

**PLACER MOSQUITO & VECTOR CONTROL DISTRICT  
BOARD OF TRUSTEES**

2021 Opportunity Drive  
Roseville, CA 95678

**REGULAR BOARD MEETING  
AGENDA**

**January 24, 2022 4:30 PM**

[www.placermosquito.org](http://www.placermosquito.org)

**TELECONFERENCE**

Pursuant to Assembly Bill 361 this meeting will be conducted via teleconference. In the interest of maintaining appropriate social distancing, the Board encourages the public to participate by calling (650) 419-1505 and when prompted, enter the Meeting ID: 099 018 551 or <https://v.ringcentral.com/join/099018551>.

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Board of Trustees

Sandra Amara  
City of Auburn

Will Stockwin  
City of Colfax

Peter Gilbert  
City of Lincoln

Russ Kelley  
Town of Loomis

Merry L. Holliday-  
Hanson, Ph.D.  
Placer County

Jill Gayaldo  
City of Rocklin

Ross Hutchings  
City of Roseville

General Manager  
Joel Buettner

- |       |           |   |
|-------|-----------|---|
|       | <b>1</b>  | <b>Call to Order</b>  |
|       | <b>2</b>  | <b>Roll Call</b>  |
|       | <b>3</b>  | <b>Pledge of Allegiance</b>   |
|       | <b>4</b>  | <b>Introduction of Guests</b>   |
|       | <b>5</b>  | <b>Agenda Review</b>  |
|       | <b>6</b>  | <b>Public Comment</b><br><i>Members of the public shall be allowed to address the Board of Trustees on items which are of interest to public and which are within the jurisdiction of the Board, before or during the Board's consideration of the item; however, no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Board pursuant to Government Code Section 54954.2(b). It is requested that comments be limited to no more than 5 minutes.</i> |
| 3     | <b>7</b>  | <b>Board Review and Consideration of Resolution 2022-01 Recognizing and Commending Alvin Eng - Action item</b>  |
|       | <b>8</b>  | <b>Consent Agenda – Action item</b>   |
| 5-6   | A.        | Minutes of the December 20, 2021 Regular Board Meeting  |
| 7-8   | B.        | <b>Board Review and Consideration that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C). 2021 – Action Item</b>  |
| 9     | <b>9</b>  | <b>Board Review and Consideration of Election of Board Officers – Action item</b>   |
| 11    | <b>10</b> | <b>Board Review and Consideration of Committees for 2022 – Action item</b>  |
| 13-48 | <b>11</b> | <b>Board Review and Consideration to Accept the COVID-19 Prevention and Response Plan – Action item</b>   |

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**12 Staff Reports**

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- A. Eastern Placer Report – Angella Falco
  - B. Public Information and Outreach Report – Meagan Luevano
  - C. Field Operations and Surveillance Report – Jake Hartle
  - D. General Manager’s Report – Joel Buettner

**13 Board/Staff General Discussion**

**14 Announcements**

- A. The District office will be closed February 11, 2022 in observance of the Lincoln’s Birthday Holiday.
- B. The District office will be closed February 21, 2022 in observance of the President’s Day Holiday.
- C. The next regular Board meeting will be held February 14, 2022 at 4:30 PM., at 2021 Opportunity Dr., Roseville, CA 95678 – Teleconference.

**15 Adjournment**

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District at (888) 768-2343, fax (916) 380-5455, and/or send e-mail to [info@placermosquito.org](mailto:info@placermosquito.org). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Documents and materials relating to an open session agenda item that are provided to the PMVCD Board less than 72 hours prior to a meeting will be available for public inspection and copying at 2021 Opportunity Drive, Roseville, CA 95678.*

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE PLACER MOSQUITO AND VECTOR CONTROL DISTRICT  
RECOGNIZING AND COMMENDING  
ALVIN ENG**

**WHEREAS**, the Placer Mosquito and Vector Control District is an Independent Special District that performs mosquito and vector control activities in Placer County; and,

**WHEREAS**, Mr. Alvin Eng has provided consulting services to the District since March 2010 and he faithfully served above and beyond his duties until his retirement expected for February 28, 2022; and,

**WHEREAS**, Mr. Alvin Eng was instrumental in helping the district transition to electronic field record keeping and in establishing a high standard of excellence for visual, integrated, and accessible data; and,

**WHEREAS**, Mr. Alvin Eng was a major contributor to the architecture of the District's data plan, including data collection, storage, integration, visualization, and access to enable data based decision making at all operational levels; and,

**WHEREAS**, Mr. Alvin Eng contributed positively to the district during challenging transitions and expansions and the data framework established by Mr. Alvin Eng will continue to support the District into the future; and,

**WHEREAS**, Mr. Alvin Eng has served as a technical, strategic, and leadership mentor for district staff, and his contributions have been an essential part of the District's ability to provide the best available science-based mosquito and vector control services to the residents of Placer County; and,

**WHEREAS**, Mr. Alvin Eng is deserving at this time of special recognition and commendation.

**NOW, THEREFORE BE IT RESOLVED**, that the Placer Mosquito and Vector Control District Board of Trustees does hereby recognize and commend Mr. Alvin Eng for his unfailing commitment to the betterment of our community and Placer County and we wish him the best in his retirement.

**PASSED AND ADOPTED** by the Board of Trustees of the Placer Mosquito and Vector Control District on the 24<sup>th</sup> day of January 2022 by the following vote:

AYES:        Ø

NOES:        Ø

ABSTAIN: Ø

ABSENT: Ø

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Peter Gilbert, Board President

Attest:

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Isabel Alvarez, Board Secretary

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Placer Mosquito & Vector Control District  
Board of Trustees Regular Board Meeting – Minutes  
December 20, 2021 4:30 PM  
Placer Mosquito & Vector Control District Office  
2021 Opportunity Drive, Roseville, CA 95678

**Pursuant to Governor Newsom’s Executive Order N-25-20 and N-33-20, this meeting will be conducted via teleconference. In the interest of maintaining appropriate social distancing, the Board encourages the public to participate by calling (650) 419-1505 and when prompted, enter the Meeting ID: 103 094 035 or <https://v.ringcentral.com/join/103094035>.**

1. **Call to Order:** President Gilbert called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Sandy Amara, Jill Gayaldo, Peter Gilbert, Merry Holliday-Hanson, Russ Kelley and Will Stockwin.  
**District Employees Present:** District Manager Joel Buettner, Jake Hartle, Angella Falco, Isabel Alvarez and Meagan Luevano.
3. **Pledge of Allegiance** was led by Jake Hartle.
4. **Introduction of Guests:** There were none
5. **Agenda Review:** The Board accepted the agenda as presented.
6. **Public Comment:** There were none.

7. **Consent Agenda**

*A motion to approve the minutes of the November 15, 2021 regular board meeting was made by Trustee Gayaldo seconded by Trustee Kelley approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Kelley and Stockwin*

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Hutchings*

*A motion to approve as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C). 2021 was made by Trustee Kelley seconded by Trustee Holliday-Hanson approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Kelley and Stockwin*

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Hutchings*

*Manager Buettner thanked Nikki Rockwell and Mary Sorenson for all their work on the financial report.*

*A motion to approve the financial report: month end November 30, 2021 was made by Trustee Stockwin seconded by Trustee Holliday-Hanson approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Kelley and Stockwin*

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Hutchings*

*Trustee Hutchings arrived at 4:38 PM*

**8. Board Review and Consideration to Purchase an Outdoor Mailbox and Parcel Locker for the Roseville Facility**

*A motion to approve the purchase an outdoor mailbox and parcel locker for the Roseville facility not to exceed \$4,565 was made by Trustee Kelley seconded by Trustee Stockwin approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*

*Noes: ø*

*Abstain: ø*

*Absent: ø*

**9. Staff Reports**

- A. Public Information and Outreach Report – A written report was submitted. No additional items were reported.
- B. Eastern Placer Report – Ms. Falco provided a verbal report on eastern placer.
- C. Field Operations and Surveillance Report – A written report was submitted. No additional items were reported.
- D. General Manager Report – Manager Buettner provided a verbal update.

