



## CITY CLERK REPORT

**Reporting Period:** January 8, 2021 – February 5, 2021

**Prepared By:** Monique Baker, City Clerk

**Date:** February 5, 2021

### **COVID-19**

We continue to send out NIXLE messages in relation to COVID-19. The Quarantine Log is sent out via NIXLE each time there is a change which is just about daily.

Participating in Bi-weekly meetings with the Unified Command team. Patrick Baker, Danielle Kozloff, Charlene Naulty, Kaitlan Silva, Daria Isaac and I, met to discuss the option of opening some community activities. The tavern will remain closed, but the CAC will open for a limited number of participants.

Ravn sends the manifest before each flight so we can ensure that everyone traveling has approved travel. There have been a couple of times that someone did not have their results in time, and they were moved to the next flight.

Setting up and scheduling travelers in the quarantine centers. Scheduling the centers to be cleaned and sanitized after each stay. There has been more people traveling and booking quarantine housing. One of the travelers that were placed in the CBSFA house caused some damage while in quarantine. CBSFA is working on making repairs and will let me know when the house is ready to be used again.

### **PERSONNEL**

Set up and initiated employee evaluations that will start this month. Hired Ilidor Merculieff as a custodian.



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