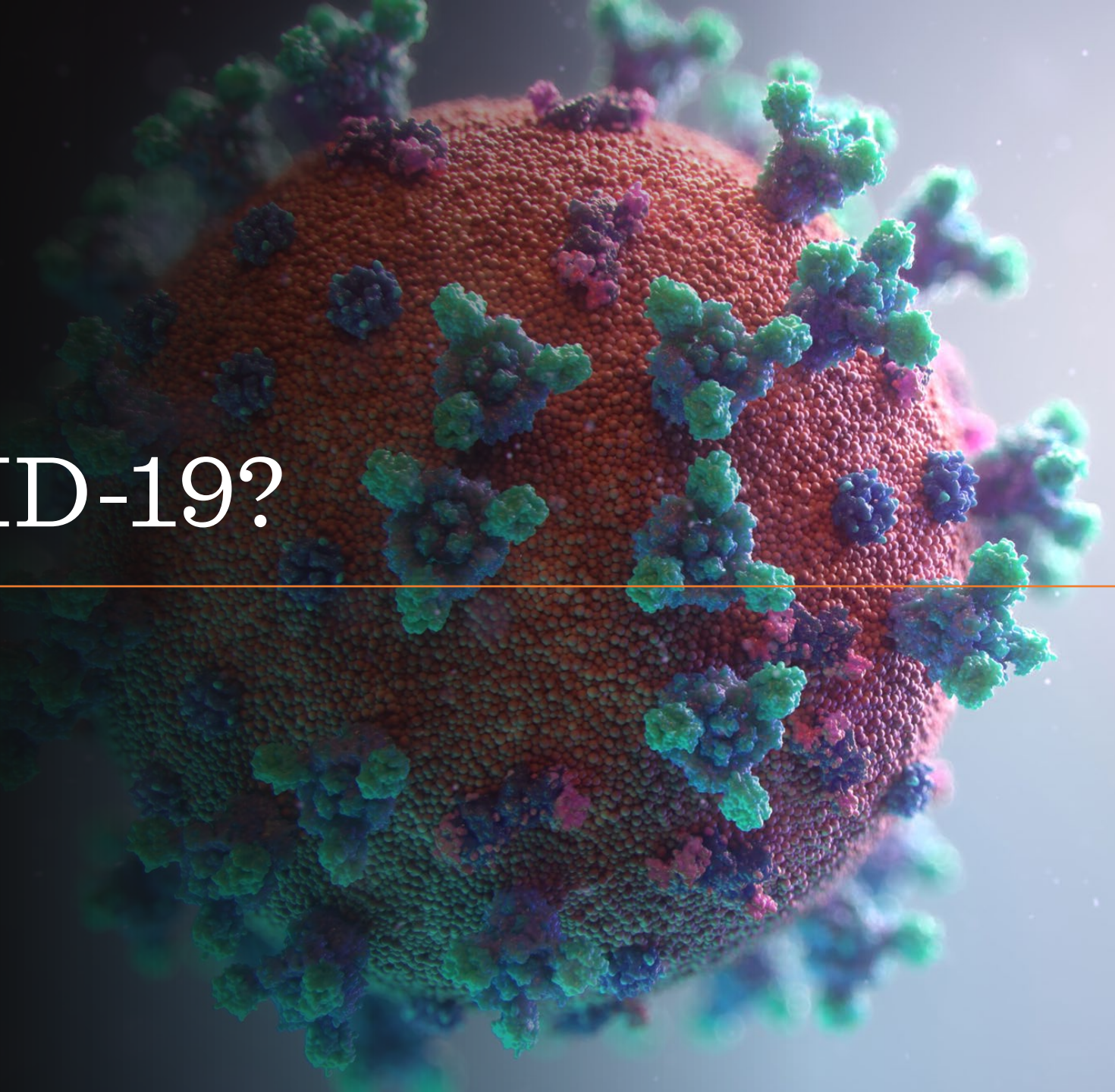




COVID-19 Infectious Disease
Preparedness and Response Plan –
Employee Training (Eff. 6/17/21)



What Is COVID-19?



A microscopic image of a coronavirus particle, showing its characteristic spherical shape and surface spikes. The word "COVID" is overlaid in large, white, bold, sans-serif capital letters across the center of the image.

COVID

COVID-19 – What Is It?

A novel coronavirus is a new coronavirus that has not been previously identified. The virus causing coronavirus disease 2019 (COVID-19), is not the same as the coronaviruses that commonly circulate among humans and cause mild illness, like the common cold.

A diagnosis with coronavirus 229E, NL63, OC43, or HKU1 is not the same as a COVID-19 diagnosis. Patients with COVID-19 will be evaluated and cared for differently than patients with common coronavirus diagnosis.

Source: https://www.cdc.gov/coronavirus/2019-ncov/faq.html#anchor_1584386215012

Tracking COVID-19 in CA

Updated June 20, 2021 with data from June 19, 2021

CASES

3,702,882 total

956 today

↘ **1.9** new cases per 100K

DEATHS

62,689 total

35 today

↗ **0.04** new deaths per 100K

TESTS

68,533,133 total

133,146 today

↗ **1%** test positivity

VACCINES ADMINISTERED

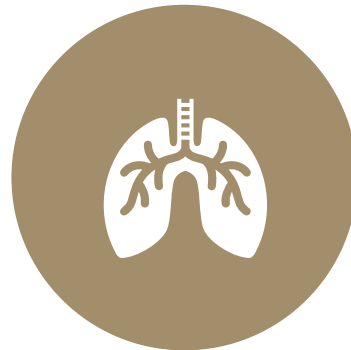
40,477,096 total

Details about this data are available in the [state dashboard](#).

What Is Person-To-Person Spread?



BETWEEN PEOPLE WHO ARE IN
CLOSE CONTACT WITH ONE
ANOTHER (WITHIN ABOUT 6 FEET).



THROUGH RESPIRATORY DROPLETS
PRODUCED WHEN AN INFECTED
PERSON COUGHS OR SNEEZES.



THESE DROPLETS CAN LAND IN THE
MOUTHS OR NOSES OF PEOPLE WHO
ARE NEARBY OR POSSIBLY BE
INHALED INTO THE LUNGS.

https://www.cdc.gov/coronavirus/2019-ncov/prepare/transmission.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Ftransmission.html



Spread from Contact with Contaminated Surfaces or Objects

It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

https://www.cdc.gov/coronavirus/2019-ncov/prepare/transmission.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Ftransmission.html

Below are the current symptoms associated with COVID-19 and/or other communicable illnesses (such as the common cold or the flu):

Fever (a "fever" is defined as 100.4 F or greater using an oral thermometer or signs of fever)

Cough

Shortness of breath

Chills

Repeated shaking with chills

Muscle pain

Headache

Sore throat

New loss of smell or taste

Gastrointestinal problems (i.e. nausea, diarrhea, or vomiting)



When reporting to work, employees are ***self-certifying*** that they do not have any of the currently-associated symptoms of COVID-19. Note that symptoms may appear 2-14 days after exposure to the virus.

