened on 1/3/2020. I employ 3 other stylists & have one apprentice who is working to obtain her cosmetology license by studying & working under my tutelage.

I am writing to discuss all of our situations and hopefully the survival of my business.

As you are aware, not only I, but most residents of this county, have been affected by the closure due to COVID-19.

There is the possibility of reopening some business and I want to take the opportunity to implore with you the need to reopen cosmetology businesses as soon as possible.

Serenity salon is held to a high standard of cleanliness. We use barbicide to ensure that we meet the state requirements. However, we pride ourselves in knowing that since we have opened we exceed the state requirements by sanitizing more than is required as customer health & safety is our main concern.

If the salon was allowed to reopen, we would open with limited clients allowed in at once & strict sanitizing standards as we already have in place. We would wear gloves, (as per usual) and also wear masks. We would ask any and all clients who are feeling ill to cancel their appointments. We would take temperatures, exactly as the county is doing, of all people who are entering the salon.

5/4/2020

W Real Estate Mail - Re: Regards to your Facebook post

My stylists & myself are struggling. I am so concerned that my salon will close permanently with this shut down. As my salon is new, I do not qualify for any grants or loans. My stylists cannot receive unemployment & are facing homelessness. By you allowing us to reopen, soon, would allow us to service our clients SAFELY and ensure that my business & staff can continue to provide needed services & allow my staff to not lose everything.

Thank you for your consideration~
Sincerely,

Winter Wilson, Serenity Salon

[Sent from Yahoo Mail for iPhone](#)

COVID-19 PROTOCOLS FOR BEAUTY PROFESSIONALS

Mendocino County is full of small businesses who are being destroyed by the closure of the county and state. Salons, Spas, Nail Salons & Barber Shops are taking a huge hit to our incomes, potentially something we will not be able to recover from. When we cannot see clients, we cannot make money which means we cannot pay our bills or feed our families. Many of the businesses mentioned above are facing the heartbreaking decision if they can keep going or if they will have to permanently shut their doors. As part of the lifeblood of this economy, if we suffer, the whole economy will suffer. The ugly truth is that many of us have applied for loans, grants, SBA & PPP programs and have either been declined or in limbo for weeks, barely able to hold on. We are the exact groups who should qualify and for some reason we are forgotten about.

As a group of dedicated and passionate small business owners in Mendocino County, we have taken the initiative to come up with a list of protocols that we feel are fair and hopefully our plight will be heard by county and state and we will be allowed to slowly re-open our doors.

Below is a detailed list of protocols that will cover when a client walks in our door to when they leave:

- Masks for clients and stylists (stylists include: nail techs, estheticians, barbers and cosmetologists)
 - Clients will be required to bring their own masks. We cannot be expected to provide each client with a mask. If they do not bring a mask, they will not be allowed entry.
- Disinfection of chair after every client
 - "Chair" includes any object that the client has sat or laid upon.
- Change chair covers between clients
- Barrier films can be purchased in order to cover surfaces (i.e. lights, mirrors, any surface that a client may touch that is not disposable) and changed in between clients
- Diligently follow all Stateboard of Barbering & Cosmetology protocols for safety and sanitation (which we already do)
- A bottle of disinfectant will be required in every room.
- Uniforms, eye protection and face shields are strongly suggested for stylists when possible
- Stylists will use gloves as much as possible during interactions
- Barbicide is the hospital grade disinfectant we use. They released a statement after testing their disinfectant on the coronavirus saying that it kills COVID-19. Stylists will be required to take a free course and become Barbicide certified at:
barbicide.com/certified
 - A copy of the EPA approval letter is attached
 - More information can be found here, <https://barbicide.com/covid-19>
- Bleach door handles and doors every hour
- Sanitize phone and/or iPad if a client uses one of these to pay for their service
- Some businesses have blue light sanitation machines, if they do, these can be used to sanitize tools
- Eliminating self-serve drink areas, no coffee & wine bars

