

VARIANCE TO STAGE 2 OF CALIFORNIA'S ROADMAP TO MODIFY THE STAY-AT-HOME ORDER



COVID-19 COUNTY VARIANCE ATTESTATION FORM

FOR

Background

On March 4, 2020 Governor Newsom proclaimed a State of Emergency as a result of the threat of COVID-19, and on March 12, 2020, through Executive Order N-25-20, he directed all residents to heed any orders and guidance of state and local public health officials. Subsequently, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 directing all residents to heed the State Public Health Officer's Stay-at-Home order which requires all residents to stay at home except for work in critical infrastructure sectors or otherwise to facilitate authorized necessary activities. On April 14th, the State presented the Pandemic Roadmap, a four-stage plan for modifying the Stay-at-Home order, and, on May 4th, announced that entry into Stage 2 of the plan would be imminent.

Given the size and diversity of California, it is not surprising that the impact of COVID-19 has differed across the state. While some counties are still in the initial stabilization phase (Stage 1) of the pandemic response, there are a number of less affected counties. Provided these counties are able to demonstrate an ability to protect the public and essential workers, they may be in a position to adopt aspects of Stage 2 of California's roadmap at a faster pace than the state as a whole. As directed by the Governor in Executive Order N-60-20, this guidance provides information on the criteria and procedures that counties will need to meet in order to move more quickly than other parts of the state through Stage 2 of modifying the Stay-at-Home order. It is recommended that counties consult with cities and other stakeholders as they consider moving through Stage 2.

Local Variance

A county that has met certain criteria in containing COVID-19 may consider increasing the pace at which they advance through Stage 2, but not into Stage 3, of California's roadmap to modify the Stay-at-Home order. Counties are encouraged to first review this document in full to consider if a variance from the state's roadmap is appropriate for the county's specific circumstances. If a county decides to pursue a variance, the local public health officer must:

1. Notify the California Department of Public Health (CDPH) and engage in a phone consultation regarding the county's intent to seek a variance.
2. Certify through submission of a written attestation to CDPH that the county has met the readiness criteria (outlined below) designed to mitigate the spread of COVID-19. Attestations should be submitted by the local public health officer, and accompanied by a letter of support from the County Board of Supervisors, as well as a letter of support from the local hospitals or health care systems. In the event that the county does not have a hospital or health care system within its jurisdiction, a letter of support from the

relevant regional health system(s) is also acceptable. The full submission must be signed by the local public health officer.

All county attestations, and submitted plans for moving through Stage 2 as outlined below, will be posted publicly on CDPH's website.

While not required, CDPH recommends as a best practice the development of a county COVID-19 containment plan by the local public health officer in conjunction with the hospitals and health systems in the jurisdiction, as well as input from a broad range of county stakeholders, including the County Board of Supervisors.

In addition to pre-submission phone consultations, CDPH is available to provide technical assistance to counties as they develop their attestations and COVID-19 containment plans. Please email Jake Hanson at Jake.Hanson@cdph.ca.gov to set up a time with our technical assistance team.

County Name: _____

County Contact: _____

Public Phone Number: _____

Readiness for Variance

The county's documentation of its readiness to increase the pace through Stage 2 must clearly indicate its preparedness according to the criteria below. This will ensure that individuals who are at heightened risk, including for example the elderly and those residing in long-term care and locally controlled custody facilities, continue to be protected as a county progresses through California's roadmap to modify the Stay-at-Home order, and that risk is minimized for the population at large.

As part of the attestation, counties must provide specifics regarding their movement through Stage 2 (e.g., which sectors, in what sequence, at what pace), as well as clearly indicate how their plans differ from the state's order.

It is critical that any county that submits an attestation continue to collect and monitor data to demonstrate that the variances are not having a negative impact on individuals or healthcare systems. Counties must also attest that they have identified triggers and have a clear plan and approach if conditions worsen for modifying the pace of advancing through stage 2, including reinstating restrictions, in advance of any state action. Counties must also submit their plan for how they anticipate moving through Stage 2 (e.g., which sectors will be opened, order of opening etc.).

Readiness Criteria

To establish readiness for an increased pace through Stage 2 of California's roadmap to modify the Stay-at-Home order, a county must attest to the following readiness criteria and provide the requested information as outlined below:

- **Epidemiologic stability of COVID-19.** A determination must be made by the county that the prevalence of COVID-19 cases is low enough to be swiftly contained by an epidemiological response. Given the anticipated increase in cases as a result of modifications, this is a foundational parameter that must be met to safely increase the county's progression through Stage 2. The county must attest to:
 - No more than 1 COVID-19 case per 10,000 in the past 14 days prior to attestation submission date.

- No COVID-19 death in the past 14 days prior to attestation submission date.

- **Protection of Stage 1 essential workers.** A determination must be made by the county that there is clear guidance and the necessary resources to ensure the safety of Stage 1 essential critical infrastructure workers. The county must attest to:
 - Guidance for employers and essential critical infrastructure workplaces on how to structure the physical environment to protect essential workers. Please provide copies of the guidance(s).

- Availability of supplies (disinfectant, essential protective gear) to protect essential workers. Please describe how this availability is assessed.

- **Testing capacity.** A determination must be made by the county that there is testing capacity to detect active infection that meets the state's most current testing criteria (available on CDPH website). The county must attest to:

- Minimum daily testing volume to test 1.5 per 1,000 residents, which can be met through a combination of testing of symptomatic individuals and targeted surveillance. Please provide the plan and the county's average daily testing volume for the past week. If the county does not believe a testing volume of 1.5 per 1,000 residents is merited, please provide justification for this.

- Testing availability for at least 75% of residents, as measured by a specimen collection site (including established health care providers) within 30 minutes driving time in urban areas, and 60 minutes in rural areas. Please provide a listing of all specimen collection sites in the county, whether there are any geographic

areas that do not meet the criteria, and plans for filling these gaps. If the county depends on sites in adjacent counties, please list these sites as well.

- **Containment capacity.** A determination must be made by the county that it has adequate infrastructure, processes, and workforce to reliably detect and safely isolate new cases, as well as follow up with individuals who have been in contact with positive cases. The county must attest to:
 - Sufficient contact tracing. For counties that have no cases, there should be at least 15 staff per 100,000 county population trained and available for contact tracing; for counties with small populations, there must be at least one staff person trained and available. Please describe the county's contact tracing plan, including workforce capacity, and why it is sufficient to meet anticipated surge.

- Availability of temporary housing units to shelter at least 15% of county residents experiencing homelessness in case of an outbreak among this population requiring isolation and quarantine of affected individuals. Please describe the county's plans to support individuals, including those experiencing homelessness, who are not able to properly isolate in a home setting by providing them with temporary housing (including access to a private bathroom), for the duration of the necessary isolation or quarantine period.

- **Hospital capacity.** A determination must be made by the county that hospital capacity, including ICU beds and ventilators, and adequate PPE is available to handle standard health care capacity, current COVID-19 cases, as well as a potential surge due to COVID-19. If the county does not have a hospital within its jurisdiction, the county will need to address how regional hospital and health care systems may be impacted by this request and demonstrate that adequate hospital capacity exists in those systems. The county must attest to:
 - County (or regional) hospital capacity to accommodate a minimum surge of 35% due to COVID-19 cases in addition to providing usual care for non-COVID-19 patients. Please describe how this surge would be accomplished, including surge census by hospital, addressing both physical and workforce capacity.

- County (or regional) hospital facilities have a robust plan to protect the hospital workforce, both clinical and nonclinical, with PPE. Please describe the process by which this is assessed.

- **Vulnerable populations.** A determination must be made by the county that the proposed variance maintains protections for vulnerable populations, particularly those in long-term care settings. The county must attest to:
 - Skilled nursing facilities (SNF) have >14 day supply of PPE on hand for staff, with established process for ongoing procurement from non-state supply chains. Please list the names and contacts of all SNFs in the county along with a description of the system the county has to track PPE availability across SNFs..

- **Sectors and timelines.** Please provide details on the county's plan to move through Stage 2. This should include which sectors and spaces will be opened, in what sequence, on what timeline. Please specifically indicate where the plan differs from the state's order. Please note that this variance should not include sectors that are part of Stage 3.

- **Triggers for adjusting modifications.** Please share the county metrics that would serve as triggers for either slowing the pace through Stage 2 or tightening modifications, including the frequency of measurement and the specific actions triggered by metric changes. Please include your plan for how the county will inform the state of emerging concerns and how it will implement early containment measures.

- **Your plan for moving through Stage 2.** Please provide details on your plan for county to move through opening sectors and spaces that are part of the State's plan for Stage 2. A reminder, that this variance only covers those areas that are part of Stage 2, up to, but not including Stage 3. For additional details on sectors and spaces included in Stage 2, please go to the [California Coronavirus \(COVID-19\) Response County variance web page](#)

COVID-19 Containment Plan

While not mandatory, CDPH strongly recommends that counties requesting a variance to increase the pace through Stage 2 create a county COVID-19 containment plan as noted above. While not exhaustive, the following areas and questions are important to address in any containment plan.

Testing

- Is there a plan to increase testing to the recommended daily capacity of 2 per 1000 residents?
- Is the average percentage of positive tests over the past 7 days <7% and stable or declining?
- Have specimen collection locations been identified that ensure access for all residents?
- Have contracts/relationships been established with specimen processing labs?
- Is there a plan for community surveillance?

Contact Tracing

- How many staff are currently trained and available to do contact tracing?
- Are these staff reflective of community racial, ethnic and linguistic diversity?
- Is there a plan to expand contact tracing staff to the recommended levels to accommodate a three-fold increase in COVID-19 cases, presuming that each case has ten close contacts?
- Is there a plan for supportive isolation for low income individuals who may not have a safe way to isolate or who may have significant economic challenges as a result of isolation?

