AD HOC COMMITTEE ON COVID-19 ECONOMIC IMPACT AND RECOVERY

June 18, 2020
1:30 P.M.

Agenda

Join Zoom Meeting from PC, Mac, Linux, iOS or Android:
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Meeting ID: 985 7707 8603

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USA 214-765-0478
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Conference code: 845965

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Supervisor Candace Andersen, Chair
Supervisor Karen Mitchoff, Vice Chair

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

3. RECEIVE update from County Health Officer on most recent COVID-19 developments and on questions recently received from community members. *(Chris Farnitano, M.D., County Health Officer)*

4. DISCUSS the provisions of the June 5 Health Order reducing Shelter in Place restrictions and also the State variance received by the County permitting more local control over the timeline for future resumption of business and community activities.

5. RECEIVE and APPROVE the Record of Action for the June 4, 2020 meeting.

6. The next meeting is currently scheduled for June 25, 2020.

7. Adjourn

The Ad Hoc Committee on Covid-19 Economic Impact and Recovery will provide reasonable accommodations for persons with disabilities planning to attend Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Ad Hoc Committee on Covid-19 Economic Impact and Recovery less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.contracosta.ca.gov.

Members of the public are invited to email any questions about the health order ahead of time so that they can be addressed during the meeting. For best results, public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Julie DiMaggio Enea, Committee Staff

Phone (925) 335-1077, Fax (925) 646-1353

julie.enea@cao.cccounty.us

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON COVID-19 ECONOMIC IMPACT AND RECOVERY

Meeting Date:	06/18/2020
Subject:	COVID-19 Recovery Road Map: Continuing Discussion of Provisions of June 5th Local Health Order and Timeline for Reopening
Submitted For:	David Twa, County Administrator
Department:	County Administrator
Referral No.:	
Referral Name:	
Presenter:	**Contact:**

Referral History:

Although the Board of Supervisors has authority over County issues, under State law, when an emergency of this nature is declared and there is a pandemic of this magnitude, the Health Officer of each County has the legal authority to impose whatever orders she or he deem necessary to protect the public.

On Tuesday, April 21, the Board of Supervisors formed this ad hoc committee to advise the Health Department on COVID19 impacts. The goal of the committee is to work toward having a sustainable COVID-19 mitigation and recovery plan. The committee will be working with the community and industry on issues of concern, advising the Board of Supervisors and the Health Officer on possible ways to interpret and apply Health Orders so they will continue to keep the community safe, but allow more businesses to re-open and provide common-sense applications to outdoor activities.

The Committee has so far conducted six public meetings on May 7, 14, 21 and 28, and June 4 and 11, 2020 covering recreation and lifestyle services, in-home and other personal services, small businesses, religious gatherings, and next steps and criteria for moving fully into Stage 2 and then into Stage 3.. A record of those meetings is posted on the County website at this link. The committee plans to continue meeting weekly, taking up issues related to different business/community sectors at each meeting. The Committee previously identified eight sectors to focus on over the course of the next several meetings:

1. Faith organizations
2. Recreation and Lifestyle
3. Restaurant
4. In-home and other personal services
5. RV/Park
6. Small businesses

7. Thrift sales & collection
8. Furniture

Referral Update:

The County Health Officer issued an updated Health Order on June 5, 2020. Pursuant to the new health order, Contra Costa County residents may again enjoy outdoor swimming pools, outdoor seating at restaurants and dog parks. The order also allows for outdoor religious services of up to 100 people, indoor religious services of up to 12 people, use of outdoor picnic and barbecue spaces, and overnight camping for people belonging to the same household.

Because of the progress made in the fight against COVID-19, Contra Costa health officers feel confident opening additional businesses and activities. The State of California has determined that while counties can move slower than state in reopening, they cannot move more quickly. The openings announced today bring Contra Costa County in closer alignment to state guidelines. It also aligns with other Bay Area counties taking similar steps. The newest development is the variance received by the County to exercise more local control of the pace of reopening based on county indicators.

This order follows a modification earlier this week that allowed offices and many retail businesses to reopen and created guidance for small gatherings including people from different households.

Previous health orders requiring physical distancing and face coverings in public spaces remain in effect. Contra Costa residents should also continue to emphasize handwashing and other hygiene measures in their daily lives to reduce their risk of becoming infected. The County Health Officer encourages all residents to get tested, even if they feel well, since people can carry and transmit the virus long before having symptoms and sometimes may have no symptoms.

The new order includes guidance for safely conducting the newly permitted activities, including requirements for businesses. The full text of the order is attached. Additional details are available at cchealth.org/coronavirus.

Here is a link to the updated FAQs (Frequently Asked Questions): **FAQs**

Recommendation(s)/Next Step(s):

DISCUSS the provisions of the June 5 Health Order reducing Shelter in Place restrictions and also the timeline for future resumption of business and community activities.

Fiscal Impact (if any):

No fiscal impact. The Committee's meetings facilitate the exchange of information and ideas.

Attachments

Updated Health Order 6-5-2020
Contra Costa Receives State Variance for More Local Control
Contra Costa Reopenings to Date
Contra Costa County's Road Ahead Diagram
Update-on-California-Pandemic-Roadmap

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR
CHRIS FARNITANO, MD
HEALTH OFFICER

CONTRA COSTA
HEALTH SERVICES

OFFICE OF
THE DIRECTOR
1220 Morello, Suite 200
Martinez, CA 94553
Ph (925) 957-2679
Fax (925) 957-2651

**ORDER OF THE HEALTH OFFICER
OF THE COUNTY OF CONTRA COSTA DIRECTING
ALL INDIVIDUALS IN THE COUNTY TO CONTINUE SHELTERING AT THEIR PLACE OF RESIDENCE EXCEPT FOR IDENTIFIED NEEDS AND ACTIVITIES, IN COMPLIANCE WITH SPECIFIED REQUIREMENTS; CONTINUING TO EXEMPT HOMELESS INDIVIDUALS FROM THE ORDER BUT URGING GOVERNMENT AGENCIES TO PROVIDE THEM SHELTER; REQUIRING ALL BUSINESSES AND RECREATION FACILITIES THAT ARE ALLOWED TO OPERATE TO IMPLEMENT SOCIAL DISTANCING, FACE COVERING, AND CLEANING PROTOCOLS; AND DIRECTING ALL BUSINESSES, FACILITY OPERATORS, AND GOVERNMENTAL AGENCIES TO CONTINUE THE TEMPORARY CLOSURE OF ALL OTHER OPERATIONS NOT ALLOWED UNDER THIS ORDER**

Order No. HO-COVID19-17

DATE OF ORDER: JUNE 5, 2020

Please read this Order carefully. Violation of or failure to comply with this Order is a misdemeanor punishable by fine, imprisonment, or both. (California Health and Safety Code § 120295.)

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

1. This Order supersedes the June 2, 2020, Order of the Health Officer directing all individuals to shelter in place ("Prior Order"). This Order amends, clarifies, and continues certain terms of the Prior Order to ensure continued social distancing and limit person-to-person contact to reduce the rate of transmission of Novel Coronavirus Disease 2019 ("COVID-19"). This Order continues to restrict most activity, travel, and governmental and business functions to essential needs and to the Outdoor Activities and Outdoor Businesses that the prior Order allowed to resume. But in light of progress achieved in slowing the spread of COVID-19 in the County of Contra Costa (the "County"), the Order allows more Additional Businesses (as described in Section 15.n below and in Appendix C-1) to resume operating, and the resumption of more Additional Activities (as described in Section 15.o below and in Appendix C-2), subject to specified conditions and safety precautions to reduce associated risk of COVID-19 transmission. This gradual and measured resumption of activity is designed to manage the overall volume, duration, and intensity of person-to-person contact to prevent a surge in COVID-

19 cases in the County and neighboring counties. As further provided in Section 11 below, the Health Officer will continue to monitor the risks of the activities and businesses allowed under this Order based on the COVID-19 Indicators (as defined in Section 11) and other data, and may, if conditions support doing so, incrementally add to the list of Additional Businesses and Additional Activities. The activities allowed by this Order will be assessed on an ongoing basis and these activities and others allowed by the Order may need to be modified (including, without limitation, temporarily restricted or prohibited) if the risk associated with COVID-19 increases in the future. As of the effective date and time of this Order set forth in Section 18 below, all individuals, businesses, and government agencies in the County are required to follow the provisions of this Order.

2. The primary intent of this Order is to ensure that County residents continue to shelter in their places of residence to slow the spread of COVID-19 and mitigate the impact on delivery of critical healthcare services. This Order allows a limited number of Additional Businesses and Additional Activities to resume while the Health Officer continues to assess the transmissibility and clinical severity of COVID-19 and monitors indicators described in Section 11. All provisions of this Order must be interpreted to effectuate this intent. Failure to comply with any of the provisions of this Order constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment, or both.

3. All individuals currently living within the County are ordered to shelter at their place of residence. They may leave their residence only for Essential Activities as defined in Section 15.a, Outdoor Activities as defined in Section 15.m, and Additional Activities as defined in Section 15.o; Essential Governmental Functions as defined in Section 15.d; Essential Travel as defined in Section 15.i; to work for Essential Businesses as defined in Section 15.f, Outdoor Businesses as defined in Section 15.l, and Additional Businesses as defined in Section 15.n; or to perform Minimum Basic Operations for other businesses that must remain temporarily closed, as provided in Section 15.g. For clarity, individuals who do not currently reside in the County must comply with all applicable requirements of the Order when in the County. Individuals experiencing homelessness are exempt from this Section, but are strongly urged to obtain shelter, and governmental and other entities are strongly urged to, as soon as possible, make such shelter available and provide handwashing or hand sanitation facilities to persons who continue experiencing homelessness.

4. When people leave their place of residence for the limited purposes allowed in this Order, they must strictly comply with Social Distancing Requirements as defined in Section 15.k, except as expressly provided in this Order, and must wear face coverings as provided in, and subject to the limited exceptions in, Health Officer Order No. HO-COVID19-08 (the "Face Covering Order").

