

This is not official Maine State Library guidance, but information is provided as a response to questions posed by Maine public libraries.

Considerations and metrics libraries can use to formulate a pandemic service plan.

Currently MSL uses 4 categories in collecting data from libraries:

1. Building Open to the Public – All Services
2. Building Open to the Public – Limited Services
3. Building Closed to the Public – Curbside and Other Lending
4. Building Closed to the Public – Staff may or may not be delivering virtual services

You may want to use/explore other categories. See two examples:

[Pandemic Service Levels](#): Carver Memorial Library (ME) – 6 levels

[Visiting During COVID](#): Westford Public Library (VT) – 5 levels

You will need to determine what categories to use to fit your community, building and staff. MSL has been focused on reporting building status but libraries need to plan on whether a building is staffed when buildings are closed.

Ultimately, closure of the library building indicates that the library is not able to meet the requirements of the checklists and keep staff and patrons safe due to high transmission risks.

Here are some criteria, along with local, regional or statewide metrics that may help libraries who want to put a plan in place for decision-making.

Hierarchy of data points to consider

Primary

1. Any Executive Order directing Stay at Home or business closures
2. Local EMA, Public Health or city/town directive
3. The number of library staff with COVID or in quarantine that make providing in building or virtual service impossible/difficult

Secondary

- Daily new cases in Maine per 10,000 (Maine's small population, Maine CDC uses 10,000 versus 100,000 used in many national numbers). [County populations](#)
- The number of outbreaks in the local community/region or county ([Maine CDC Data](#))
- DOE [Color Coded County Risk Levels](#)
- Community spread (Rate of infection per 10,000 over 16 is High)
- Number of people hospitalized in the county

Using Maine CDC Public Data:

The [Maine CDC data website](#) displays cumulative data but does have a linked spreadsheet include daily totals that can be monitored. [Download an Excel file with the most recent cumulative case data by zip code, county, sex, age, race, and historical case data by county.](#) The most helpful worksheet is “cases by county history” since it reflects daily rather than cumulative counts.

Charts on the [CDC data website](#) display in the Maine COVID-19 Reopening Gating Metrics : New Cases, New Hospitalizations, and Critical Care beds available

[Downloadable PDF](#) is available for previous 14-28 days. The syndromic data is a metric that illustrates hospitalizations. Note: Percent ILI means Influenza Like Illness. Maine CDC updates this data weekly.

Which Counties Have Community Transmission? ([Maine CDC website](#) under **Read Details about Community Transmission**) defines community transmission in Maine counties as follows:

- Low (no to minimal) community transmission over the last 28 days:
If new case rate per 10,000 is less than 8 (only Knox County and Washington County currently)
- Moderate community transmission over the last 28 days:
If new case rate per 10,000 is greater than or equal to 8 but less than 16
- High (substantial) community transmission over the last 28 days:
If new case rate per 10,000 is greater than or equal to 16

Suggestions:

Create your own library service plan based on community needs and meaningful metrics that reflect your library building, internal space, staffing levels and metrics

Data is abundant but not detailed in Maine. The goal is to provide services safely. This circles back to your local library building and staff capacity in creating any plan for your library.

Other sources of data and information:

COVID Act Now [U.S. COVID Map & Risk Levels](#):

COVID Local: [Metrics for Phased Reopening](#)

[State of Ohio: Public Health Advisory System](#) (4 level, 4 colors)

Maine DOE: [Standard Operating Procedures \(SOP\) for Responding to a Positive Case in Schools](#)

Thanks to Sue McClintock at Carver Memorial Library for information shared with Maine public libraries.