



Legislation Details (With Text)

File #: 21-0020 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 12/22/2020 **In control:** Board of Supervisors

On agenda: 1/12/2021 **Final action:** 1/12/2021

Title: Director of Human Resources recommending the Board:
 1) Approve and adopt Board of Supervisors Policy E-13: COVID-19 Prevention Program; and
 2) Grant the Director of Human Resources the authority to:
 a) Make any changes necessary to update hyperlinks within the Policy should they change over time;
 b) Make revisions to memos that are referenced in this Policy that are advisable, in the judgment of the Director of Human Resources, to further the goals of the Policy ; and
 c) Make changes to the Policy that are either non-substantive or necessary to accord with changes to relevant statutes or regulations.

FUNDING: N/A

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - COVID-19 Prevention Program Policy 1-12-21

Date	Ver.	Action By	Action	Result
1/12/2021	1	Board of Supervisors	Approved	Pass

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 c) Make changes to the Policy that are either non-substantive or necessary to accord with changes to relevant statutes or regulations.

FUNDING: N/A

DISCUSSION / BACKGROUND

On June 30, 2020, the Board adopted the Board of Supervisors Policy E-11: COVID-19 Workplace Guidelines. The purpose of this policy is to establish workplace standards for mitigating potential exposure to Coronavirus-19 (COVID-19) by employees and consumers alike. The California Occupational Safety and Health Act, also referred to as Cal/OSHA, (Labor Code §§ 6300, et seq.) and associated regulations (8 C.C.R. § 3205) requires the County to develop a COVID-19 Prevention Program (CPP) policy to provide employees with information about COVID-19 health and safety requirements. This policy applies to all County employees except for County employees who are telecommuting at their remote locations.

The policy covers the following:

- Authority and Responsibility
- Physical Distancing
- Face Coverings
- Accommodation
- COVID-19 Hazards Assessment
- Other Engineering Controls, Administrative Controls, and Personal Protective Equipment
- Mandatory Employee/Supervisor Reporting
- COVID-19 Exposure Notification
- COVID-19 Testing
- Self-Screening/County Screening
- Return to Work Criteria
- COVID-19 Training and Instruction
- Reporting and Recordkeeping
- Multiple COVID-19 Infections, Outbreaks and Major Outbreaks
- Employer Provided Housing
- Employer Provided Transportation
- COVID-19 Positive Diagnosis
- Reporting
- Contact Tracing
- Testing
- Exclusion of COVID-19 Cases
- Worksite/Facility Investigation
- Possible Updates to Policies and Procedures

If at any time Human Resources wishes to make substantial changes to the policy Human Resources will return to the Board for approval.

ALTERNATIVES

The Board may choose not to approve the proposed CPP policy and direct Human Resources to make revisions.

PRIOR BOARD ACTION

Legistar #20-0821 - BOS Policy E-11: COVID-19 Workplace Guidelines

OTHER DEPARTMENT / AGENCY INVOLVEMENT

All Departments Heads
County Counsel

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

There is no direct financial impact to adopting this policy. Indirectly, the County could realize cost savings as the proposed policy is implementing standards to prevent the risk of COVID-19 exposure, thus reducing employee sick time and workers' compensation claims.

CLERK OF THE BOARD FOLLOW UP ACTIONS

The Clerk of the Board will update the online Board Policy Manual with the newly adopted policy; notify all department heads; and notify the Chair or staff for applicable boards, committees, and commissions.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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