Protecting the Vulnerable

- How many congregate care facilities, of what types, are in the county?
- How many correctional facilities, of what size, are in the county?
- How many homelessness shelters are in the county and what is their capacity?
- What is the COVID-19 case rate at each of these facilities?
- Do facilities have the ability to safely isolate COVID-19 positive individuals?
- Do facilities have the ability to safely quarantine individuals who have been exposed?
- Is there sufficient testing capacity to conduct a thorough outbreak investigation at each of these facilities?
- Do long-term care facilities have sufficient PPE for staff, and do these facilities have access to suppliers for ongoing PPE needs?
- Do these facilities (particularly skilled nursing facilities) have access to staffing agencies if and when staff shortages related to COVID-19 occur?

Acute Care Surge

- Is there daily tracking of hospital capacity including COVID-19 cases, hospital census, ICU census, ventilator availability, staffing and surge capacity?
- Are hospitals relying on county MHOAC for PPE, or are supply chains sufficient?
- Are hospitals testing all patients prior to admission to the hospital?
- Do hospitals have a plan for tracking and addressing occupational exposure?

Essential Workers

- How many essential workplaces are in the county?
- What guidance have you provided to your essential workplaces to ensure employees and customers are safe in accordance with state/county guidance for modifications?
- Do essential workplaces have access to key supplies like hand sanitizer, disinfectant and cleaning supplies, as well as relevant protective equipment?
- Is there a testing plan for essential workers who are sick or symptomatic?
- Is there a plan for supportive quarantine/isolation for essential workers?

Special Considerations

- Are there industries in the county that deserve special consideration in terms of mitigating the risk of COVID-19 transmission, e.g. agriculture or manufacturing?
- Are there industries in the county that make it more feasible for the county to increase the pace through stage 2, e.g. technology companies or other companies that have a high percentage of workers who can telework?

Community Engagement

- Has the county engage with its cities?
- Which key county stakeholders should be a part of formulating and implementing the proposed variance plan?
- Have virtual community forums been held to solicit input into the variance plan?
- Is community engagement reflective of the racial, ethnic, and linguistic diversity of the community?

Relationship to Surrounding Counties

- Are surrounding counties experiencing increasing, decreasing or stable case rates?
- Are surrounding counties also planning to increase the pace through Stage 2 of California's roadmap to modify the Stay-at-Home order, and if so, on what timeline? How are you coordinating with these counties?
- How will increased regional and state travel impact the county's ability to test, isolate, and contact trace?

In addition to your county's COVID-19 VARIANCE ATTESTATION FORM, please include:

- Letter of support from the County Board of Supervisors
- Letter of support from the local hospitals or health care systems. In the event that the county does not have a hospital or health care system within its jurisdiction, a letter of support from the relevant regional health system(s) is also acceptable.
- County Plan for moving through Stage 2

All documents should be emailed to Jake Hanson at Jake.Hanson@cdph.ca.gov

I DG, hereby attest that I am duly authorized to sign and act on behalf of San. I certify that San has met the readiness criteria outlined by CDPH designed to mitigate the spread of COVID-19 and that the information provided is true, accurate and complete to the best of my knowledge. If a local COVID-19 Containment Plan is submitted for San, I certify that it was developed with input from the County Board of Supervisors/City Council, hospitals, health systems, and a broad range of stakeholders in the jurisdiction. I acknowledge that I remain responsible for implementing the local COVID-19 Containment Plan and that CDPH, by providing technical guidance, is in no way assuming liability for its contents.

I understand and consent that the California Department of Public Health (CDPH) will post this information on the CDPH website and is public record.

Printed Name DAVID GHILARDUCCI, MD, FACEP
Signature *D. Ghilarducci MD*
Position/Title Interim Health Officer
Date 05-12-2020

Appendix A: Social Distancing Protocol

Business name: [REDACTED]

Facility Address: [REDACTED]

Approximate gross square footage of space open to the public: [REDACTED]

Businesses must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is inapplicable to the business.

Signage:

Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough or fever; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and not shake hands or engage in any unnecessary physical contact.

Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

Measures To Protect Employee Health (check all that apply to the facility):

Everyone who can carry out their work duties from home has been directed to do so.

All employees have been told not to come to work if sick.

Symptom checks are being conducted before employees may enter the work space.

All desks or individual work stations are separated by at least six feet.

Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

- Break rooms: [REDACTED]
- Bathrooms: [REDACTED]
- Other [REDACTED]: [REDACTED]

Disinfectant and related supplies are available to all employees at the following location(s):

[REDACTED]

Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

[REDACTED]

Soap and water are available to all employees at the following location(s):

[REDACTED]

Copies of this Protocol have been distributed to all employees.

Optional—Describe other measures: [REDACTED]

Measures To Prevent Crowds From Gathering (check all that apply to the facility):

Limit the number of customers in the store at any one time to Select (or other enter [REDACTED]), which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.

Placing per-person limits on goods that are selling out quickly to reduce crowds and lines.

Explain: [REDACTED]

Optional—Describe other measures: [REDACTED]

Appendix A: Social Distancing Protocol

Measures To Keep People At Least Six Feet Apart (check all that apply to the facility)

- Placing signs outside the store reminding people to be at least six feet apart, including when in line.
- Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance.
- Separate order areas from delivery areas to prevent customers from gathering.
- All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- Optional—Describe other measures: _____

Measures To Prevent Unnecessary Contact (check all that apply to the facility):

- Preventing people from self-serving any items that are food-related.
 - Lids for cups and food-bar type items are provided by staff; not to customers to grab.
 - Bulk-item food bins are not available for customer self-service use.
- Not permitting customers to bring their own bags, mugs, or other reusable items from home.
- Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly.
Describe: _____
- Optional—Describe other measures (e.g. providing senior-only hours): _____

Measures To Increase Sanitization (check all that apply to the facility):

- Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
- Employee(s) assigned to disinfect carts and baskets regularly.
- Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions.
- Disinfecting all payment portals, pens, and styluses after each use.
- Disinfecting all high-contact surfaces frequently.
- Optional—Describe other measures: _____

* Any additional measures not included here should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Name: _____

Phone number: _____

COUNTY OF SAN BENITO

BOARD OF SUPERVISORS



481 FOURTH STREET, HOLLISTER, CA 95023
PHONE: (831) 636-4000 FAX: (831) 636-4010

Mark Medina
District No. 1

Anthony Botelho
District No. 2

Peter Hernandez
District No. 3

Jim Gillio
District No. 4

Jaime De La Cruz
District No. 5

May 12, 2020

David Ghilarducci, MD, FACEP
Interim Public Health Officer
San Benito County Public Health Services
351 Tres Pinos Road, Suite A-202
Hollister, CA 95023

Re: County of San Benito's Attestation to Variance to Stage 2 of California's Roadmap Modification

Dear Dr. Ghilarducci:

The Board of Supervisors of San Benito County appreciates your leadership in addition to Governor Newsom and his administration's handling of the COVID-19 pandemic. On behalf of San Benito County, we thank you for your leadership during this critical time and your efforts to address the significant health, safety, and economic impacts associated with the COVID-19 pandemic. The support and resources provided for all counties have gone a long way in helping to keep our community healthy and safe.

On March 6, 2020, San Benito County Administrative Officer proclaimed a local state of emergency in the absence of the Board of Supervisors to quickly prepare for impacts associated with the Novel Coronavirus. On March 10, 2020, the Board of Supervisors ratified the proclamation issued by the County Administrative Officer and declared a local state of emergency for the County of San Benito.

On March 19, 2020, the Governor subsequently issued an Executive "Stay at Home" Order, which has been adhered to by both the businesses and residents of our County. Also, San Benito County has incorporated a mandated face-covering order.

These measures, seemingly drastic at times, are essential to ensure the success of our County in preparing for and addressing the spread of the disease amongst our residents. We experienced our first two COVID-19 cases in San Benito County on February 2, 2020, and were among the first cases in the United States. The County secured the necessary Personal Protective Equipment (PPE) for our first responders, the local hospital, and has planned a thoughtful and comprehensive roadmap for businesses to reopen. The County has initiated a collaborative effort with jurisdictions within the county, cities, schools, hospitals and many other agencies to prepare for the reopening of the county.

As a Board, we are aware of the capacity of the epidemiological and surveillance data required for state reporting. San Benito County Public Health works diligently on containment and contact tracing. We have supported our local hospital to build capacity to support a medical surge and expand testing capacity.

Throughout this pandemic, we have continued to invite public and stakeholder input at our regularly scheduled and weekly special Board of Supervisors meetings, as well as through email, social media, Facebook Live events, and a variety of other community meetings. We have made tremendous strides in being accessible and available to the public through various avenues. We feel confident that the safety measures of our residents will be met, by moving forward with the Stage 2 expansion.

The Board of Supervisors of San Benito County fully supports the County Health Officer's attestation that we are prepared as a County to implement the variance to Stage 2 expansion and we have met the readiness criteria outlined by the California Department of Public Health. The Board of Supervisors supports the reopening of business and spaces in the County in the most expeditious manner possible, consistent with the protection of the public and essential workers.

We thank you again for your leadership during these unprecedented times. We would welcome the opportunity to discuss this issue further with your team and are committed to a solution that helps our County mitigate, respond, and recover from these historic times.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jaime De La Cruz". The signature is fluid and cursive, with the first name "Jaime" being the most prominent.

Jaime De La Cruz
Chair of the Board of Supervisors
San Benito County



COUNTY OF SAN BENITO

ADMINISTRATIVE OFFICE

481 FOURTH STREET, HOLLISTER, CA 95023 (831) 636-4000 FAX: (831) 636-4010 WWW.COSB.US

RAY ESPINOSA, COUNTY ADMINISTRATIVE OFFICER

EDGAR NOLASCO, DEPUTY COUNTY ADMINISTRATIVE OFFICER

Stewart Patri
Budget Officer

Dulce Alonso
Management Analyst

Lauren Hull
Management Analyst

Lorena Moreno
Executive Secretary

TO: All County Employees
Each Supervisor
Labor Partners

FROM: Ray Espinosa, County Administrative Officer

DATE: April 16, 2020

SUBJECT: CAO UPDATE #3

As you know, the current shelter in place is in effect until May 3, 2020. The County continues to evaluate the conditions and guidelines recommended by the state and local Public Health officials. As the curve begins to flatten, Public Health Officers within the State are cautiously developing criteria about how to move forward in the future. Bay Area Public Health Officers, city and county staff, and local policymakers will be working closely together on a plan to start having some level of normalcy with an emphasis on everyone's safety and wellbeing over the coming weeks.