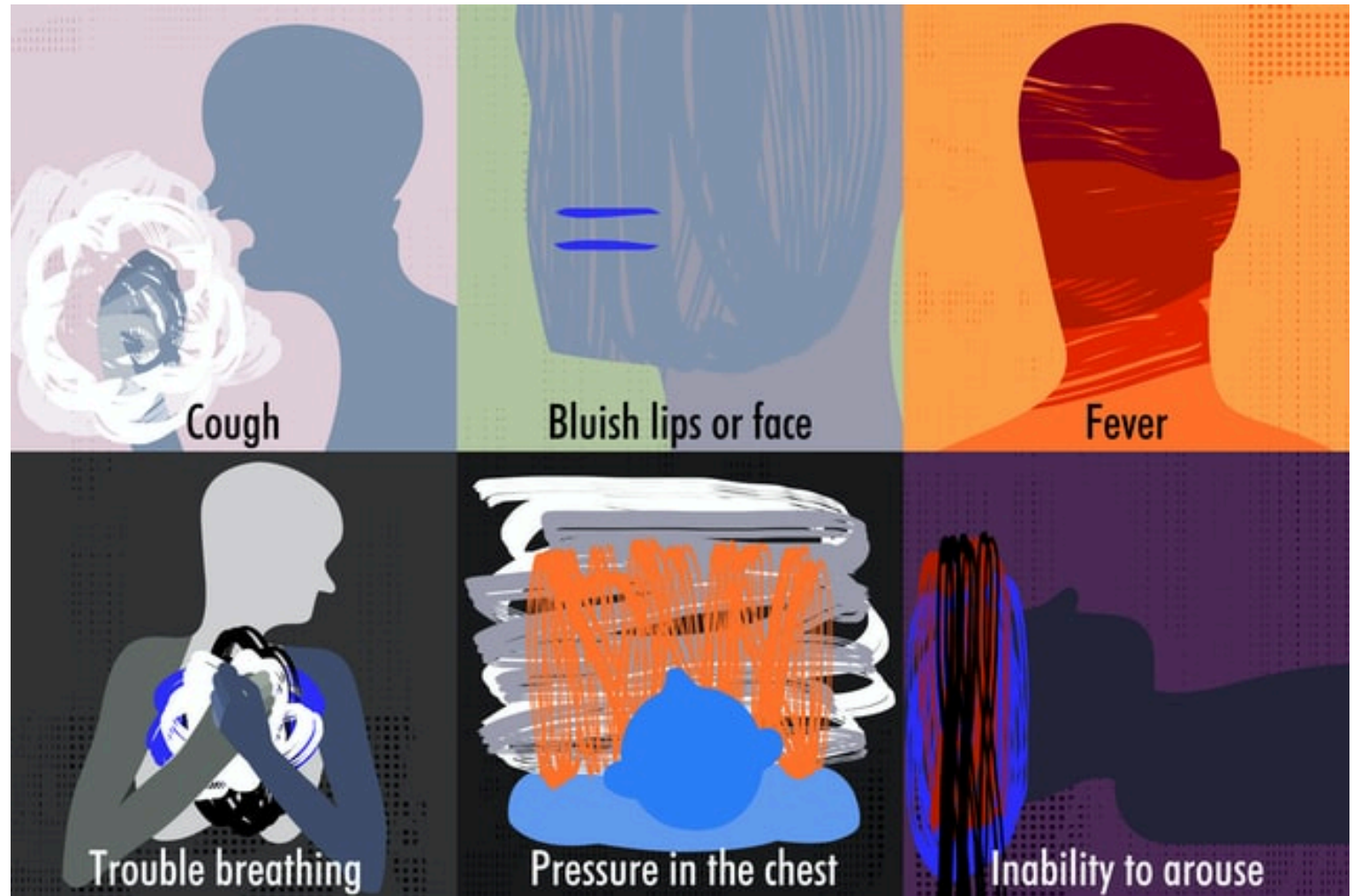
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

COVID-19 Related Symptoms

Important!

Employees who develop a fever and symptoms of respiratory illness, such as those listed in the previous slide, are directed not to go to work and must call their supervisor and healthcare provider right away.

Likewise, if employees come into close contact with someone showing these symptoms, they must call their supervisor and healthcare provider right away for further guidance.



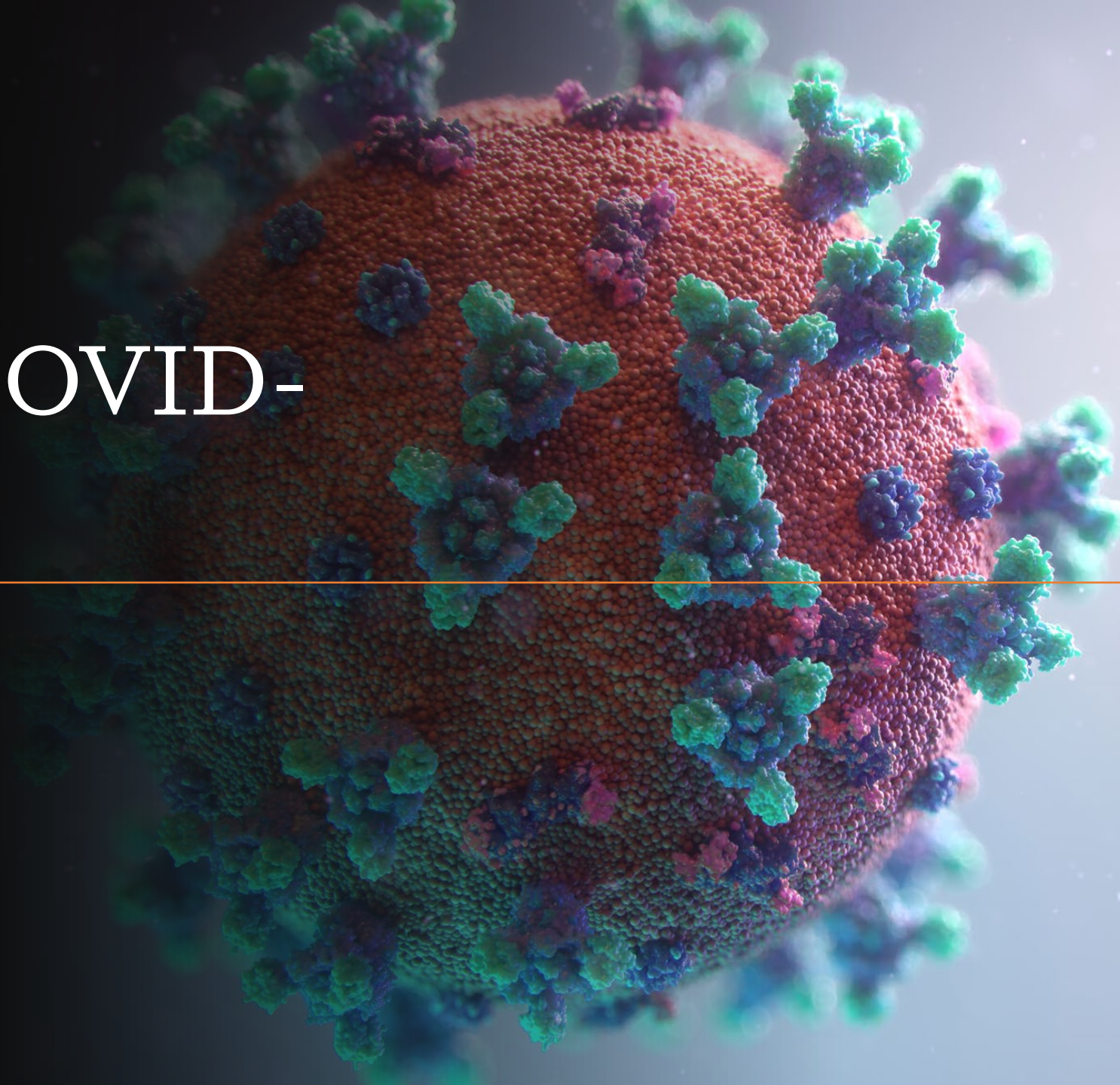


“Close Contact” Definition

- Close Contacts are currently defined by the CDC as interactions with a COVID positive person within 6 feet for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic individuals, 2 days prior to their COVID-19 test), regardless of whether either party wore a facemask; or
- Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on).

https://www.cdc.gov/coronavirus/2019-ncov/faq.html#anchor_1584386215012

Benefits of COVID-19 Vaccine



Safe. Effective. Free.