5. All businesses with a facility in the County, except Essential Businesses, Outdoor Businesses, and Additional Businesses, as defined in Section 15, are required to cease all activities at facilities located within the County except Minimum Basic Operations, as

defined in Section 15. For clarity, all businesses may continue operations consisting exclusively of owners, personnel, volunteers, or contractors performing activities at their own residences (i.e., working from home). All Essential Businesses are strongly encouraged to remain open. Outdoor Businesses must conduct all business and transactions involving members of the public outdoors. Telework is strongly encouraged at all businesses.

6. As a condition of operating under this Order, the operators of all businesses must prepare or update, post, implement, and distribute to their personnel a Social Distancing Protocol for each of their facilities in the County frequented by personnel or members of the public, as specified in Section 15.h. In addition to the Social Distancing Protocol, all businesses allowed to operate under this Order must follow applicable industry-specific guidance issued by the State of California related to COVID-19, set forth at https://covid19.ca.gov/industry-guidance/, and any conditions on operation specified in this Order, including, with regard to Additional Businesses, those specified in Appendix C-1. Except as allowed in Appendix C-1, businesses that include an Essential Business or Outdoor Business component at their facilities alongside other components must, to the extent feasible, scale down their operations to the Essential Business and Outdoor Business components only; provided, however, mixed retail businesses that are otherwise allowed to operate under this Order may continue to stock and sell non-essential products.

7. All public and private gatherings of any number of people occurring outside a single household or living unit are prohibited, except for the limited purposes expressly permitted in this Order. Health Officer Order No. HO-COVID19-01, which prohibited mass gatherings of 100 or more persons, is hereby rescinded. Nothing in this Order prohibits members of a single household or living unit from engaging in Essential Travel, Essential Activities, Outdoor Activities, or Additional Activities together.

8. All travel, including, but not limited to, travel on foot, bicycle, scooter, motorcycle, automobile, or public transit, except Essential Travel, as defined below in Section 15.i, is prohibited. People may use public transit only for purposes of performing Essential Activities, Outdoor Activities, or Additional Activities, or to travel to and from Essential Businesses, Outdoor Businesses, or Additional Businesses, to maintain Essential Governmental Functions, or to perform Minimum Basic Operations at businesses that are not allowed to resume operations. Transit agencies and people riding on public transit must comply with Social Distancing Requirements, as defined in Section 15.k, to the greatest extent feasible, and personnel and passengers must wear Face Coverings as required by the Face Covering Order. This Order allows travel into or out of the County only to perform Essential Activities, Outdoor Activities, or Additional Activities; to operate, perform work for, or access a business allowed to operate under this Order; to perform Minimum Basic Operations at other businesses; or to maintain Essential Governmental Functions.

9. This Order is issued based on evidence of continued significant community transmission of COVID-19 within the County; continued uncertainty regarding the degree of

undetected asymptomatic transmission; scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically; evidence that the age, condition, and health of a significant portion of the population of the County places it at risk for serious health complications, including death, from COVID-19; and further evidence that others, including younger and otherwise healthy people, are also at risk for serious outcomes. Due to the outbreak of the COVID-19 disease in the general public, which is a pandemic according to the World Health Organization, there is a public health emergency throughout the County. Making the problem worse, some individuals who contract the virus causing COVID-19 have no symptoms or have mild symptoms, which means they may not be aware they carry the virus and are transmitting it to others. Further, evidence shows that the virus can survive for hours to days on surfaces and be indirectly transmitted between individuals. Because even people without symptoms can transmit the infection, and because evidence shows the infection is easily spread, gatherings and other direct or indirect interpersonal interactions can result in preventable transmission of the virus.

10. The collective efforts taken to date regarding this public health emergency have slowed the virus' trajectory, but the emergency and the attendant risk to public health remain significant. As of June 4, 2020, a total of 1,547 confirmed cases of COVID-19 in the County have been reported (up from 34 on March 15, 2020, just before the first shelter-in-place order). The cumulative number of confirmed cases continues to increase, though the rate of increase has slowed in the weeks leading up to this Order. Evidence suggests that the restrictions on mobility and social distancing requirements imposed by the Prior Order (and the orders that preceded it) are slowing the rate of increase in community transmission and confirmed cases by limiting interactions among people, consistent with scientific evidence of the efficacy of similar measures in other parts of the country and world.

11. The Health Officer is monitoring several key indicators ("COVID-19 Indicators"), which are among the many factors informing their decisions whether to modify existing shelter-in-place restrictions. Progress on some of these COVID-19 Indicators—specifically related to hospital utilization and capacity—makes it appropriate, at this time, to allow more Additional Businesses to resume operations and more Additional Activities to take place under specified conditions, as set forth in Sections 15.n. and 15.o. and Appendices C-1 and C-2. But the continued prevalence of the virus that causes COVID-19 requires most activities and business functions to remain restricted, and those activities that are allowed to occur must do so subject to social distancing and other infection control practices identified by the Health Officer. Evaluation of the COVID-19 Indicators will be critical to determinations by the local health officers regarding whether the restrictions imposed by this Order will be further modified to ease or tighten the restrictions imposed by this Order and augment, limit, or prohibit the Additional Businesses and Additional Activities allowed to resume. The Health Officer will continually review whether modifications to the Order are warranted based on (1) progress on the COVID-19 Indicators; (2) developments in epidemiological and diagnostic methods for tracing, diagnosing, treating, or testing for COVID-19; and (3) scientific understanding of the

transmission dynamics and clinical impact of COVID-19. The COVID-19 Indicators include, but are not limited to, the following:

a. The trend of the number of new COVID-19 cases and hospitalizations per day.

b. The capacity of hospitals and the health system in the County and region, including acute care beds and Intensive Care Unit beds, to provide care for COVID-19 patients and other patients, including during a surge in COVID-19 cases.

c. The supply of personal protective equipment (PPE) available for hospital staff and other healthcare providers and personnel who need PPE to safely respond to and treat COVID-19 patients.

d. The ability and capacity to quickly and accurately test persons to determine whether they are COVID-19 positive, especially those in vulnerable populations or high-risk settings or occupations.

e. The ability to conduct case investigation and contact tracing for the volume of cases and associated contacts that will continue to occur, isolating confirmed cases and quarantining persons who have had contact with confirmed cases.

12. The scientific evidence shows that at this stage of the emergency, it remains essential to continue to slow virus transmission to help (a) protect the most vulnerable; (b) prevent the health care system from being overwhelmed; (c) prevent long-term chronic health conditions, such as cardiovascular, kidney, and respiratory damage and loss of limbs from blood clotting; and (d) prevent deaths. Continuation of the Prior Order is necessary to slow the spread of COVID-19, preserving critical and limited healthcare capacity in the County and advancing toward a point in the public health emergency where transmission can be controlled. At the same time, since the Prior Order was issued, the County has continued to make progress in expanding health system capacity and healthcare resources and in slowing community transmission of COVID-19. In light of progress on these indicators, and subject to continued monitoring and potential public health-based responses, in addition to those already allowed to operate under the Prior Order as Essential Businesses, Outdoor Businesses and Additional Businesses, it is appropriate at this time to begin allowing operation of more Additional Businesses. For the same reason, it is also appropriate to allow the resumption of more Additional Activities. These businesses and activities are identified based on health-related considerations and transmission risk factors including, but not limited to, the intensity and quantity of contacts and the ability to substantially mitigate transmission risks associated with the operations, and guidance issued by the State of California.

13. This Order is issued in accordance with, and incorporates by reference, the March 4, 2020, Proclamation of a State of Emergency issued by Governor Gavin Newsom and the March 10, 2020, Proclamation by the Contra Costa County Board of Supervisors declaring the existence of a local emergency.

14. This Order is also issued in light of the March 19, 2020, Order of the State Public Health Officer (the "State Shelter Order"), which set baseline statewide restrictions on non-residential business activities, effective until further notice, and the Governor's March 19, 2020, Executive Order N-33-20 directing California residents to follow the State Shelter Order. The May 4, 2020, Executive Order issued by Governor Newsom and May 7, 2020, Order of the State Public Health Officer permit certain businesses to reopen if a local health officer believes the conditions in that jurisdictions warrant it, but expressly acknowledge the authority of local health officers to establish and implement public health measures within their respective jurisdictions that are more restrictive than those implemented by the State Public Health Officer. This Order adopts in certain respects more stringent restrictions addressing the particular facts and circumstances in this County, which are necessary to control the public health emergency as it is evolving within the County and the Bay Area. Without this tailored set of restrictions that further reduces the number of interactions between persons, scientific evidence indicates that the public health crisis in the County will worsen to the point at which it may overtake available health care resources within the County and increase the death rate. Also, this Order enumerates additional restrictions on non-work-related travel not covered by the State Shelter Order; sets forth mandatory Social Distancing Requirements for all individuals in the County when engaged in activities outside their residences; and adds a mechanism to ensure that all businesses with facilities that are allowed to operate under the Order comply with the Social Distancing Requirements. Where this Order is more restrictive than a state public health order related to the COVID-19 pandemic, this Order controls. Consistent with California Health and Safety Code section 131080 and the Health Officer Practice Guide for Communicable Disease Control in California, except where the State Health Officer may issue an order expressly directed at this Order and based on a finding that a provision of this Order constitutes a menace to public health, any more restrictive measures in this Order continue to apply and control in this County. In addition, to the extent any federal guidelines allow activities that are not allowed by this Order, this Order controls and those activities are not allowed.