**10. Board/Staff General Discussion:** There were none.

*Adjourned to Closed Session at 4:59 PM*

**11. Closed Session**

- A. Public employee performance evaluation: General Manager (pursuant to Government Code Section 54957).

*Open Session reconvened at 5:52 PM.*

**12. Report from Closed Session:** No reportable action was taken.

**13. Announcements**

- A. The District office will be closed December 31, 2021 in observance of the New Year's Holiday.
- B. The District office will be closed January 17, 2022 in observance of the Martin Luther King Jr.'s Holiday.
- C. The next regular Board meeting will be held January 24, 2022 at 4:30 PM., at 2021 Opportunity Dr., Roseville, CA 95678 – Teleconference.

**14. Adjournment:**

President Gilbert adjourned the meeting at 5:54 PM.

Minutes approved by the Board and dated, this 24<sup>th</sup> day of January 24, 2022 after passage.

Peter Gilbert, Board President: \_\_\_\_\_

Attest:

Isabel Alvarez, Board Secretary: \_\_\_\_\_

Board Review and Consideration that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C).

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**Background:**

Consider finding by a majority vote under Gov. Code § 54953, subd. (e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C).

In light of the Governor's declaration that a state of emergency exists due to the incidence and spread of the novel coronavirus, and the pandemic caused by the resulting disease COVID-19, the board should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people.<sup>1</sup> Since June of 2021, a more infectious variant of the virus, known as the Delta Variant, has emerged and now accounts for the vast majority of COVID-19 cases.

Although effective vaccines have been approved by the U.S. Food and Drug Administration for emergency use, vaccination rates are slow and have not yet reached a point to significantly control community transmission. As of **January 19, 2022, only 72.3% of Californians who are eligible to be vaccinated are fully vaccinated.**<sup>2</sup>

Those who become infected with COVID-19 are at risk of serious illness and death. **As of January 19, 2022, 857,276 Americans have died from the virus.**<sup>3</sup> Many more have been hospitalized with serious illness. **Currently, in Placer County, 115 people are hospitalized with COVID-19. Additionally, 27 people are in ICU with COVID-19 and 14 ICU beds are available**<sup>4</sup>

Conducting meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

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<sup>1</sup> [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html)

<sup>2</sup> State of California Covid-19 Dashboard <https://covid19.ca.gov/vaccination-progress-data/>

<sup>3</sup> Johns Hopkins University Coronavirus Resource Center <https://coronavirus.jhu.edu/>

<sup>4</sup> Placer County Covid-19 Dashboard <https://www.placer.ca.gov/DocumentCenter/View/46267/dashboard?bidId=#hospitalizations-and-deaths>

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

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**Fiscal Impact:**

none

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**Staff Recommendation:**

Staff recommends that the board find that it has reconsidered the state of the COVID-19 emergency, meeting in person continues to present imminent risks to the health or safety of attendees, and the board renews the prior authorization for meetings to be held by teleconference as authorized by subdivision (e)(1)(C) of section 54943 of the Government Code.



## Board Review and Consideration of Election of Board Officers

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### **Background:**

The Board of Trustees bylaws (Resolution 2009-16), state that at “the regular meeting in the month of January, the Board shall elect one of its members as President and one of its members as Vice President and shall appoint a District employee as Secretary. The term of office for President, Vice President and Secretary shall be for one year from February 1 to January 31...”

The current officers are as follows:

President: Trustee Peter Gilbert

Vice President: Trustee Russ Kelley

Secretary: Isabel Alvarez

Past practice has been to nominate the sitting vice president as president in the subsequent year and re-appoint the District Secretary to the Board Secretary position.

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### **Staff Recommendation:**

Staff recommends the Board elect a president and vice president and re-appoint the District Secretary to the Board Secretary position for the 2022 term.

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## Board Review and Consideration of Committees for 2022

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### **Background:**

The Board of Trustees may review and appoint trustees to serve on committees. The 2021 committee assignments and standing meeting dates are provided below for reference.

#### 2021 Standing Committees

Finance Committee: Trustees Kelley, Gilbert and Stockwin.

Personnel Committee: Trustees Holliday-Hanson and Gayaldo.

#### 2021 Ad Hoc Committees

Organic Rice Committee: Trustees Stockwin, Amara and Hutchings.

Standing Committees are to meet on a regular basis and Ad Hoc Committees may meet as needed for as long as needed to address a specific project or issue.

Following are the Standing Committees' current meeting schedule:

Finance Committee: Meets on the 1<sup>st</sup> Tuesday in the month of May; time: TBD

Personnel Committee: Meets on the 4<sup>th</sup> Monday of April at 3:30 PM

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### **Staff Recommendation:**

Committee assignments are at the pleasure of the Board.

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## Board Review and Consideration to Accept the COVID-19 Prevention and Response Plan

### Background

The transmission of COVID-19 and its various variants is a real and serious risk to District employees. This risk is well documented in the scientific literature, and supported by the public health and scientific community. The district has experienced a very high level of close contacts reported by employees outside of work, as well as COVID-19 illness among employees. As of January 19, 2022, the District has had over 50% of its staff being impacted in some way from contact with or infection from COVID-19. This has caused over 130 workdays of time lost due to COVID-19 isolation or quarantine. Figure 1 shows the percentage of district staff who reported close contact with someone with COVID-19, symptoms of COVID-19 or both.

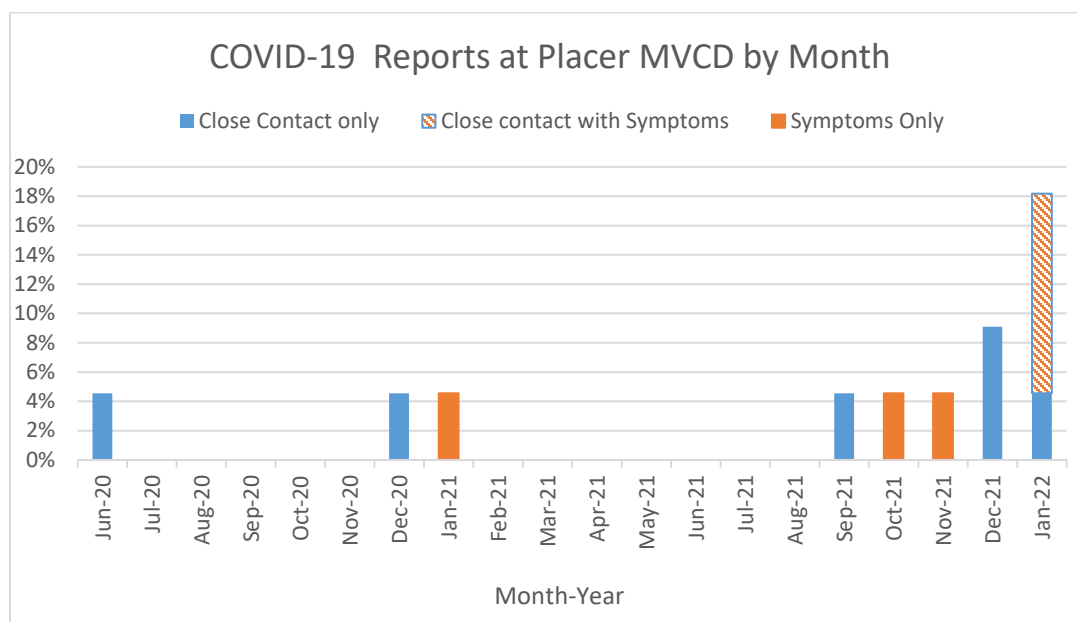


Fig. 1

At the November 2021 board meeting, the Board directed me to work with staff to develop alternatives to a vaccine mandate. As of January 20, 2022, we have taken the following measures to limit the spread of COVID-19 in the workplace.

1. Met with supervisors to establish improved masking and distancing guidelines for employees working in the warehouse portion of district headquarters. We also emphasized the need for consistent reminders and enforcement of COVID-19 safety rules for all staff.

