



CITY OF SAN PABLO
City of New Directions



MEMORANDUM
CITY MANAGER'S OFFICE
1000 Gateway Avenue
San Pablo, CA 94806

DATE: August 31, 2021
TO: ALL ELECTED OFFICIALS
FROM: Matt Rodriguez, City Manager / Director of Emergency Services
RE: CORONAVIRUS COVID-19 UPDATE AND MODIFIED OPERATIONS PLAN REGARDING ELECTED OFFICIALS (V15; Issued: 08/31/21)

ALL CITY ELECTED OFFICIALS – PLEASE READ CAREFULLY

As Director of Emergency Services, I recently issued “Revised Modified Operations Plan (v.14)” on 08/24/21 that mandates that City employees provide proof of COVID-19 vaccination or proof of at least weekly COVID-19 testing. Masks are required in all City facilities except for limited exceptions, such as single employees in a closed office.

These requirements were developed in light of increasing COVID-19 cases and hospitalizations due to the delta variant, as well as stricter Cal-OSHA requirements given the number of COVID-19 cases and exposures among City employees. In fact, as of August 4, 2021, due to these recent City employee COVID cases and exposures, the City is currently under a 30-day monitoring requirement by Cal-OSHA as required by Subchapter 7, “General Industry Safety Orders,” Section 3205.1. of the ETS Multiple COVID-19 Infections and COVID-19 Outbreaks.

Thus, as we look to hybrid City Council meetings continuing through September 2021 and public City Council meetings at City Hall beginning in October 2021, as Director of Emergency Operations, I mandate that **as of September 1, 2021** Elected Officials attending indoor City meetings or events at City facilities or worksites must:

Vaccination or Testing:

Option #1: Provide proof of COVID-19 vaccination record to the City Manager's Office/HR (Attn: Alicia Southern, HR Manager);

- OR -

Option #2: Within 72 hours **preceding** any visit to any City facility for a City meeting or event, provide proof of a negative COVID-19 test to the City Manager's Office/HR (Attn: Alicia Southern, HR Manager).

Note: Elected officials who choose **NOT** to comply with option #1 or option #2 above may participate remotely in City Council meetings at this time.

However, as of October 1, 2021, please be advised that the Brown Act (unless amended) will require the City to follow previous posting and announcement requirements for remote locations. You would also be required to allow members of the public to come to your home or other location while participating remotely in the City Council meeting.

Further, as of October 1, 2021 if not amended, the Brown Act will not allow a majority of Council Members to participate remotely. Thus, if a majority of Council Members do not choose either Option 1 or Option 2, the City Council will not have a quorum and will not be able to act, and City operations will be imperiled.

COVID-19 Positive Test:

If you test positive for COVID-19, you **cannot** enter City facilities or a City worksite until:

1. At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medications; **and**
2. COVID-19 symptoms have improved; **and**
3. At least 10 days have passed since COVID-19 symptoms first appeared. If you test positive and present no symptoms associated with COVID-19, you cannot enter City facilities until a minimum of 10 days have passed since the date of specimen collection of your their first positive COVID-19 test.

Masking:

In addition, regardless of vaccination status, you will be required to be masked in City facilities and worksites as required by the Contra Costa Health Department.

The City's prior Revised Modified Operations Plan are still in effect unless superseded by a later Revised Modified Operations Plan.

Sincerely,



Matt Rodriguez,
City Manager/Director of Emergency Services

Attachments: None

cc: City Attorney
Executive Leadership Group