- Water bottles would be available instead of a water machine. Stylists will have access to the water bottles and can grab one for the client.
- Take out waiting areas
- If a salon or spa have multiple “private rooms”, no one can enter until the client has left
- Require clients to wash hands before & after services
- No hand shaking or hugging
- No sick clients, period. No one can enter the premise if they are feeling ill.
- No clients who have traveled outside of the country recently
- Wash hands after handling money
- One client per stylist at a time.
 - If salon or spa have private rooms, no more than one stylist is allowed per room.
- Services are by appointment only
- Schedule an extra 30 minutes between clients in order to disinfect properly.
 - No back to back clients
- Temperature checks at the doors
- It is suggested that the stylist limits conversation with the client, except for the necessary conversation pertaining to the appointment.
- Each client must sign a Health Waiver (attached on separate page)
 - Clients will also sign a waiver stating that they are aware of the risk by coming to their appointment and if they have been feeling ill or around anyone who has been ill, they will be honest and reschedule.
- At this time, no children are allowed in salons.
 - No one else is allowed at appointment except for client and stylist
- Doors are always to remain locked, that way we can control who comes in and who goes out.

Let us say a client has a 10am appointment. Here is what a normal service would look like:

Please note: Services are by appointment only, no “walk-ins” allowed.

- Stylist would arrive 30-45 minutes early and put on PPE, disinfect door handles, doors, station/room/booth (Some stylists rent stations, booths or private rooms). Then set up for service, disinfecting each tool that will be used.
- When the client arrives at door (with mask on), the stylist will take contactless temperature. If temp reads normal, then the client can enter.
 - At this time, client is required to wash and/or sanitize hands
 - Stylist will record the client's temp in the client's file. Stylist will then verbally go through a Health Questionnaire with client while recording answers.
 - If the client has not traveled, is not ill and has a normal temperature, then the service can start.
- During the service, client will still be wearing a mask and stylist will be wearing necessary protective gear.
 - It will be suggested that the stylist limits the conversation with the client
 - Only appointment related conversations are necessary at this point and time.
- When the service is finished and the client leaves, the stylist will then break down and disinfect the room.
 - This will include:
 - Changing PPE
 - Wash hands
 - Throwing away disposable items.
 - Disinfecting non-disposable utensils, following manufacturer guidelines
 - Disposing film barriers or disposable chair covers
 - Disinfecting esthetician tables, stylist chairs, countertops, doorknobs, doors and any other exposed surface
 - Replacing film barriers or disposable chair covers
 - Wash hands
 - Resetting up for next service
 - Wash hands before next client
- This routine will repeat for each client
- It will take extra time in between each client to breakdown, disinfect and then reset up for the next client that the volume of clients we take will seriously decrease. We will see on average 4 clients a day max.
- At the end of the day, stylist will sanitize room/booth/station exactly as stated above and clean the floors.
- He/she will then change out of their uniform, lock up and head home

What we are wanting our local and state governments to understand is that we are professionals. We have gone through extensive training in our schooling in order to be proficient in safety and sanitation. We are passionate about our careers and clients and know how to protect them, us and the community. Some people will not feel comfortable going to work, and that is fine. But the rest of us

want to provide our community with the opportunity to feel better. Part of our jobs is being a “therapist” to our clients and during this time of crisis it is imperative that people have a place to help them feel better. Mental health will suffer during this pandemic and as Beauty Professionals we can help to eliminate that.

In conclusion, we are a passionate group of individuals who are confident that by using our training, we can start working again and keep our community safe.

Thank you,

Your Local Beauty Professionals

COVID-19 Client Health Form

Updated on 4/25/2020

As the coronavirus disease called COVID-19 continues to spread throughout the globe, _____(Salon Name)_____ will continue to monitor this pandemic closely will periodically update this form based on the most current recommendations of the CDC, WHO & California Stateboard of Barbering & Cosmetology. Only one client per stylist will be allowed in this facility at this time.

_____ (Salon Name)_____ is asking that all clients fill out this simple screening questionnaire. This will allow us to help protect you and everyone in this community. Thank you for your understanding.

Clients Name:	Phone Number:
Salon Name:	Stylist Name:
Service Being Provided:	Date:

Self- Declaration by Client:
1. Have you returned from any country within the last 14 days? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you had close contact or cared for someone diagnosed with COVID-19 within the last 14 days? <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you been in close contact with anyone who has traveled out of country within the last 14 days? <input type="checkbox"/> Yes <input type="checkbox"/> No
4. Have you experienced any cold or flu-like symptoms in the last 14 days (this includes fever, cough, sore throat, respiratory illness or difficulty breathing)? <input type="checkbox"/> Yes <input type="checkbox"/> No

If the answer is "yes" to any one of these questions, we will kindly have to ask you to reschedule your appointment.