- Per the CDC and the California Department of Public Health, COVID-19 vaccines are safe, effective, and 100% free for everyone 12 and up for all Californians.
- Vaccination is one of the most important steps in ending the pandemic.
- Millions of Californians have already been vaccinated.
- Vaccination helps us get to community-wide protection (sometimes called herd immunity) much more quickly, saving millions of lives.





Vaccinate**ALL58**

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

COVID-19 Hotline

(833) 422-4255

Mon–Fri 8am–8pm | Sat–Sun 8am–5pm

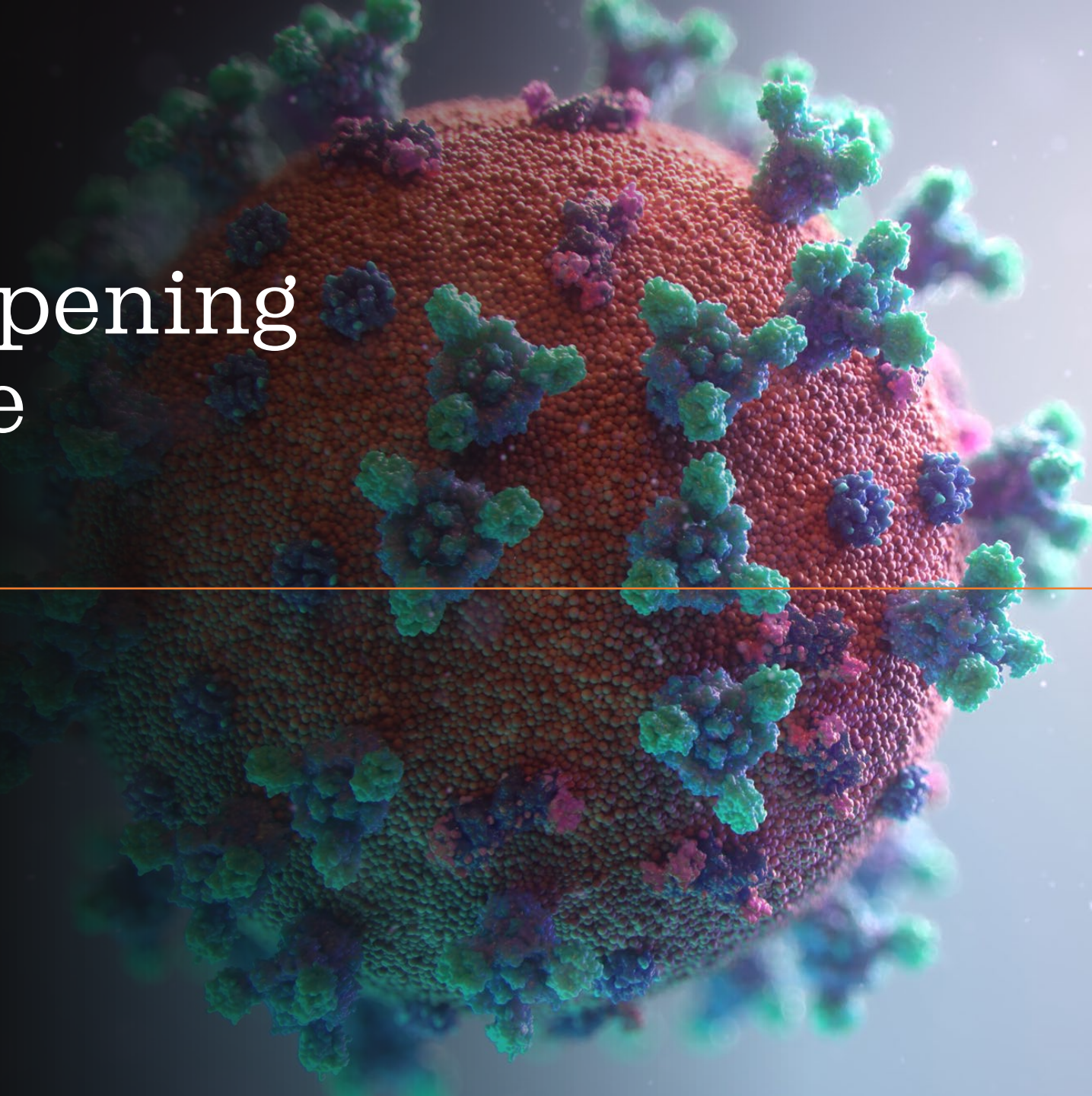


Official California State Government Website

Still Have
Questions?

Visit California's COVID-19 Vaccines
webpage (<https://www.vaccinateall58.com/>)
or call the COVID-19 Hotline at (833) 422-4255.

California Reopening
Plan – Effective
June 15, 2021



Reopening California

California is moving Beyond the Blueprint to safely and fully reopen the economy.

As of June 15, 2021, the Governor terminated the executive orders that put into place the **Stay Home Order** and the **Blueprint for a Safer Economy**. He also phased out the vast majority of executive actions put in place since March 2020 as part of the pandemic response, leaving a subset of provisions that facilitate the ongoing recovery.

The new [public health order](#) effective June 15 supersedes all prior health orders. The order has limited restrictions, only related to masking and mega-events, as well as settings serving children and youth pending an expected update to the K-12 schools guidance by the Centers for Disease Control and Prevention.

Restrictions That Ended on June 15 Include:

Physical
distancing

Capacity
limits on
businesses

County tier
system

Continuing Safety Measures

Do

- ✔ Wear a mask if you're unvaccinated, especially in crowded, indoor spaces

- ✔ Follow safety rules for mega-events

- ✔ Get tested if you're sick

- ✔ Wear a mask while on public transit, even if you're vaccinated

- ✔ Honor mask and distancing rules in place at a private business

- ✔ Get tested if required by your workplace

- ✔ Wear a mask when you travel

Don't

- ✘ Expect others to be ready to shake hands or hug

- ✘ Lose your proof of vaccination

- ✘ Think you can't get the virus or pass it on because you feel well

- ✘ Assume everyone is vaccinated

- ✘ Expect all COVID-19 rules everywhere to be lifted

- ✘ Travel into the U.S. without proof of vaccination or a negative COVID-19 test

- ✘ Travel if you're sick

Cal/OSHA
Emergency
Temporary
Standards
(Updated &
Effective
June 17, 2021)



Summary of Cal/OSHA ETS Updates

- No face covering requirements outdoors (except during outbreaks), regardless of vaccination status.
- Employers may allow fully vaccinated employees not to wear face coverings indoors, but must document their vaccination status. There are some settings where CDPH requires face coverings regardless of vaccination status. In outbreaks, all employees must wear face coverings indoors and outdoors when six-foot physical distancing cannot be maintained, regardless of vaccination status.
- Unvaccinated employees may request respirators (i.e. N95) for voluntary use when working indoors or in a vehicle with others, upon request.
- Employers may not retaliate against employees for wearing face coverings.
- Fully vaccinated employees without symptoms do not need to be tested or quarantined after close contacts with COVID-19 cases unless they have symptoms.