In my April 10, 2020 letter, I indicated that the County would provide employees information regarding the implementation of the new federal legislation, the Families First Coronavirus Response Act (FFCRA) that went into effect on April 1, 2020. As promised, in Attachment #1, you will find a detailed memo of frequently asked questions (FAQ) related to the COVID-19 Emergency Paid Sick Leave and Expanded-FMLA leave programs. Depending on your role and position in the County, you may be exempt from FFCRA. Employees who are not exempt from the FFCRA may request FFCRA leave by submitting the attached FFCRA Leave Form Request (see Attachment #3) to Elvia Barocio in HR.

Please see Attachment #2 for the list of FFCRA- exempt employees by department and division. If you have any questions concerning FFCRA-exemption status, please discuss this with your immediate supervisor or department head. The Auditor's office has also provided payroll codes to assist employees in entering the proper hour code in the Tyler Technology Timesheet System (see Attachment #4).

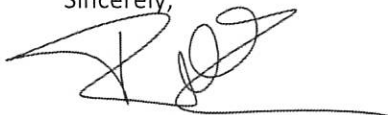
The County will take the following additional actions to lessen the impact from the local and state shelter in place orders on the County's workforce:

1. In addition to the FFCRA leaves for eligible employees, the County will also allow the usage of the following leaves for non-essential employees who are available to work but are unable to report to a worksite or telework due to the shelter in place order:
 - Accrued Sick Leave
 - Accrued Vacation leave
 - Accrued Floating Holidays
 - Accrued Administrative Leave
 - Accrued Comp Time

2. Non-essential employees who are available to work but are unable to report to a worksite or telework due to the shelter in place order AND who exhaust or do not qualify for any of the leaves as described in (1) above, may make a request to Elvia Baracio in HR to advance up to 80 hours of future sick leave accruals provided that employee agrees to a written repayment agreement.
3. Non-essential employees who are available to work but are unable to report to a worksite or telework due to the shelter in place order shall be given priority for assignment by the County for disaster work assignments in the County or work in other County Departments, consistent with the shelter in place order.
4. After May 3, 2020, non-essential employees who are available to work and who have exhausted available leaves in items 1 and 2 above shall continue to receive the County's portion of premium contribution towards Medical Health Insurance through the duration of a Shelter in Place Order (local, state and/or federal orders) for the remainder of this fiscal year. Employees would still be responsible for the employee's portion of the insurance premiums; however, if an employee is unable to pay those premiums at this time, the County will allow an employee to defer payment of the employee's portion of the premium for three months contingent upon a written repayment agreement.
5. Non-essential employees who remain available to work but are unable to work due to the shelter in place order may augment their eligible FFCRA leave with accrued leave, including but not limited to sick leave, vacation leave and floating holiday leave, at the employee's choice. More information will be provided by the Auditor's office in a memo released to all County employees on Tuesday, April 21, 2020.
6. For employees exempt from the FFCRA Leave Program (see Attachment# 2), the County has established a County COVID-19 Sick leave bank of 80 hours. This COVID-19 related sick leave bank is for employees who are exempt from FFCRA to use if they have been advised by a health care provider to self-quarantine, are experiencing symptoms of COVID-19, or have tested positive for COVID-19.
7. The County will continue to explore additional ways to reduce the impact of this pandemic on employees, including the implementation of suggestions by local representatives, including labor partners.
8. The County will continue to its Hiring Authorization Process with a greater emphasis on monitoring the impacts of the shelter in place order on any displaced employees.

Again, I am tremendously grateful to all keeping public services available to the community! I also wish to thank our labor partners, our Public Health Department, including our Public Health Officer, and lastly, our Board of Supervisors who are continually monitoring and responding to this situation as it evolves.

Sincerely,



Ray Espinosa,
County Administrative Officer



Construction Guidance

As we continue to adhere to the Governor's Stay at Home Order, we have created some guidance for Construction Companies. We ask that you adhere to social distancing protocol provided in [Appendix A](#).

1. Practice social distancing by maintaining a minimum 6-foot distance from others.
2. Preclude gatherings of any size; do not have people gather together. If they do, keep 6 feet apart.
3. Provide personal protective equipment such as gloves, goggles, face shields and face coverings as appropriate for the activity being performed.
4. Identify "choke points" and "high-risk areas" where workers are forced to stand together, such as hallways, hoists and elevators, break areas, and buses, and control them so social distancing is maintained.
5. Minimize interactions when picking up or delivering equipment or materials and ensure a minimum 6-foot separation.
6. Stagger the trades as necessary to reduce density and maintain minimum 6-foot separation social distancing.
7. Discourage workers from using other workers' phones, desks, offices, work tools and equipment. If necessary, clean and disinfect them before and after use.
8. Post, in areas visible to all workers, required hygienic practices including not touching face with unwashed hands or with gloves; washing hands with soap and water for at least 20 seconds; use of hand sanitizer with at least 60% alcohol, cleaning AND disinfecting frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons and doorknobs; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the CDC.
9. Place wash stations or hand sanitizers in multiple locations to encourage hand hygiene.
10. Require anyone on the project to stay home if they are sick, except to get medical care.
11. Have employees inform their supervisor if they have a sick family member at home with COVID-19.
12. Maintain a daily attendance log of all workers and visitors that includes contact information, including name, phone number, address and email.
13. Construction authorized in Executive Order N-33-20 shall designate a site-specific COVID-19 supervisor to enforce this guidance. The designated COVID-19 supervisor shall be present on the construction site at all times during construction activities. The COVID-19 supervisor can be an on-site worker who is designated to carry this role. The COVID-19 supervisor must review this Protocol with all workers and visitors to the construction site.

Approved by Dr. David Ghilarducci 05-01-2020



SAN BENITO COUNTY

HEALTH & HUMAN SERVICES AGENCY

MARTIN FENSTERSHEIB, MD, MPH
INTERIM HEALTH OFFICER

TRACEY BELTON
AGENCY DIRECTOR

PUBLIC HEALTH SERVICES

Healthy People in Healthy Communities

**ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SAN BENITO
GENERALLY REQUIRING MEMBERS OF THE PUBLIC AND WORKERS TO
WEAR FACE COVERINGS**

(PUBLIC HEALTH EMERGENCY ORDER)

DATE OF ORDER: April 24, 2020

Please read this Order carefully. This order applies to all persons in San Benito County.

Summary: The United States Centers for Disease Control and Prevention ("CDC"), California Department of Public Health ("CDPH"), and San Benito Public Health Services have recommended that members of the public, when they need to interact with others outside the home and especially in settings where many people are present such as waiting in lines and shopping, should cover the mouth and nose to prevent inadvertently spreading the virus that causes Coronavirus Disease 2019 ("COVID-19"). One key transmission method for the COVID-19 virus is respiratory droplets that people expel when they breathe cough or sneeze. With the virus that causes COVID-19, people can be infected and not have any symptoms, meaning they are asymptomatic, but they can still be contagious, meaning able to infect others. People can also be infected and contagious 48 hours before developing symptoms, the time when they are pre-symptomatic. Many people with the COVID-19 virus have mild symptoms and do not recognize they are infected and contagious, and they can unknowingly infect others. Therefore, the CDC, CDPH, and SBPHS now believe that wearing a face covering, when combined with physical distancing of at least 6 feet and frequent hand washing, may reduce the risk of transmitting coronavirus when in public and engaged in essential or approved activities by reducing the spread of respiratory droplets. And because it is not always possible to maintain at least 6 feet of distance, members of the public and workers should wear face coverings while engaged in most essential activities and other activities when others are nearby. For clarity, although wearing a face covering is one tool for reducing the spread of the virus, doing so is not a substitute for sheltering in place, physical distancing of at least 6 feet, and frequent hand washing.

This Order requires that people wear Face Coverings, which may be simple do-it-yourself coverings as further described below, in three main settings:

1. Members of the public must wear Face Coverings while inside of or waiting in line to enter Essential Businesses and other businesses or facilities engaged in Minimum Basic Operations, providing Essential Infrastructure, and providing Essential Government Functions (except Healthcare Operations, which are subject to different requirements), when seeking healthcare from Healthcare Operations, and when waiting for or riding on public transportation and other types of shared transportation.
2. This Order also requires employees, contractors, owners, and volunteers of all Essential Businesses or those operating public transportation and other types of shared transportation to wear a Face Covering when at work.

04/14/20

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ENVIRONMENTAL HEALTH
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761 South Street
Hollister CA 95023
831-637-1989

3. This Order also requires workers engaged in Minimum Basic Operations, Essential Infrastructure work, and Essential Government Functions to wear a Face Covering in areas where the public is present or likely to be and at any time when others are nearby.

This Order includes certain exceptions as specified in paragraphs 6, 7, 8, and 9.

