



## Legislation Text

File #: 20-650, Version: 1

### Memorandum

**Date:** July 14, 2020

**To:** The Honorable Moke Simon, Chair, Lake County Board of Supervisors

**From:** Carol J. Huchingson, County Administrative Officer

**Subject:** Consideration of Update to Return to Work Protocol

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

As your Board recalls, when you first approved the COVID-19 Return to Work Protocol on May 19, 2020, you directed that it be reviewed every 30 days. Your first 30 day review, including your approval of revision to the protocol, occurred on June 16, 2020.

As you know, staff fully expected that the Protocol would be a living document and issues continue to arise leading to proposed revisions for the consideration of your Board.

At this time, we are recommending additions to the Protocol and a final draft version with the new language highlighted in yellow is attached for your consideration.

A summary of the recommended additions are as follows:

1. A table of contents has been inserted for ease of use.
2. A new section addressing situations in which an employee, or a member of an employee's household tests positive, has been added, instructing departments on best practices for supporting the affected employee as well as for protecting other employees who may have been exposed to the affected employee. In addition, guidance is added regarding the need to sanitize the workplace after this occurs.

**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 type="checkbox"/> Public Safety                          | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> Not applicable      |
| <input type="checkbox"/> Economic Development               | <input checked="" type="checkbox"/> Disaster Recovery           | <input checked="" type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration            | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                  | <input type="checkbox"/> Revenue Generation  |
|   |   |  | <input type="checkbox"/> Cost Savings        |

**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 additions to the COUNTY OF LAKE COVID-19 PUBLIC HEALTH EMERGENCY Return to Work - Worksite Protection Protocol, authorizing the County Administrative Office or her designee to initiate the meet and confer process with labor groups.