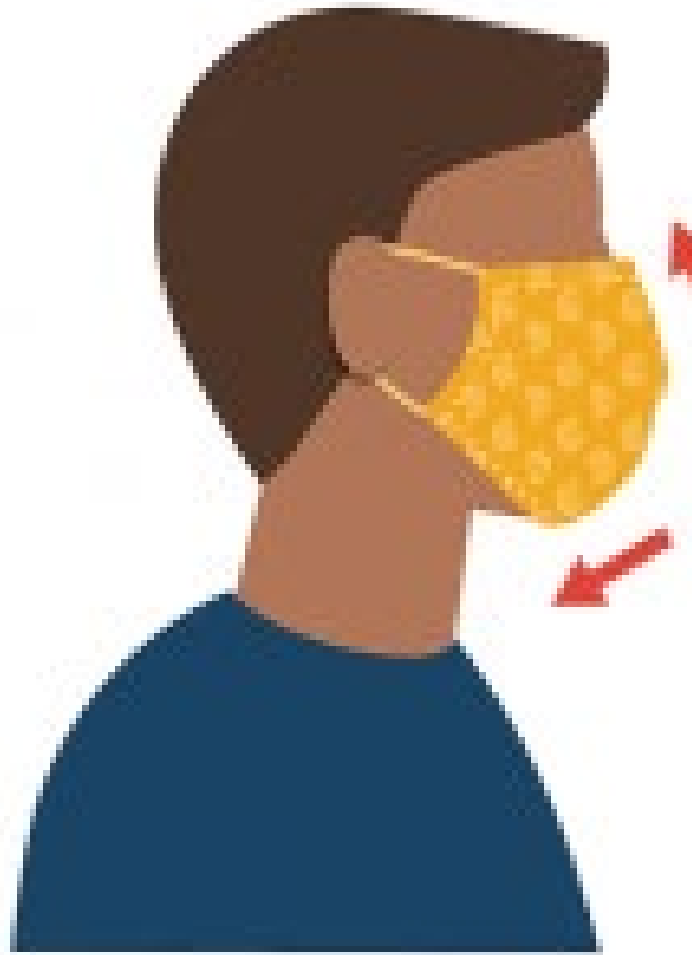
Summary of Cal/OSHA ETS Updates (Cont')

- No physical distancing or barrier requirements regardless of employee vaccination status with the following exceptions:
 - ◦ Employers must evaluate whether it is necessary to implement physical distancing and barriers during an outbreak (3 or more cases in an exposed group of employees)
 - ◦ Employers must implement physical distancing and barriers during a major outbreak (20 or more cases in an exposed group of employees)

Face Coverings

Face coverings are required indoors and in vehicles for unvaccinated employees. Employees in certain indoor settings must wear a face covering regardless of vaccination status if required by CDPH order. As of June 15, those indoor settings where CDPH requires face coverings include public transit, K-12 educational facilities, health care and long-term care settings, correctional and detention facilities, and shelters (homeless or emergency shelters and cooling centers).





<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

Wear Your Face Covering Correctly

- Wash your hands before putting on your face covering.
- Put it over your nose and mouth and secure it under your chin.
- Try to fit it snugly against the sides of your face.
- Make sure you can breathe easily.

Exception from CDPH Face Covering Requirement

Check with your supervisor and/or Human Resources for additional guidance if either of the following apply:

- Individuals with medical condition, mental health condition, or disability that prevents wearing a face covering, or persons who are hearing impaired, or communicating with a person who is hearing impaired.
- If wearing a face covering creates a safety hazard at work under established health and safety guidelines, such as working on confined spaces, employees may be exempt.



Important Reminder

Cloth face covers are *not protective equipment* and *do not protect* the person wearing a cloth face cover from COVID-19.

Existing safety protocols, such as washing hands frequently, covering coughs and sneezes with a tissue or fabric, and avoiding all social interaction outside the household when sick with a fever, cough, or other COVID-19 symptoms are important in protecting against COVID-19.