2. In response to CDC and CDPH guidance and sharp rise in COVID-19 contact reports and illness among employees, we are in the process to upgrading the surgical masks worn in all indoor public areas at District facilities to KN-95 or equivalent masks. We will maintain indoor masking for everyone regardless of vaccination status until the CDC community transmission level.
3. We are installing an outdoor mailbox and package vault to allow small deliveries and mail to be received without the delivery person entering the building. This will reduce contact between delivery people and front desk staff, and enable administrative staff more remote work options.
4. We have reviewed and updated our COVID-19 Protection Plan (CPP) per Cal OSHA and CDPH regulations and guidance. This plan is presented attached to this report for board review and acceptance. It is likely that this document will change as specific public health guidance adjusts to address better scientific data and understanding about the COVID-19 pandemic.
5. As part of the updated CPP, we are finalizing our review of district work areas and tasks, and evaluating the COVID-19 transmission risk and possible risk mitigation measures. The goals of the safety review are to:
  - a. further reduce or prevent close contacts during work tasks,
  - b. prevent employees who have symptoms or test positive for COVID-19 from coming to work,
  - c. improve physical separation, filtration, and physical barriers where feasible, and
  - d. prevent, to the extent possible, the impact of loss of on-site staffing during critical operational times due to non-work-related COVID-19 exposure or illness.
6. The district's vector surveillance program during the summer mosquito season where we typically have several seasonal staff, and regular staff working in close proximity inside the lab processing mosquito traps which involves prolonged periods of identification work using a microscope. For staff assigned to trap processing in the lab, it is very difficult to provide the physical distancing, barriers, or filtration that other operational areas are able to achieve. For this reason, I would like to discuss a temporary safety policy to require any new employees, who will be assigned to the surveillance program, be required to show proof of vaccination as a condition of employment.

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**Fiscal Impact**

This policy will not have any fiscal impact to implement, however the savings in avoiding future employee illness and loss of worktime because of this policy is substantial.

Since June 2020, the district has lost nearly 140 workdays due to isolation or quarantine of its employees. Nearly 50 of those days occurred since December 21, 2021.

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**Staff Recommendation**

Staff recommend that the board accept the COVID-19 protection plan as presented.

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**Placer Mosquito and Vector Control District**

**COVID-19 Prevention Program**

**1/18/2022**

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## Appendices

- A. Identification of COVID-19 Hazards
- B. COVID-19 Inspections
- C. Employee Self-Screening Checklist
- D. Investigating COVID-19 Cases
- E. Potential COVID-19 Exposure Contact Tracing
- F. COVID-19 Training Roster
- G. Definitions
- H. COVID Vaccination Self- Attestation Statement

**Additional Considerations**

1. Multiple COVID-19 Infections and COVID-19 Outbreaks
2. Major COVID-19 Outbreaks
3. COVID-19 Prevention in Employer-Provided Housing
4. COVID-19 Prevention in Employer-Provided Transportation to and from Work

This COVID-19 Prevention Program (CPP) is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

**Date:** [1/18/2022](#)

## **Scope**

This policy applies to all employees with the following exceptions:

- a. Work locations with one employee who does not have contact with other persons
- b. Employees working from home
- c. Employees with occupational exposure as defined by Cal/OSHA Title 8 Section 5199, when covered by that section
- d. Employees teleworking from a location of the employee's choice that is not under the control of [Placer Mosquito and Vector Control District](#)

[Placer Mosquito and Vector Control District](#) will check for the most current information from the California Department of Public Health (CDPH) including guidance documents, Health Orders, and Executive Orders from the Governor's Office and county and local health departments and follow the most current information. Some provisions of Cal/OSHA's COVID-19 emergency regulation may be suspended, or more stringent requirements may need to be implemented based on updated guidance and orders from the CDPH and the Governor's Office through the issuance of updated or new Executive Orders and county or local health department regulations.

## **Authority and Responsibility**

[Joel Buettner, District General Manager](#) has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all department heads, managers, and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices; following all directives, policies, and procedures; and assisting in maintaining a safe work environment.

## **Identification and Evaluation of COVID-19 Hazards**

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the Appendix A: Identification of COVID-19 Hazards form
- Evaluate employees' potential workplace exposures to all persons at or who may enter our workplace

- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls
- Conduct periodic inspections using the Appendix B: COVID-19 Inspections form as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures

### **Employee Participation**

Employees and their authorized employee representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by **receiving regular COVID-19 updates, participating in the district's safety committee, and reporting safety hazards to their supervisor, or anonymously in the safety suggestion box.**

### **Employee Screening**

**Employees are required to self-screen prior to reporting to work each day. If the employee is feeling any symptoms of COVID-19 they are instructed to not report to work, and contact their supervisor immediately.** (Appendix C: Self-Screening form. The form assumes the employee will self-screen without providing a printed copy of the form each day. If a printed copy is preferred, the form can be modified to include employee information.)

### **Ventilation and Filtration Efficiency**

For indoor locations, we will evaluate how to maximize ventilation with outdoor air to the highest level of filtration efficiency compatible with the existing ventilation system and whether the use of portable or mounted high efficiency particulate air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission.

We will review applicable orders and guidance from the State of California and the local health department related to COVID-19 hazards and prevention. These orders and guidance are both information of general application, including Interim Guidance for Ventilation, Filtration, and Air Quality in Indoor Environments by the California Department of Public Health (CDPH) and information specific to our industry, location, and operations.

### **Correction of COVID-19 Hazards**

Unsafe or unhealthy work conditions, practices, or procedures will be documented on the Appendix B: COVID-19 Inspections form and corrected in a timely manner based on the severity of the hazards, as follows:

**Describe how the following will be accomplished:**

- **The severity of the hazard will be assessed, and correction timeframes assigned accordingly.**
- **Individuals are identified as being responsible for timely correction.**

- Follow-up measures are taken to ensure timely correction.

## **Control of COVID-19 Hazards**

### **Face Coverings**

Face coverings or masks are required for all individuals in the following indoor settings, regardless of vaccination status:

- On public transit (examples: airplanes, ships, ferries, trains, subways, buses, taxis, and ride-shares) and in transportation hubs (examples: airport, marina, train station, seaport, or other port station, or any other area that provides transportation)
- Indoors in K-12 schools, childcare
- Emergency shelters and cooling centers

Face coverings or masks are required for all individuals in the following indoor settings, regardless of vaccination status:

- Healthcare settings
- State and local correctional facilities and detention centers
- Homeless shelters
- Long-term care settings and adult and senior care facilities

Additionally, face coverings/masks are required for individuals in indoor public settings and businesses (examples: retail, restaurants, theater, family entertainment centers, state and local government offices serving the public).

We will provide face coverings and ensure they are worn when indoors or in vehicles and where required by orders from the CDPH. As required by the CDPH Health Order of July 26, 2021, all facilities identified in the Health Order must strictly adhere to current CDPH masking guidance. To the extent they are already applicable, these facilities must also continue to adhere to Cal/OSHA's standards for aerosol transmissible diseases (ATD), which require respirator use in areas where suspected and confirmed COVID-19 cases may be present and the Emergency Temporary Standard (ETS) that requires all unvaccinated workers be provided a respirator upon request.

We will ensure required face coverings are clean and undamaged, and they are worn over the nose and mouth.

N-95, KN-95 and surgical masks are provided to employees for use, and they may ask their department head or manager if additional masks are needed. Only the district-provided masks or alternatives approved by the district may be used. Cloth face coverings, bandanas, scarves, or other improvised face coverings are unacceptable.

When employees are required to wear face coverings under section 3205 or sections 3205.1 through 3205.4, the following exceptions apply:

- a. When an employee is alone in a room or vehicle.
- b. While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
- c. Employees wearing respirators required by the employer and used in compliance with CCR Title 8 section 5144.
- d. Employees who cannot wear face coverings due to a medical or mental health condition or disability or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.