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040 and 120175, THE HEALTH OFFICER OF THE COUNTY OF SAN BENITO ("HEALTH OFFICER") ORDERS:

1. This Order will take effect at 8:00 a.m. on April 27, 2020, and will continue to be in effect until it is extended, rescinded, superseded, or amended in writing by the Health Officer.
2. As used in this Order, a "Face Covering" means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers only the nose and mouth and surrounding areas of the lower face. A covering that hides or obscures the wearer's eyes or forehead is not a Face Covering. Examples of Face Coverings include a scarf or bandana; a neck gaiter; a homemade covering made from a t-shirt, sweatshirt, or towel, held on with rubber bands or otherwise; or a mask, which need not be medical-grade. A Face Covering may be factory-made, or may be handmade and improvised from ordinary household materials. The Face Covering should be comfortable, so that the wearer can breathe comfortably through the nose and does not have to adjust it frequently, so as to avoid touching the face. For as long as medical grade masks such as N95 masks and surgical masks are in short supply, members of the public should not purchase those masks as Face Coverings under this Order; those medical grade masks should be reserved for health care providers and first responders. In general, even when not required by this Order, people are strongly encouraged to wear Face Coverings when in public. Also, for Face Coverings that are not disposed after each use, people should clean them frequently and have extra ones available so that they have a clean one available for use.
Note that any mask that incorporates a one -way valve (typically a raised plastic cylinder about the size of a quarter on the front or side of the mask) that is designed to facilitate easy exhaling is not a Face Covering under this Order and is not to be used to comply with this Order's requirements. Valves of that type permit droplet release from the mask, putting others nearby at risk.
3. All members of the public, except as specifically exempted below, must wear a Face Covering outside their home or other place they reside in the following situations:
 - a. When they are inside of, or in line to enter, any Essential Business including, but not limited to, grocery stores, convenience stores, supermarkets, laundromats, and restaurants including drive-through windows where the car window is rolled down to receive food and exchange money;
 - b. When they are inside or at any location or facility engaging in Minimum Basic Operations or seeking or receiving Essential Government Functions inside of any location or facility;
 - c. When they are engaged in Essential Infrastructure work;

- d. When they are obtaining services at Healthcare Operations – including hospitals, clinics, COVID-19 testing locations, dentists, pharmacies, blood banks and blood drives, other healthcare facilities, mental health providers, or facilities providing veterinary care and similar health care services for animals - unless directed otherwise by an employee or worker at the Healthcare Operation; or
 - e. When they are waiting for or riding on public transportation (including without limitation any bus, or paratransit or are in a taxi, private car service, or ride-sharing vehicle.
4. Each driver or operator of any public transportation or paratransit vehicle, taxi, or private car service or ride- sharing vehicle must wear a Face Covering while driving or operating such vehicle, regardless of whether a member of the public is in the vehicle, due to the need to reduce the spread of respiratory droplets in the vehicle at all times.
5. All Essential Businesses, as well as entities and organizations with workers engaged in Essential Infrastructure work, Minimum Basic Operations, or Essential Government Functions (except for Healthcare Operations, which are subject to their own regulation regarding specified face coverings), must :
- a. Require their employees, contractors, owners, and volunteers to wear a Face Covering at the workplace and when performing work off-site any time the employee, contractor, owner, or volunteer is:
 - i. interacting in person with any member of the public;
 - ii. working in any space visited by members of the public, such as by way of example and without limitation reception areas, grocery store or pharmacy aisles, service counters, public restrooms, cashier and checkout areas, waiting rooms, service areas, and other spaces used to interact with the public, regardless of whether anyone from the public is present at the time;
 - iii. working in any space where food is prepared or packaged for sale or distribution to others;
 - iv. working in or walking through common areas such as hallways, stairways, elevators, and parking facilities; or
 - v. in any room or enclosed area when other people (except for members of the person's own household or residence) are present.
 - b. Take reasonable measures, such as posting signs, to remind their customers and the public of the requirement that they wear a Face Covering while inside of or waiting in line to enter the business, facility, or location. Essential Businesses and entities or organizations that engage in Essential Infrastructure work or Minimum Basic Operations must take all reasonable steps to prohibit any member of the public who is not wearing a Face Covering from entering and must not serve that person if those efforts are unsuccessful and seek to remove that person.

6. Any child aged two years or less must not wear a Face Covering because of the risk of suffocation. This Order does not require that any child aged twelve years or less wear a Face Covering. However, when children over two (2) years of age are able to do so parents and caregivers must supervise use of Face Coverings by children to avoid misuse.
7. Wearing a Face Covering is recommended but not required while engaged in outdoor recreation such as walking, hiking, bicycling, or running. But each person engaged in such activity must comply with social distancing requirements including maintaining at least six feet of separation from all other people to the greatest extent possible. Additionally, it is recommended that each person engaged in such activity bring a Face Covering and wear that Face Covering in circumstances where it is difficult to maintain compliance with social distancing requirements, and that they carry the Face Covering in a readily accessible location, such as around the person's neck or in a pocket, for such use. Because running or bicycling causes people to more forcefully expel airborne particles, making the usual minimum 6 feet distance less adequate, runners and cyclists must take steps to avoid exposing others to those particles, which include the following measures: wearing a Face Covering when possible; crossing the street when running to avoid sidewalks with pedestrians; slowing down and moving to the side when unable to leave the sidewalk and nearing other people; never spitting; and avoiding running or cycling directly in front of or behind another runner or cyclist who is not in the same household.
8. This Order does not require any person to wear a Face Covering while driving alone, or exclusively with other members of the same family or household, in a motor vehicle.
9. A Face Covering is also not required by this Order to be worn by a particular individual if the person can show either: (1) a medical professional has advised that wearing a Face Covering may pose a risk to the person wearing the mask for health-related reasons; or (2) wearing a Face Covering would create a risk to the person related to their work as determined by local, state, or federal regulators or workplace safety guidelines. A Face Covering should also not be used by anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the Face Covering without assistance.
10. The intent of this Order is to ensure that all people who are visiting or working at Essential Businesses and all people who are seeking care at healthcare facilities or engaged in certain types of public transit or transportation with others wear a Face Covering to reduce the likelihood that they may transmit or receive the COVID-19 virus. The intent of this Order is also to ensure that people who work for or seek services from entities engaged in Essential Infrastructure work, Minimum Basic Operations, or Essential Government Functions also wear a Face Covering when they are in close proximity to others. In so doing, this Order will help reduce the spread of the COVID-19 virus and mitigate the impact of the virus on members of the public and on the delivery of critical healthcare services to those in need. All provisions of this Order must be interpreted to effectuate this intent.
11. This Order is issued based on evidence of increasing occurrence of COVID-19 within San Benito County the Bay Area, California and the United States of America, scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically. Due to the outbreak of the COVID-19 virus in the general public, which is now a pandemic according to the World

Health Organization, there is a public health emergency throughout the County. With the virus that causes COVID-19, people can be infected and contagious and not have any symptoms, meaning they are asymptomatic. People can also be infected and contagious 48 hours before developing symptoms, the time when they are pre-symptomatic. Many people with the COVID -19 virus have mild symptoms and do not recognize they are infected and contagious, and they can, unknowingly infect others. Therefore, the CDC, CDPH, and SBPHS now believe that wearing a face covering when combined with physical distancing of at least 6 feet and frequent hand washing, may reduce the risk of transmitting coronavirus when in public and engaged in essential activities. And because it is not always possible to maintain at least 6 feet of distance, members of the public and workers are required to wear face coverings while engaged in most essential activities and other activities when others are nearby. For clarity, although wearing a face covering is one tool for reducing the spread of the virus, doing so is not a substitute for sheltering in place, physical distancing of at least 6 feet, and frequent hand washing.

12. This Order is also issued in light of the existence, as of April 23, 2020, of 47 confirmed cases of infection by the COVID-19 virus in the County, including a significant and increasing number of suspected cases of community transmission. This Order is necessary to slow the rate of spread, and the Health Officer will continue to assess the quickly evolving situation and may modify this Order, or issue additional Orders, related to COVID-19, as changing circumstances dictate.
13. This Order is also issued in accordance with, and incorporates by reference, the March 31, 2020, Shelter in Place Order issued by the Health Officer and the amendment to the Shelter in Place order issued on April 24, 2020, the March 4, 2020, Proclamation of a State of Emergency issued by Governor Gavin Newsom, the March 12, 2020, Executive Order (Executive Order N-25-20) Issued by Governor Newsom, the March 6, 2020, Proclamation by the San Benito County Board of Supervisors declaring the existence of a local emergency, and guidance issued by the CDPH and CDC, as each of them have been or may be supplemented.
14. Failure to comply with any of the provisions of this Order constitutes a possible public health threat. Further, failure to comply is also a violation of California Health and Safety Code Section 120295.
15. As with the Shelter-in-Place Order, education and engagement of the public regarding the public health benefits of facial coverings is of paramount importance. Consistent with the views expressed by the Governor and after consulting with the San Benito County Sheriff, the Public Health Officer believes that enforcement through education is preferable. Public compliance with this order as well as all other social distancing and hand washing protocols may allow the gradual reopening of businesses in San Benito County by reducing the spread of COVID-19. Compliance may further reduce instances of COVID-19, including those with serious complications that could be avoided.
16. Copies of this Order shall promptly be: (1) made available at the Office of the Director of San Benito Health and Human Services, 1111 San Felipe Road, Suite 206, Hollister, CA 95023; (2) posted on the San Benito Public Health Services website

(<https://hhsa.cosb.us/publichealth/communicable-disease/coronavirus/>; and (3) provided to any member of the public requesting a copy.

17. If any provision of this Order or its application to any person or circumstance is held to be invalid, then the remainder of the Order, including the application of such part or provision to other people or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.
18. Questions or comments regarding this Order may be directed to San Benito County Public Health Services at 831-637-5367.

IT IS SO ORDERED:

Dated: April 24, 2020



Martin Fenstersheib, MD MPH
Health Officer of the County of San Benito



Golf Course Guidance

As we continue to adhere to the Governor's Stay at Home Order, we have created some guidance for Golf Courses. We ask that you adhere to social distancing protocol provided in [Appendix A](#) as well.

Measures to Protect Golfer Health in Practice Areas

- Remove all flagsticks from the practice area or install cover cups, or create a barrier, so the ball cannot be holed.
- A driving range may remain open if stalls are spaced at least six feet apart and golf balls are sanitized after they are collected and before they are returned to circulation.

