Phasing Plan Update

December 15, 2020
Ann Arbor District Library
Service Phasing Plan

Phase Planning Guidelines

• Prioritize Safety Over Speed
• Make Decisions based on metrics and thresholds produced by County and State Health Authorities
• What else is open is not a factor
• Don’t take on new risk while stats are trending up
• At least 2 weeks downward trend before next steps
## Service Phasing Plan

<table>
<thead>
<tr>
<th>Uncontrolled growth</th>
<th>Persistent spread</th>
<th>Flattening</th>
<th>Improving</th>
<th>Containing</th>
<th>Post-pandemic</th>
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<tbody>
<tr>
<td><strong>What's happening with the disease?</strong></td>
<td><strong>What do we need to do to stay safe?</strong></td>
<td><strong>What work can we do?</strong> (Examples)</td>
<td><strong>What factors determine progression to next phase?</strong></td>
<td></td>
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</table>
| Increasing number of new cases every day, likely to overwhelm the health system | Stay Home, Stay Safe: Strict social distancing, travel restrictions, face coverings, hygiene best practices, remote work | Critical infrastructure  
- First responders  
- Health care workers  
- Critical manufacturing  
- Food and agriculture  
- Essential retail (e.g., grocery)  
- Transportation | Analysis shows epidemic growth rates slowing  
Hospital and treatment capacity built, alternative care facilities established  
Infrastructure for crisis response and data systems to monitor progression in place |
| Continue to see high case levels with concern about health system capacity | Stay Home, Stay Safe: Strict social distancing, travel restrictions, face coverings, hygiene best practices, remote work | Critical infrastructure  
Additional types of recreation allowed | Cases, deaths decline for extended period  
Monitor impact on vulnerable populations  
Sufficient health system capacity in place  
Improved testing, contact tracing and containment capacity |
| Case growth is gradually declining | Safer at Home: Continued distancing, increased face coverings  
No gatherings | Specified low-risk businesses with strict workplace safety measures  
- Construction  
- Manufacturing  
- Real estate  
- Outdoor work | Cases, hospitalizations and deaths are clearly declining  
Continued case and death rate improvements and outbreaks can be quickly contained  
Stay Safe: Adherence to new guidelines  
Continued distancing, coverings, mitigated workplaces  
Gatherings with fewer than 10 people  
Most businesses, with strict mitigation measures  
- Other retail, with capacity limits  
- Offices, but telework required if possible  
- Conventions, festivals, large events with new safety guidance and procedures  
Social distancing rules are relaxed and large events are permitted |
| Cases, hospitalizations and deaths are clearly declining | Safer at Home: Continued distancing, face coverings, safe workplace practices  
Gatherings with fewer than 10 people | Additional lower-risk businesses with strict safety measures  
- Construction  
- Manufacturing  
- Real estate  
- Outdoor work | Cases and deaths at low absolute rates per capita  
Health system capacity is very strong  
Robust testing, contact tracing and containment protocols in place |
| Continued case and death rate improvements and outbreaks can be quickly contained  
Stay Safe: Adherence to new guidelines  
Continued distancing, coverings, mitigated workplaces  
Gatherings with fewer than 50 people | Cases and deaths at low absolute rates per capita  
Health system capacity is very strong  
Robust testing, contact tracing and containment protocols in place | High uptake of an effective therapy or vaccine |

### Notes:
- This framing is being updated and refined as additional guidance from CDC and Public Health becomes available.
- It is also possible to move backwards if risk increases and if we stop adhering to safe practices.
Remote Service

- Digital Downloads & Streaming
- Email, Text, and Voice Service
- New Cards / Renewals by Email
- Online Bummer / Summer / Winter Game
- Online events at AADL.TV
- Staff Working at Home on specific Projects
- Building Maintenance / Finance / HR on site
Service Phasing Plan

Vestibule Service

- Returns to Outdoor Drops
- Begin Accepting New Requests
- Contactless Vestibule / Locker Pickups
- Begin Filling New Requests / MeL / ILL
- Online / Outdoor Summer Game
- Online events continue at AADL.TV
- Most Staff Working at Home
- In-building shifts as needed

MI Safe Start Plan

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4 Improving

Cases, hospitalizations and deaths are clearly declining

Safer at Home: Continued distancing, face coverings, safe workplace practices
Small gatherings

Additional lower-risk businesses with strict safety measures
- Other retail, with capacity limits
- Offices, but telework required if possible
Service Phasing Plan

Browsing Service

- Limited Open Hours
- Walk-in Computing
- Shelf Browsing and Self Checkout
- Online events at AADL.TV
- Some Staff Still Working at Home
- No in-person events
- No meeting room bookings
- Exhibits Can Resume

MI Safe Start Plan
Full Service

- Regular Library Hours
- Open Seating
- In-person events
- All staff back to working in the building
- Meeting Room Bookings & Rentals

MI Safe Start Plan
As of Friday, June 5th,
New Cases in Washtenaw County had Bottomed Out
from MiStartMap.info on the change from Risk Phases to Risk Levels:

On September 22, this site switched to a new set of names for the risk levels, and a new color scheme.