**Please help
by keeping a safe
distance of 6 feet**



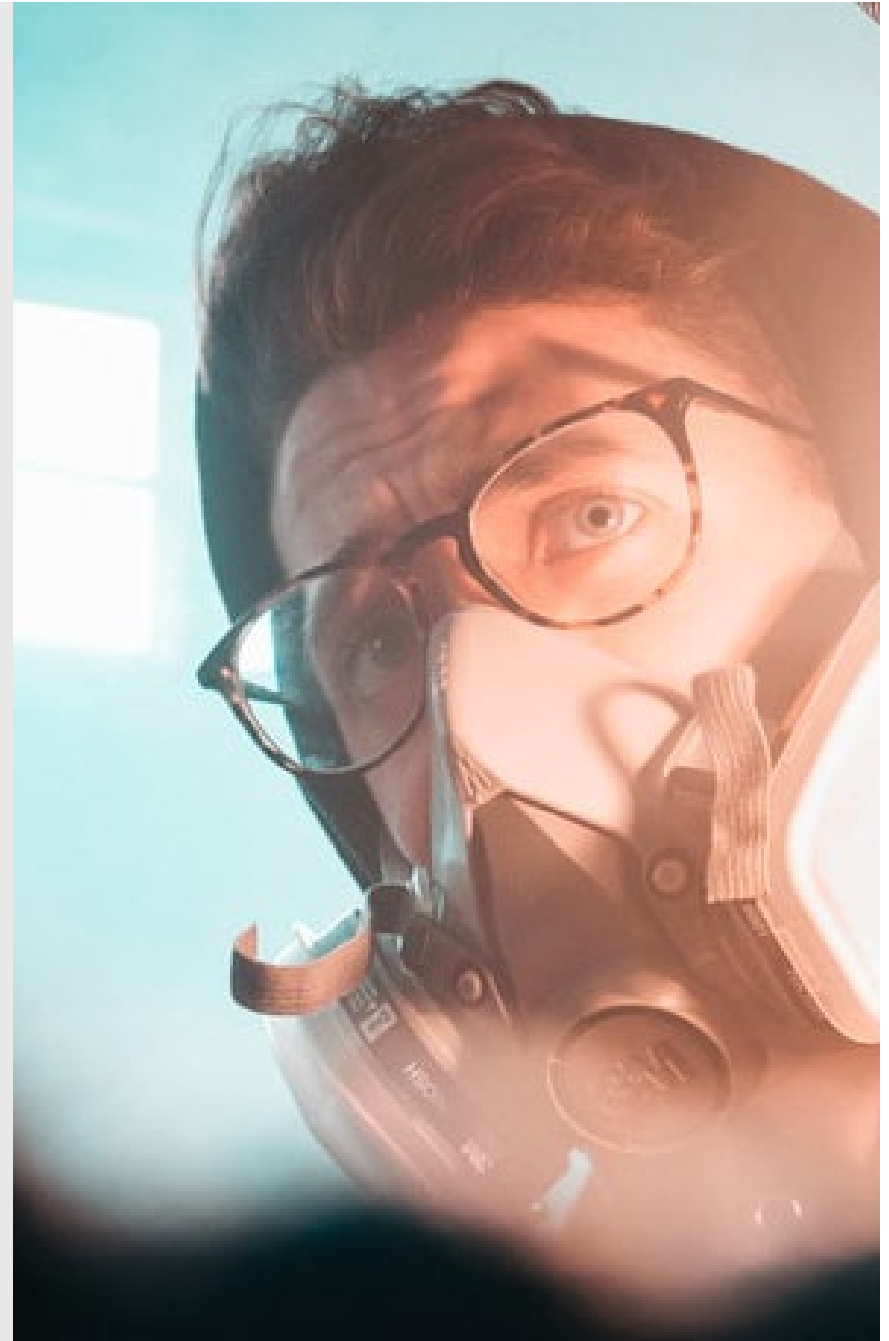
**Thank you for
social distancing**

Physical Distancing / Barriers

- Physical distancing and barrier requirements are no longer required, regardless of vaccination status.
- During an outbreak (3 or more employees in an exposed group), employers will evaluate whether physical distancing or barriers are necessary to control the transmission of COVID-19.
- Physical distancing and barriers must be used in a major outbreak (20 or more employees in an exposed group) for all employees, regardless of vaccination status.

Respirators for Unvaccinated Employees

- Unvaccinated employees may voluntarily request the use of respirators, but are not required to use one.

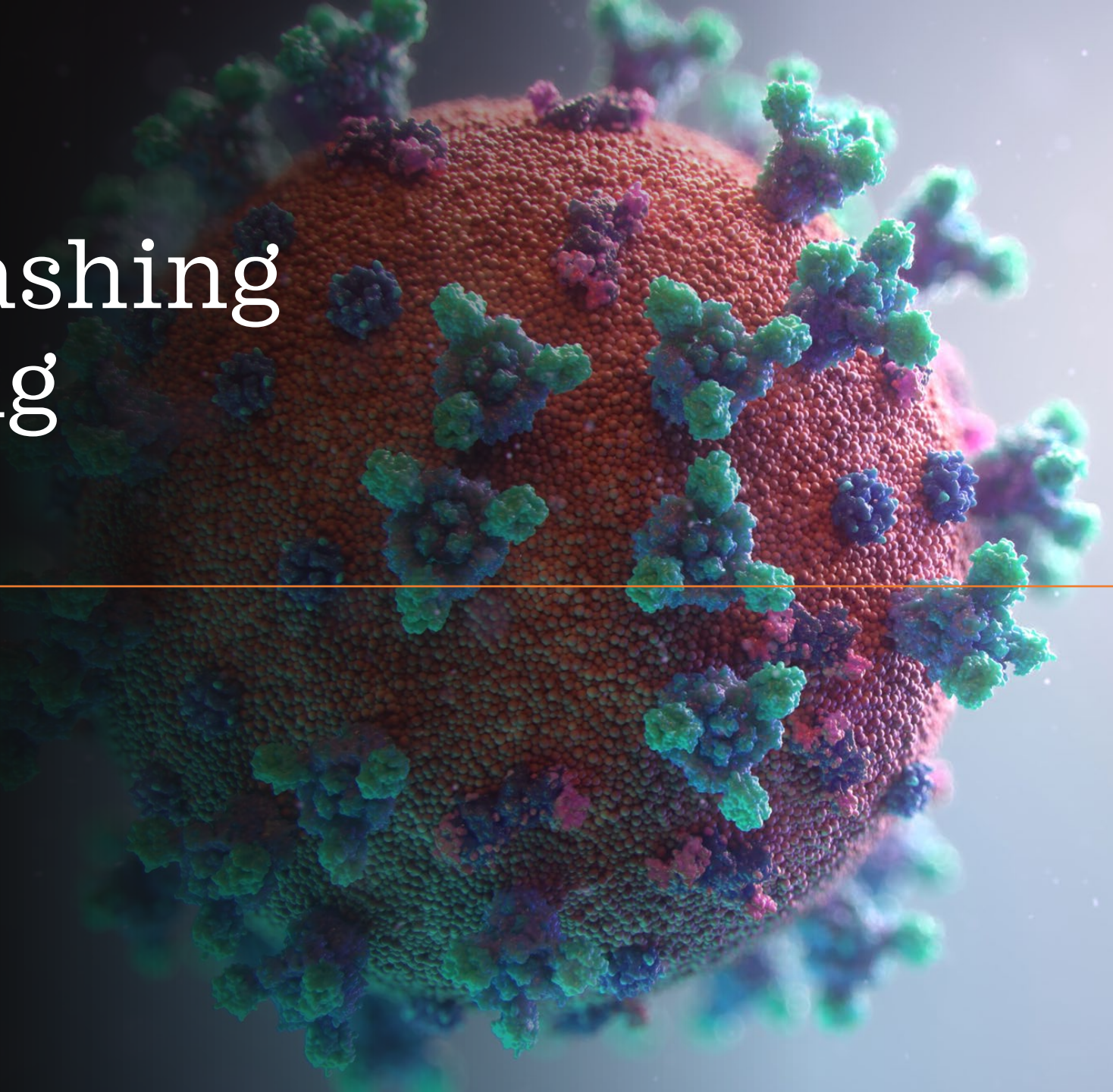




Proof of Vaccination Status

- Vaccination status must be documented.
- HR will maintain proof of vaccination status for all employees (vaccine card, image of vaccine card or health care document showing vaccination status).

CDC Handwashing and Sanitizing Instructions



WHAT YOU NEED TO KNOW ABOUT HANDWASHING



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

Key Times to Wash Your Hands

Before, during, and after preparing food.

Before eating food.

Before and after caring for someone at home who is sick with vomiting or diarrhea.

Before and after treating a cut or wound.

After using the toilet.

After changing diapers or cleaning up a child who has used the toilet.

After blowing your nose, coughing, or sneezing.

After touching an animal, animal feed, or animal waste.

After handling pet food or pet treats.