Measures to Protect Golfer Health on the Course

- No tournament style events, private lessons or group instruction or clinics allowed
- Golfers may play in groups of up to four players and are required to maintain social distancing throughout the round. In addition, multiple marshals shall be on the course at all times to enforce social distancing and the Golf Safety Protocol.
- Tee times will be expanded to allow additional time in between tee times. This will result in increased spacing between golfing groups and players.
- Discontinue all golf club rentals, push and pull cart rentals.
- Pre-position carts near the first tee.
- Motorized carts are allowed under the following conditions:
 - o Sanitize all touch surfaces (steering wheel, seats, handles, straps etc) prior to each use.
 - o Affix a scorecard and new pencil to the steering wheel of each sanitized cart before use.
 - o Sharing carts with other golfers not from the same household is prohibited.
- Instruct golfers to not touch flagsticks or remove flagsticks or install cover cups, or create a barrier, so the ball cannot be holed.
- Bunker rakes, sand buckets/bottles, and ball washers will be removed or rendered inoperable.
- Remove any water dispensers that require contact. Instruct golfers to bring their own water or provide bottled water.
- Encourage gimmies to reduce crowding near the hole.
- Trash cans should be touchless. Remove lids if present and not operable by foot.
- Course restrooms can remain open provided they are cleaned hourly and the door is propped open.
- Two beverage carts may be provided on the courses and shall be operated similar to takeout service at a restaurant and have a valid health permit to operate.

Measures to Increase Sanitization

- Ensure disinfecting wipes, that are effective against COVID-19, are available to sanitize carts and frequently touched surfaces.



SAN BENITO COUNTY

HEALTH & HUMAN SERVICES AGENCY

DAVID GHILARDUCCI, MD, FACEP
INTERIM HEALTH OFFICER

TRACEY BELTON
AGENCY DIRECTOR

PUBLIC HEALTH SERVICES

Healthy People in Healthy Communities

- Employee(s) are assigned to disinfect carts, including rental pull carts, after completion of each use.
- Hand sanitizer, soap and water, or effective disinfectant is available to golfers at or near the entrance of the facility, dining area, and anywhere else where people have direct interactions.
- Disinfecting all payment portals, pens, and styluses after each use.
- Disinfect all high-contact surfaces frequently.

Approved by Dr. David Ghilarducci 05-01-2020

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Guidance for Faith Based Organizations

As we continue to adhere to the Governor's Stay at Home Order, we have created some guidance for faith based organizations. This guidance addresses drive-in events. We ask that you adhere to social distancing protocol provided in [Appendix A](#) should it apply.

- Each vehicle is limited with only household members (no carpooling)
- Park vehicles with at least 6 feet of spacing
- Keep windows completely closed if feasible (may open windows a quarter of the way if necessary)
- Allow multiple services to reduce any congestion of vehicles
- All those in attendance should not exit their vehicles
- Staff conducting service should be kept under 10 people and adhere to the physical distancing guidelines of at least 6 feet of physical separation.
- Staff should adhere to the face covering order when possible and always adhere to social distancing
- Staff should follow proper hygiene protocol such as hand washing and disinfecting items
- No direct handing of items (food, drinks, etc.) to people inside the vehicle
- Place items (food, drink, etc.) in vehicle's trunk

In addition, all those in attendance should practice social distancing. All organizers should continue to encourage all those in attendance to practice any guidance from the Centers for Disease Control and Prevention, California Department of Public Health, and San Benito County Public Health Services.

Approved by Dr. David Ghilarducci 05-01-2020



Hazel Hawkins
MEMORIAL HOSPITAL

May 11, 2020

To Whom It May Concern:

San Benito Healthcare District and its associated services have worked continuously since the end of January to be as prepared as possible for potential needs arising from the COVID-19 Pandemic. Staff and facility preparation for COVID-19 began at the District before many of the other facilities in our area had a plan.

Now that we are months into this unprecedented global crisis, we continue to work hard to keep staff and facilities prepared in the midst of a very fluid situation.

During a time when nothing is predictable, we strive to maintain staffing at ready for full capacity. We are in close communication with San Benito County Public Health, and are prepared to work in conjunction with them in the event that capacity is exceeded and surge is inevitable.

At this time, San Benito Healthcare District has the supplies needed to continue to care for our community, but we do not take this for granted as we have seen how quickly PPE and other important resources can be exhausted.

The District has the appropriate systems and safeguards in place for the county to move forward with stage 2, and we support the move.

Thank you,

Ken Underwood, CEO
San Benito Healthcare District



Mortuary and Cemetery Guidance

While we recognize the death care industry as an essential service, we also recognize social gatherings are a major contributor to the spread of COVID-19. We know that families are being forced to balance beliefs, rituals and traditions. However, we must maintain our efforts to ensure the health and safety of all. Therefore, we ask that you adhere to the following guidance.

Preference:

- Direct Burial or Direct Cremation, with no persons in attendance.

Alternative Guidance Per Service:

- Cemetery Graveside and Cemetery Drive-Through allowed. See Faith Based Guidance
- Mortuary visitation or viewing no more than 30 minutes.
- No family home or off-site visitation or viewing.
- No more than 10 persons, including clergy.
- Family will disclose to clergy if decedent is COVID-19 positive.
- No rotation or interchanging of the 10 persons.
- No ill persons in attendance.
- All persons must wear a face covering.
- Avoid touching the body of someone who has died of COVID-19
- All persons must maintain social distancing of 6ft.
- No more than 15 minutes allowed at graveside.
- No more than 10 cars allowed at cemetery.
- The temporary closure of cemeteries for regular visitation.
- If you are unable to accommodate, close service to visitors.

Your dedication to protect your staff, the families you service and all those in the community in a safe and effective manner is commendable. We must all work together to slow the spread of the virus.

Approved by Dr. David Ghilarducci 05-01-2020



SAN BENITO COUNTY

HEALTH & HUMAN SERVICES AGENCY

DAVID GHILARDUCCI, MD, FACEP
INTERIM HEALTH OFFICER

TRACEY BELTON
AGENCY DIRECTOR

PUBLIC HEALTH SERVICES

Healthy People in Healthy Communities

Real Estate Guidance

As we continue to adhere to the Governor's Stay at Home Order, we have created some guidance for Relators. We ask that you adhere to social distancing protocol provided in Appendix A should it apply:

1. Showings should be done virtually, if at all possible.
2. All showings are to be held by appointment only.
3. All activities should be completed electronically, if at all possible.
4. Only a single agent and no more than two other individuals are to be in a dwelling at the same time during a showing.
5. Sellers are to be advised that they should not be present within a dwelling at the same time as other individuals.
6. Any persons on the property must agree to adhere strictly to the social distancing guidelines at all times by remaining at least six feet apart per the recommendations established by the CDC.
7. Any person entering a property shall provide by declaration that to the best of their knowledge, they are not currently ill with a cold or flu; do not have a fever, persistent cough, shortness of breath, or exhibit other COVID-19 symptoms; have not been in contact with a person with COVID-19; and will adhere to and follow all precautions required for viewing the property at all times.
8. The agreement of the seller allowing any person entering onto the property or into the dwelling must be expressly obtained from seller in writing..
9. Unless absolutely necessary, communications with clients should be done via electronic means or by telephone. In person conversations should be minimized unless absolutely necessary.
10. Listing agents should provide all marketing materials electronically for purposes of the showing and should not provide the buyer any materials inside the property during a showing. Agents conducting the showing should meet clients at the property and not drive the client to the property, so as to minimize risk.
11. Clients shall refrain from touching anything in the home.

Additional guidance resources:

- a. CAR Coronavirus Property Entry Advisory and Declaration form
https://www.car.org/-/media/CAR/Documents/Transaction-Center/PDF/Risk-Management/COVID19/COVID19-Forms/PEAD_4-16-2020.pdf?la=en&hash=0BD6ADACA5975BCE67F43538530FA429D9AE0F63
- b. CAR Guidelines for Real Estate Best Practices During COVID-19
<https://www.carcovidupdates.org/best-practices-guidelines>

Approved by Dr. David Ghilarducci 05-01-2020

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SAN BENITO COUNTY CORRECTIONS

TO: All personnel
FROM: Tony Lamonica, Captain
SUBJECT: Mandatory employee/inmates wearing of mask
DATE: 04/13/2020

Based on new recommendations from the CDC, BSCC, and our Health Department, we will be requiring all employees and inmates within the facility to wear dust masks. This requirement is based on lessons learned from facilities that have been hard hit by the Corona Virus such as Riverside and Hudson County, New Jersey. Our number one priority has always been to keep all of you and the inmates as safe as possible. We feel that enacting this order now, BEFORE we have any positive COVID-19 cases in the Jail, is the best practice to limit potential exposure to the virus. Starting tomorrow at 0600 hrs. the following procedure shall be followed:

- Staff and visitors to the Jail shall be required to wear a dust/surgical mask while in the Jail facility.
 - All staff and visitors will receive 1 dust mask immediately following their temperature check clearance. The mask will be issued by the temperature check deputy or nurse.
 - The one exception to this rule
 - If you are alone inside a break room, control room, office, etc, you do not have to have the mask covering your face; however, if someone enters the room, both individuals need to have the mask on.
 - If a mask becomes excessively soiled during the work shift, the staff/volunteer can request a new mask through the COVID-19 deputies or Shift Sergeant.

- All inmates will be issued masks beginning Tuesday, 4/14/20 at breakfast
 - To facilitate proper distribution, the following process shall apply
 - All inmates shall be required to lockdown next to or on their bunks
 - The deputy will hand out a mask, paper bag for mask storage
 - The deputy will ensure every inmate assigned to the PODS gets a mask
 - Inmate masks will be replaced on Mondays, meaning the inmate will exchange an old mask to get a new one
 - masks shall be properly disposed of in a biohazard bag
 - Inmates will keep the paper bag for proper storage of the masks when not in use

Monterey County Jail Facility currently has several female inmates making cloth masks for our inmates to wear to help us keep a sufficient supply of masks. When we receive those masks we will distribute to our inmates.

