



## Legislation Details (With Text)

**File #:** 21-1209      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 7/16/2021      **In control:** Board of Supervisors

**On agenda:** 8/10/2021      **Final action:** 8/10/2021

**Title:** Director of Human Resources recommending the Board:  
 1) Approve and adopt revisions to 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 and with the concurrence of the Chief Administrative Officer and County Counsel, 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 - Current E-13 COVID-19 Prevention Policy 08-10-2021, 2. B - REDLINE E-13 COVID-19 Prevention Policy 08-10-2021, 3. C - CLEAN UPDATED E-13 COVID-19 Prevention Policy 08-10-2021

Date	Ver.	Action By	Action	Result
8/10/2021	1	Board of Supervisors	Approved	Pass

Director of Human Resources recommending the Board:  
 1) Approve and adopt revisions to 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 and with the concurrence of the Chief Administrative Officer and County Counsel, 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

### DISCUSSION / BACKGROUND

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 Coronavirus-19 (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 Board of Supervisors

adopted Policy E-13: COVID-19 Prevention Program (Policy E-13), on January 12, 2021.

On June 17, 2021, Cal/OSHA adopted revised COVID-19 Prevention Emergency Temporary Standards; Governor Gavin Newsom subsequently signed an executive order to allow the revisions to immediately take effect on June 17. The updates include changes to face coverings and physical distancing requirements.

The proposed modifications to Policy E-13 recommended for Board adoption are consistent with the updated standards adopted by Cal/OSHA.

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 or may choose to maintain the more stringent standards of the existing Policy E-13 that exceed Cal/OSHA's current COVID-19 prevention standards.

### **PRIOR BOARD ACTION**

On January 12, 2021, the Board adopted Policy E-13: COVID-19 Prevention Program (Legistar #21-0020).

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Departments Heads  
County Counsel

### **CAO RECOMMENDATION**

Approve as recommended.

### **FINANCIAL IMPACT**

There is no direct financial impact to adopting the revised policy. Indirectly, the County could realize cost savings as the standards set by the Policy 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**

Joseph Carruesco, Director of Human Resources