By signing this RELEASE/DISCLAIMER, you are aware the service requested (facial waxing, eyelash extensions, massage, hair color, cuts, etc.) requires close contact and you release myself, _____(Stylist Name)_____, and the business, _____(Salon Name)_____ from any liability and would honestly admit if you have been in close contact with someone with COVID-19 or have had any flu/cold like symptoms in the last 30 days.

Client Signature: _____ Date: _____

Stylist Signature: _____ Date: _____

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, DC 20460

**OFFICE OF CHEMICAL SAFETY
AND POLLUTION PREVENTION**

March 27, 2020

King Research, Inc.
7025 W. Marcia Rd.
Milwaukee, WI 53233

Subject: PRIA Label Amendment – Adding the Human Coronavirus
Product Name: BARBICIDE
EPA Registration Number: 954-11
Application Date: 3/19/2020
Decision Number: 560979

The amended label referred to above, submitted in connection with registration under the Federal Insecticide, Fungicide and Rodenticide Act, as amended, is acceptable. This approval does not affect any conditions that were previously imposed on this registration. You continue to be subject to existing conditions on your registration and any deadlines connected with them.

A stamped copy of your labeling is enclosed for your records. This labeling supersedes all previously accepted labeling. You must submit one copy of the final printed labeling before you release the product for shipment with the new labeling. In accordance with 40 CFR 152.130(c), you may distribute or sell this product under the previously approved labeling for 18 months from the date of this letter. After 18 months, you may only distribute or sell this product if it bears this new revised labeling or subsequently approved labeling. "To distribute or sell" is defined under FIFRA section 2(gg) and its implementing regulation at 40 CFR 152.3.

Should you wish to add/retain a reference to the company's website on your label, then please be aware that the website becomes labeling under the Federal Insecticide Fungicide and Rodenticide Act and is subject to review by the Agency. If the website is false or misleading, the product would be misbranded and unlawful to sell or distribute under FIFRA section 12(a)(1)(E). 40 CFR 156.10(a)(5) list examples of statements EPA may consider false or misleading. In addition, regardless of whether a website is referenced on your product's label, claims made on the website may not substantially differ from those claims approved through the registration process. Therefore, should the Agency find or if it is brought to our attention that a website contains false or misleading statements or claims substantially differing from the EPA approved registration, the website will be referred to the EPA's Office of Enforcement and Compliance.

Your release for shipment of the product constitutes acceptance of these conditions. If these conditions are not complied with, the registration will be subject to cancellation in accordance with FIFRA section 6. If you have any questions, you may contact Aline Heffernan at 703-347-8602 or via email at Heffernan.Aline@epa.gov.

Sincerely,

**John Hebert, Chief
Regulatory Management Branch 1
Antimicrobials Division (7510P)
Office of Pesticide Programs**

World Gym Ukiah Ca

Planned steps to take in reopening:

New gym guidelines and signage will now take place upon entering either gym. We will now be asking any member who has recently been sick or feeling ill in any way to please not attend the gym for fourteen (14) days. Facial coverings of some kind must be worn while in the building. All members must wipe down equipment before and after use to better protect themselves as well as others. Always allow at least six feet between other gym members and yourself. Upon entering the building, there will be a new waiver that must be signed acknowledging you have read and understand these new guidelines.

Before reopening the gym, we will be rearranging and removing some equipment in order to meet the social distance guidelines. In most cases we goal to achieve seven to eight feet between each piece of equipment.

The other side to reopening for business is the financial side. We all closed our businesses and lives down in good faith thinking this was a closure to better understand Covid 19. We all knew it would come at a financial cost, but did it anyway for the good of our community! In the gym business we have a community within a community. Payments and mortgages were deferred for a period of time. Usually sixty to ninety days. All those deferments and programs are now coming to an end. No one thought we would be asked to stay closed as long as we have. Without starting to reopen soon we will have no businesses to reopen in the future! With deferred bills starting up again, it is time to plan how to reopen safely. Now that we have a better understanding of the virus, we are not expecting business as it was. We are expecting to make appropriate changes to our business models and reopen for those members who feel they are ready to go back to work and life as it is today. By doing so, we will be open for business for those who are ready to join us now and provide a way for those who are more at risk to safely join us in the near future! Not only allowing those to get healthy again, but also providing jobs and helping the economy move forward.