I am also recommending that each employee keeps one change of clothing and provisions to take a shower in your locker or vehicle. Going into the future, you may need to decontaminate after transporting an inmate to the hospital, coming in contact with a possible COVID-19 person, etc. We are currently working on a process for that time of decontamination.



SAN BENITO COUNTY CORRECTIONS

SECTION: Safety and Emergency Procedures

SUBJECT: Pandemic Coronavirus

ISSUED BY: Capt. Tony Lamonica

DATE: 03/18/2020

Purpose:

The purpose of this policy is to establish at the San Benito County Jail (SBCJ) a Pandemic Coronavirus Preparedness Plan for responding to pandemic emergencies.

Policy:

It is the policy of the SBCJ to be prepared to respond promptly and appropriately to all types of pandemic emergencies in an efficient and effective manner.

1. Pandemic Corona Virus

The SBCJ physical health care provider will develop a protocol to track suspected cases of the Coronavirus. The tracking mechanism will provide for the establishment of a baseline of the Coronavirus cases in the jail facility and further allow for the quick identification of increased incidents of the Coronavirus.

Medical staff may first identify systems of the pandemic Coronavirus during sick call and will be vigilant for the development of fever, respiratory systems, and/or coughing for one week after last exposure to the Coronavirus.

Future screening mechanisms will be initiated as recommended by the San Benito County Public Health Department, Centers for Disease Control, or some other responsible agency or organization.

Staff that become ill will be advised to seek medical attention and care from their private physicians before returning to work. Employees who become ill will be advised to stay home

until 24 hours after resolution of fever, unless an alternative diagnosis is established or diagnostic tests are negative for the Coronavirus.

Aggregating and Analyzing Data

The San Benito County Jail health care provider, specifically its infectious control coordinator and regional medical director, will be assigned the task of aggregating and analyzing data.

2. Laboratory Diagnosis

Coronavirus Tests

TBD by Public Health Department

Phase out testing during a Pandemic

Phase out testing will be at the direction of the Public Health Department

Identification of the Coronavirus

A collaborative effort between the San Benito County Jail, its physical health care provider and the San Benito County Public Health Department must exist to the extent that information is shared when the Coronavirus is suspected within the jail population. The physical health care provider will immediately notify the Public health department with its suspicions of the Coronavirus within the jail setting.

The physical health care provider will tailor its surveillance and treatment of the Coronavirus based upon public health advisories.

3. Healthcare Planning

Drilling of Plan for Pandemic Corona Virus

The San Benito County Jail will conduct periodic simulated drills to become proficient with isolating large groups of inmates, as well as dispensing vaccines to staff and inmates. The drill will take into account projected staffing shortages, training, and cohorting of patients, etc.

Identification and Isolation of Patients

Upon the first identified case of the Coronavirus, the San Benito County Jail will be prepared to isolate and cohort patients. Infected inmates will be placed in E POD which is a lockdown unit with individual cells. This will only occur after the current females housed in E POD are moved to F POD. Infected males/females may be housed together in E POD in an emergency. Direct supervision will then be put in place with a Correctional Officer in PPE

Additional cases may necessitate designating different housing areas throughout the jail as isolation areas and cohorting patients.

4. Infection Control

Infection Control Strategy for Patients and Droplet Precautions

The San Benito County Jail will continue to reinforce universal hand washing practices at all times. Signage will be maintained throughout the facility and in inmate occupied areas, as well as staff and visitor areas.

The San Benito County Jail will embark upon and maintain a campaign to educate staff, inmates, and visitors as to new guidelines for appropriate respiratory etiquette. The guidelines recommended that individuals cough or sneeze into the bends of their arms and not into their hands.

Inmates are provided with tablets that have the ability to see "A Health Notice App". The information they see comes directly from the CDC website in both English and Spanish. The App is free.

Personal Protective Equipment

Staff working with infected inmates, or inmates suspected of being infected, will follow POLICY 730.5.2. Staff will pay careful attention to hand hygiene before and after all patient contact or contact with items potentially contaminated with respiratory secretions, and will use gloves and gowns for all patient contact. Additional droplet precautions call for staff to wear eye protection (i.e; goggles or face shields) when within six feet of a patient. (PPE is located in the medical office in a plastic tub with a label on it)

Staff working directly with infected patients will use a National Institute of Occupational Safety and Health approved N95 filtering face piece disposable mask when entering their rooms.

The San Benito County jail physical health care provider is required to maintain a reasonable stockpile of N95 respirators for emergency preparedness purposes. The San Benito County Jail Emergency Management will also be responsible for maintaining a supply of N95 masks.

Environmental and Cleaning Protocols

The San Benito County Jail will continue to maintain high levels of sanitation throughout the facility, and will use CAVI WIPES or Santi Guard surface spray to disinfect living quarters.

Standard precautions will be implemented for linen and laundry that might be contaminated with respiratory secretions. These items should be treated as hazardous waste and disposed of in accordance with facility safe practices.

The incarcerated population is being provided extra soap and hospital-grade disinfectant that meets Centers for Disease Control and Prevention guidance for COVID-19.

Patients with known or possible Coronavirus will be fed with disposable dishes and utensils. These items should be treated as hazardous waste and disposed of in accordance with facility safe practices.

5. Clinical Guidelines

Evaluation of Suspected Cases

Evaluation of cases will generally occur during daily sick call. The Physician or Nurse will be educated about symptoms of the Coronavirus, and placed on heightened alert to look for such symptoms.

Infected inmates exhibiting significant complications (e.g., fever or advanced respiratory failure) will be referred for hospitalization at Hazel Hawkins Hospital.

Management of Cases

6. Vaccine Distribution and Use

TBD by Public Health Department

Vaccine Distribution

TBD by Public Health Department

7. Antiviral Drug Distribution and Use

Public Health will coordinate with our jail medical provider

Stockpiles

In lieu of stockpiling antivirals, since such an endeavor would presumably be cost prohibitive, the San Benito County Jail physical health care provider will utilize the buying power of its parent company to quickly obtain quantities of antivirals to effectively treat symptoms of the Coronavirus presenting in the inmate population.

8. Control and Prevention

Containment Measures

Once it has been determined by the San Benito County Public Health Department the Coronavirus has reached epidemic proportions within San Benito County, the San Benito County Jail will shut its doors to all new admissions. (This is pending approval from the

presiding Judge). The exception to this will be those individuals arrested for violent crimes, and those individuals who have had a documented screening before arriving to the San Benito County Jail and have been determined uninfected by the Coronavirus.

San Benito County Courts

To further reduce the population, the presiding judge has stated he will work with San Benito County Jail in attempts to reduce the population. The presiding judge has already accelerated the release of individuals who have 30 days or fewer on their sentence per Penal Code Section 4024.1

The San Benito County Jail will also assess sentenced individual who are particularly vulnerable to the Coronavirus for immediate release, unless there is clear evidence that the release would present an unreasonable risk to the physical safety of the community.

Modification of Activate

Visitation

The suspension of visits (official and otherwise) will be dependent upon the number of identified cases experienced in the area and/or recommendation from Public Health. Upon the suspension of visitation, the San Benito County Jail will put out Public Service Announcements.

Vendors having to enter the facility to deliver supplies will be provided with masks, gloves, and antibacterial gel. They will also be required to wash their hands before entering the facility and will be advised to do the same prior to exiting.

Delivery of Meals

All inmates will be fed in their cells. The San Benito County Jail will utilize small contingents of identifiably healthy inmates to deliver food and maintain kitchen operations. These inmates will be provided masks to deliver meals in housing areas where infected inmates are cohorted.

The food service provider will be required to provide three meals per day, with the dinner meal being the only required hot meal. The food service provider will have the latitude to modify any existing menus during the duration of an emergency.

Depending upon the availability of food service staff, consideration will be given to combining the three meals per day into two meals with the same caloric requirement.

Medication Administration

The physical health care provider will administer medications only to those inmates with

chronic or serious medical conditions. If the facility has been ordered into lockdown, then medications will be delivered from cell to cell. Otherwise, medications will be dispensed in a coordinated fashion at the housing areas in order to limit inmate movement through the facility.

Sick call procedures will continue to occur in accordance with San Benito County Jail and the physical health care provider policies. However, conditions at the time of a pandemic may necessitate modifications to account of an anticipated reduction in staff or a plethora of issues surrounding the treatment of suspected cases of the Coronavirus.

The San Benito County Jail physical health care provider will be required to complete a daily face-to-face review of all inmates cohorted in designated quarantine units. In the event of a full lockdown of the facility, the physical health care provider will be required to see every inmate at least once in a three-day period. The physical health care provider will be required to maintain written documentation of all completed rounds.

Behavioral Health Services

During a pandemic emergency, the San Benito County Jail behavioral health provider will be responsible for continuing all normal practices relating to inmate behavioral health care, or otherwise dictated by contract, unless conditions are such that the Sheriff or his designee approves recommendations to modify specific services.

The San Benito County behavioral health provider will be required to complete a daily face-to-face review of all inmates cohorted in designated quarantine units. In the event of a full lockdown of the facility, the behavioral health provider will be required to see every inmate at least once in a seven-day period. The behavioral health provider will be required to maintain written documentation of all completed rounds.

Commissary

Commissary deliveries will continue to occur providing that prevailing conditions allow it to occur in a safe manner.

Discharge from Custody

Inmates confirmed as having been infected with the Coronavirus during a pandemic crisis, or inmates exhibiting symptoms of the same, will not be released into the community until their medical condition has improved to the point that they will not be a risk to the community.

Inmates deemed healthy and eligible for discharge will be released in accordance with direction from the San Benito County Public Health Department.

To further reduce the population, we will also be working with the presiding Judge to accelerate the release of all individuals who have 30 days or fewer of their sentences remaining pursuant to Penal Code section 4024.1. We will also consider the release of all un-sentenced inmates who do not have violent charges. It will be a combined effort between the D.A., courts and our office to determine who can be released.

