



University Park Fire Department  
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## Memorandum

To: Mayor Joseph E. Roudez III  
From: Fire Chief Brian D. Chellios  
Date: March 14<sup>th</sup>, 2020  
Re: Coronavirus (COVID-19)

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After our conversation on Thursday evening, I wanted to forward you some information that you should consider including in any official public announcement that the Village may want to communicate to the citizens of University Park. I have information in three (3) main categories that are outlined as follows:

### Citizens should be concerned but not panic or live in fear:

1. Medical and Science Experts know what the virus is
  - a. It took more than 2 years to identify HIV but only 7 days to identify COVID-19
2. Medical Professionals know how to detect this virus
  - a. Virus was identified on January 7<sup>th</sup> and by January 13<sup>th</sup>, a test was available
3. The situation is improving in China
  - a. For several weeks now, the number of diagnosed cases each day is decreasing
4. Nearly 80% of all COVID-19 cases are mild
  - a. The virus causes no symptoms or mild symptoms in most cases
5. People that contract the virus do recover from it
  - a. There are 13 times more cured cases than deaths & that ratio is still increasing
6. COVID-19 symptoms appear to be mild in children
  - a. Only 3% of all cases occur in people under 20 years of age
7. This virus can be wiped clean
  - a. Frequent hand washing with soap and water is the best defense against it
8. Science Professionals around the globe are on the case
  - a. There are over 150 researched articles on the virus that are free access
9. There are already vaccine prototypes that exist
  - a. As many as 8 projects are underway to produce a vaccine in record time
10. There are also Antiviral Trials underway as well
  - a. More than 80 clinical trials exist that are analyzing coronavirus treatments

While these items are all good points that progress is being made, it is still important that all of us continue to do our part in limiting the spread of this virus.



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**Actions that every citizen can take to protect against viral infections:**

1. Frequently wash your hands with soap and water
  - a. Before and after using the bathroom
  - b. Before handling food items and eating
  - c. After touching public items like ATM machines and Card Scanners
  - d. After handling items that are not your personal items
  - e. Immediately upon returning home from being out in public
2. Be cautious in all social encounters
  - a. Avoid shaking hands with other people
  - b. Choose not to allow anyone to use your cellphone
  - c. Cough and/or sneeze into the joint of your elbow
  - d. Have waterless hand cleaner with you if water may not be available
  - e. In general, avoid touching your face and mouth when in public
3. Make improvements to your personal habits
  - a. Try to eat a diet high in fruits and vegetables
  - b. Do all you can to perform regular exercise
  - c. If you enjoy alcohol, do so in moderation
  - d. If on prescribed medications, follow those prescriptions
  - e. Drink plenty of water & other fluids
4. Avoid placing unnecessary stress on your body
  - a. Make all efforts to get plenty of sleep
  - b. If you are ill, stay home and recuperate
  - c. Take advantage of break periods when at work
  - d. Be sure to eat at least three (3) meals a day
  - e. Do not over-consume all of the information that is out there
5. Follow all directives and orders of Public Officials
  - a. They have your best interests in mind
  - b. They receive the latest information & act as is necessary
  - c. All levels of government are working together
  - d. The cooperation of the public is very important
  - e. It is better to be prepared than to be unable or unwilling

This information is provided as recommendations to provide for the best methods and practices to slow the spread of viruses and to help the citizens to best protect themselves from being exposed to COVID-19. These are protective measures and should not be construed as preventative measures. There are people across the country that have fallen ill from COVID-19. If an illness were to occur in the Village, the Fire Department is prepared to respond and provide care in accordance with its Medical Orders.



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## **Fire Department Pre-Incident Preparation & General Operations:**

### Signs & symptoms to pay attention to:

The main signs and symptoms of COVID-19 are reported to be cough, fever, shortness of breath, and/or difficulty breathing. These signs and symptoms are also indicative of the flu, common cold, and other medical conditions. Having any or all of these symptoms does not necessarily mean you have COVID-19 infection. The only way to determine this is to be tested. The Fire Department does not have the ability to test people for COVID-19.

### Recommended Actions:

If you have any and/or all of the signs and symptoms described above, it is recommended that you call your doctor and report your condition. Please do not show up unannounced at your doctor's office or immediate care/urgent aid facility. This could endanger others. Follow the advice of your doctor. You may be asked a lot of questions about your condition, social habits, and recent travel. Please be patient-these are all important questions.

### Requesting Fire Department EMS:

Dial 911. Please do not call any non-emergency number or drive directly to any Fire Station. Ambulances may be busy handling other incidents, so dialing 911 is the best method to receive help. The 911 Office will be able to get an Ambulance to you if our Units are busy through our Mutual-Aid System. Please answer all questions honestly. Our safety depends on your honesty and we need to be prepared so that we can serve your needs.

### Fire Department Response:

If the information we receive suggests that you may be a COVID-19 case, we will take several measures to protect ourselves. Personnel may arrive at your location wearing gloves, facemasks, disposable gowns, and eye protection. There are a limited number of personnel available in the Fire Department. We have to do all we can to remain healthy so that we can continue to work and serve the public.

### Disinfection Protocol:

Fire Department Ambulances are cleaned and disinfected on a daily basis each morning and after every incident. We use a combination of Bleach and Hospital-Grade Disinfectants to perform this process. We operate in this manner to ensure that all patient care equipment is clean and orderly. Rest assured that the Ambulance you may need to request will be free of germs, viruses, and other contaminants when it arrives.

### Protective Equipment:

The limited amount of supplies we have are for Fire Department operations only. At this time, we do not have any supplies to release to the general public. The protective items we use are disposable and can only be used once. Since a vaccine has not yet been developed, we do not have any vaccines to administer or any other special medication to provide. If such items become available, we will make notification to the public immediately.