



Inyo County Employee COVID-19 Prevention Plan (SECOND REVISION)

REVISED August 3, 2021

COVID-19 is an infectious disease that can be spread through the air when an infectious person (who may or may not have symptoms) talks/vocalizes, shouts, sings, sneezes, coughs, or exhales. Particles containing the virus can travel more than six feet, especially indoors. Vaccinations, face coverings, increased indoor ventilation, hand hygiene, and regular disinfection of high-touch areas decrease the spread of COVID-19 most effectively when used in combination.

On June 21, 2021, Inyo County issued its second revision to the Employee COVID-19 Prevention Plan (CPP) based on Cal/OSHA's June 17th revision of the COVID-19 Prevention Emergency Standard (8CCR3205) and Governor Newsom's Executive Order N-09-21. We strive together to update this CPP for the continued protection of employees from COVID-19 hazards as the unprecedented COVID-19 situation continues to evolve. This document replaces previous versions. Departments may implement additional safeguards. We wish to thank our employees for their continued safe practices during this continuing pandemic. Please complete your new Vector Solutions assignment promptly, and direct any questions to your supervisor, Department Head, Personnel, or Risk.

REVISED STANDARDS AND PROCESSES, EFFECTIVE 8/03/2021

Special provisions apply to employees regularly assigned to work in any of the following locations/roles: secured area of the jail at all times, Progress House at all times, juvenile hall when youth are being detained, and core Public Health personnel and Behavioral Health personnel while providing service to clients anywhere. The special provisions include proof of vaccination status, weekly testing, and specific types of face coverings. Additional specific guidelines will be emailed to these employees.

The remainder of this document applies to employees in these groups at all other times as well as all other employees.

Once again, all persons regardless of vaccination status are required (subject to reasonable accommodations) to wear a face covering (or higher level of protection) while indoors and away from their private office or cubicle, and while in a vehicle with other people. Contact ADA Coordinator Aaron Holmberg at 760.872.2908 or risk@inyocounty.us to initiate an interactive process to address effective and reasonable options that may be implemented.



Employees who have received confirmation of their vaccination self-attestation from Personnel are not required to wear a face covering while alone in a private office (with or without the door closed), alone in a cubicle, or alone in a vehicle. Employees who have not received such confirmation must wear a face covering at all times while indoors at work and in vehicles with other people.

COVID-19 cases, and employees who had close contact with them, shall be excluded from the workplace until the return to work criteria are met. However, symptom-free fully vaccinated employees will not be excluded from the workplace. COVID-19 cases with symptoms shall not return to work until: (a) at least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medications; and (b) COVID-19 symptoms have improved; and (c) at least 10 days have passed since COVID-19 symptoms first appeared. See 8CCR3205(c)(9 & 10), Public Health, or your written exposure notification for return to work criteria for other situations. Vaccinated employees without symptoms do not need to be tested post-exposure.

While in a vehicle with other people, windows should be kept open and the ventilation system should not be set to circulate air as long as conditions permit it. Windows may need to be closed in order to avoid excessive heat/cold, blowing rain/snow, or an [EPA AQI](#) above 100.

Face coverings are recommended outdoors for people who are not fully vaccinated if six feet of distance between people cannot be maintained. Please be aware that wildfire smoke awareness rules require [N95s](#) to be used while working outdoors when the EPA AQI for PM2.5 exceeds 150.

REMINDERS [Though in a different order, there has been no change to the following]

1. When required to be worn, face coverings must be clean, undamaged, and worn over the nose and mouth. Face coverings are not respiratory protective equipment. COVID-19 is an airborne disease. N95s and higher-level respirators protect users from airborne disease. A face covering primarily protects people around the user.
2. Vaccination, testing, and face coverings are provided to employees on paid time at no cost.
3. Employees may request N95s (for voluntary use) or face coverings without fear of retaliation, for use at work, at no cost to the employees, regardless of vaccination status. An employee electing to use an N95 voluntarily must submit the N95 Voluntary Use Form. The form confirms that the employee has been taught how to care for and wear the respirator



properly, how to perform a seal check according to the manufacturer's instructions, and the fact that facial hair interferes with a seal. It is recommended that a new N95 be used each shift. Please request an appropriate size and quantity of N95s for effective usage while at work. Requested N95s will be provided as soon as possible from employee's department.