San Benito County Jail medical provider will also screen all inmates upon release and provide them with pamphlet's with CDC's recommendation on how to protect themselves from the coronavirus.

9. Pre-Planning

Pre-Pandemic Education and Awareness

Staff and inmates will be provided with as much general information regarding Pandemic Planning as possible with care being given to prevent panic. The dissemination of information relating to pandemic planning will be coordinated through the Sheriff's Office. The Sheriff's Office will rely upon the assistance of external and internal resources to develop appropriate material for dissemination. The assistance may come from staff associated with the San Benito County Public Health Department, the facility medical and or mental health providers, Office of Emergency Services, etc.

Pre-Booking

New inmates are screened for the Coronavirus before being booked into the facility. In fact all screening is currently taking place outside in the sally port. If the individual has any of the symptoms, including fever, cough, or shortness of breath, officials will ask if the person has traveled to China within two weeks of the symptoms developing or if they had close contact with anyone exposed to the corona Virus. If the answer is yes to any of the questions, the correctional officer will immediately wear gloves and place a mask on the suspected patient.

It is highly recommended to encourage all arrestees to shower with soap and shampoo prior to being housed in a POD.

Transportation of inmates to and from other facilities

Prior to inmates being transported or picked up to and from other facilities, the inmate will go through the pre-screening process. If the inmate shows signs of having the Coronavirus that inmate will not be picked up or transported until medical is contacted. Medical when then make the necessary recommendations.

Outside Vendors and Bail Bonds

Any outside vendors or bail agents will also be asked the pre-screening questions before

entering the facility. If they answer yes to any of the intake questions please notify medical.

SEE UPDATED PRE-BOOKING SCREENING (ATTACHED)

SEE ADDITIONAL UPDATE 04/09/2020 (ATTACHED)

SEE ADDITIONAL UPDATE 04/13/2020 (ATTACHED)

If an individual shows signs of the Coronavirus Symptoms at Intake

Staff or medical will advise the arresting agency that the arrestee will need to be transported to Hazel Hawkins Hospital. A mask will be put on the arrestee and Hazel Hawkins Hospital will be called prior to the arrestee being transported to the hospital. (HHH 831-637-5711).

Medical Provider

The facilities current medical provider has N95 Masks, goggles, shields, gloves, gowns, and wipes on hand and has already ordered additional supplies.

Medical will on a routine basis discuss proper hygiene and social distancing inside the dorms.

10. **Staffing Plans**

Emergency Staffing Plans

Refer to POLICY 404.

The San Benito County Jail currently works the 12 hour shift. Individuals assigned to a twelve hours shift shall work four (4) twelve (12) hour shifts in a one (1) week followed by three (3) shifts the following.

Correctional Officers assigned to Transportation function will work a 4/10 schedule.

If a significant amount of Correctional Officers have to be quarantined at home I will look at patrol assisting in the jail and Temporary Extra Help Deputies from the courthouse in an emergency. I can also bring all four shifts down to minimum staffing (4).

Capt. T. Lamonica



SAN BENITO COUNTY CORRECTIONS

TO: All Personnel
FROM: Tony Lamonica, Captain
SUBJECT: Temperature Checks
DATE: 04/13/2020

Effective Immediately: Implementation of Temperature Checks for all persons entering the San Benito County Jail facility including employees and contract employees.

1. All employees and visitors will enter through the Jail Lobby. CCS staff will not allow any entry through the Control 1 Sallyport or Rehab gate. Signs will be posted at all entrances instructing all visitors to report to the Lobby.
 - a. A Deputy will be assigned to take every visitor/employee temperature before they enter the facility.
 - b. A position will be created on the shift rosters for A/B/C/D Team. The temperature check deputy shall not leave their post until relieved by the next shift. The relief deputy will be excused from attending roll call and report directly to the Lobby to take over the assignment.
2. Protocol:
 - a. Check temperature only; an infrared thermometer will be provided for the temperature check deputy.
 - b. Maintain proper infection control measures including wearing gloves when checking temperatures and remaining at arm's distance while taking the temperature.
 - c. The Temperature Check Deputy should be looking for abnormal readings (ie. They have been getting readings of 92 or 93 degrees and an individual comes in with a 93 degree reading):
 - i. Employee/visitor with temperature abnormal reading of other employees/visitors shall be asked to wait in the public Lobby.
 - ii. Medical Staff will be summoned to perform a more thorough screening including an under-the-tongue temperature reading.

- iii. If Medical Staff deems the temperature is in a normal range, and the individual passes the screening process, the employee/visitor may enter the facility.
 - iv. If Medical Staff deems the employee/visitor should seek further medical assessment, follow procedure below for those with above 100.4 degree /temperature.
- d. Temperature above 100.4 degrees as assessed by Medical Staff:
- i. Employee/Visitor is not allowed to work.
 - ii. Employee/Visitor's name is reported to supervisor and Commander R. Smith.
 - iii. Employee/Visitor is given Instructions page.
- e. Returning to work
- i. Employee/Visitor is allowed to return to work if fever has been gone for 24 hours (without medication control).
 - ii. Employee/Visitor will have temperature checked upon returning per this process.



Joseph A. Frontella, Jr.
Chief Probation Officer

San Benito County Probation Department

400 Monterey Street
Hollister, CA 95023
831-636-4070
831-636-5682 FAX



Date: May 7, 2020

To: All San Benito County Juvenile Hall Staff

From: Joe Frontella, Chief Probation Officer

Subject: COVID-19 Response Directives

Please see the below directives regarding our Department's response the Covid-19 pandemic. This situation remains fluid and continues to change rapidly. The below directives are effective immediately and will be re-evaluated by May 26, 2020. Should there be a need for more restrictive conditions, we will address as soon as we are able. Our goal is to keep staff and the youth in our facility safe. Should you have any questions, please reach out to a Supervisor, Program Manager, ACPO or myself.

The only visitors granted access to the facility will be attorneys and DPOs, provided they are not exhibiting flu-like symptoms. If any staff member has a concern about allowing a person access, they will contact the supervisor on shift immediately.

New Directives:

1. **Prior to entering the Juvenile Hall every person (including all staff and approved contract employees) will have their temperature taken with a non-contact thermometer by the nurse or a Juvenile Institutions Officer.**
 - a) **If the person has a temperature of 100.4 °F or higher they are not allowed to enter the facility and the shift supervisor shall be notified.**
 - b) **If the person has a temperature of below 100.4 but above 99.0 °F their temperature shall be taken two more times. If any of the subsequent temperature readings is over 100.4 °F they are not allowed to enter the facility and the shift supervisor shall be notified.**
2. **All staff and visitors entering the Juvenile Hall shall be required to wear a dust/surgical mask or cloth face covering while in the Juvenile Hall. Full time staff will be issued two reusable face coverings. When the mask or face covering is not being worn it should be stored in a paper bag that identifies the person issued the mask. Staff may wear personally owned masks or respirators that are commensurate with the risk of COVID-19 exposure.**

- All staff and visitors will receive one (1) dust mask immediately following their temperature check clearance. The mask will be issued by the temperature check officer or nurse.
- Exceptions to wearing the dust/surgical mask or face covering:
 - a) If you are alone inside the locker room, training room (former Court Room), Operations Room, restroom or office you do not have to wear the dust/surgical mask or face covering; however, if two or more persons are in the room all persons shall wear a mask or face covering.
 - b) If a disposable mask is being used and it becomes excessively soiled during the work shift a new mask may be requested from the supervisor or duty officer.
 - c) The type of mask issued to staff and visitors will be based on availability and may include N-95 style mask, disposable surgical masks or washable cloth face covering.
 - d) Cloth face coverings issued to staff will remain in their possession. It is the responsibility of the person issued the face covering to clean the face covering on a daily basis.

3. Each youth detained in Juvenile Hall shall be issued a cloth face covering.

- a) It is optional for youths who have detained longer than seven (7) days and are no longer in quarantine to wear the cloth mask while outside their assigned room if they maintain a six (6) foot distance from all other persons, including staff.
- b) Youth who are in their first seven (7) days of detention or in quarantine shall wear a face covering when they are outside their room.

4. Bookings:

- a) Before the booking agency is allowed into the sally port the following questions will be asked to the arresting officer and the detained youth via intercom:
 - 1) Do you have a cough?
 - 2) Do you have shortness of breath?
 - 3) Have you been around anyone diagnosed with Covid-19?

If they answer “yes” to any of the above questions they will not be allowed into the sally port for booking. If answered “no”, they may be allowed into sally port to continue booking process.

- b) Staff having direct contact with youths during the booking process shall wear full PPE: gloves, N-95 face mask, eye protection and protective gown.
- c) Once in the sally port staff will take the temperature of the detained youth. If the youth’s temperature is greater than or equal to 100.4 °F the arresting agency will be advised to transport youth to Hazel Hawkins Hospital for medical Covid-19 testing and clearance.
- d) If youth shows no signs or symptoms of Covid-19 the booking process shall be continued. Once booking is completed by Juvenile Hall staff all new intakes

will placed on quarantine and observed for a minimum of seven (7) days and not more than more than fourteen (14) days. If youth show no symptoms by the 7th day they will be placed into general population with continued observation up to the 14th day. The length of the quarantine will be determined by the Assistant Chief Probation Officer or designee, based on advice from Wellpath staff.

- e) Once the booking process is the completed the youth shall be housed in Room 10. Subsequent bookings should be housed at the next available rooms adjacent to Room 10.