15. Requirements and Exemptions.

    a. For the purposes of this Order, individuals may leave their residence only to perform the following "Essential Activities." But people at high risk of severe illness from COVID-19 and people who are sick are strongly urged to stay in their residence to the extent possible, except as necessary to seek or provide medical care or Essential Governmental Functions. Essential Activities are:

        i. To engage in activities or perform tasks important to their health and safety, or to the health and safety of their family or household members (including pets), such as, by way of example only and without limitation, obtaining medical supplies or medication, or visiting a health care professional.

ii. To obtain necessary services or supplies for themselves and their family or household members, or to deliver those services or supplies to others, such as, by way of example only and without limitation, canned food, dry goods, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, and any other household consumer products, or products necessary to maintain the habitability, sanitation, and operation of residences.

iii. To engage in outdoor recreation activity, including, by way of example and without limitation, walking, hiking, bicycling, and running, in compliance with Social Distancing Requirements and with the following limitations:

1. Outdoor recreation activity at parks, beaches, and other open spaces must comply with any restrictions on access and use established by the Health Officer, government, or other entity that manages such area to reduce crowding and risk of transmission of COVID-19. Such restrictions may include, but are not limited to, restricting the number of entrants, closing the area to vehicular access and parking, or closure to all public access;

2. Except as authorized in Appendix C-2 attached to this Order, use of outdoor recreational areas and facilities with high-touch equipment or that encourage gathering, including, but not limited to, playgrounds, gym equipment, climbing walls, and spas, is prohibited outside of residences, and all such areas shall be closed to public access including by signage and, as appropriate, by physical barriers;

3. Use of shared outdoor facilities for recreational activities outside of residences allowed by this Order, including, but not limited to, golf courses, tennis and pickle ball courts, skate parks, shooting and archery ranges, and athletic fields, must comply with any restrictions on access and use established by the Health Officer, government, or other entity that manages such area to reduce crowding and risk of transmission of COVID-19; and

4. Sports or activities that include the use of shared equipment or physical contact between participants may only be engaged in by members of the same household or living unit.

iv. To perform work for or access an Essential Business, Outdoor Business, or Additional Business; or to otherwise carry out activities specifically permitted in this Order, including Minimum Basic Operations, as defined in this Section.

v. To provide necessary care for a family member or pet in another household who has no other source of care.

vi. To attend a funeral with no more than 10 individuals present.

vii. To move residences. When moving into or out of the Bay Area region, individuals are strongly urged to quarantine for 14 days. To quarantine, individuals should follow the guidance of the United States Centers for Disease Control and Prevention.

viii. To engage in Additional Activities.

b. For the purposes of this Order, individuals may leave their residence to work for, volunteer at, or obtain services at "Healthcare Operations," including, without limitation, hospitals, clinics, COVID-19 testing locations, dentists, pharmacies, blood banks and blood drives, pharmaceutical and biotechnology companies, other healthcare facilities, healthcare suppliers, home healthcare services providers, mental health providers, or any related and/or ancillary healthcare services. "Healthcare Operations" also includes veterinary care and all healthcare services provided to animals. This exemption for Healthcare Operations shall be construed broadly to avoid any interference with the delivery of healthcare, broadly defined. "Healthcare Operations" excludes fitness and exercise gyms and similar facilities.

c. For the purposes of this Order, individuals may leave their residence to provide any services or perform any work necessary to the operation and maintenance of "Essential Infrastructure," including airports, utilities (including water, sewer, gas, and electrical), oil refining, roads and highways, public transportation, solid waste facilities (including collection, removal, disposal, recycling, and processing facilities), cemeteries, mortuaries, crematoriums, and telecommunications systems (including the provision of essential global, national, and local infrastructure for internet, computing services, business infrastructure, communications, and web-based services).

d. For the purposes of this Order, all first responders, emergency management personnel, emergency dispatchers, court personnel, and law enforcement personnel, and others who need to perform essential services are categorically exempt from this Order to the extent they are performing those essential services. Further, nothing in this Order shall prohibit any individual from performing or accessing "Essential Governmental Functions," as determined by the governmental entity performing those functions in the County. Each governmental entity shall identify and designate appropriate personnel, volunteers, or contractors to continue providing and carrying out any Essential Governmental Functions, including the hiring or retention of new personnel or contractors to perform such functions. Each governmental entity and its contractors must employ all necessary emergency protective measures to prevent,

mitigate, respond to, and recover from the COVID-19 pandemic, and all Essential Governmental Functions shall be performed in compliance with Social Distancing Requirements to the greatest extent feasible.

e. For the purposes of this Order, a "business" includes any for-profit, non-profit, or educational entity, whether a corporate entity, organization, partnership or sole proprietorship, and regardless of the nature of the service, the function it performs, or its corporate or entity structure.

f. For the purposes of this Order, "Essential Businesses" are:

   i. Healthcare Operations and businesses that operate, maintain, or repair Essential Infrastructure;

   ii. Grocery stores, certified farmers' markets, farm and produce stands, supermarkets, food banks, convenience stores, and other establishments engaged in the retail sale of unprepared food, canned food, dry goods, non-alcoholic beverages, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, as well as hygienic products and household consumer products necessary for personal hygiene or the habitability, sanitation, or operation of residences. The businesses included in this subparagraph (ii) include establishments that sell multiple categories of products provided that they sell a significant amount of essential products identified in this subparagraph, such as liquor stores that also sell a significant amount of food.

   iii. Food cultivation, including farming, livestock, and fishing;

   iv. Businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals;

   v. Construction, but only pursuant to the Construction Safety Protocols listed in Appendix B-1 or Appendix B-2, whichever is applicable. Public works projects shall also be subject to Appendix B-1 or Appendix B-2, whichever is applicable, except if other protocols are specified by the Health Officer. Appendix B-1 and Appendix B-2 are incorporated into this Order by this reference;

   vi. Newspapers, television, radio, and other media services;

   vii. Gas stations and auto-supply, auto-repair (including, but not limited to, for cars, trucks, motorcycles and motorized scooters), and automotive dealerships, but only for the purpose of providing auto-supply and auto-repair services. This subparagraph (vii) does not restrict the on-line

purchase of automobiles if they are delivered to a residence or Essential Business;

viii. Bicycle repair and supply shops;

ix. Banks and related financial institutions;

x. Service providers that enable real estate transactions (including rentals, leases, and home sales), including, but not limited to, real estate agents, escrow agents, notaries, and title companies, provided that appointments and other residential real estate viewings must only occur virtually or, if a virtual viewing is not feasible, by appointment with no more than two visitors at a time residing within the same household or living unit and one individual showing the unit (except that in person visits are not allowed when the occupant is present in the residence);

xi. Hardware stores;

xii. Plumbers, electricians, exterminators, and other service providers who provide services that are necessary to maintaining the habitability, sanitation, or operation of residences and Essential Businesses;

xiii. Businesses providing mailing and shipping services, including post office boxes;

xiv. Educational institutions—including public and private K-12 schools, colleges, and universities—for purposes of facilitating distance learning or performing essential functions, or as allowed under subparagraph xxvi, provided that social distancing of six-feet per person is maintained to the greatest extent possible;

xv. Laundromats, drycleaners, and laundry service providers;

xvi. Restaurants and other facilities that prepare and serve food, but only for delivery or carry out. Schools and other entities that typically provide free food services to students or members of the public may continue to do so under this Order on the condition that the food is provided to students or members of the public on a pick-up and take-away basis only. Schools and other entities that provide food services under this exemption shall not permit the food to be eaten at the site where it is provided, or at any other gathering site;

xvii. Funeral home providers, mortuaries, cemeteries, and crematoriums, to the extent necessary for the transport, preparation, or processing of bodies or remains;

xviii. Businesses that supply other Essential Businesses and Outdoor Businesses with the support or supplies necessary to operate, but only to the extent that they support or supply these businesses. This exemption shall not be used as a basis for engaging in sales to the general public from retail storefronts;

xix. Businesses that have the primary function of shipping or delivering groceries, food, or other goods directly to residences or businesses. This exemption shall not be used to allow for manufacturing or assembly of non-essential products or for other functions besides those necessary to the delivery operation;

xx. Airlines, taxis, rental car companies, rideshare services (including shared bicycles and scooters), and other private transportation providers providing transportation services necessary for Essential Activities and other purposes expressly authorized in this Order;

xxi. Home-based care for seniors, adults, children, and pets;

xxii. Residential facilities and shelters for seniors, adults, and children;

xxiii. Professional services, such as legal, notary, or accounting services, when necessary to assist in compliance with non-elective, legally required activities or in relation to death or incapacity;

xxiv. Services to assist individuals in finding employment with Essential Businesses;

xxv. Moving services that facilitate residential or commercial moves that are allowed under this Order; and

xxvi. Childcare establishments, summer camps, and other educational or recreational institutions or programs providing care or supervision for children of all ages. To the extent possible, these operations must comply with the following conditions:

1. They must be carried out in stable groups of 12 or fewer children ("stable" means that the same 12 or fewer children are in the same group each day).

2. Children shall not change from one group to another.

3. If more than one group of children is at one facility, each group shall be in a separate room. Groups shall not mix with each other.

4. Providers or educators shall remain solely with one group of children.

5. The operations must comply with applicable industry guidance issued by the State of California (https://www.cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-06-CCP.pdf).

The Health Officer will carefully monitor the changing public health situation as well as any changes to the State Shelter Order. In the event that the State relaxes restrictions on childcare and related institutions and programs, the Health Officer will consider whether to similarly relax the restrictions imposed by this Order.

g. For the purposes of this Order, "Minimum Basic Operations" means the following activities for businesses, provided that owners, personnel, and contractors comply with Social Distancing Requirements as defined this Section, to the extent possible, while carrying out such operations:

i. The minimum necessary activities to maintain and protect the value of the business's inventory and facilities; ensure security, safety, and sanitation; process payroll and employee benefits; provide for the delivery of existing inventory directly to residences or businesses; and related functions. For clarity, this section does not permit businesses to provide curbside pickup to customers.

ii. The minimum necessary activities to facilitate owners, personnel, and contractors of the business being able to continue to work remotely from their residences, and to ensure that the business can deliver its service remotely.

h. For the purposes of this Order, all businesses that are operating at facilities in the County visited or used by the public or personnel must, as a condition of such operation, prepare and post a "Social Distancing Protocol" for each of these facilities; provided, however, that construction activities shall instead comply with the Construction Project Safety Protocols set forth in Appendix B-1 or Appendix B-2, whichever is applicable, and not the Social Distancing Protocol. The Social Distancing Protocol must be substantially in the form attached to this Order as Appendix A, incorporated into this Order by reference, and it must be updated from prior versions to address new requirements listed in this Order or in related guidance or directives from the Health Officer. The Social Distancing Protocol must be posted at or near the entrance of the relevant facility, and shall be easily viewable by the public and personnel. A copy of the Social Distancing Protocol must also be provided to each person performing work at the facility. All businesses subject to this paragraph shall implement the Social Distancing Protocol and provide evidence of its implementation to any authority enforcing

this Order upon demand. The Social Distancing Protocol must explain how the business is achieving the following, as applicable:

i. Limiting the number of people who can enter into the facility at any one time to ensure that people in the facility can easily maintain a minimum six-foot distance from one another at all times, except as required to complete Essential Business activity;

ii. Requiring face coverings to be worn by all persons entering the facility, other than those exempted from face covering requirements (e.g. young children);

iii. Where lines may form at a facility, marking six-foot increments at a minimum, establishing where individuals should stand to maintain adequate social distancing;

iv. Providing hand sanitizer, soap and water, or effective disinfectant at or near the entrance of the facility and in other appropriate areas for use by the public and personnel, and in locations where there is high-frequency employee interaction with members of the public (e.g. cashiers);

v. Providing for contactless payment systems or, if not feasible to do so, the providing for disinfecting all payment portals, pens, and styluses after each use;

vi. Regularly disinfecting other high-touch surfaces;

vii. Posting a sign at the entrance of the facility informing all personnel and customers that they should: avoid entering the facility if they have any COVID-19 symptoms; maintain a minimum six-foot distance from one another; sneeze and cough into one's elbow; not shake hands or engage in any unnecessary physical contact; and

viii. Any additional social distancing measures being implemented (see the Centers for Disease Control and Prevention's guidance at: https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html).

