



HOWARD COUNTY OFFICE OF COUNTY EXECUTIVE

3430 Courthouse Drive ■ Ellicott City, Maryland 21043 ■ 410-313-2013 Voice/Relay

Calvin Ball
Howard County Executive
cball@howardcountymd.gov

www.howardcountymd.gov
FAX 410-313-3051

HOWARD COUNTY EXECUTIVE ORDER #2020-09

INTERPRETIVE GUIDANCE PROVIDED BY THE HOWARD COUNTY OFFICE OF LAW

On Tuesday, May 26, County Executive Calvin Ball issued [Executive Order #2020-09](#), which becomes effective on Friday, May 29, at 7:00 am. This guidance is issued to supplement and provide interpretation of [Executive Order 2020-08](#).

State executive orders issued by the Governor and interpretive guidance issued by the Governor's Office of Legal Counsel can be found [here](#). Executive orders issued by the Governor control, so if the Governor has ordered that certain businesses or activities must remain closed, persons must comply with those orders and the County's executive orders may not supersede orders issued by the State. State Executive Order #20-05-13-01 can be found [here](#):

At this time, the Howard County Office of Law recommends that [Executive Order #2020-09](#) be interpreted as follows:

I. Barber shops and hair salons.

- A. Barber shops and hair salons may open at 50% of maximum occupancy, subject to the conditions below. Maximum occupancy includes the total number of persons inside an establishment, including all employees and staff, as well as customers. Maximum occupancy is calculated using the following [formula provided by the Howard County Department and Rescue Services](#):
 - For street level floor space divide the square footage by 30.
 - For floor space above the street level divide the square footage by 60.
 - Each floor shall be calculated separately.
- B. Customers are by appointment only – no walk-in customers are permitted. Only the person with the appointment may enter the facility and no other people are permitted. However, if the customer with the appointment is a minor or requires assistance, then a parent or caretaker may be permitted to enter the facility and remain during the appointment. However, appropriate social distancing should be observed, and facial coverings used.
- C. Clients are not permitted to wait in waiting areas but must be let into the facility by staff at the time of their appointments. Hair salons and barber shops must establish a system to allow patrons to wait for their appointment without congregating in groups outside the business.
- D. The State [Executive Order #20-05-13-01](#) requires all staff to wear masks or facial coverings in areas of the facility where staff may interact with each other or areas that are open to the general public, whether or not there are customers present. [State Executive Order #20-05-13-01](#) also requires all customers over the age of two to wear masks or facial coverings in the facility, except to the extent that wearing them would interfere with the services being provided.

- E. Physical distancing of at least six feet must be maintained between clients. Chairs or other fixtures should be taped over or removed to ensure services are provided to clients at the requisite distance from areas where services are provided to other clients or within proximity to where other staff are working or located.
- F. In hair salons consisting of private suites owned and operated separately, where each suite has its own entrance, equipped with single shampoo bowls and chairs for each individual, then one client is allowed at a time.
- G. Hair salons and barber shops should institute screening procedures for employees and clients. Suggested screening for employees might include a voluntary temperature check, and employees and clients screening questions, such as whether the person is ill, has a fever, or may have been exposed to someone known to have COVID-19.
- H. The [State Executive Order #20-05-13-01](#) requires that all combs, scissors, and other tools, chairs, work surfaces, and areas where the services have been provided shall be appropriately cleaned and disinfected between clients. Clients must be provided with freshly washed capes and towels. Employees and staff members must wash hands thoroughly between clients.
- I. Barber shops and hair salons should follow best practices [as outlined by Governor Hogan](#) and the [guidelines issued by the State Boards of Barbers and Cosmetologists](#) found at:

II. Religious Institutions.

- A. Religious institutions, which includes churches, synagogues, temples, mosques, interfaith centers, and any other space, including rented space, where religious or faith gatherings are held, may resume services subject to the conditions set out below. Religious institutions are encouraged to follow [guidelines issued by Governor Hogan](#).
- B. Indoor religious gatherings are limited to no more than ten people. Outdoor religious gatherings of up to 250 people are allowed. Outdoor services may be held on any outdoor space the religious institution owns, rents, or reserves for use. Outdoor services may also be conducted with attendees remaining in their vehicles in accordance, with interpretive guidance for drive-in religious services [issued by the Governor's Office of Legal Counsel](#).
- C. All attendees at either indoor or outdoor services must maintain appropriate social distancing of at least six feet. Families or those persons living in the same household or who traveled together in the same vehicle may sit within six feet of each other, but the group should remain at least six feet apart from other persons or family groups. All persons present at the service shall wear face masks or facial coverings at all times. While religious leaders or speakers are encouraged to wear masks or facial coverings at all times, they may remove their masks while speaking provided at all times when their masks are removed they are at least 12-feet away from any other person.
- D. No food or beverages of any kind should be consumed on the site where religious services are being held, either before, during, or after religious services, including food or beverage that would typically be consumed as part of a religious service.
- E. Collection plates or receptacles may not be passed to or between attendees. There should be no hand-shaking or other physical contact between congregants or congregants and clergy or staff before, during, or after religious services. Attendees may not congregate with other attendees or clergy or staff on the property where religious services are being held before or after services.