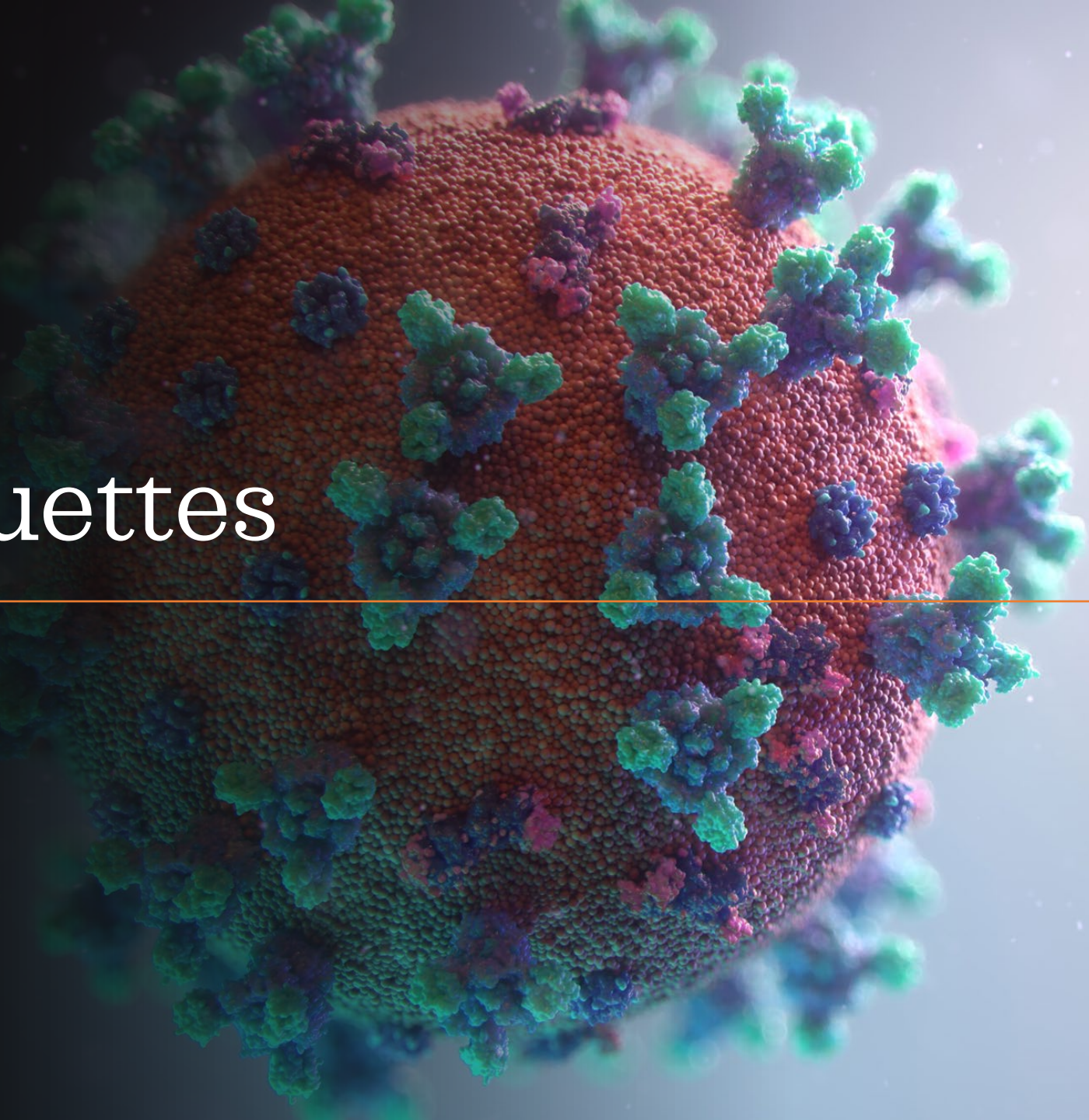
After touching garbage.

During the COVID-19 pandemic, you should also clean hands:

- After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens, etc.
- Before touching your eyes, nose, or mouth because that's how germs enter our bodies.

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

Coughing and Sneezing Etiquettes





How Germs Spread

Covering coughs and sneezes and keeping hands clean can help prevent the spread of serious respiratory illnesses like influenza, respiratory syncytial virus (RSV), whooping cough, and COVID-19. Germs can be easily spread by:

- Coughing, sneezing, or talking;
- Touching your face with unwashed hands after touching contaminated surfaces or objects;
- Touching surfaces or objects that may be frequently touched by other people.

Coughing and Sneezing Etiquettes – Four Steps



Cover

Cover your mouth and nose with a tissue when you cough or sneeze.



Discard

Throw used tissues in the trash.



Elbow

If you don't have a tissue, cough or sneeze into your elbow, not your hands.



Wash

Immediately wash your hands after blowing your nose, coughing or sneezing.



Consider The “Dirty
Handle Rule”

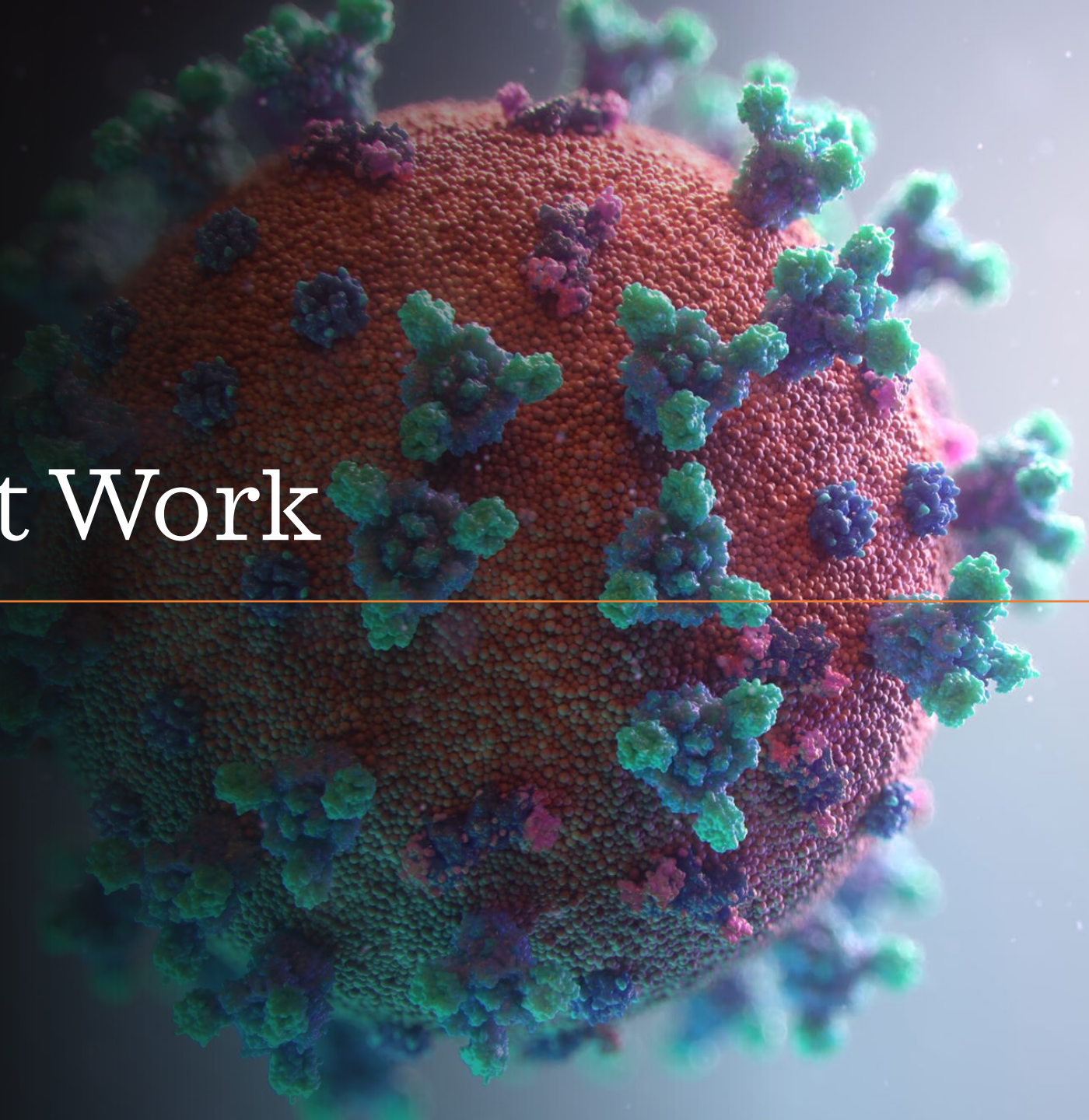




For Vehicles and Exterior Door Handles

- Always consider outside handles to be dirty and do not touch them without first cleaning them.
- Use a protective barrier (e.g. gloves or paper towels) between hands and handles.
- At a minimum, consider washing/sanitizing hands after touching handles.