The bottom line is, if my members do not feel safe in the gym environment that we the gym create, they will cancel their membership. The gym itself has more reason than anyone to create an environment that the members feel safe to return to day after day.

Matt Bogner
World Gym Owner
(707) 462-1255

The Office Bistro

The Office guidelines for our customers will be that everyone will wear a face covering unless you are actively dining.

No parties larger than 6. Dining and bar service will only be permitted as table service, no dining or drinking at the bar. All patrons will maintain 6 ft separation.

Staff will wear face masks and gloves. Constant hand washing is mandatory, as always has been. Sanitizing frequently touched surfaces will be preformed frequently by a dedicated staff member. Menus will be disposable and employee's temperature will be taken at the beginning of each shift.

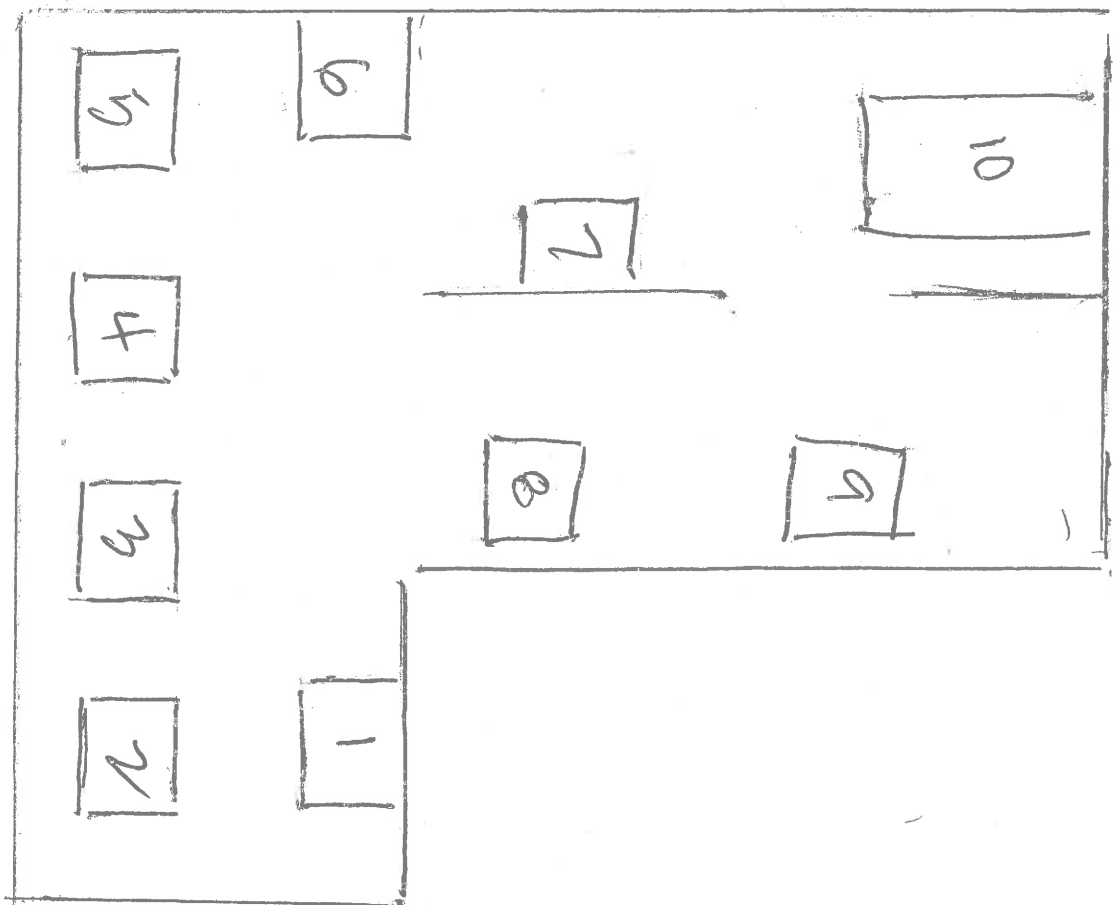
50% of our tables will be removed and partitions will be installed.

We also have an outside dinning, 4 gazebos and 2 picnic tables, all with 20 ft. separation.