- F. Singing is permitted, but not recommended. If singing takes place, it should be limited to religious leaders or a choir or persons specifically designated to sing. Persons singing must also wear masks or facial coverings unless a person singing remains at least 12 feet away from any other person, including fellow singers, clergy or staff, and persons attending the services.
- G. If religious institutions are holding religious services where attendees will be seated or located in parking lots generally used for attendee parking, the religious institution shall ensure there is adequate alternative parking for those attending the services.
- H. All high touch areas, (including benches, chairs, etc.) must be sanitized after every service. If multiple services are held, they should be scheduled in such a way to allow for adequate cleaning and disinfecting between services.

III. Retail Establishments.

- A. Except as provided below for retail establishments located inside enclosed malls, retail establishments and businesses in Howard County may open at 50% of maximum occupancy, subject conditions set out below. However, retailers are encouraged to continue to use curbside pick-up when possible. For retail businesses, maximum occupancy includes the total number of persons inside an establishment, including all employees and staff, as well as customers. Maximum occupancy is calculated using the following [formula, provided by the Howard County Department of Fire and Rescue Services](#):
 - For street level floor space divide the square footage by 30.
 - For floor space above the street level divide the square footage by 60.
 - Each floor shall be calculated separately. the number of to the following conditions:
- B. Consistent with [State Executive Order #20-05-13-01](#), retailers located inside an enclosed shopping mall that have public entrances located inside the enclosed area must remain closed. However, under County Executive Order (insert order number), retailers located inside enclosed malls may be open only to provide curbside pick-up services for customers. Retailers located on a mall property that have public entrances on the outside (such as Nordstrom or Macy's at The Mall in Columbia, for example) may open at 50% of maximum capacity, as outlined above in paragraph A.
- C. As required by [State Executive Order #20-05-13-01](#), all persons in retail establishments, including staff, employees, and customers, shall comply with [State Executive Order 20-04-15-01](#), which requires that all staff and employees to wear masks or facial coverings when in areas open to the general public and in areas where staff and employees may congregate. Also pursuant to that order, adults and children over the age of nine are required to wear masks or facial coverings when in retail establishments, and parents or persons accompanying young children should use best efforts to have children from ages two to nine to wear masks or facial coverings. Staff and customers must maintain appropriate social distancing.
- D. All breakrooms and other common areas, including those accessible only to employees and staff, should be limited to a maximum occupancy of ten or fewer people and they should maintain appropriate social distancing of at least six feet apart.

- E. Areas that may be touched frequently, such as doorknobs or handles, credit card machines, countertops, etc., must be cleaned and decontaminated frequently. Retailers and retail staff and employees should follow [best practices outlined by Governor Hogan](#) and the [Maryland Retailers Association](#).
- F. Retailers should consider instituting screening procedures for employees before every shift. Suggested screening for employees might include a voluntary temperature check and screening questions, such as whether the person is ill, has a fever, or may have been exposed to someone known to have COVID-19.
- G. All retailers must post approved signage at or near the front door reminding customers to wear masks and maintain physical distancing. Signage approved by Howard County will be provided electronically and available for download and printing for display. If a retailer is unable to download and print approved signs, any signs used by the retailer must use language that is identical to that on the County-approved signage.

IV. Other Establishments and Businesses

- A. Howard County [Executive Order 2020-09](#) supersedes [Howard County Executive Order 2020-08](#), issued on May 15, 2020, to the extent it applies to barber shops and hair salons, religious institutions, and retail establishments. The remaining provisions of [Executive Order 2020-08](#) remain in full force and effect.
- B. Both the [State Executive Order #20-05-13-01](#) and [Howard County Executive Order 2020-08](#) prohibit the operation of specified non-essential businesses. Those businesses, listed below, are not permitted to open at this time:
 - Bingo halls, pool halls, and bowling alleys
 - Amusement parks
 - Roller rinks, ice skating rinks, and miniature golf establishments
 - Social and fraternal clubs, including, but not limited to, the American Legion, VFW, and Elks Club
 - Any establishment not listed subject to the admission and amusement tax
 - Tattoo parlors
 - Tanning salons, massage parlors, businesses that provide esthetic services, such as nail salons
 - Movie theaters or theaters offering live performances
 - Senior centers
 - Fitness centers
- C. The [State Executive Order #20-05-13-01](#) prohibits social, community, recreational, leisure, and sporting gatherings and events, parades, festivals, conventions, fundraises, and concerts, and other similar activities or events of more than ten people.

**This Interpretive Guidance maybe revised or rescinded at any time. Citizens are urged to consult with their own legal counsel for advice about the application of the Order and this Interpretive Guidance to their particular facts and circumstances.*