



## **EXECUTIVE ORDER 2020-3**

**Issued by**

**TONI PRECKWINKLE, PRESIDENT,  
FOREST PRESERVE DISTRICT OF COOK COUNTY BOARD OF COMMISSIONERS**

**Cook County, Illinois**

**March 16, 2020**

**WHEREAS**, the United States Secretary of Health and Human Services declared that COVID-19 presents a public health emergency on January 27, 2020, and the World Health Organization declared COVID-19 a pandemic, pointing to over 118,000 cases of the coronavirus illness in over 110 countries and territories around the world and the sustained risk of further global spread; and

**WHEREAS**, pursuant to the Cook County Code of Ordinances, Sections 26-36 and the Illinois Emergency Management Agency Act, 20 ILCS 3305/11, on March 10, 2020, County Board President Toni Preckwinkle found that the circumstances surrounding COVID-19 constitute a public health emergency and issued a proclamation of disaster for Cook County; and

**WHEREAS**, in accordance with Illinois law, on March 16, 2020, the Cook County Board of Commissioners through Resolution 20-2195, extended the March 10, 2020 Proclamation of Disaster through May 31, 2020;

**WHEREAS**, the Forest Preserve District of Cook County (“Forest Preserve District”) is covered under Cook County’s Emergency Operations Plan as a result of the Proclamation of Disaster; and

**WHEREAS**, the March 16, 2020 Resolution 20-2195 further recognized and supported the issuance of Executive Orders by the President to account for the continuity of operations, institute necessary closures and implement any rules or regulations that may benefit Cook County workforce and residents during this extended Proclamation of Disaster; and

**WHEREAS**, in order to further provide for the safety of our employees and residents, the Forest Preserve District will engage in efforts to limit public access to its buildings and reduce to the extent able the number of employees required to work on-site; and

**WHEREAS**, this phase will allow for the continued operation of essential functions of Forest Preserve District government while protecting the public and the Forest Preserve District employee population through a reduction of the footprint on-site in Forest Preserve District buildings; and

**WHEREAS**, an enhanced focus on social distancing should be implemented to help prevent the spread of the virus.

**NOW THEREFORE**, by virtue of the authority vested in me by the Constitution of the State of Illinois, the laws of the State of Illinois, the Ordinances of Cook County and the Forest Preserve District and the March 10, 2020 Proclamation of Disaster that was extended by the Board of Commissioners through May 31, 2020,

I, TONI PRECKWINKLE, President of the Forest Preserve District of Cook County, **DO HEREBY ORDER**, as follows:

1. Effective March 18, 2020 through March 30, 2020, the Forest Preserve District will engage in efforts to limit public access to Forest Preserve District buildings.
2. All Forest Preserve District of Cook County Board of Commissioner meetings are cancelled for the month of March. The continuity of Forest Preserve District government will be addressed as necessary by Executive Order.
3. All employees returning from Level 3 Warning-Alert countries are required to isolate themselves pursuant to Centers for Disease Control and Prevention (CDC) guidelines.
4. Effective March 18, 2020 through March 30, 2020, the Forest Preserve District will focus on essential services that are necessary to operate the Forest Preserve District and reduce the number of employees required to work on-site. These temporary changes will include reducing schedules, requiring some employees to continue to work on-site, and directing others to work remotely. Employees will receive further direction from the General Superintendent prior to the effective date as to their status and expectations moving forward. Employees working on-site must limit meetings to conference calls or other electronically available meeting platforms and if employees must hold in-person meetings, they should maintain the recommended social distancing.
5. While on-site at work, off-site, or working remotely, employees should engage in efforts to practice social distancing to prevent and slow the spread of COVID-19. Informed by public health guidance from the CDC, the following guidelines and information to help employees practice social distancing are ordered:
  - a. Stay home when you are sick, and cover coughs and sneezes.
  - b. Avoid in-person meetings when possible. Instead, consider using email, phone, or online conferencing tools.
  - c. Keep unavoidable in-person meetings short.
  - d. Eliminate unnecessary travel and cancel or postpone nonessential meetings, gatherings, workshops, and training sessions. Given the uncertainty around COVID-19, do not begin

any new, nonessential initiatives at this time. All employees are expected to follow Executive Order 2020-2, which cancels and prohibits all work-related travel by Forest Preserve District employees for conferences, continuing education, seminars, and lobbying activities that occur outside of the County through May 1, 2020 unless such travel is deemed essential by the employee's Department Head and the General Superintendent.

e. Keep six feet apart from other people when possible. Try to avoid being in crowded elevators or crowded spaces.

f. Avoid shaking hands, hugging, or other personal contact with coworkers, friends and acquaintances.

**BE IT FURTHER ORDERED**, that, this order shall take effect upon its execution and filing with the Secretary of the Board and that immediate notice of this order be delivered by the General Superintendent of the Forest Preserve District to the Forest Preserve District employees.

**BE IT FURTHER ORDERED**, that immediate notice of this order be delivered by the Secretary of the Board to those that are registered to receive notice of Forest Preserve District meetings.



Toni Preckwinkle  
President

Dated: March 16, 2020

ATTEST:



Matthew B. DeLeon  
Secretary to the Board

Received and Filed: March 16, 2020