Any employee not wearing a face covering, pursuant to the exceptions listed in items (d) and (e) above, and not wearing a non-restrictive alternative when allowed by Section 3205 (c)(6)(E) shall be at least six feet apart from all other persons unless the unmasked employee is either fully vaccinated or tested at least weekly for COVID-19 during employee paid time and at no cost to the employee.

When face coverings are not required by this section, section 3205, or sections 3205.1 through 3205.4, we will provide face coverings to employees upon request, regardless of vaccination status.

### **Vaccinations**

We will document vaccinations in the following manner (select one and delete the other two):

- Employees will provide proof of COVID vaccination (vaccine card, image of vaccine card or health care document showing vaccination status) to Human Resources, and Human Resources will maintain the information in accordance with HIPAA requirements.
- Employees will present proof of COVID vaccination to Human Resources, and Human Resources will maintain a record of the employees who presented proof but not the vaccine record itself.
- Employees will sign a document to self-attest to their COVID vaccination status and Human Resources will maintain a record of the signed COVID status statements (See Appendix H).

Employees who choose not to reveal their vaccination status will be treated as if unvaccinated in accordance with Cal/OSHA requirements.

Human Resources will provide supervisors and managers with a list of which employees are fully vaccinated, so they are able to enforce the face covering requirements for unvaccinated employees as specified in this plan.

### **Engineering Controls**

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

We have evaluated whether it is possible to increase filtration efficiency to the highest-level compatible with the worksites' and facilities' existing ventilation systems. We have taken into consideration circumstances where the amount of outside air needs to be minimized due to other hazards, such as heat or wildfire smoke. All systems will be properly maintained and adjusted as required by the manufacturer's instructions.

### **Cleaning and Disinfecting**

The following cleaning and disinfection measures for frequently touched surfaces have been implemented:

- Frequent cleaning of high touch surfaces, such as: doorknobs, copy machines, equipment etc.
- Cleaning and disinfecting of conference rooms, offices, restrooms, and other common areas weekly by a professional cleaning crew.
- Conference rooms are also disinfected after each use by employees.
- Each department is provided with EPA-approved disinfecting cleaning supplies and wipes designed for use against COVID-19. Supplies are readily available to all employees.
- Employees have been instructed to clean their workspace each day, especially high contact areas such as keyboards, mouse, phones, headsets, door handles, light switches, and desktops.
- Employees have been instructed to follow the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, personal protective equipment, concentration, contact time).
- Name of Jake Hartle, Assistant Manager and all supervisors and department heads conduct inventory to ensure there are adequate supplies to support cleaning and disinfection practices.
- Disposable gloves are provided to employees who handle items touched by the public.
- Hand sanitizer stations are in place, and employees are encouraged to wash their hands frequently with soap and water for 20 seconds.

Should we have a COVID-19 case during the high-risk exposure period, and disinfection of the area, material, or equipment is indoors and will be used by another employee within 24 hours of the COVID-19 case, employees will not be allowed in the area where a COVID-19 confirmed or suspected employee/person worked until the area has been deep cleaned and disinfected.

Deep cleaning will consist of the following procedures:

- Waiting for 24 hours, if possible, before cleaning and sanitizing to minimize the potential for exposure to respiratory droplets.
- Opening outside doors and windows to increase air circulation in the area.
- Using a disinfectant that is approved for use against SARS-CoV-2, the coronavirus that causes COVID-19.
- Disinfecting all touch points, not just the frequently touched surfaces.
- Making sure the custodial staff are properly trained and wear appropriate personal protective equipment.



- Removing any visible soil with a detergent-based cleaner before applying a disinfectant and following instructions on the product label for effective disinfecting. Some disinfectants are also cleaners and, therefore, can be used for both steps.
- Ensuring surfaces remain visibly wet for the contact time specified on the product label.

To minimize cross contamination, additional considerations when disinfecting surfaces may include:

- Disinfecting surfaces from clean areas to dirty areas. For example, restrooms being one of the highly contaminated areas should be cleaned last
- Disinfecting surfaces from high areas to low areas, so any dirt or dust that may contain germs dislodged from above are removed when you clean the lower surfaces
- Disinfecting last after other activities (including emptying trash, removing visible soil, and vacuuming) are complete, so any potentially contaminated dirt or dust does not re-contaminate already disinfected surfaces

### **Hand Sanitizing**

In order to implement effective hand sanitizing procedures, we:

- Evaluated handwashing facilities
- Determined that we currently have adequate facilities
- Encourage and allow time for employee handwashing
- Provide employees with an effective hand sanitizer and prohibiting hand sanitizers that contain methanol (i.e., methyl alcohol)
- Encouraging employees to wash their hands for at least 20 seconds each time

### **Personal Protective Equipment (PPE) Used to Control Employees' Exposure to COVID-19**

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

Upon request, we will provide respirators for voluntary use, in compliance with subsection 5144 (c)(2) to all employees who are not fully vaccinated and who are working indoors or in vehicles with more than one person. We will encourage their use and ensure employees are provided with a respirator of the correct size.

Additional measures will be utilized as required by state and local health departments.

We will make COVID-19 testing available, during employee paid time, at no cost to employees with COVID-19 symptoms who are not fully vaccinated.

### **Investigating and Responding to COVID-19 Cases**

This will be accomplished by using the Appendix D: Investigating COVID-19 Cases form.

Employees who had potential COVID-19 exposure\* in our workplace will be:

- Informed of their possible exposure to COVID-19 in the workplace while maintaining

confidentiality

- Offered COVID-19 testing through their health provider or if not covered by insurance offered testing through another provider at no cost during their working hours
- Provided information on benefits as outlined in the Training and Instruction section
- Advised of the temporary closing of the general area where the infected employee(s) worked until cleaning is completed
- Advised of the deep cleaning of the entire area where the infected employee(s) worked and may have been

\*COVID exposure definition (Appendix G): Employee who was within six feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from two days before illness onset (or, for asymptomatic patients, two days prior to test specimen collection)

## **System for Communicating**

Our goal is to ensure we have effective two-way communication with our employees in a form they can readily understand, and it includes the following information:

- Requiring employees to report COVID-19 symptoms and possible hazards to Jake Hartle, Assistant Manager and designated COVID-19 point of contact, General Manager, or supervisor.
- Instructing employees not to report to work when sick.
- Informing employees, they can report symptoms and hazards without fear of reprisal.
- Providing reasonable accommodations for employees with medical or other conditions that put them at increased risk of severe COVID-19 illness when possible.
- Within one business day of the time the Placer Mosquito and Vector Control District knew or should have known of a COVID-19 case, a written notice will be given to all persons at the worksite who may have been exposed to COVID-19. The written notice shall be written in a way that it does not reveal any personal identifying information of the COVID-case and in the manner that Placer Mosquito and Vector Control District normally uses to communicate employment-related information. The notice shall include the cleaning and disinfection plan required by Labor Code section 6409.6 (a)(4). The notice must be sent to all employee who were on the premises at the same worksite as the COVID-19 case during the high risk exposure period. The notice must also be sent to independent contractors and other employers on the premises at the same worksite as the COVID-19 cases during the high-risk exposure period.
- Placer Mosquito and Vector Control District will make testing available at no cost, during paid time, to all employees of the Placer Mosquito and Vector Control District who had close contact in the workplace and provide them with the information on benefits described in Title 8, Section 3205.
- Where testing is not required, employees are advised to contact their personal physician, or the county health department for information on where they can access COVID-19 testing. In the event Placer Mosquito and Vector Control District is required to provide

testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.

- COVID-19 testing is not required for the following employees:
  - a. COVID-19 cases who have returned to work pursuant to subsection 3205(c)(11)(A) or (B) and have remained free of COVID-19 symptoms for 90 days after the initial onset of COVID-19 symptoms, or
  - b. COVID-19 cases who never developed symptoms for 90 days after their first positive test.
- Providing information about COVID-19 hazards to employees (and other employers and individuals in contact with our workplace) who may be exposed on what is being done to control those hazards and our COVID-19 policies and procedures.
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- The [Placer Mosquito and Vector Control District will develop and maintain a](#) separate plan for how testing will be accomplished at no cost to the employee during working hours, including when the testing is in response to CCR Title 8 section 3205.1, Multiple COVID-19 Infections and COVID-19 Outbreaks, as well as section 3205.2, Major COVID-19 Outbreaks.
- To protect confidential medical information, a secure email address, [covid@placermosquito.org](mailto:covid@placermosquito.org), has been created for employees to send medical documents, test results, or exposure forms to the district. Only the General Manager and Assistant Manager have access to this email.

## Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This includes any benefits available under legally mandated sick and vaccination leave, if applicable, workers' compensation law, local governmental requirements, our leave policies, and leave guaranteed by contract, and Section 3205.
- The fact that:
  - COVID-19 is an infectious disease that can be spread through the air.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.

- An infectious person may have no symptoms.
- Our policy for providing respirators, and the right of employees who are not fully vaccinated to request a respirator for voluntary use as stated in this program, without fear of retaliation and at no cost to employees. Whenever respirators are provided for voluntary use under this section or section 3205.1 through 3205.4, training will be provided on how to properly wear the respirator, and how to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair interferes with the seal.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 but are most effective when used in combination.
- The importance of frequent handwashing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or handwashing facility and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. COVID-19 is an airborne disease. N95s and more protective respirators protect the users from airborne disease while face coverings are intended to primarily protect people around the user.
- COVID-19 symptoms and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Information on our COVID-19 policy, how to access COVID-19 testing and vaccination; and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.
- The conditions under which face coverings must be worn at the workplace and that face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained. Employees can request face coverings from the employer at no cost to the employee and can wear them at work, regardless of vaccination status, without fear of retaliation.

Appendix F: COVID-19 Training Roster will be used to document this training.

## **Exclusion of COVID-19 Cases**

Refer to CDPH isolation and quarantine recommendations dated 12/30/21. Placer Mosquito and Vector Control District will check for the most current information from the CDPH including guidance documents, health orders, and executive orders from the governor's office and county and local health departments and follow the most current information.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for-COVID-19-Contact-Tracing.aspx>

Where we have a COVID-19 case in our workplace and employees who had a close contact,

we will limit transmission by:

- Ensuring COVID-19 cases are excluded from the workplace until our return-to-work requirements are met, unless one of the exceptions below applies:
  - Employees who were fully vaccinated before the close contact and who do not develop COVID-19 symptoms do not need to be excluded if they wear a face covering and maintain six feet of distance from others at the workplace for 14 days following the last date of close contact;
  - COVID-19 cases who returned to work pursuant to the aforementioned requirements and have remained free of COVID-19 symptoms do not need to be excluded from the workplace for 90 days after the initial onset of COVID-19 symptoms. This exception only applies if these employees wear a face covering and maintain six feet of distance from others while at the workplace for 14 days following the last date of close contact.
  - COVID-19 cases who returned to work pursuant to Title 8, Section 3210, subsection (c)(10)(B) who never developed COVID-19 symptoms do not need to be excluded from the workplace for 90 days after the first positive test. This exception only applies if these employees wear a face covering and maintain six feet of distance from others while at the workplace for 14 days following the last date of close contact.
- If Placer Mosquito and Vector Control District does not exclude an employee who had a close contact as permitted by the exceptions noted above, Placer Mosquito and Vector Control District shall provide the employee with information about any applicable precautions recommended by CDPH for persons with close contact.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by:
  - Allowing them to work remotely when they can fulfill their duties from home
  - **Considering additional emergency leave, or use of the catastrophic leave policy on a case-by-case basis.**
  - **Encouraging employees to become fully vaccinated if medically able to reduce the duration of illness and time away from work.**
- Providing employees at the time of exclusion with information on available benefits.

## **Reporting, Record Keeping, and Access**

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).

- Make our written COVID-19 Prevention Program available at the workplace to employees, to authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the Appendix D: Investigating COVID-19 Cases form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## **Return-to-Work Criteria**

Refer to CDPH isolation and quarantine recommendations dated 12/30/21. Placer Mosquito and Vector Control District will check for the most current information from the CDPH including guidance documents, health orders, and executive orders from the governor's office and county and local health departments and follow the most current information.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for-COVID-19-Contact-Tracing.aspx>

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
  - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
  - COVID-19 symptoms have improved.
  - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.

Once a COVID-19 case has met the return-to-work requirements outlined above as applicable, a negative COVID-19 test will not be required for an employee to return to work.

- Persons who have a close contact may return to work as follows:
  - Persons who had a close contact but never developed any COVID-19 symptoms may return to work after 14 days have passed since the last known close contact unless either of the exceptions below apply:
    - a. 10 days have passed since the last contact and the person wears a face covering and maintains six feet of distance from others while at the workplace for 14 days following the last date of close contact.
    - b. Seven days have passed since the last known contact, the person tested negative for COVID-19 using a COVID-19 test with the specimen taken at least five days after the last known close contact, and the person wears a face covering and maintains six feet of distance from others while at the workplace for 14 days following the last date of close contact.
  - Persons who had a close contact and developed any COVID-19 symptoms cannot return to work until the requirements listed above have been met

If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period shall be in accordance with the return to work period(s) listed in the return-to-work criteria in this program.

District General Manager

Title of owner or top management representative

Signature

Date

## **Appendices**



## Appendix A: Identification of COVID-19 Hazards

All persons regardless of symptoms or negative COVID-19 test results will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person conducting the evaluation: [Joel Buettner](#), [Jake Hartle](#)

Date: [1/18/2022](#)

Name(s) of employee and authorized employee representative that participated: [Jennifer West](#)

Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation
Processing traps during mosquito season	Open Lab April - October	4 to 8 employees working in close proximity working	
Field work with one employee working out of a district vehicle.			

## Appendix B: COVID-19 Inspections

This form is only intended to get you started. Review the information available at [www.dir.ca.gov/dosh/coronavirus/](http://www.dir.ca.gov/dosh/coronavirus/) for additional guidance on what to regularly inspect for, including issues that may be more pertinent to your particular type of workplace. You will need to modify this form accordingly.

Date: [Enter date](#)

Name of person conducting the inspection: [Enter names](#)

Work location evaluated: [Enter information](#)

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
<a href="#">Add any additional controls your workplace is using</a>			
<b>Administrative</b>			
Respiratory protection			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
<a href="#">Add any additional controls your workplace is using</a>			
<b>PPE</b> (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
<a href="#">Add any additional controls your workplace is using</a>			

## Appendix C: Employee Self-Screening Checklist

Today's Date: \_\_\_\_\_

For your safety and the safety of our staff and the community, all employees are required to complete a COVID-19 self-screening just prior to the start of each workday.

Review the following symptoms and potential COVID-19 exposures:

<b>1. Have you experienced any of the following symptoms in the past 48 hours?</b>					
Fever or chills	Y N	Cough	Y N	Shortness of breath	Y N
Difficulty breathing	Y N	Fatigue	Y N	Muscle or body ache	Y N
Headache	Y N	New loss of taste/smell	Y N	Sore throat	Y N
Congestion/runny nose	Y N	Nausea or vomiting	Y N	Diarrhea	Y N

<b>2. Are you isolating or quarantining because you tested positive for COVID-19 or are worried you may be sick with COVID-19?</b>	Y	N
--	---	---

<b>3. Are you fully vaccinated OR have you recovered from a documented COVID-19 infection in the last 3 months?</b>	Y	N	PREFER NOT TO ANSWER
To be considered fully vaccinated, you must be 2 or more weeks following receipt of the second dose in a 2-dose series or 2 or more weeks following receipt of one dose of a single-dose vaccine.			
<b>IMPORTANT: IF YOU ANSWERED "YES" TO QUESTION 3 AND "NO" TO QUESTIONS 1 AND 2, PLEASE SKIP TO THE CERTIFICATION STEP BELOW. <u>YOUR ACCESS TO THIS FACILITY IS APPROVED.</u></b>			

<b>4. Have you been in close contact in the last 14 days with:</b>	Y	N
<ul style="list-style-type: none"> <li>Anyone who is known to have laboratory-confirmed COVID-19?</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>Anyone who has any symptoms consistent with COVID-19?</li> </ul>		
Close physical contact is defined as being within 6 feet of an infected/symptomatic person for a cumulative total of 15 minutes or more over a 24-hour period starting 48 hours before illness onset (or for asymptomatic individuals, 48 hours prior to test specimen collection).		