The revised names and color scheme are intended to reduce confusion with the state's Economic Recovery Phases associated with the Mi Safe Start Plan.

There is also an additional higher threshold level for cases, and an additional intermediate threshold for percent positivity.

The expansion of risk thresholds is intended to align with thresholds from national systems.
### New Cases Per Day Per Million

- **Over 150**
- **70 - 150**
- **40 - 70**
- **20 - 40**
- **7 - 20**
- **Below 7**

### Risk Phases

<table>
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<td>Continued case and death rate improvements and outbreaks can be quickly contained</td>
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<td>Post-pandemic</td>
<td>Community spread not expected to return</td>
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### What's happening with the disease?

### What do we need to do to stay safe?

- **Stay Home, Stay Safe:**
  - Strict social distancing
  - Travel restrictions
  - Face coverings
  - Hygiene best practices
  - Remote work

### What work can we do?

- Critical infrastructure
- First responders
- Health care workers
- Critical manufacturing
- Food and agriculture
- Essential retail (e.g., grocery)
- Transportation

### What factors determine progression to next phase?

- Analysis shows epidemic growth rates slowing
- Hospital and treatment capacity built, alternative care facilities established
- Infrastructure for crisis response and data systems to monitor progression are in place
- Cases, deaths decline for extended period
- Monitor impact on vulnerable populations
- Sufficient health system capacity in place
- Improved testing, contact tracing and containment capacity
- Cases and deaths decline more sharply, percent positivity decreasing
- Healthcare system capacity continues to strengthen
- Robust testing, contact tracing and containment protocols in place
- Cases and deaths at low absolute rates per capita
- Health system capacity is very strong
- Robust testing, contact tracing and containment protocols in place
- High uptake of an effective therapy or vaccine

Note: This framing is being updated and refined as additional guidance from CDG and Public Health becomes available.

It is also possible to move backwards if risk increases and if we stop adhering to safe practices.
Service Phasing Plan

Base Service Changes on Risk Level Trends, not Economic Recovery Phases

Primary Metric: MiStartMap.info Washtenaw County Daily New Cases Per Million 7-day Rolling Average
from MiStartMap.info on the change from Risk Phases to Risk Levels:

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Vestibule Service

Noon - 8 PM Daily

Pickup by Appointment:

- Locker or Lobby Timeslots
- Books, CDs, DVDs, Blurays, Tools, Art Prints, Magazines
- Printouts
- Summer Game Orders
- Shelf Service Bags
- FAADL Purchases

Available during Lobby Hours:

- Community Bulletin Boards
- Tax Forms
- LWV Voter Guides
- Michigan Daily
- University Record
- Bookpages
- AADL Promo Materials
- Live Reference or Library Card Signup

Plus 24-Hour High-speed Wifi
Vestibule Service Stats

Total Pickup Appointments, August - November 2020:

258,389

- DTN: 31,464
- PTS: 37,775
- TRV: 56,794
- WG: 65,870
- MCB: 66,486

AV
- 26% Print
- 74% Kids / Teen

Adult
- 57%

Lobby
- 92%

Locker
- 8%
Vestibule Service Stats

Total Checkouts per Month, 2019 vs. 2020

- **August 2019**: 157,244 checkouts, 49%
- **August 2020**: 134,430 checkouts, 60%
- **October 2019**: 131,754 checkouts, 64%

2019 Total Checkouts: 157,244
2020 Total Checkouts: 134,430
Reduced Vestibule Service

When the Washtenaw County COVID-19 Risk Level is Level D or above, operational changes to Vestibule Service may be needed to reduce the number of staff in the building at a time.

Possible Changes Include:

• Suspension of MeLCat and/or Shelf Service
• Suspension of Summer Game Shop Order Fulfillment
• Reduced Paging (longer wait times)
• Reduced New Material Processing (longer wait for new items)
• Daily Appointment Volume Cap
• Reduced Hours or Days / Intermittent Branch Closures
• Other changes as needed
There’s an eclipse April 2024...
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