Cleaning & Disinfecting at Work



To Clean

Wear disposable gloves to clean and disinfect.

Clean surfaces using soap and water, then use disinfectant.

Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.

Practice routine cleaning of frequently touched surfaces.

High touch surfaces include tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Use of Disinfectant wipes in between cleaning may also be done.

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>



When Cleaning and Disinfecting

Clean surfaces using soap and water or a common EPA-registered household disinfectant and follow manufacturer instructions on the label to ensure safe and effective use (see <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>).

For disinfection solutions to be effective against coronaviruses they need to be an alcohol solution of at least 60% alcohol, or a 50:1 water to household bleach mix (equivalent to 1/3 cup bleach to one gallon of water).



To Disinfect

Recommend use of EPA-registered household disinfectant.

Follow the instructions on the label to ensure safe and effective use of the product.

Many products recommend keeping surface wet for a period of time (see product label).

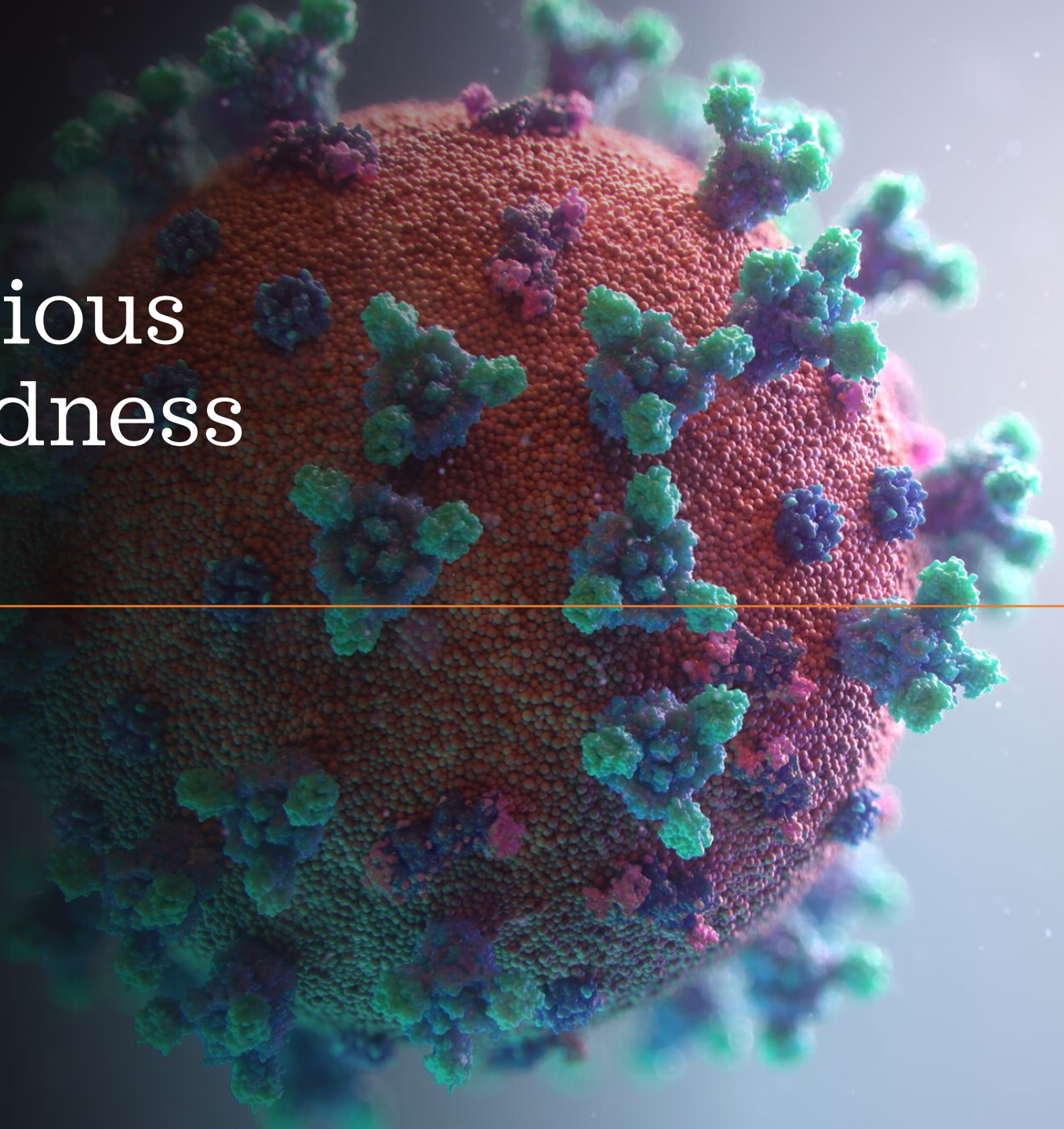
Precautions such as wearing gloves and making sure you have good ventilation during use of the product.

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Doorknobs or handles	Elevator buttons	Equipment
Tools	Handrails	Touch screen devices
Controls or push buttons	Bathroom surfaces	Kitchen surfaces
Steering wheels	Light switches	Desks
Counters and tables	Phones	Keyboards

“High Touch” Areas

COVID-19 Infectious Disease Preparedness & Response Plan



COVID-19 PRP Plan Contents

Introduction

COVID-19
Control

COVID-19
Response

Training

Injury
Reporting

Outbreak
Setting

Confidentiality

Resources

Federal, State and Local Guidance

Federal

- CDC
- OSHA

State

- Cal/OSHA
- CDPH

Local

- County Public Health



COVID-19 does not discriminate.

Coronavirus can infect anyone, of any age.



Share Kindness

We can spread kindness further than the virus. By helping each other, both locally and across the world, we can get through this and build the foundations for recovery. Contact the lonely. Look after each other. And listen to your government's advice on isolation and hygiene.

Roles & Responsibilities

The City Manager has overall authority and responsibility for implementing the provisions of this PRP in our workplace.

In addition, all managers and supervisors are responsible for implementing and maintaining the PRP in their assigned work areas and for ensuring employees receive answers to questions about the program.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Employees with symptoms will not return to work until all the following have occurred: at least 24 hours have passed since a fever of 100.4°F. or higher has resolved without the use of fever-reducing medications, and COVID-19 symptoms have improved, and at least 10 days have passed since COVID-19 symptoms first appeared.

Employees with Tested Positive and With
Symptoms

Employees who tested positive but never developed symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test. A negative COVID-19 test will not be required for an employee to return to work once the requirements for “cases with symptoms” or “cases who tested positive but never developed symptoms” (above) have been met.

Employees Who Tested Positive But Without
Symptom

Persons who had a close contact may return to work as follows:

Close contact but never developed symptoms: when 10 days have passed since the last known close contact.

Close contact with symptoms: when the employees with symptoms criteria (above) have been met, unless the following are true:

- The person tested negative for COVID-19 using a polymerase chain reaction (PCR) COVID-19 test with specimen taken after the onset of symptoms; and
- At least 10 days have passed since the last known close contact, and
- The person has been symptom-free for at least 24 hours, without using fever-reducing medications.

