



Legislation Text

File #: 20-1242, Version: 1

Memorandum

Date: January 5, 2021

To: The Honorable Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: (a) Consideration of amendment to the COUNTY OF LAKE COVID-19 PUBLIC HEALTH EMERGENCY Worksite Protection Protocol; and (b) Consideration of request to form a Board ad hoc committee to work with Department Heads regarding this protocol

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

As your Board recalls, when you first approved the COVID-19 Worksite Protocol on May 19, 2020, you directed that it be reviewed every 30 days. Review has occurred on June 16, 2020, July 14, 2020, July 21, 2020, August 11, 2020, September 15, 2020, October 20, 2020, November 17, 2020 and on December 1, 2020.

Based on evolving guidance and the increasing number of cases occurring in County offices, I recommend your Board approve amendment to the protocol, with thirty day reviews to continue. In addition, I am recommending your Board appoint an ad hoc committee comprised of two district supervisors to work with Department Heads and myself on workplace safety and protocol compliance.

The changes to the protocol itself are somewhat minor this date, as illustrated in the version with track changes. Per the guidance, quarantine periods are adjusted from 14 days to 10. Perhaps the most significant changes to this proposed amendment are the two addendums. First, we have added an FAQ section for managers and supervisors, intended to address the many questions coming from departments. Next, to comply with CalOSHA requirements, we have added an investigative form, which must be used when there is an employee positive and, depending on the outcome of an investigation, an exposure notification form for co-workers who may have had close contact.

While most recent amendments to the policy have been approved on your Board's consent agenda, on January 5, we request the opportunity to review and discuss with your Board. One concern that is not presently included in the protocol is limiting employee movement in our facilities. Given the increasing number of cases, your Board may wish to add a directive to staff to remain only in their own work and break areas and not to have in-person contact with other offices or employees outside those areas. Admittedly, this protocol is a constantly evolving form of guidance for County employees and we look forward to further refinement from discussion with your Board.

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):

☐ Not applicable

☒ Well-being of Residents

☒ Public Safety

☐ Infrastructure

☐ Technology Upgrades

☐ Economic Development

☒ Disaster Recovery

☒ County Workforce

☐ Revenue Generation

☐ Community Collaboration

☒ Business Process Efficiency

☐ Clear Lake

☐ 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:

- (a) Approve amendment to the COUNTY OF LAKE COVID-19 PUBLIC HEALTH EMERGENCY Worksite Protection Protocol, subject to ongoing thirty day reviews.
- (b) Appoint an ad hoc committee comprised of two district supervisors to work with Department Heads and the CAO on workplace safety and protocol compliance.