



## Legislation Details (With Text)

**File #:** 20-367      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Approved  
**File created:** 4/16/2020      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 4/21/2020      **Final action:** 4/21/2020  
**Title:** Consideration of Temporary Policy Requiring County Employees to Wear Masks in County Facilities as a Precautionary Measure due to the COVID-19 Pandemic  
**Sponsors:** Administrative Office  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Temporary Mask Policy, 2. Press Release\_MaskingEncouraged\_04212020

Date	Ver.	Action By	Action	Result
4/21/2020	1	BOARD OF SUPERVISORS	approved	

### Memorandum

**Date:** April 21, 2020  
**To:** The Honorable Moke Simon, Chair, Lake County Board of Supervisors  
**From:** Carol J. Huchingson, County Administrative Officer  
**Subject:** Consideration of Temporary Policy Requiring County Employees to Wear Masks in County Facilities as a Precautionary Measure due to the COVID-19 Pandemic

**Executive Summary:** (include fiscal and staffing impact narrative):

As your Board is aware, on April 13, 2020, the Lake County Public Health Officer issued guidance in which he strongly encouraged masking when in public to limit the spread of COVID-19.

<http://health.co.lake.ca.us/Assets/Departments/Health/Public+Health+Division/COVID-19/Masking+Strongly+Encouraged+When+in+Public.pdf>

During the COVID-19 pandemic, to promote the safety and well-being of our employees and of the public, staff is recommending your Board adopt temporary policy requiring County employees wear masks in County facilities when they are working with the public. Masks will be provided by the County to employees. Specific details of the policy are described in the attached draft. It is proposed that the policy remain in effect until terminated by your Board.

This policy is being brought forward for the consideration of your Board as one component of plans being developed to enhance safety in County facilities during the pandemic, which will also include gloves being made available to employees, placement of touchless hand sanitizer dispensers and more.

If not budgeted, fill in the blanks below only:

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Consistency with Vision 2028 and/or Fiscal Crisis Management Plan** (check all that apply):

- |   |   |   |   |
|---|---|---|---|
| <input checked="" type="checkbox"/> Well-being of Residents | <input checked="" type="checkbox"/> Public Safety     | <input type="checkbox"/> Infrastructure   | <input type="checkbox"/> <i>Technology Upgrades</i> |
| <input type="checkbox"/> Economic Development               | <input checked="" type="checkbox"/> Disaster Recovery | <input type="checkbox"/> County Workforce | <input type="checkbox"/> <i>Revenue Generation</i>  |
| <input type="checkbox"/> Community Collaboration            | <input type="checkbox"/> Business Process Efficiency  | <input type="checkbox"/> Clear Lake       | <input type="checkbox"/> <i>Cost Savings</i>        |

☐ Not applicable

**If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:**

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

**Recommended Action:**

Approve Temporary Policy Requiring County Employees to Wear Masks in County Facilities when working with the Public in concept, authorizing the Human Resources Director to meet and confer with our labor groups.