<b>5. Are you currently waiting on the results of a COVID-19 test?</b>	Y	N
<b>IMPORTANT: ANSWER "NO" IF YOU ARE WAITING ON THE RESULTS OF A PRE-TRAVEL OR POST-TRAVEL COVID-19 TEST</b>		

Today's Date: \_\_\_\_\_

I certify that my responses are true and correct.	<input type="checkbox"/>	
		Initial
<b>If you ARE NOT fully vaccinated or prefer not to disclose your vaccination status, did you answer NO to ALL QUESTIONS?</b>	<b>Access to this facility is APPROVED.</b>	
<b>If you ARE NOT fully vaccinated or prefer not to disclose your vaccination status did you answer YES to ANY Question?</b>	<b>Access to this facility is NOT APPROVED. Please contact <b>ENTER NAME OR TITLE OF WHO THE EMPLOYEE SHOULD CONTACT</b> for further screening and assessment.</b>	

*Note: This form was developed based on the [CDC screening checklist](#).*

## Appendix D: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date:** [Enter date](#)

**Name of person conducting the investigation:** [Enter name\(s\)](#)

COVID-19 Case Investigation Information			
Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	
Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period and who may have been exposed (attach additional information):			

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All employees who may have had a close contact with a COVID-19 case and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

\*Should an employer be made aware of a non-employee infection source COVID-19 status.

## Appendix E: Potential COVID-19 Exposure Contact Tracing

Name/Title of Person Being Traced: \_\_\_\_\_

Date Form was Completed: \_\_\_\_\_

<b>Date I was within 6 feet (with or without a mask) of this person</b>	<b>Duration (Total number of minutes during a 24-hour period)</b>	<b>Name/Title of the Person Involved</b>	<b>Location/Task Where Contact was Made</b>

## Appendix F: COVID-19 Training Roster

Date: [Enter date](#)

Person that conducted the training: [Enter name\(s\)](#)

Employee Name	Signature



## Appendix G: Definitions

Close Contact	<p>Being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period” defined by this section. This definition applies regardless of the use of face coverings.</p> <p>Exception: Employees have not had a close contact if they wore a respirator required by employer and used in compliance with section 5144, whenever they were within six feet of the COVID-19 case during the high-risk period.</p>
COVID-19	Coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)
COVID-19 Case	<p>A person who:</p> <ul style="list-style-type: none"><li>(1) Has a positive “COVID-19 test” as defined in Section 3205</li><li>(2) Has a positive COVID-19 diagnosis from a licensed health care provider; or</li><li>(3) Is subject to COVID-19-related order to isolate issued by a local or state health official; or</li><li>(4) Has died due to COVID-19, in determination of a local health department or per inclusion in the COVID-19 statistics of a county.</li></ul>
COVID-19 Hazard	Exposure to potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing or sneezing, or from procedures performed on a person that may aerosolize saliva or respiratory tract fluids. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.
COVID-19 Symptoms	Fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person’s symptoms were caused by a known condition other than COVID-19.

COVID-19 Test	<p>A test for SARS-CoV-2 that is:</p> <ul style="list-style-type: none"> <li>(1) Cleared, approved, or authorized, including in an Emergency Use Authorization (EUA), by the United States Food and Drug Administration (FDA) to detect current infection with the SARS-CoV-2 virus (e.g., a viral test);</li> <li>(2) Administered in accordance with the authorized instructions; and</li> <li>(3) Not both self-administered and self-read unless observed by the employer or an authorized telehealth doctor proctor. Examples of tests that satisfy this requirement include tests with specimens that processed by a laboratory (including home or on-site collected specimens that are processed either individually or as pooled specimens), proctored over-the-counter tests, point of care tests, and tests where specimen collection and processing is either done or observed by an employer.</li> </ul>
Exposed Group	<p>All employees at a work location, working area, or a common area at work, where an employee was present at any time during the high-risk exposure period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The following exceptions apply:</p> <ul style="list-style-type: none"> <li>A) For the purposed of determining the exposed group, a place where persons momentarily pass through while everyone is wearing face coverings, without congregating, is not a work location, working area, or a common area at work.</li> <li>B) If the COVID-19 case was part of a distinct group of employees who are not present at the workplace at the same time as other employees, for instance a work crew or shift that does not overlap with another work crew or shift, only employees within that distinct group are part of the exposed group.</li> <li>C) If the COVID-19 case visited a work location, working area, or a common area at work for less than 15 minutes during the high-risk exposure period, and all persons were wearing face coverings at the time the COVID-19 case was present, other people at the work location, working area, or common area are not part of the exposed group.</li> </ul> <p>NOTE: An exposed group may include the employees of more than one employer. See Labor Code sections 6303 and 64304.1.</p>

Face Covering	<p>A surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers (i.e. fabrics that do not let light pass through when held up to a light source) that completely covers the nose and mouth and is secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they shall have two layers of fabric or be folded to make two layers. A face covering is a solid piece of material without slits, visible holes, or punctures, and must fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.</p> <p>This definition includes clear face coverings or cloth face coverings with a clear plastic panel that despite the non-cloth material allowing light to pass through otherwise meet this definition and that may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.</p>
Fully Vaccinated	<p>The employer has documented:</p> <p>(A) A person's status two weeks after completing primary vaccination with a COVID-19 vaccine with, if applicable, at least the minimum recommended interval between doses in accordance with the approval, authorization, or listing that is:</p> <ol style="list-style-type: none"> <li>1. Approved or authorized for emergency use by the FDA;</li> <li>2. Listed for emergency use by the World Health Organization (WHO); or</li> <li>3. Administered as part of a clinical trial at a U.S. site, if the recipient is documented to have primary vaccination with the active (not placebo) COVID-19 vaccine candidate, for which vaccine efficacy has been independently confirmed (e.g., by a data and safety monitoring board) or if a clinical trial participant at U.S. sites had received a COVID-19 vaccine that is neither approved nor authorized for use by the FDA but is listed for emergency use by the WHO; or</li> </ol> <p>(B) A person's status two weeks after receiving the second dose of any combination of two doses of a COVID-19 vaccine that is approved or authorized by the FDA, or listed as a two-dose series by the WHO (i.e. heterologous primary series of such vaccines, receiving doses of different COVID-19 vaccines as part of one primary series). The second dose of the series must not be received earlier than 17 days (21 days with a 4-day grace period) after the first dose.</p>

High-Risk Exposure Period	<p>The following time period:</p> <p>(1) For COVID-19 cases who develop COVID-19 symptoms: from 2 days before they first develop symptoms until all of the following are true; it has been 10 days since symptoms first appeared, 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved</p> <p>(2) For COVID-19 cases who never develop COVID-19 symptoms: from 2 days before until 10 days after the specimen for their first positive test for COVID-19 was collected.</p>
Respirator	A respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matters, such as an N95 filtering facepiece respirator.
Worksite	For the limited purposes of COVID-19 prevention regulations only, it is a building, store, facility, agricultural field, or other location where a COVID-19 case was present during the high-risk exposure period. It does not apply to buildings, floors, or other locations of the employer that a COVID-19 case did not enter, locations where the workers worked by themselves without exposure to other employees or to a worker's personal residence or alternative work location chosen by the worker when working remotely.