5. Daily Operations in the Facility:

- a) Social distancing strategies will be implemented to increase the physical space between youth (ideally 6 feet between all individuals, regardless of the presence of symptoms).
 - 1) Dayroom:
 - a. Increased space between individuals in blue chairs, as well as in lines and during movements
 - 2) Recreation/ Programing:
 - a. Avoid close contact by youth
 - b. Wipe down all exercise sports equipment after every use
 - c. Limit the size of group activities
 - d. Increase space between individuals during group activities
 - e. Suspend group programs where participants are likely to be in closer contact than they are in their housing environment
 - f. Consider alternatives to existing group activities, in outdoor areas or other areas where individuals can spread out
 - 3) Meals:
 - a. Youth should be placed at separate tables if numbers allow
 - b. Rearrange seating in the dayroom so that there is more space between individuals (youth should be seated across from each other)
 - c. If needed due to population meals can be staggered
 - 4) Housing:
 - a. Youth should be assigned to a single room no roommates should be allowed, until further notice. (Ensure that rooms are cleaned thoroughly if assigned to a new occupant.)
 - b. Rearrange scheduled movements if needed to minimize mixing of individuals who are quarantined.
 - 5) Court
 - a. All Court proceeding will take place electronically via Zoom in the interview room
 - 6) Visitation:
 - a. All in person family visits will be suspended until further notice.
 - b. Youth will be permitted to use Zoom for family visitations

- c. Any you that does not have the capability for Zoom visits will be allowed to a free phone call at the booking station
- 7) Staff will communicate clearly and frequently with youth about changes to their daily routine and how they can contribute to risk reduction.
- 8) If any group activity is discontinued, staff will identify alternative forms of activity to support the mental health of youth within the facility.

6. Medical:

- a) Well path nurse will conduct temperature checks daily on all detained youth, Monday through Friday during the hours of 8:00am-12:00 pm. The SJIO or Duty Officer will monitor the temperatures of all youth on the weekends, during medication pass.
- b) Temperature checks will be documented in the temperature log. If any youth show signs of temperature or flu-like symptoms, youth will be placed on quarantine and referred to the Wellpath nurse.
- c) All sick call/ medical checks will be done in the room of the quarantined youth, rather than having youth walk through the facility to be evaluated in the medical. If this is not feasible, sick call will be staggered to minimize possible exposure to COVID-19. All staff having direct contact with quarantined youth will be required to wear full PPE.

7. Working with COVID-19 Youth:

- a) As soon as a youth develops symptoms of COVID-19, they should wear a face covering (if it does not restrict breathing) and should be immediately placed under medical isolated and quarantined in a separate environment from other individuals starting with room 10.
- b) Quarantined youth should wear face masks at all times (to prevent transmission from infected to uninfected individuals).
- c) All quarantined youth should wear a face mask if they must leave the quarantine space for any reason.
- d) All quarantined youth will be restricted from leaving the facility (including transfers to other facilities) during the seven (7) to fourteen (14) day quarantine period, unless released from custody or a transfer is necessary for medical care, infection control, lack of quarantine space, or extenuating security concerns.
- e) Meals should be provided to quarantined youth in their quarantine spaces. Youth under quarantine should throw disposable food service items in the trash located in the hallway next to their rooms. Non-disposable food service items should be handled

with gloves and washed with hot water and soap. Individuals handling used food service items should thoroughly wash their hands after removing gloves.

- f) Laundry from quarantined youth will be washed separately.
- g) Individuals handling laundry from quarantined persons should wear disposable gloves, discard after each use, and clean their hands after.
- h) Do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
- i) Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely.
- j) Keep the individual's movement outside the quarantine space to an absolute minimum.
- k) Medical care will be done near the youth's room in the quarantine space.
- l) All meals will be served in the quarantine space/room.
- m) Youth will shower in identified quarantined shower D. Shower will be cleaned daily 1-2 hours after use.
- n) The youth will be excluded from all group activities with general population.
- o) Quarantined youth can be released from quarantine restrictions if they have not developed symptoms after the quarantine period.
- p) Staff should use safety precautions when cleaning a contaminated room. After the room is cleared, staff will wait 2-4 hours before entering. Staff will wear full PPE when cleaning any room or space that was occupied by a Covid-19 positive youth.

Programing for Observation/Quarantined Youth

- School program will continue with youth given packet work and/or chrome books inside their rooms.
- As long as youth are medically able to they will be offered a minimum of 1 hour outside large muscle.
- All other Title 15 programing/recreation will be offered to youth inside their rooms utilizing packet work / journals / tablets.
- All quarantined programing/recreation/activity and large muscle will be documented in the Quarantine Activity Log. (Once completed a copy will be placed in youth custody file)

Continued Directives:

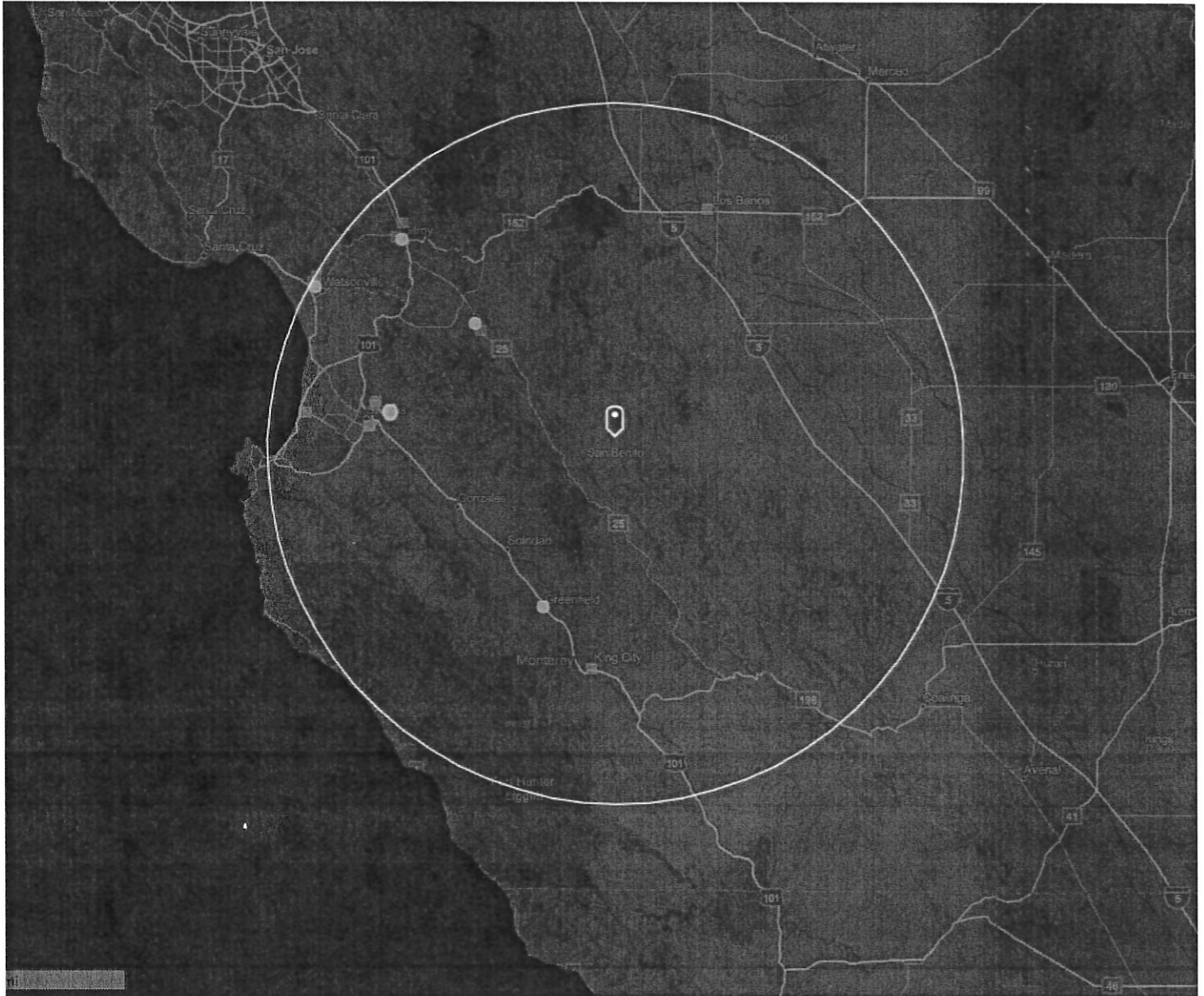
- Youth who are experiencing mental health emergencies or on-going mental health care will continue to be seen by Miriam Fregoso, MFT or Behavioral Health; however, those youth will only be visited in the intake area. No persons other than SBCOE, Department of Public Works, Wellpath and Juvenile Hall staff (JIOs, SJIOs, OA) will enter the secure perimeter of the facility.

- In the event school is cancelled, the facility will go down to minimum Title 15 Standards in that youth will receive 2 hours of non-structured recreation, 2 hours of structured recreation, and 1 hour of outdoor recreation. School instruction may be provided through Zoom.
- No youth will leave the facility unless it is a medical or dental emergency (*as designated by WellPath*) or for a court appointment. This includes any planned trips with Sacred Rok.
- All programming provided by outside vendors is cancelled or will be provided using Zoom or conducted by institution staff. *This includes religious programming.* Youth will be allotted a rest period during that scheduled time if the programming is not available through Zoom or being provided by institution staff.
- Deputy Probation Officers will only be granted access to the intake area to visit youth unless they are working in the capacity of a Juvenile Hall staff. Meetings between detained youths and Deputy Probation Officers may be done through Zoom.
- In the event staffing levels fall below what is necessary for facility functions, programming will be cancelled but only with the approval of the Juvenile Hall Supervisor or the ACPO.
- All non-essential community events will be suspended until further notice. Staff members who are affected will be notified. This will be re-evaluated on May 26, 2020.
- All non-essential training that is off-site (not at the facility) will be cancelled until further notice. Staff members, who are affected, will be notified. This will be re-evaluated on May 26, 2020.

Thank you for keeping our community and institution safe and healthy during this crisis.

TESTING SITES WITHIN 1 HOUR DRIVE TIME

San Benito County



<https://www.arcgis.com/apps/Nearby/index.html>