i. For the purposes of this Order, "Essential Travel" means travel for any of the following purposes:

i. Travel related to the provision of or access to Essential Activities, Essential Governmental Functions, Essential Businesses, Minimum Basic Operations, Outdoor Activities, Outdoor Businesses, Additional Activities, and Additional Businesses.

ii. Travel to care for any elderly, minors, dependents, or persons with disabilities.

iii. Travel to or from educational institutions for purposes of receiving materials for distance learning, for receiving meals, and any other related services.

iv. Travel to return to a place of residence from outside the County.

v. Travel required by law enforcement or court order.

vi. Travel required for non-residents to return to their place of residence outside the County. Individuals are strongly encouraged to verify that their transportation out of the County remains available and functional prior to commencing such travel.

vii. Travel to manage after-death arrangements and burial.

viii. Travel to arrange for shelter or avoid homelessness.

ix. Travel to avoid domestic violence or child abuse.

x. Travel for parental custody arrangements.

xi. Travel to a place to temporarily reside in a residence or other facility to avoid potentially exposing others to COVID-19, such as a hotel or other facility provided by a governmental authority for such purposes.

j. For purposes of this Order, "residences" include hotels, motels, shared rental units and similar facilities. Residences also include living structures and outdoor spaces associated with those living structures, such as patios, porches, backyards, and front yards that are only accessible to a single family or household unit.

k. For purposes of this Order, "Social Distancing Requirements" means:

i. Maintaining at least six-foot social distancing from individuals who are not part of the same household or living unit;

ii. Frequently washing hands with soap and water for at least 20 seconds, or using hand sanitizer that is recognized by the Centers for Disease Control and Prevention as effective in combatting COVID-19;

iii. Covering coughs and sneezes with a tissue or fabric or, if not possible, into the sleeve or elbow (but not into hands);

iv. Wearing a face covering when out in public, consistent with the orders or guidance of the Health Officer; and

v. Avoiding all social interaction outside the household when sick with a fever, cough, or other COVID-19 symptoms.

All individuals must strictly comply with Social Distancing Requirements, except to the limited extent necessary to provide care (including childcare, adult or senior care, care to individuals with special needs, and patient care); as necessary to carry out the work of Essential Businesses, Essential Governmental Functions, or provide for Minimum Basic Operations; or as otherwise expressly provided in this Order. Outdoor Activities, Outdoor Businesses, Additional Activities and Additional Businesses must strictly adhere to these Social Distancing Requirements.

l. For purposes of this Order, "Outdoor Businesses" means:

i. The following businesses that normally operated primarily outdoors prior to March 16, 2020, and where there is the ability to fully maintain social distancing of at least six feet between all persons:

1. Businesses primarily operated outdoors, such as wholesale and retail plant nurseries, agricultural operations, and garden centers.

2. Service providers that primarily provide outdoor services, such as landscaping and gardening services, and environmental site remediation services.

For clarity, "Outdoor Businesses" do not include outdoor restaurants, cafes, or bars, or businesses that promote large, coordinated, and prolonged gatherings, such as outdoor concert venues and amusement parks.

m. For purposes of this Order, "Outdoor Activities" means:

i. To obtain goods, services, or supplies from, or perform work for, an Outdoor Business.

ii. To engage in outdoor recreation as permitted in Section 15.a.

n. For purposes of this Order, "Additional Business" means any business, entity, or other organization identified as an Additional Business in Appendix C-1, which will be updated as warranted based on the Health Officer's ongoing evaluation of the COVID-19 Indicators and other data. In addition to the other requirements in this Order, operation of those Additional Businesses is subject to any conditions and health and safety requirements set forth in Appendix C-1 and in applicable

industry-specific guidance issued by the State of California. Appendix C-1 is incorporated into this Order by this reference.

o. For purposes of this Order, "Additional Activities" means:

i. To obtain goods, services, or supplies from, or perform work for, Additional Businesses identified in Appendix C-1, subject to any conditions and health and safety requirements set forth in this Order and any applicable industry-specific guidance issued by the State of California.

ii. To engage in activities set forth in Appendix C-2, which will be updated as warranted based on the Health Officer's ongoing evaluation of the COVID-19 Indicators and other data. Engagement in Additional Activities is subject to applicable conditions and health and safety requirements set forth in this Order and Appendix C-2. Appendix C-2 is incorporated into this Order by this reference.

16. Government agencies and other entities operating shelters and other facilities that house or provide meals or other necessities of life for individuals experiencing homelessness must take appropriate steps to help ensure compliance with Social Distancing Requirements, including adequate provision of hand sanitizer. Also, individuals experiencing homelessness who are unsheltered and living in encampments should, to the maximum extent feasible, abide by 12 foot by 12 foot distancing for the placement of tents, and government agencies should provide restroom and hand washing facilities for individuals in such encampments as set forth in Centers for Disease Control and Prevention Interim Guidance Responding to Coronavirus 2019 (COVID-19) Among People Experiencing Unsheltered Homelessness (https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/unsheltered-homelessness.html).

17. Pursuant to Government Code sections 26602 and 41601 and Health and Safety Code section 101029, the Health Officer requests that the Sheriff and all chiefs of police in the County ensure compliance with and enforce this Order. The violation of any provision of this Order constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment, or both.

18. This Order shall become effective at 5 p.m. on June 5, 2020, and will continue to be in effect until it is extended, rescinded, superseded, or amended in writing by the Health Officer.

19. Copies of this Order shall promptly be: (1) made available at the Office of the Director of Contra Costa Health Services, 1220 Morello Avenue, Suite 200, Martinez, CA 94553; (2) posted on the Contra Costa Health Services website (https://www.cchealth.org); and (3) provided to any member of the public requesting a copy of this Order. Questions or comments regarding this Order may be directed to Contra Costa Health Services at (844) 729-8410.

20. If any provision of this Order or its application to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

IT IS SO ORDERED:



Dated: June 5, 2020

Chris Farnitano, M.D.
Health Officer of the County of Contra Costa

Attachments: Appendix A – Social Distancing Protocol
Appendix B-1 – Small Construction Project Safety Protocol
Appendix B-2 – Large Construction Project Safety Protocol
Appendix C-1 – Additional Businesses (updated June 5, 2020)
Appendix C-2 – Additional Activities (updated June 5, 2020)

Appendix A: Social Distancing Protocol (Updated April 29, 2020)

Business name:

Facility Address:

Approximate gross square footage of space open to the public:

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 COVID-19 symptoms; 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; wear face coverings, as appropriate; 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.

☐ Employees are required to wear face coverings, as appropriate.

☐ 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:
- ☐ Bathrooms:
- ☐ Other

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

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

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

☐ Copies of this Protocol have been distributed to all employees.

☐ Optional—Describe other measures:

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 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:

☐ Optional—Describe other measures:

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 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 and attached to this document.

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

Name: **Phone number:**

Appendix B-1

Small Construction Project Safety Protocol

1. Any construction project meeting any of the following specifications is subject to this Small Construction Project Safety Protocol ("SCP Protocol"), including public works projects unless otherwise specified by the Health Officer:

    a. For residential projects, any single-family, multi-family, senior, student, or other residential construction, renovation, or remodel project consisting of 10 units or less. This SCP Protocol does not apply to construction projects where a person is performing construction on their current residence either alone or solely with members of their own household.

    b. For commercial projects, any construction, renovation, or tenant improvement project consisting of 20,000 square feet of floor area or less.

    c. For mixed-use projects, any project that meets both of the specifications in subsection 1.a and 1.b.

    d. All other construction projects not subject to the Large Construction Project Safety Protocol set forth in Appendix B-2.

2. The following restrictions and requirements must be in place at all construction job sites subject to this SCP Protocol:

    a. Comply with all applicable and current laws and regulations including but not limited to OSHA and Cal-OSHA. If there is any conflict, difference, or discrepancy between or among applicable laws and regulations and/or this SCP Protocol, the stricter standard shall apply.

    b. Designate a site-specific COVID-19 supervisor or supervisors to enforce this guidance. A designated COVID-19 supervisor must be present on the construction site at all times during construction activities. A COVID-19 supervisor may be an on-site worker who is designated to serve in this role.

    c. The COVID-19 supervisor must review this SCP Protocol with all workers and visitors to the construction site.

    d. Establish a daily screening protocol for arriving staff to ensure that potentially infected staff do not enter the construction site. If workers leave the jobsite and return the same day, establish a cleaning and decontamination protocol prior to entry and exit of the jobsite. Post the daily screening protocol at all entrances and exits to the jobsite. More information on screening can be found online at: https://www.cdc.gov/coronavirus/2019-ncov/community/index.html.

    e. Practice social distancing by maintaining a minimum six-foot distance between workers at all times, except as strictly necessary to carry out a task associated with the construction project.

f. Where construction work occurs within an occupied residential unit, separate work areas must be sealed off from the remainder of the unit with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative entry/exit door to the entry/exit door used by residents. Available windows and exhaust fans must be used to ventilate the work area. If residents have access to the work area between workdays, the work area must be cleaned and sanitized at the beginning and at the end of workdays. Every effort must be taken to minimize contact between workers and residents, including maintaining a minimum of six feet of social distancing at all times.