## Appendix H: COVID Vaccination Self- Attestation Statement

**Entity Name**

I, \_\_\_\_\_, attest that I have:

- ☐ Have been fully vaccinated for COVID-19
- ☐ Have not been fully vaccinated for COVID-19
- ☐ Choose not to disclose my vaccination status

I understand that:

- if I am unvaccinated or choose not to disclose my vaccination status, Cal/OSHA requires I wear face coverings when indoors or in a vehicle, and/or when required by CDPH.
- Placer Mosquito and Vector Control District will provide me with face coverings that are clean and undamaged, and that I may contact my supervisor for replacements.
- Enter Name Of Entity will provide a respirator if I request one, and it is my responsibility to wear it properly and ensure I have a proper seal when I wear it.

\_\_\_\_\_  
Name of Employee

\_\_\_\_\_  
Date

## **Additional Considerations**

### **Additional Consideration #1**

#### **Multiple COVID-19 Infections and COVID-19 Outbreaks**

This section will need to be added to your CPP if your workplace is identified by a local health department as the location of a COVID-19 outbreak, or there are three or more COVID-19 cases within an exposed workgroup and they visited the workplace during the high-risk exposure period at any time during a 14-day period. Reference section 3205.1 for details.

This section of the CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### **COVID-19 testing**

- We will make COVID-19 testing available at no cost to all employees within the exposed group except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period and for COVID-19 cases who did not develop symptoms after returning to work pursuant to subsections 3205(c)(11)(A) or (B), no testing is required for 90 days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed symptoms, 90 days after the first positive test. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
  - Testing shall be made available to all employees in the exposed group and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
  - After the first two COVID-19 tests, we will continue to make COVID-19 testing available once a week at no cost to all employees in the exposed group who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until this section no longer applies, pursuant to more protective stringent state or local health department mandates or guidance. Any employees in the exposed group who are not wearing respirators required by the this policy and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where it can be demonstrated that six feet of separation is not feasible, and except for momentary exposure while persons are in movement. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

All employees in the exposed group shall wear face coverings when indoors or when outdoors and less than six feet from another person, unless one of the exceptions in subsection 3205 (c)(6) (D) applies.

Notice shall be given to employees in the exposed group of their right to request a respirator for voluntary use under subsection 3205(c)(7)(D)2., if they are not fully vaccinated.

An evaluation of the worksite will be completed to determine whether to implement physical distancing of at least six feet between persons or, where six feet of physical distancing is not feasible, the use of cleanable solid partitions of sufficient size to reduce COVID-19 transmission.

### **COVID-19 investigation, review and hazard correction**

In addition to our CPP *Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards*, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.
  - Improving air filtration.
  - Increasing physical distancing as much as possible.
  - Respiratory protection.

#### **Describe other applicable controls.**

In buildings or structures with mechanical ventilation, we will filter recirculated air with minimum efficiency reporting value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable mounted high efficiency particulate air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, will implement their use to the degree feasible.

## **Additional Consideration #2**

### **Major COVID-19 Outbreaks**

This section will need to be added to your CPP should your workplace experience 20 or more employee COVID-19 cases within a 30-day period. Reference section 3205.2 for details.

This section of the CPP will stay in effect until there are fewer than three COVID-19 cases detected in the exposed group for a 14-day period.

#### **COVID-19 testing**

We will continue to comply with Section 3205.1 and Additional Consideration #1, except that COVID-19 testing described in section 3205.1(b) shall be made available to all employees in the exposed group, regardless of vaccination status twice a week, or more frequently if recommended by the local health department. COVID-19 testing will be provided at no cost to employees during employees' working hours.

We will provide a respirator for voluntary use in compliance with subsection 5144 (c)(2) to employees in the exposed groups and will determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.

Any employees in the exposed group who are not wearing respirators required by this policy and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where it can be demonstrated that six feet of separation is not feasible, and except momentary exposure while persons are in movement. Methods of physical distancing include: telework or other remote work arrangements; reducing the number of persons in an area at one time, including visitors; visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; staggered arrival, departure, work, and break times; and adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

At workstations where an employee in the exposed group is assigned to work for an extended period of time, such as cash registers, desks, and production line stations, and where physical distancing requirements in this policy is not maintained at all times, the employer shall install cleanable solid partitions that effectively reduce transmission between the employee and other persons.

We will evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.



## Public Information and Outreach Report

Reporting period: December 2021

Prepared by Meagan Luevano, PIO

### DECEMBER SERVICE REQUESTS

In December 2021, a total of 6 service requests were submitted.



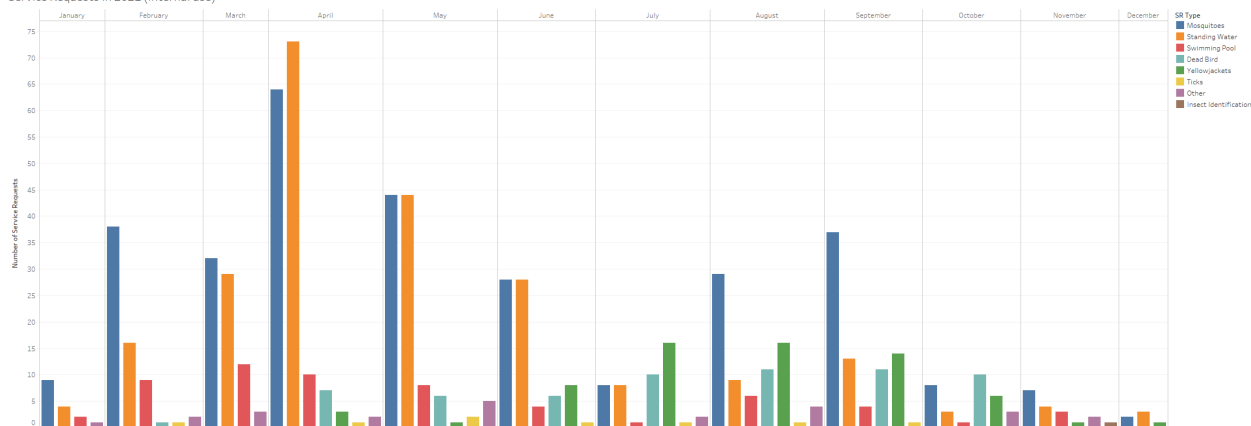
#### Service Requests (SRs) in December 2021

"Internal SR Form" were entered by District employees  
"Public SR Form" were submitted by the through the public website



### ANNUAL SERVICE REQUEST REVIEW

Service Requests in 2021 (internal use)



### INTERNAL COMMUNICATIONS

- Triennial survey – results are in, planning for spring presentation of results
- Ongoing customer satisfaction survey – in progress, will plan with survey results

### COMMUNITY OUTREACH AND EDUCATION EVENTS

- Auburn Sunset Rotary, rescheduled to May 17
- Presenting at MVCAC annual conferences

### OUTREACH MATERIALS

#### Complete

- Ongoing social media development
- Monthly eblasts

## In Development

- PlacerMosquitoLearningLab.org now live - VIEW
- High school outreach and education program – working with Lincoln High School, Del Oro High School and Whitney High School on three different programs
- Summer advertising plan
- Spring City Council, Supervisors and MAC presentations

