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**COUNTY OF PAMLICO**

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**County Manager**  
Timothy A. Buck

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Kathy P. Cayton

**County Attorney**  
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To All County Employees:

As you all are aware, regular flu season is fast approaching as we remain faced with the presence of the H1N1 threat. Given the circumstances, it is important that all county employees take proper precautions and follow recommended guidance to help us prevent the spread of both seasonal and H1N1 flu within our workplace and at home. Listed below are current Centers for Disease Control (CDC) guidance on how to protect yourself, your family, and your coworkers regarding flu infection.

**Take these everyday steps to protect your health:**

- **Know the signs and symptoms of the flu.** Symptoms of the flu include fever (100 degrees Fahrenheit or greater), cough, sore throat, a runny or stuffy nose, body aches, headache, and feeling very tired. Some people may also vomit or have diarrhea.
- **Cover your nose and mouth** with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it. If no tissue is available, cough or sneeze into your elbow or shoulder to limit the spreading of germs.
- **Wash your hands often** with soap and water, especially after you cough or sneeze. Alcohol-based hand cleaners (at least 60% alcohol) are also effective.
- **Avoid** touching your eyes, nose or mouth. Germs spread this way.
- **Try to avoid** close contact with sick people, if your job requires contact with sick people, protect yourself by wearing Personal Protective Equipment (PPE) such as fitted masks, gloves, etc. and remember to wash your hands often.
- **If you are sick with flu-like illness**, CDC recommends that you stay home for at least 24 hours after your fever is gone except to get medical care or for other necessities. (**Your fever should be gone without the use of a fever-reducing medicine.**) Keep away from others as much as possible to keep from making others sick.

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**Additional helpful information:**

- **Follow public health advice** regarding school closures, avoiding crowds and other social distancing measures.
- **Be prepared in case you get sick** and need to stay home for a week or so; a supply of over-the-counter medicines, alcohol-based hand rubs, tissues and other related items might could be useful and help avoid the need to make trips out in public while you are sick and contagious
- **Teach your children not to share personal items** like drinks, food or unwashed utensils, and to cover their coughs and sneezes with tissues. Covering up their coughs or sneezes using the elbow, arm or sleeve instead of the hand when a tissue is unavailable.
- **Keep sick children at home** for at least 24 hours *after* they no longer have fever or do not have signs of fever, **without using fever-reducing drugs**. Keeping children with a fever at home will reduce the number of people who may get infected. Also, do not send sick children to school.

This season will place additional burden on everyone; however, it is important that we understand what we all can do to reduce spreading of flu viruses and protect ourselves. Pamlico County has a devoted staff of workers and we want to ensure that we have a safe environment by limiting the affects of both H1N1 and seasonal flu on county employees and their families while maintaining our day to day operations.

With regards,



Tim Buck, County Manager



Davin Madden, Health Director