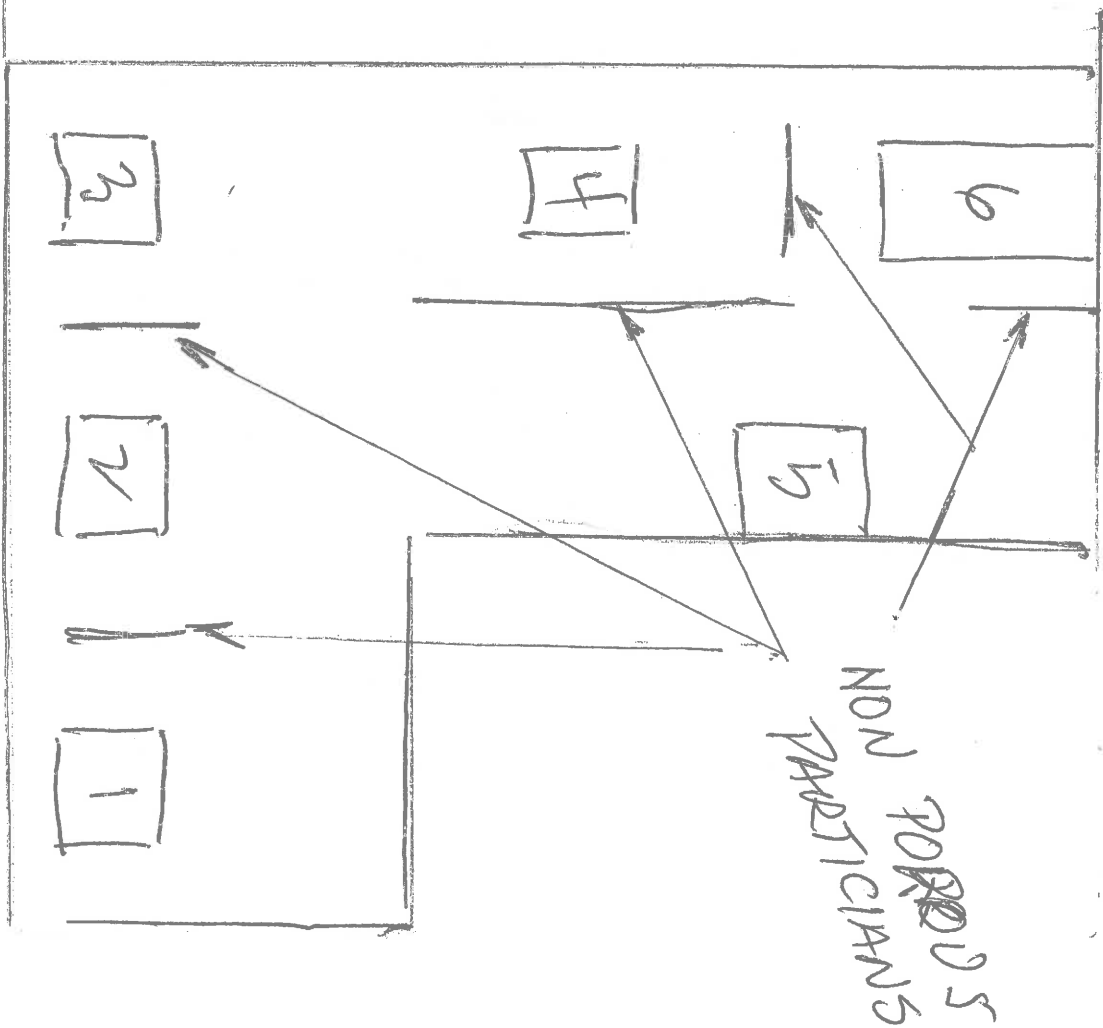
In closing, we have recived our Payroll Protection Program which gives us 2 months, with a 30% survival rate. If we are not permitted to generate more funds than curb side service can generate, we will be forced to file bankruptcy forfeiting the \$10,000 we have invested in the building, the \$5,000 of furniture, the \$5,000 of equipment that we installed and the \$100,000 of capital invested. The bankruptcy court will force liquidation of our \$100,000 liquor license to satisfy the two years remaining on our lease.

The 10 years of work and investment will vaporize as if we never existed as one of many viable tax bases for the city and county of Mendocino. And our small business won't be the only one lost here in Ukiah if nothing is done and we sit and wait.