Fully vaccinated employees without symptoms do not need to be tested or quarantined after close contacts with COVID-19 cases unless they have symptoms.

Employees With Close Contact

COVID-19 Testing

Testing will be offered at no cost to employees during paid time to:



Symptomatic unvaccinated employees, regardless of whether there is a known exposure. This is a new requirement.



Unvaccinated employees after an exposure.



Vaccinated employees after an exposure if they develop symptoms.



Unvaccinated employees in an outbreak.



All employees in a major outbreak.

Other Existing COVID-19 Safety Protocols

An effective written COVID-19 Prevention Program.

Providing effective training and instruction to employees on the employer's prevention plan and their rights under the ETS.

Providing notification to public health departments of outbreaks.

Providing notification to employees of exposure and close contacts.

Requirements to offer testing after potential exposures.

Requirements for responding to COVID-19 cases and outbreaks.

Quarantine and exclusion pay requirements.

Appropriate Questions To Ask Employees by Supervisors & Managers

- Are you experiencing any COVID-19 symptoms?
- Have you come into close contact with any COVID-19 positive individuals or someone who has been exposed to COVID-19?
- Does your medical provider believe you have COVID-19 or have been exposed to COVID-19?



Contact Tracing – What is It?

Contact tracing follows case investigation and is a process to identify, monitor, and support individuals who may have been exposed to a person with a communicable disease, such as COVID-19. This includes working with employees and contacts on isolation (separation of people infected with the virus from people who are not infected) and quarantine (separation of people who might have been exposed to COVID-19 from others).

During the intake process, contact tracers will ask the individual questions about work status and work environment, about persons they have been in close contact with, and locations visited during the time they could have spread COVID-19 to others.

<https://www.cdc.gov/coronavirus/2019-ncov/community/contact-tracing-nonhealthcare-workplaces.html>



COVID-19

Pay and Leave Options

Employees who are subject to quarantine and isolation guidelines may be able to work remotely with their supervisor's approval. If remote work is not available, employees may use any accrued leave or any federal, state, or local benefits as may be available, such as:

- Use of accrued sick and vacation hours;
- Workers' compensation (if eligible);
- Other forms of leaves (if applicable).

All employees are encouraged to contact Human Resources to discuss potential pay, leave and benefit options as may be available under applicable laws and City policies and procedures.

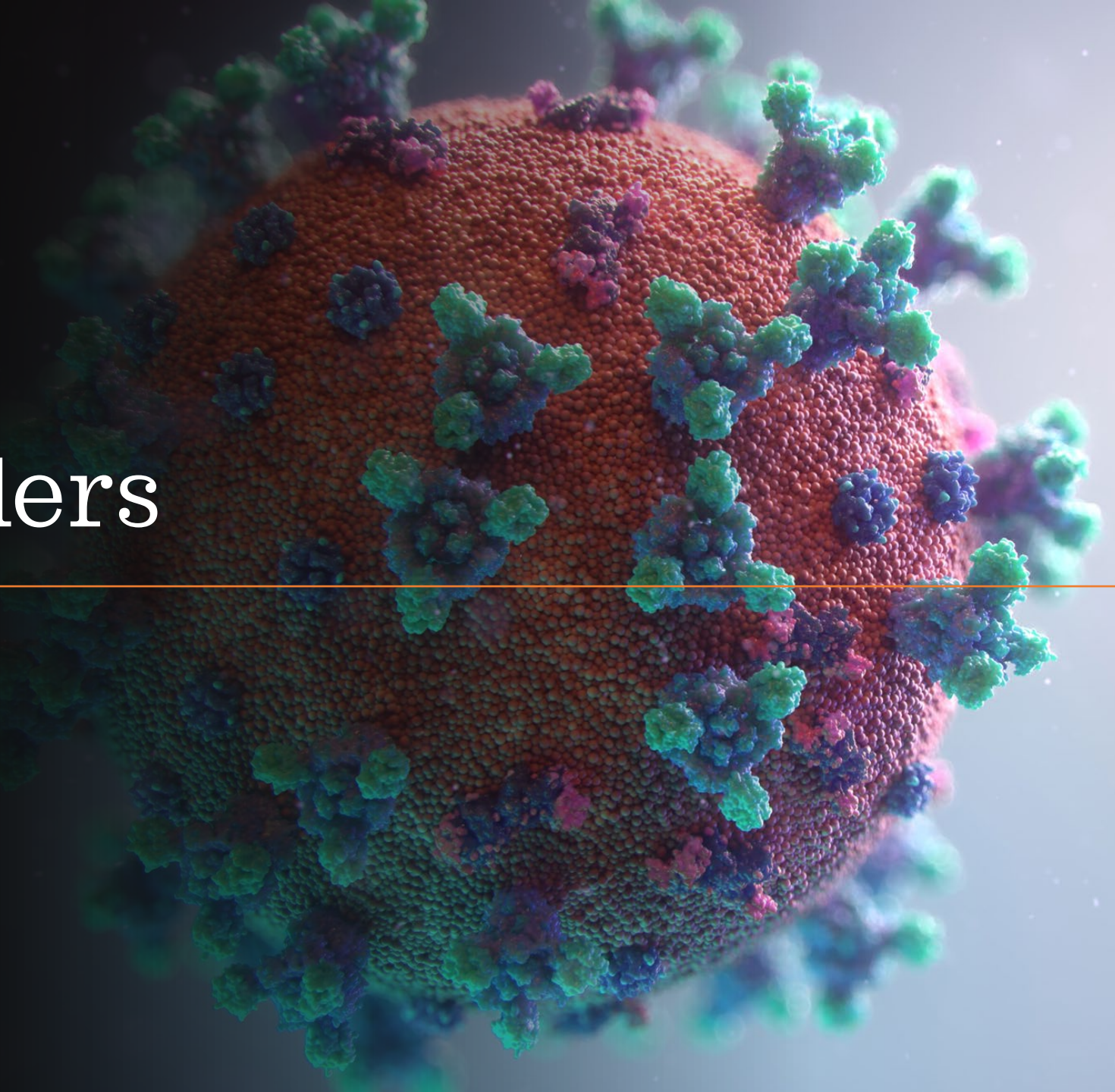
SB 95 Supplemental Sick Leave (Up to 80 Hours through September 30, 2021)

Quarantining or Isolating	Quarantining or isolating per state or local public health authority guidelines or health care provider recommendation.
Vaccine Appointment	Attending a COVID-19 vaccination appointment.
Vaccine Side Effects	Experiencing symptoms related to a COVID-19 vaccine.
Symptoms	Experiencing COVID-19 symptoms and seeking a medical diagnosis.
Family Member	Caring for a covered family member subject to quarantine or isolation.
Child	Caring for a child whose school or place of care is closed or otherwise unavailable for reasons related to COVID-19 on the premises.

Anti- Retaliation Provision

City policies and state law protect employees from retaliation or discrimination for reporting a positive COVID-19 test or order to quarantine or isolate. Employees should contact Human Resources with any questions or concerns.

Final Reminders





**Screening
checkpoint
ahead**



Important Practices

- Wash hands frequently.
- Cover coughs and sneezes with a tissue or fabric.
- Wear a face covering.
- Avoid social interaction outside the household when sick with a fever, cough, or other COVID-19 symptoms.
- Avoid touching eyes, nose, and mouth with unwashed hands.
- Do not share personal items with co-workers.

Thank You!



Got Questions?