![PRAMP - Peace River Area Monitoring Program logo]

1C: PRAMP and COVID-19
March 19, 2020 Board Meeting

COVID-19 Pandemic
For Information and Discussion

PRAMP staff met on March 16 to review the potential risks and impacts for PRAMP with the COVID-19 pandemic. As an organization that has always relied on contractors working from remote offices, PRAMP is well positioned for its staff to continue this practice.

The following table provides an overview of the potential risks and action steps being taken.

Risks	Mitigation/Action Steps
1. Internet Service Disruption and Overloaded Cell Networks Internet and telephone service could be slow or interrupted given the heavy load from the additional users at homes (with people tele-working and students at home)	All air monitoring data is stored on PRAMP data loggers and downloaded at intervals. If there is an internet disruption, PRAMP may be unable to provide updated hourly data and the AQHI, however no data will be lost. For meetings, PRAMP will provide on-line and telephone options to give participants more flexibility.
2. Deployment of the new Reno station	Bureau Veritas has started to commission the station in the Calgary shop. PRAMP Technical Program Managers have identified new preliminary site options for the station and will work remotely to finalize the options. It is too soon to know if the commissioning of the station will be delayed.
3. Operation and maintenance of the four PRAMP stations	PRAMP contacted Bureau Veritas and has confirmed that operation and maintenance service will continue as contracted. BV is taking all necessary steps for the safety of their staff, and will implement additional hygiene procedures in the stations at PRAMP's request.
4. Laboratory services provided by InnoTech	PRAMP has sent an inquiry to InnoTech to determine if there will be any change in services. Waiting for a response from InnoTech.
5. PRAMP contract staff unable to continue their responsibilities	With two Technical Program Managers, if one were unable to work, the other would be able to continue services for a period of time on their own. If both were unable to work,

	PRAMP would look for temporary support from other Airsheds. If the Office Manager were unable to work, the ED would provide support as needed. Financial transactions may be delayed. If the ED were unable to work, the Office Manager and Technical Program Managers would fill in as needed and as they are able.
6. Delays in deployment of Purple Air devices	The Technical Program Managers had planned to deploy two Purple Air devices in early March and were unable to do so as a result of delays from Telus. PRAMP is still waiting for Telus to provide cellular service that will enable the use of the Purple Air devices. Installation of the devices may be further delayed.
7. Potential delays in AEP invoice payments With additional staff working from home and the focus on COVID-19, there could be delays in AEP invoice processing.	PRAMP has requested that AEP give PRAMP the option to submit an invoice for 3 to 6 months of advance payments to provide stability for air monitoring and to streamline GOA invoice processing. Waiting for response from AEP.
8. Current outreach activities have been cancelled Events where PRAMP had planned to participate include: Peace Regional Science Fair, Fairview Northern Link Trade Show, Peace River Chamber of Commerce Trade Show. PRAMP has also been planning public workshops on vermiculture.	All events have been cancelled or postponed. PRAMP is developing new outreach and education options that may include: - On-line presentations that teachers can deliver to students - New materials that could be given to Counties and MDs for updates from PRAMP - Working with Alberta Airshed Council to develop new on-line curriculum for classrooms PRAMP is also proposing to request a 1-month extension (to April 30, 2020) for the 2019-20 Outreach Grant as a result of the expenses that were planned but not spent in March 2020. The additional month would be used to re-focus the PRAMP Outreach Program.

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