PRE COVID
DINING ROOM
Lay out



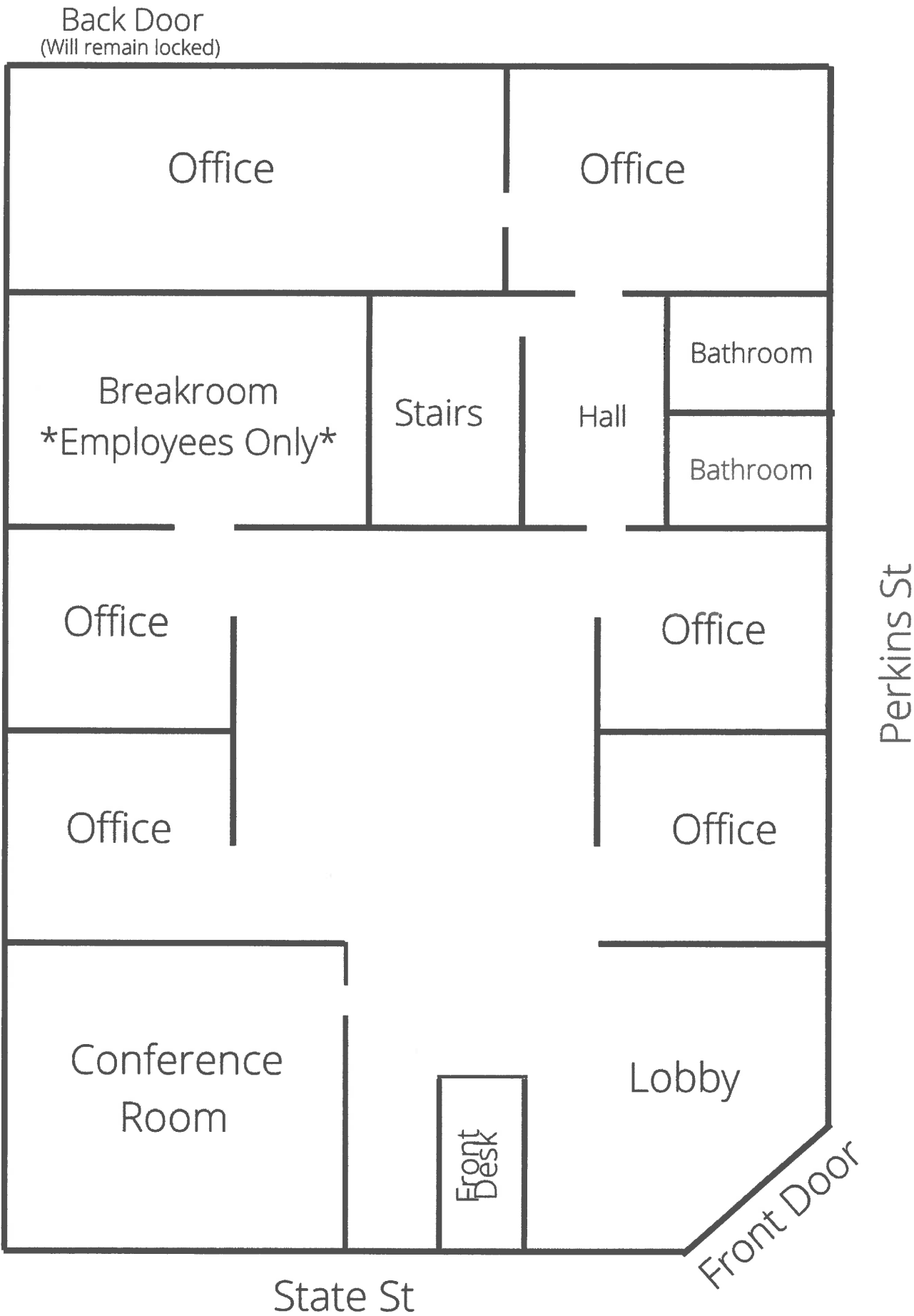
PROPOSED
POST COVID
DINING ROOM
Lay out



W REAL ESTATE

101 N State St, Ukiah

- All visitors must wear masks.
- Maximum of 16 people inside the building at one time which is approximately 256 SF per person (16 ft x 16 ft)
- Office surfaces and handles will be wiped with disinfectant daily
- Clients will only enter through the front entrance, the back entrance will remain locked
- Client visits shall be limited to a maximum of four people
- No more than two clients allowed in the lobby area at a time. Lobby chairs will be relocated to six feet part.
- Front door shall remained locked and to control access to interior of office
- Mail shall be stored for 24 hours before being processed



2nd Floor