g. Where construction work occurs within common areas of an occupied residential or commercial building or a mixed-use building in use by on-site employees or residents, separate work areas must be sealed off from the rest of the common areas with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative building entry/exit door to the building entry/exit door used by residents or other users of the building. Every effort must be taken to minimize contact between worker and building residents and users, including maintaining a minimum of six feet of social distancing at all times.

h. Prohibit gatherings of any size on the jobsite, including gatherings for breaks or eating, except for meetings regarding compliance with this protocol or as strictly necessary to carry out a task associated with the construction project.

i. Cal-OSHA requires employers to provide water, which should be provided in single-serve containers. Sharing of any of any food or beverage is strictly prohibited and if sharing is observed, the worker must be sent home for the day.

j. Provide personal protective equipment (PPE) specifically for use in construction, including gloves, goggles, face shields, and face coverings as appropriate for the activity being performed. At no time may a contractor secure or use medical-grade PPE unless required due to the medical nature of a jobsite. Face coverings must be worn in compliance with Section 5 of the Health Officer's Order No. HO-COVID19-08, dated April 17, 2020, or any subsequently issued or amended order.

k. Strictly control "choke points" and "high-risk areas" where workers are unable to maintain six-foot social distancing and prohibit or limit use to ensure that six-foot distance can easily be maintained between individuals.

l. Minimize interactions and maintain social distancing with all site visitors, including delivery workers, design professional and other project consultants, government agency representatives, including building and fire inspectors, and residents at residential construction sites.

m. Stagger trades as necessary to reduce density and allow for easy maintenance of minimum six-foot separation.

n. Discourage workers from using others' desks, work tools, and equipment. If more than one worker uses these items, the items must be cleaned and disinfected with disinfectants that are effective against COVID-19 in between use by each new worker. Prohibit sharing of PPE.

o. If hand washing facilities are not available at the jobsite, place portable wash stations or hand sanitizers that are effective against COVID-19 at entrances to the jobsite and in multiple locations dispersed throughout the jobsite as warranted.

p. Clean and sanitize any hand washing facilities, portable wash stations, jobsite restroom areas, or other enclosed spaces daily with disinfectants that are effective against COVID-19. Frequently clean and disinfect all high touch areas, including entry and exit areas, high traffic areas, rest rooms, hand washing areas, high touch surfaces, tools, and equipment

q. Maintain a daily attendance log of all workers and visitors that includes contact information, including name, phone number, address, and email.

r. Post a notice in an area visible to all workers and visitors instructing workers and visitors to do the following:
    i. Do not touch your face with unwashed hands or with gloves.
    ii. Frequently wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
    iii. Clean and disinfect frequently touched objects and surfaces such as work stations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs.
    iv. Cover your mouth and nose when coughing or sneezing, or cough or sneeze into the crook of your arm at your elbow/sleeve.
    v. Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home.
    vi. Constantly observe your work distances in relation to other staff. Maintain the recommended minimum six feet at all times when not wearing the necessary PPE for working in close proximity to another person.
    vii. Do not carpool to and from the jobsite with anyone except members of your own household unit, or as necessary for workers who have no alternative means of transportation.
    viii. Do not share phones or PPE.

Appendix B-2

Large Construction Project Safety Protocol

1. Any construction project meeting any of the following specifications is subject to this Large Construction Project Safety Protocol ("LCP Protocol"), including public works projects unless otherwise specified by the Health Officer:

    a. For residential construction projects, any single-family, multi-family, senior, student, or other residential construction, renovation, or remodel project consisting of more than 10 units.

    b. For commercial construction projects, any construction, renovation, or tenant improvement project consisting of more than 20,000 square feet of floor area.

    c. For construction of Essential Infrastructure, as defined in section 16.c of the Order, any project that requires five or more workers at the jobsite at any one time.

2. The following restrictions and requirements must be in place at all construction job sites subject to this LCP Protocol:

    a. Comply with all applicable and current laws and regulations including but not limited to OSHA and Cal-OSHA. If there is any conflict, difference or discrepancy between or among applicable laws and regulations and/or this LCP Protocol, the stricter standard will apply.

    b. Prepare a new or updated Site-Specific Health and Safety Plan to address COVID-19-related issues, post the Plan on-site at all entrances and exits, and produce a copy of the Plan to County governmental authorities upon request. The Plan must be translated as necessary to ensure that all non-English speaking workers are able to understand the Plan.

    c. Provide personal protective equipment (PPE) specifically for use in construction, including gloves, goggles, face shields, and face coverings as appropriate for the activity being performed. At no time may a contractor secure or use medical-grade PPE, unless required due to the medical nature of a job site. Face Coverings must be worn in compliance with Section 5 of the Health Officer's Order No. HO-COVID19-08, dated April 17, 2020, or any subsequently issued or amended order.

    d. Ensure that employees are trained in the use of PPE. Maintain and make available a log of all PPE training provided to employees and monitor all employees to ensure proper use of the PPE.

    e. Prohibit sharing of PPE.

    f. Implement social distancing requirements including, at minimum:

i. Stagger stop- and start-times for shift schedules to reduce the quantity of workers at the jobsite at any one time to the extent feasible.
ii. Stagger trade-specific work to minimize the quantity of workers at the jobsite at any one time.
iii. Require social distancing by maintaining a minimum six-foot distance between workers at all times, except as strictly necessary to carry out a task associated with the project.
iv. Prohibit gatherings of any size on the jobsite, except for safety meetings or as strictly necessary to carry out a task associated with the project.
v. Strictly control "choke points" and "high-risk areas" where workers are unable to maintain minimum six-foot social distancing and prohibit or limit use to ensure that minimum six-foot distancing can easily be maintained between workers.
vi. Minimize interactions and maintain social distancing with all site visitors, including delivery workers, design professional and other project consultants, government agency representatives, including building and fire inspectors, and residents at residential construction sites.
vii. Prohibit workers from using others' phones or desks. Any work tools or equipment that must be used by more than one worker must be cleaned with disinfectants that are effective against COVID-19 before use by a new worker.
viii. Place wash stations or hand sanitizers that are effective against COVID-19 at entrances to the jobsite and in multiple locations dispersed throughout the jobsite as warranted.
ix. Maintain a daily attendance log of all workers and visitors that includes contact information, including name, address, phone number, and email.
x. Post a notice in an area visible to all workers and visitors instructing workers and visitors to do the following:
    1. Do not touch your face with unwashed hands or with gloves.
    2. Frequently wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
    3. Clean and disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs.
    4. Cover your mouth and nose when coughing or sneezing or cough or sneeze into the crook of your arm at your elbow/sleeve.
    5. Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home.
    6. Constantly observe your work distances in relation to other staff. Maintain the recommended minimum six-feet distancing at all times when not wearing the necessary PPE for working in close proximity to another person.
    7. Do not share phones or PPE.
xi. The notice in section 2.f.x must be translated as necessary to ensure that all non-English speaking workers are able to understand the notice.

g. Implement cleaning and sanitization practices in accordance with the following:
    i. Frequently clean and sanitize, in accordance with CDC guidelines, all high-traffic and high-touch areas including, at a minimum: meeting areas, jobsite lunch and break areas, entrances and exits to the jobsite, jobsite trailers, hand-washing areas, tools, equipment, jobsite restroom areas, stairs, elevators, and lifts.
    ii. Establish a cleaning and decontamination protocol prior to entry and exit of the jobsite and post the protocol at entrances and exits of jobsite.
    iii. Supply all personnel performing cleaning and sanitization with proper PPE to prevent them from contracting COVID-19. Employees must not share PPE.
    iv. Establish adequate time in the workday to allow for proper cleaning and decontamination including prior to starting at or leaving the jobsite for the day.

h. Implement a COVID-19 community spread reduction plan as part of the Site-Specific Health and Safety Plan that includes, at minimum, the following restrictions and requirements:
    i. Prohibit all carpooling to and from the jobsite except by workers living within the same household unit, or as necessary for workers who have no alternative means of transportation.
    ii. Cal-OSHA requires employers to provide water, which should be provided in single-serve containers. Prohibit any sharing of any food or beverage and if sharing is observed, the worker must be sent home for the day.
    iii. Prohibit use of microwaves, water coolers, and other similar shared equipment.

i. Assign a COVID-19 Safety Compliance Officer (SCO) to the jobsite and ensure the SCO's name is posted on the Site-Specific Health and Safety Plan. The SCO must:
    i. Ensure implementation of all recommended safety and sanitation requirements regarding the COVID-19 virus at the jobsite.
    ii. Compile daily written verification that each jobsite is compliant with the components of this LCP Protocol. Each written verification form must be copied, stored, and made immediately available upon request by any County official.
    iii. Establish a daily screening protocol for arriving staff, to ensure that potentially infected staff do not enter the construction site. If workers leave the jobsite and return the same day, establish a cleaning and decontamination protocol prior to entry and exit of the jobsite. Post the daily screening protocol at all entrances and exit to the jobsite. More information on screening can be found online at: https://www.cdc.gov/coronavirus/2019-ncov/community/index.html.
    iv. Conduct daily briefings in person or by teleconference that must cover the following topics:
        1. New jobsite rules and pre-job site travel restrictions for the prevention of COVID-19 community spread.
        2. Review of sanitation and hygiene procedures.
        3. Solicitation of worker feedback on improving safety and sanitation.
        4. Coordination of construction site daily cleaning/sanitation requirements.
        5. Conveying updated information regarding COVID-19.
        6. Emergency protocols in the event of an exposure or suspected exposure to COVID-19.

v. Develop and ensure implementation of a remediation plan to address any non-compliance with this LCP Protocol and post remediation plan at entrance and exit of jobsite during remediation period. The remediation plan must be translated as necessary to ensure that all non-English speaking workers are able to understand the document.
vi. The SCO must not permit any construction activity to continue without bringing such activity into compliance with these requirements.
vii. Report repeated non-compliance with this LCP Protocol to the appropriate jobsite supervisors and a designated County official.