## DIGITAL ANALYTICS ANNUAL OVERVIEW

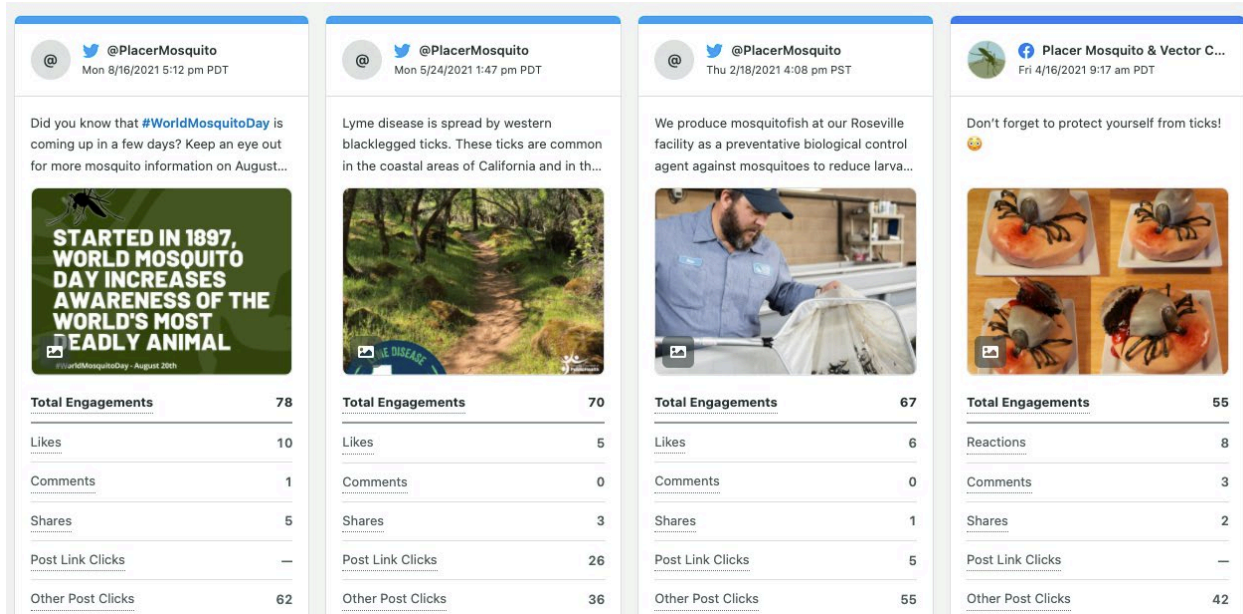
### Social Media Dashboard

Performance Summary							
View your key profile performance metrics from the reporting period.							
Impressions ⓘ	Engagements ⓘ	Post Link Clicks ⓘ					
83,552 ↘ 15.5%	2,459 ↘ 41.7%	334 ↘ 23.4%					
Profile ⌵	Audience ⌵	Net Audience Growth ⌵	Published Posts ⌵	Impressions ⌵	Engagements ⌵	Engagement Rate (per Impression) ⌵	Video Views ⌵
<b>Reporting Period</b>	2,841	102	462	83,552	2,459	2.9%	1,203
Jan 1, 2021 – Dec 31, 2021	↗ 3.8%	↘ 43.6%	↗ 13.8%	↘ 15.5%	↘ 41.7%	↘ 31%	↘ 46.5%
<b>Compare to</b>	2,737	181	406	98,845	4,216	4.3%	2,247
Jan 2, 2020 – Dec 31, 2020							
@PlacerMosquito	1,075	31	171	38,363	942	2.5%	91
Placer Mosquito & Ve...	1,404	-8	171	31,807	877	2.8%	170
placermosquito	362	79	120	13,382	640	4.8%	942

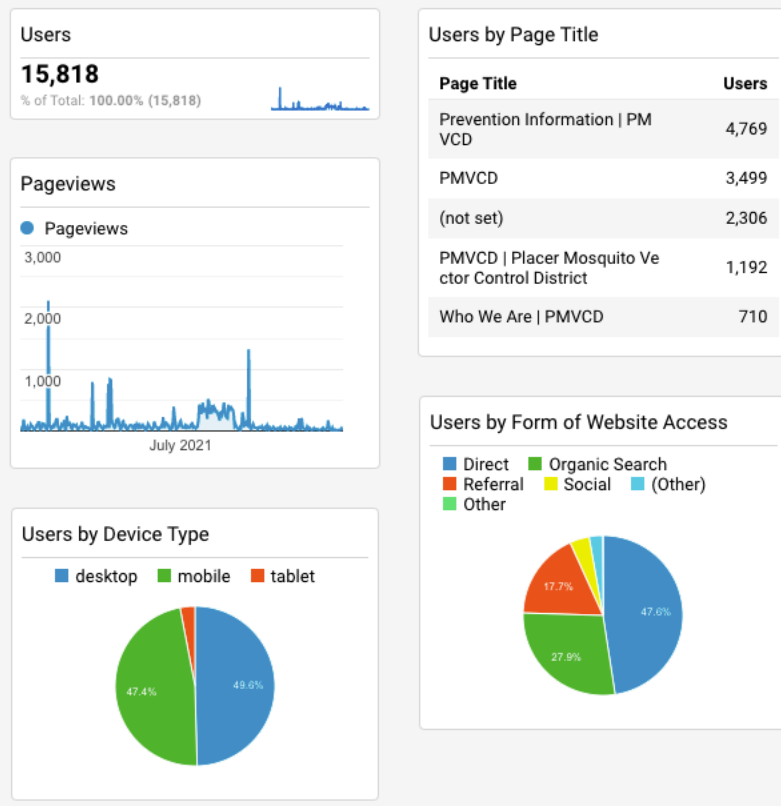
## Top Post by Impressions

@PlacerMosquito Mon 8/16/2021 5:12 pm PDT Did you know that #WorldMosquitoDay is coming up in a few days? Keep an eye out for more mosquito information on August...  Impressions 3,505	@PlacerMosquito Mon 5/24/2021 1:47 pm PDT Lyme disease is spread by western blacklegged ticks. These ticks are common in the coastal areas of California and in th...  Impressions 2,090	@PlacerMosquito Thu 2/18/2021 4:08 pm PST We produce mosquitofish at our Roseville facility as a preventative biological control agent against mosquitoes to reduce larva...  Impressions 1,430	@PlacerMosquito Thu 9/9/2021 3:26 pm PDT @PlacerCA interim health officer, along with the Placer Mosquito and Vector Control District, encourage residents to...  Impressions 1,276
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## Top Post by Engagements



### PlacerMosquito.org Annual Website Dashboard

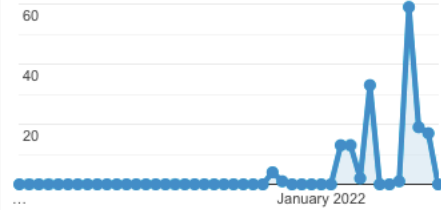


**PlacerMosquitoLearningLab.org New! Website Dashboard****Users****23**

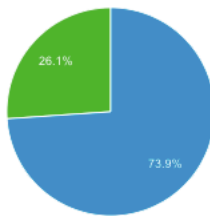
% of Total: 100.00% (23)

**Pageviews**

## ● Pageviews

**Users by Device Type**

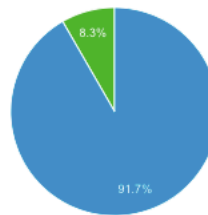
■ desktop ■ mobile

**Users by Page Title**

Page Title	Users
Placer Mosquito Learning Lab – Placer Mosquito and Vector Control District	20
Educators – Placer Mosquito Learning Lab	8
K-8 Students – Placer Mosquito Learning Lab	7
9-12 Students – Placer Mosquito Learning Lab	6
Home - Placer Mosquito Learning Lab	5

**Users by Form of Website Access**

■ Direct ■ Referral



# Field Operations and Surveillance Report

Prepared January 17, 2022

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**Assistant Manager: Jake Hartle**

## Mosquito Surveillance & Vector-borne Disease Testing

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- **Adult Mosquito Abundance**
  - Adult mosquito abundance traps continue to collect low number of mosquitoes.
- **Vector-borne Disease Testing**
  - Adult mosquitoes will continue to be tested throughout the fall and winter. Tick-borne disease testing from surveillance collection is the primary focus during the winter and spring.
- **Tick Collections**
  - The Roseville staff continue to collect ticks bi-weekly for the assigned mid Placer trials.

## Operations

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- **Mosquito Source Work**
  - Field technicians continue to check mosquito sources and respond to service requests in their zones.
- **Winter Task List**
  - Equipment Maintenance
  - Equipment Calibration
  - Adult Mosquito Trap Maintenance

## Miscellaneous

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- **MVCAC Annual Conference**
  - The MVCAC annual conference will be held February 7-9 in Sacramento. This year the District will have 4 attendees, for a total 3 presentations and a session moderator.
- **Weather Station**
  - In addition to our weather station at the Lincoln HS farm, we are purchasing a weather station for the Roseville Office. These will complement our air sensors located both at the Truckee and in Roseville offices.