4. Unvaccinated employees, while performing a specific task which cannot reasonably be performed with a face covering, shall be at least six feet apart from all other unvaccinated persons during performance of this task. If distance cannot be maintained, then contact Personnel for weekly COVID-19 testing at no cost to the employee during paid time.
5. While at work, **do not ask** someone for the purpose or reason behind their choice of whether or not to get vaccinated. Disciplinary or discriminatory actions, including harassment or bullying, are not permitted regarding vaccination status or the wearing of face coverings or N95s. This protection includes vaccinated, unvaccinated, and those who decline to state their vaccination status.
6. With limited exceptions, physical distancing is no longer required indoors, outdoors, or in vehicles. Physical distancing may be re-imposed in the event of an outbreak as defined by 3205. Department Heads may continue physical distancing measures, such as partitions or staggered client visits, to minimize exposures to the public and unvaccinated employees.
7. Additional precautions and procedures will be implemented in the event of multiple infections per 8CCR3205.1 (3 or more in the same work area during a 14-day period) or 3205.2 (20 or more), and those directions will be posted at <http://inyocounty.us/cpp>.
8. Although less common, COVID-19 may also be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth. Buildings and Maintenance will continue to maximize ventilation in buildings and will continue to clean and disinfect high use common areas. Disinfectant spray and paper towels will be provided for employees to clean their own high use areas and surfaces. Doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, phones, headsets, bathroom surfaces, steering wheels, and other high use areas and surfaces should be disinfected frequently. High contact surfaces in vehicles, including door handles, seatbelt buckles, armrests, steering wheel, and shifter, should be cleaned and disinfected between ridership, and the vehicle should be kept stocked with sanitizing material. Vehicle occupants should use the provided when entering and exiting the vehicle.
9. Employees are expected to report to Personnel, without fear of reprisal, COVID-19 symptoms, possible close contacts with COVID-19 cases (whether or not the possible contact was in the workplace), and possible COVID-19 hazards in the workplace.
10. Existing COVID-19 prevention controls will continue to be evaluated, and periodic inspections will continue to be conducted as needed to identify unhealthy conditions, work



practices, and work procedures. Corrections will be made in a timely manner based on the severity of the hazard. Contact Risk Management to contribute.

11. Employees are advised to wash their hands frequently with soap and water for at least 20 seconds, and use hand sanitizer (if the hands are not soiled) when a sink or hand washing facility is not immediately available.
12. Employees are directed to self-monitor for symptoms associated with COVID-19, which may include: difficulty breathing or shortness of breath; fever; cough; fatigue; muscle or body aches; headache; new loss of taste or smell; sore throat; congestion or runny nose; nausea or vomiting; or diarrhea. (See <https://covid19.ca.gov/symptoms-and-risks/>.) If you experience any of these symptoms, notify Personnel immediately and **do not report for work**. Testing will be made available at no cost to exposed employees during paid time.
13. Vaccination is effective at preventing COVID-19, and includes protection against both transmission and serious illness or death. An employee may contact Personnel to request COVID 19 vaccination or testing for infection at no cost to the employee during paid time.
14. Please check with your representative or Personnel for information regarding COVID-19 related leave benefits available to you, including sick, vaccination, and testing time.
15. Inyo County is an equal opportunity employer. In accordance with the requirements of Title I of the Americans with Disabilities Act (“ADA”) and the California Fair Employment & Housing Act (“FEHA”), Inyo County does not discriminate on the basis of disability in recruiting, selecting or hiring applicants for employment, or in the terms and conditions of employment. The County complies with all regulations promulgated by the US Equal Employment Opportunity Commission (“EEOC”) and the California Department of Fair Employment and Housing (“DFEH”), including providing reasonable accommodations for applicants and employees as required thereunder. Reasonable accommodation is available to any disabled employee, where their disability affects the performance of essential job functions and the accommodations may be implemented without undue burden on County operations. All employment decisions are based on the merits of the situation in accordance with defined criteria, not the disability of the individual. See <http://inyocounty.us/risk-ADA>.
16. Employees with medical or mental conditions that may place them at increased risk during the pandemic should contact ADA Coordinator Aaron Holmberg immediately at 760.872.2908 or risk@inyocounty.us to initiate an interactive process to address effective and reasonable options that may be implemented.
17. In the event of a COVID-19 case in the workplace, an investigation will be done and employees will be effectively informed of their close contact exposure to the greatest extent possible within 24 hours. Additional measures will be taken as required.



18. An employee who believes that they contracted COVID-19 within the course and scope of their County employment should inform their supervisor and call the Injury/Illness Reporting Hotline right away at 877.215.7285 to speak with a nurse and/or to start a claim.

We continue to encourage employee contribution to this evolving prevention program. Anonymous comments and reports may be made [here](#). Please direct any questions to your supervisor, Department Head, Personnel, or Risk. Thank you for your continued cooperation, participation, and patience through this evolving situation.