j. Assign a COVID-19 Third-Party Jobsite Safety Accountability Supervisor (JSAS) for the jobsite, who at a minimum holds an OSHA-30 certificate and first-aid training within the past two years, who must be trained in the protocols herein and verify compliance, including by visual inspection and random interviews with workers, with this LCP Protocol.
    i. Within seven calendar days of each jobsite visit, the JSAS must complete a written assessment identifying any failure to comply with this LCP Protocol. The written assessment must be copied, stored, and, upon request by the County, sent to a designated County official.
    ii. If the JSAS discovers that a jobsite is not in compliance with this LCP Protocol, the JSAS must work with the SCO to develop and implement a remediation plan.
    iii. The JSAS must coordinate with the SCO to prohibit continuation of any work activity not in compliance with rules stated herein until addressed and the continuing work is compliant.
    iv. The remediation plan must be sent to a designated County official within five calendar days of the JSAS's discovery of the failure to comply.

k. In the event of a confirmed case of COVID-19 at any jobsite, the following must take place:
    i. Immediately remove the infected individual from the jobsite with directions to seek medical care.
    ii. Each location the infected worker was at must be decontaminated and sanitized by an outside vendor certified in hazmat clean ups, and work in these locations must cease until decontamination and sanitization is complete.
    iii. The County Public Health Department must be notified immediately and any additional requirements per the County health officials must be completed, including full compliance with any tracing efforts by the County.

l. Where construction work occurs within an occupied residential unit, any separate work area must be sealed off from the remainder of the unit with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative entry/exit door to the entry/exit door used by residents. Available windows and exhaust fans must be used to ventilate the work area. If residents have access to the work area between workdays, the work area must be cleaned and sanitized at the beginning and at the end of workdays. Every effort must be taken to

minimize contact between workers and residents, including maintaining a minimum of six feet of social distancing at all times.

m. Where construction work occurs within common areas of an occupied residential or commercial building or a mixed-use building in use by on-site employees or residents, any separate work area must be sealed off from the rest of the common areas with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative building entry/exit door to the building entry/exit door used by residents or other users of the building. Every effort must be taken to minimize contact between worker and building residents and users, including maintaining a minimum of six feet of social distancing at all times.

Appendix C-1: Additional Businesses Permitted to Operate (Updated June 5, 2020)

General Requirements

The "Additional Businesses" listed below may operate, subject to the requirements set forth in the Order and to any additional requirements set forth below or in separate industry-specific guidance by the Health Officer. These businesses were selected based on guidance issued by the State of California and to implement a measured expansion of commercial activity based on health-related considerations, including the risks of COVID-19 transmission associated with types and modes of business operations, the ability to substantially mitigate transmission risks associated with the operations, and related factors, such as the following:

- **Increase in mobility and volume of activity**—the overall impact the reopening will have on the number of people leaving their homes and traveling to work at or access the business;
- **Contact intensity**—the type (close or distant) and duration (brief or prolonged) of the contact involved in the business;
- **Number of contacts**—the approximate number of people that will be in the setting at the same time;
- **Modification potential**—the degree to which mitigation measures can decrease the risk of transmission.

To mitigate the risk of transmission to the greatest extent possible, before resuming or commencing operations, each Additional Business must:

a. Prepare, post, implement, and distribute to their Personnel, as defined below, a Social Distancing Protocol as specified in Section 15.h. of the Order for each of its facilities in the County frequented by their Personnel or members of the public; and

b. Prepare, post, implement, and distribute to its Personnel a written health and safety plan that addresses all applicable best practices set forth in relevant Health Officer directives.

As used in this Appendix C-1, "Personnel" means the following people who provide goods or services associated with the Additional Business: Employees; contractors and sub-contractors (such as those who sell goods or perform services onsite or who deliver goods for the business); independent contractors (such as "gig workers" who perform work via the Additional Business' app or other online interface); vendors who are permitted to sell goods onsite; volunteers; and other individuals who provide services onsite at the request of the Additional Business.

Each Additional Business must comply with Social Distancing Requirements, described in Section 15.k. of the Order, as well as all applicable industry-specific guidance issued by the State of California related to COVID-19, set forth at https://covid19.ca.gov/industry-guidance/. Additionally, each Additional Business must comply with Section 5 of the Face Covering Order.

List of Additional Businesses

For purposes of the Order, Additional Businesses include all of the following:

(1) Retail Stores and Retail Supply Chain Businesses

a. Basis for Addition. The State of California has determined that retail businesses, and manufacturing and logistics and warehousing businesses that support retail businesses, may resume operation, subject to more restrictive local public health measures. Retail stores to which this provision applies includes, but is not limited to, bookstores, jewelry stores, toy stores, clothing and shoe stores, home and furnishing stores, sporting goods stores and florists. For clarity, this provision does not apply to personal service businesses such as beauty salons.

b. Description and Conditions to Operate.

1. Curbside/Outside Pickup. All retail stores may operate for curbside or other outdoor pickup, subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-retail.pdf) and all of the following conditions:

(a) If a store is not open for indoor shopping, it may not display merchandise for sale on tables or otherwise outside the store, and customers may not enter the store.

(b) The store must have access to an area or areas outside the store for customer pickups. Subject to local requirements, a pickup area may be curbside, on a sidewalk, in a parking lot, or in any other area that is suitable for customer pickups and not in an enclosed space.

(c) The store must employ reasonable measures to require customers to comply with Social Distancing Requirements at the pickup areas, including but not limited to marking locations at six-foot intervals for customers to stand while waiting in line.

(d) The store must limit the number of Personnel in enclosed areas so that Personnel can comply with Social Distancing Requirements.

(e) The store must employ reasonable measures to prevent pedestrian or vehicle congestion in the vicinity of the pickup area.

2. Indoor Retail. All retail businesses may operate for indoor shopping, subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-retail.pdf). The number of Personnel and customers inside the store or other enclosed space must be limited so that Personnel and customers can comply with Social Distancing Requirements.

3. Shopping Malls, Shopping Centers and Swap Meets. Shopping malls, shopping centers and swap meets may resume operations subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-shopping-centers.pdf). Prior to opening, the operator of an indoor shopping mall must prepare and obtain the Health Officer's approval of a COVID-19 prevention

plan. The plan must address and describe with particularity how the facility will implement the preventive measures described in the guidance document. The plan must be submitted to the Health Officer at the Office of the Director of Contra Costa Health Services, 1220 Morello Avenue, Suite 200, Martinez, CA 94553.

4. Manufacturing. Manufacturing businesses permitted to operate under the state Resilience Roadmap (https://covid19.ca.gov/roadmap/), as it is amended from time to time, may operate, subject to applicable guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-manufacturing.pdf). Manufacturers must also limit the number of Personnel in enclosed areas so that Personnel can comply with Social Distancing Requirements.

5. Logistics and Warehousing Facilities. Logistics and warehousing facilities permitted to operate under the State of California Resilience Roadmap (https://covid19.ca.gov/roadmap/), as it is amended from time to time, may operate, subject to applicable guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-logistics-warehousing.pdf). Logistics and warehousing facilities must also limit the number of Personnel in enclosed areas so that Personnel can comply with Social Distancing Requirements.

(2) Limited Services That Do Not Generally Require Close Customer Contact

a. Basis for Addition: The State of California has determined that businesses providing limited services that do not generally require close customer contract may resume operation, subject to more restrictive local health measures.

b. Description and Conditions to Operate: Businesses that offer limited services that do not require close customer contact include, by way of example and without limitation, car washes, pet groomers and dog walkers, and businesses that provide services inside residences and community facilities where social distancing can be maintained, such as residential and janitorial cleaning services, heating, ventilation and air conditioning services, appliance repair persons, electricians, plumbers, other mechanical tradespersons, and general contractors. These businesses may operate subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-limited-services.pdf).

(3) Places of Worship and Providers of Religious Services and Cultural Ceremonies

a. Basis for Addition: The State of California has determined that places of worship and providers of religious services and cultural ceremonies (collectively, "Places of Worship") may resume specified in-person activities under certain limitations.

b. Description and Conditions to Operate: Places of Worship may hold in-person religious services and cultural ceremonies, subject to applicable guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-places-of-worship.pdf), and in accordance with the following:

1. In-person religious services and cultural ceremonies may be held indoors, provided that the number of attendees does not exceed 12 persons, or 25 percent of the building's capacity, whichever is less.

2. In-person religious services and cultural ceremonies may be held outdoors, provided that the number of attendees does not exceed 100 persons, or 25 percent of the area's capacity, whichever is less.

3. A record of attendance, including the names and contact information for each attendee at a service or ceremony, must be created and preserved by the Place of Worship for a minimum of 14 days, and provided to Contra Costa Health Services immediately upon request in the event that a COVID-19 case is linked to the event.

(4) Office Workplaces

a. Basis for Addition: The State of California has determined that office workplaces may resume operation.

b. Description and Conditions to Operate: All office workplaces may open for business, subject to restrictions in applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-office-workspaces.pdf).

(5) Outdoor Museums and Other Outdoor Exhibit Spaces

a. Basis for Addition: The State of California has determined that outdoor museums, open air galleries, botanical gardens, and other outdoor exhibit spaces (collectively "Outdoor Museums") may resume limited operation.

b. Description and Conditions to Operate: Outdoor Museums may operate subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-outdoor-museums.pdf). Outdoor Museums do not include zoos or amusement parks. Associated indoor areas such as gift shops, cafes, restaurants and convention spaces must remain closed until full operations are authorized.

(6) Libraries

a. Basis for Addition: The State of California has determined that libraries may operate for curbside pickup.

b. Description and Conditions to Operate: Libraries that have not been determined by a government entity to be providing Essential Government Functions may operate for curbside pickup only, subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-retail.pdf).

(7) Drive-in Theaters

a. Basis for Addition: The State of California has determined that drive-in theaters may operate.

b. Description and Conditions to Operate: Drive-in theaters may operate subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-retail.pdf).

(8) Employers of Essential Critical Infrastructure Workers

a. Basis for Addition: The State of California has identified a list of "Essential Critical Infrastructure Workers" in 13 sectors that perform functions critical to public health and safety, as well as economic and national security. Because these workers have been determined to be essential, it is necessary to categorize their employers as Additional Businesses, to the extent they are not Essential Businesses as defined by the Order, for the purposes of authorizing these workers to carry out their essential work.

b. Description and Conditions to Operate: Any business that employs Essential Critical Instructure Workers, as defined by the State of California (https://covid19.ca.gov/essential-workforce/), may resume operations carried out by its essential workforce, subject to applicable industry guidance issued by the State of California (https://covid19.ca.gov/industry-guidance/).

(9) Outdoor Dining

a. Basis for Addition: Outdoor dining provides access to freshly prepared meals at a relatively low risk of transmission. Because food service will be limited to outdoor areas, the overall volume of increased activity will be modest. In addition, interactions and activities that occur outdoors carry a lower risk of transmission than most indoor interactions and activities. Risks associated with these operations can be substantially mitigated through measures that provide for adequate social distancing.

b. Description and Conditions to Operate: Restaurants and other food facilities that provide sit-down food service may provide outdoor, sit-down meals, subject to the following limitations in addition to those required elsewhere in the Order:

1. Outdoor seating arrangements must limit the number of patrons at a single table to no more than six (6) individuals, all of whom must be from the same household or living unit. Members of separate households or living units are not allowed to dine at the same table.

2. All tables must be separated to ensure that six-feet minimum social distance can easily be maintained between all members of separate households or living units at all times. For clarity, patrons who are members of the same household or living unit and seated together at a table do not need to be six feet apart.

3. Alcohol may be sold to patrons in conjunction with a meal, but it may not be sold separately.

4. Bar areas must remain closed to customers.

5. Entertainment events are not allowed at this time.

6. Outdoor dining, placement of outdoor seating arrangements and food service are subject to local laws, regulations and permitting requirements.

7. Facilities that open for outdoor dining must offer curbside/outside pickup, takeaway, or delivery service alternatives.

8. All food facilities authorized to open under this provision must comply with applicable industry guidance issued by the State of California (https://covid19.ca.gov/pdf/guidance-dine-in-restaurants.pdf). The State requires the following:

   - Brewpubs, breweries, bars, pubs, craft distilleries, and wineries should remain closed until those establishments are allowed to resume modified or full operation **unless they are offering sit-down, dine-in meals. Alcohol can only be sold in the same transaction as a meal.**

   - Dine-in restaurants, brewpubs, breweries, bars, pubs, craft distilleries, and wineries that provide sit-down meals should follow the restaurant guidance below and should continue to **encourage takeout and delivery service whenever possible**.

   - Brewpubs, breweries, bars, pubs, craft distilleries, and wineries that do not provide sit-down meals themselves, but can contract with another vendor to do so, can serve dine-in meals provided both businesses follow the guidance below and alcohol is only sold in the same transaction as a meal.

(10) Outdoor Swimming Pools

a. Basis for Addition: Outdoor swimming pools have few high-touch surfaces and do not require shared equipment. Risks associated with outdoor swimming pools can be substantially mitigated through measures that provide for adequate social distancing.

b. Description and Conditions to Operate: Outdoor swimming pools may operate subject to the following limitations in addition to those required elsewhere in the Order:

   1. Lap swimming must be limited to one swimmer per lane, except that members of the same household or living unit may occupy a single lane.

   2. Use of shared swimming areas must be limited to no more than one swimmer per 300 square feet of shared pool space.

3. Except for members of the same household, swimmers shall remain at least six feet apart at all times.

4. At least one person, separate from a lifeguard, shall be on duty at all times to ensure that the social distancing protocol applicable to the facility and all limitations herein are followed.

5. Locker rooms shall be closed to the public, except for use as a restroom.

6. All gatherings shall be prohibited outside the pool, such as on pool decks, except that members of a household may observe a child or other person swimming to ensure safety and supervision.

(11) Campgrounds

a. Basis for Addition: Camping is an outdoor activity and can occur with members of one's own household without generating substantial risk of contact with other households. Risks associated with this activity can be mitigated through measures that provide for adequate social distancing.

b. Description and Conditions to Operate: Campgrounds may operate subject to the following limitations in addition to those required elsewhere in the Order:

1. Only designated camping spots may be used.

2. Each camping spot may be occupied by only one household or living unit at a time.

3. If camping spots are immediately adjacent to one another, there must be at least one closed camping spot between each open camping spot to maintain adequate distance between households or living units.

4. Yurts, dorms, cabins, "glamping" facilities, and other permanent facilities may not be used, except for restrooms, food lockers, dishwashing stations, and drinking water stations, which must be frequently sanitized.

5. To the extent feasible, reservations must be made by phone or online prior to arrival.

Appendix C-2: Additional Activities (updated June 5, 2020)

General Requirements

The "Additional Activities" listed below may resume, subject to the requirements set forth in the Order and to any additional requirements set forth below or in separate guidance by the Health Officer. These activities were selected to implement a measured expansion of activity based on health-related considerations including the risks of COVID-19 transmission associated with types and modes of activity, the ability to substantially mitigate transmission risks associated with the operations, and related factors, such as the following:

- **Increase in mobility and volume of activity**—the overall impact resumption of the activity will have on the number of people leaving their homes and interacting with others in the community;
- **Contact intensity**—the type (close or distant) and duration (brief or prolonged) of the contact involved in the activity;
- **Number of contacts**—the approximate number of people that will be in the setting at the same time;
- **Modification potential**—the degree to which mitigation measures can decrease the risk of transmission.

List of Additional Activities

For purposes of the Order, Additional Activities include all of the following:

(1) Small Social Gatherings

a. Basis for Addition. Social gatherings of small groups of people who engage in support and recreational activities typical within households present a low risk for transmission of the virus that causes COVID-19 if the gatherings take place outdoors.

b. Description and Conditions: Social gatherings of persons in a Social Bubble, as defined below, may take place if:

1. The gathering takes place outside only, and

2. The participants comply with all other applicable requirements under this Order.

Notwithstanding Section 15.k. of the Order, persons in Social Bubbles are not required to strictly adhere to Social Distancing Requirements while participating in social gatherings authorized under this section. However, persons in Social Bubbles who are over 12 years of age are strongly encouraged to:

1. Maintain six-foot social distancing from each other; and

2. Wear face coverings.

c. Definitions.

1. "Social Bubble" means a Stable Group of 12 that forms either a Household Support Unit, a Childcare Unit, or a Children's Extracurricular Activity Unit, for the purpose of engaging in activities allowed under this Order.

2. "Stable Group of 12" means a group of not more than 12 individuals over a three-week time period that is a Household Support Unit, a Childcare Unit, or a Children's Extracurricular Activity Unit.

3. "Household Support Unit" means a Stable Group of 12 that is formed for the purpose of engaging in the sort of support and activities that are typical of members of the same household (e.g., childcare, family recreation, etc.), regardless of whether they physically occupy the same dwelling. Each person may be part of only one Household Support Unit, and every resident of a single dwelling unit must be part of the same Household Support Unit, except that a child who resides in more than one dwelling unit as part of a court-ordered shared custody arrangement may be part of the Household Support Unit of each of the child's custodians.

4. "Childcare Unit" means a Stable Group of 12 (typically 10 children and 1-2 adults) that is formed for the purposes of the Essential Business of childcare under Section 15.f.xxvi. of the Order. Each person (adult or child) may be a part of only a single Childcare Unit, but children in the same household may be part of separate, age-appropriate Childcare Units.

5. "Children's Extracurricular Activity Unit" means a Stable Group of 12 (typically 10 children and 1-2 adults) that is formed for the purpose of organized recreation under 15.a.iii. Each person (adult or child) may be part of only one Children's Extracurricular Activity Unit, but children in the same household may be part of separate, age-appropriate Extracurricular Activity Units.

(2) Protests

a. Basis for Addition: The State of California has issued guidance for participation in in-person protests.

b. Description and Conditions: Subject to requirements and restrictions of the local jurisdiction in which the protest takes place, persons may participate in protests if they wear face coverings and comply with Social Distancing Requirements, and attendance does not exceed 25 percent of the area's maximum capacity or 100 persons, whichever is lower.

(3) Use of Dog Parks

a. Basis for Addition: Dog parks are located outdoors, where the risk of transmission is low, and typically provide ample space for people to distance from one another. Risks associated with the use of dog parks can be mitigated through measures that provide for adequate social distancing.

b. Description and Conditions: People may use dog parks subject to the following limitations:

1. An individual must not enter a dog park if it is not possible at that time, within the park, to easily maintain at least six feet of separation from all other persons.

2. Face coverings must be worn at all times, except by persons to which an exception under the Face Covering Order applies.

(4) Use of Picnic and Barbecue Areas

a. Basis for Addition: Picnic and barbecue areas are located outdoors, where the risk of transmission is low, and typically provide ample space for groups to distance from each other. Risks associated with the use of these facilities can be mitigated by restricting the use of these facilities.

b. Description and Conditions: People may use picnic areas and barbecue areas subject to the following limitations:

1. Picnic areas and barbecue areas may be used only by households or living units.

2. Each picnic table may be occupied by only one household or living unit at a time.

3. Each barbecue pit or grill may be used by only household or living unit at a time.

4. Each member of a household or living unit must maintain at least six feet of separation from all members of other households or living units in the area. For clarity, members of the same household or living unit do not need to be six feet apart from each other.

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR
CHRIS FARNITANO, MD
HEALTH OFFICER

CONTRA COSTA
HEALTH SERVICES

OFFICE OF
THE DIRECTOR
1220 Morello, Suite 200
Martinez, CA 94553
Ph (925) 957-2679
Fax (925) 957-2651

HEALTH OFFICER
GUIDANCE FOR MODIFIED CHILDCARE DURING COVID-19 PANDEMIC
March 23, 2020

COVID-19 is an infectious disease, and there is evidence of minimal to moderate community spread in Contra Costa County. In order to limit the spread of disease, contact with infected individuals must be reduced as much as possible, and social distancing strategies must be implemented to slow the spread of disease. Contra Costa Health Services recognizes the need for education, social services, and essential community functions and services. This document aims to provide interim guidance for any modified childcare. In particular, we want to support the childcare needs for essential workers with a prioritization on frontline health care workers, emergency services workers (those working in the Health DOC-Department Operations Center EOC-Emergency Operations Center), first responders, and all county employees deployed as DSW (Disaster Service Workers).

Pursuant to § 120175* of the California Health and Safety Code, the Health Officer of Contra Costa County recommends the following guidance for childcare, effective immediately:

1) Modified childcare should:
    a. Be in stable groups of 6-12 children ("stable" means that the same group of students are in the group each day). Students should not change from one group to another.
    b. Each group should ideally be in a separate room, and groups should not mix with each other (for example: stagger meals, playground, recess, and toileting/personal hygiene activities to minimize mixing of groups). Avoid mixing students in common areas.
    c. If the above is not possible, increase space between children's desks, ideally to be at least 3-6 feet apart
    d. Staff should also be stable and remain with one group of students (primary caregivers should minimize movement from group to group or room to room).
    e. Recommend excluding children with underlying medical conditions which could increase their risk. Personal physicians should be contacted for child-specific recommendations.

* **H&S Code § 120175, et seq. (2001),** ***Communicable Disease Prevention and Control Act.*** Each health officer knowing or having reason to believe that any case of the diseases made reportable by regulation of the department, or any other contagious, infectious or communicable disease exists, or has recently existed, within the territory under his or her jurisdiction, shall take measures as may be necessary to prevent the spread of the disease or occurrence of additional cases.

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR
CHRIS FARNITANO, MD
HEALTH OFFICER

CONTRA COSTA HEALTH SERVICES

OFFICE OF THE DIRECTOR
1220 Morello, Suite 200
Martinez, CA 94553
Ph (925) 957-2679
Fax (925) 957-2651

2) Infection control measures:
   a. Teachers, staff, and caregivers should self- screen at home for respiratory infection symptoms (coughing, sneezing, runny nose, and fever) each morning before interacting with students; Ill teachers and staff should NOT come to work.
   b. **Exclude ill students and staff (those with symptoms specified above) from the facility.** We strongly advise not requiring a doctor's note for ill absences. We recommend having a temporal (forehead) thermometer at each childcare site which can be cleaned after each use with 60% alcohol or a wipe.
   c. Students or staff who develop symptoms at childcare should be separated from others, and sent home immediately (within 1 hour).
   d. Ill students or staff should not return to childcare until they are well.
   e. Screen visitors **and** do not allow those with symptoms of fever and/or respiratory infection to visit. Limit non-essential visitors.
   f. Students, staff, and teachers should maintain 6 feet of separation as much as possible.
   g. Students, staff, and teachers should wash hands with soap and water, or use alcohol-based hand sanitizer (if hands are not visibly dirty) before and after eating, drinking, touching eyes/nose/mouth, toileting, and physical contact with each other.
   h. High-contact areas and surfaces (i.e. counters, educational equipment, telephones, door-knobs, etc) should be cleaned and disinfected frequently. Most common EPA-registered household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available at cchealth.org and here

The duration of this guidance will be determined by the spread of disease in the community, in consultation with the California Department of Public Health and regional public health partners. **This recommendation will remain in effect until further notice from the Health Officer.**

CHRIS FARNITANO M.D.

_____

Health Officer

3/23/2020

_____

Date

CONTRA COSTA HEALTH SERVICES

Press Release

Contra Costa Receives State Variance to Continue Reopening Plan

Like 55 Tweet

Thursday, June 11, 2020

The State of California this week granted Contra Costa County a variance that allows more local control over when some activities restricted by the COVID-19 pandemic may resume.

The variance allows Contra Costa to move ahead with its roadmap for reopening at a pace that is appropriate for local conditions, which includes hair salons, indoor dining, gyms and schools in coming weeks.

"We are able to reopen more businesses and activities because the people of Contra Costa have diligently followed the health orders restricting our activities for many months," said Candace Andersen, chair of the Contra Costa County Board of Supervisors. "We remain committed to a safe and careful reopening for our county."

In an attestation filed to the state this week, Contra Costa Health Services (CCHS) outlined the progress at managing the spread of COVID-19 locally and how the local healthcare system is preparing in the event of a new surge in cases.

If safe to do so, hair salons and barber shops can reopen for business on June 17, according to a timeline

CONTACT

Joint Information Center, 925-608-5463

RELATED

- Novel Coronavirus (COVID-19) Latest Local Information

(https://813dcad3-2b07-4f3f-a25e-23c48c566922.filesusr.com/ugd/84606e_330f28e606b34924ad6f1a0405cd4e93.pdf) released by CCHS. Indoor dining, bars, gyms and fitness centers, hotels and some indoor entertainment venues may follow July 1.

The county's timeline could change if community health indicators (https://www.coronavirus.cchealth.org/indicators-dashboard) worsen, such as an increase in the number of new cases or patients hospitalized with COVID-19.

Contra Costa is the first of six counties in the lower Bay Area to seek or receive a variance from the state COVID-19 health order, joining the North Bay counties of Napa, Solano and Sonoma.

Visit cchealth.org/coronavirus (/coronavirus/) for more information about Contra Costa's response to the COVID-19 pandemic.

# # #

Contra Costa County Re-Openings to Date

	MARCH 16	APRIL 29	MAY 18	JUNE 2	JUNE 5
Automobile & Bicycle Repair	Open	Open	Open	Open	Open
Financial Institutions	Open	Open	Open	Open	Open
Essential Government Functions	Open	Open	Open	Open	Open
Food Delivery Services	Open	Open	Open	Open	Open
Funeral Homes, Mortuaries & Cemeteries	Open	Open	Open	Open	Open
Gas Stations	Open	Open	Open	Open	Open
Grocery & other Food Stores	Open	Open	Open	Open	Open
Healthcare, Pharmacies & Medical Supply	Open	Open	Open	Open	Open
Household Repair Services & Hardware Stores	Open	Open	Open	Open	Open
Laundromats	Open	Open	Open	Open	Open
Outdoor Activities (individual & households)	Open	Open	Open	Open	Open
Parks	Open	Open	Open	Open	Open
Public & Private Transportation Services	Open	Open	Open	Open	Open
Utilities	Open	Open	Open	Open	Open
Veterinary Care	Open	Open	Open	Open	Open
Construction	Partially Open	Open	Open	Open	Open
Dental Care	Partially Open	Open	Open	Open	Open
Real Estate	Partially Open	Open	Open	Open	Open
Restaurants	Partially Open	Partially Open	Partially Open	Partially Open	Partially Open
Athletic Fields	Closed	Open	Open	Open	Open
Car Washes	Closed	Open	Open	Open	Open
Golf Courses	Closed	Open	Open	Open	Open
Outdoor Businesses	Closed	Open	Open	Open	Open
Shooting & Archery Ranges	Closed	Open	Open	Open	Open
Skate Parks	Closed	Open	Open	Open	Open
Tennis & Pickleball Courts	Closed	Open	Open	Open	Open
Child Care & Summer Camp	Closed	Partially Open	Partially Open	Open	Open
Manufacturing	Closed	Closed	Open	Open	Open
Logistics & Warehousing Facilities	Closed	Closed	Open	Open	Open
Gun Shops	Closed	Closed	Partially Open	Open	Open
Retail Stores	Closed	Closed	Partially Open	Open	Open
Places of Worship	Closed	Closed	Partially Open	Partially Open	Partially Open
Outdoor Museums, Exhibit Spaces & Drive-in Theaters	Closed	Closed	Closed	Open	Open
Pet Groomers	Closed	Closed	Closed	Open	Open
Residential Cleaning Services	Closed	Closed	Closed	Open	Open
Small Group Gatherings (outdoors)	Closed	Closed	Closed	Open	Open
Libraries (curbside pickup)	Closed	Closed	Closed	Partially Open	Partially Open
Office Workplaces (telework strongly encouraged)	Closed	Closed	Closed	Partially Open	Partially Open
Campgrounds & Picnic & Barbecue Areas	Closed	Closed	Closed	Closed	Open
Dog Parks	Closed	Closed	Closed	Closed	Open
Outdoor Swimming Pools	Closed	Closed	Closed	Closed	Open
Bars & Nightclubs	Closed	Closed	Closed	Closed	Closed
Entertainment Venues	Closed	Closed	Closed	Closed	Closed
Group Gatherings over 12 People	Closed	Closed	Closed	Closed	Closed
Gyms & Fitness Studios	Closed	Closed	Closed	Closed	Closed
Outdoor Activities (group & high touch)	Closed	Closed	Closed	Closed	Closed
Salons & Spas	Closed	Closed	Closed	Closed	Closed

Open
Partially Open
Closed

RESPONSE
Coronavirus (COVID-19)
CONTRA COSTA HEALTH SERVICES

cchealth.org/coronavirus
as of 6/5/2020

This list does not include orders and/or directives by state, cities & school/college districts such as protests.

CONTRA COSTA COUNTY'S ROAD AHEAD
FOR OUR COMMUNITY

JUNE 5 ✓

- Outdoor dining
- Outdoor swimming pools
- Dog parks
- Outdoor religious services
- Overnight single family camping

JUNE 17

- Hair salons
- Barber shops

JULY 1

- Indoor dining
- Bars (with or without food)
- Indoor religious services
- Gyms & fitness centers
- Limited indoor leisure (arcades, billiards, bowling alleys, etc.)
- Indoor museums
- Hotels (for tourism & individual travel)

JULY/AUGUST

- Schools, including primary, secondary & higher education (contact your local school district for start date)

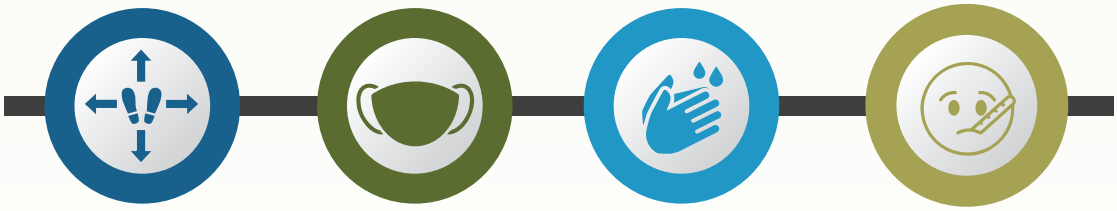
These openings are a direct response to your patience and observation of the health order.

We hope to continue opening up the county, but may need to reconsider openings based on the course of the pandemic.

Not currently allowed by the state

- Nonessential healing arts (massage, etc.)
- Other personal services (personal training, tattoo, permanent makeup, piercing & nail salons)
- Movie theaters
- Basketball courts
- Playgrounds
- Soccer
- Youth sports
- Nightclubs

4 THINGS YOU CAN DO TO MAKE A DIFFERENCE



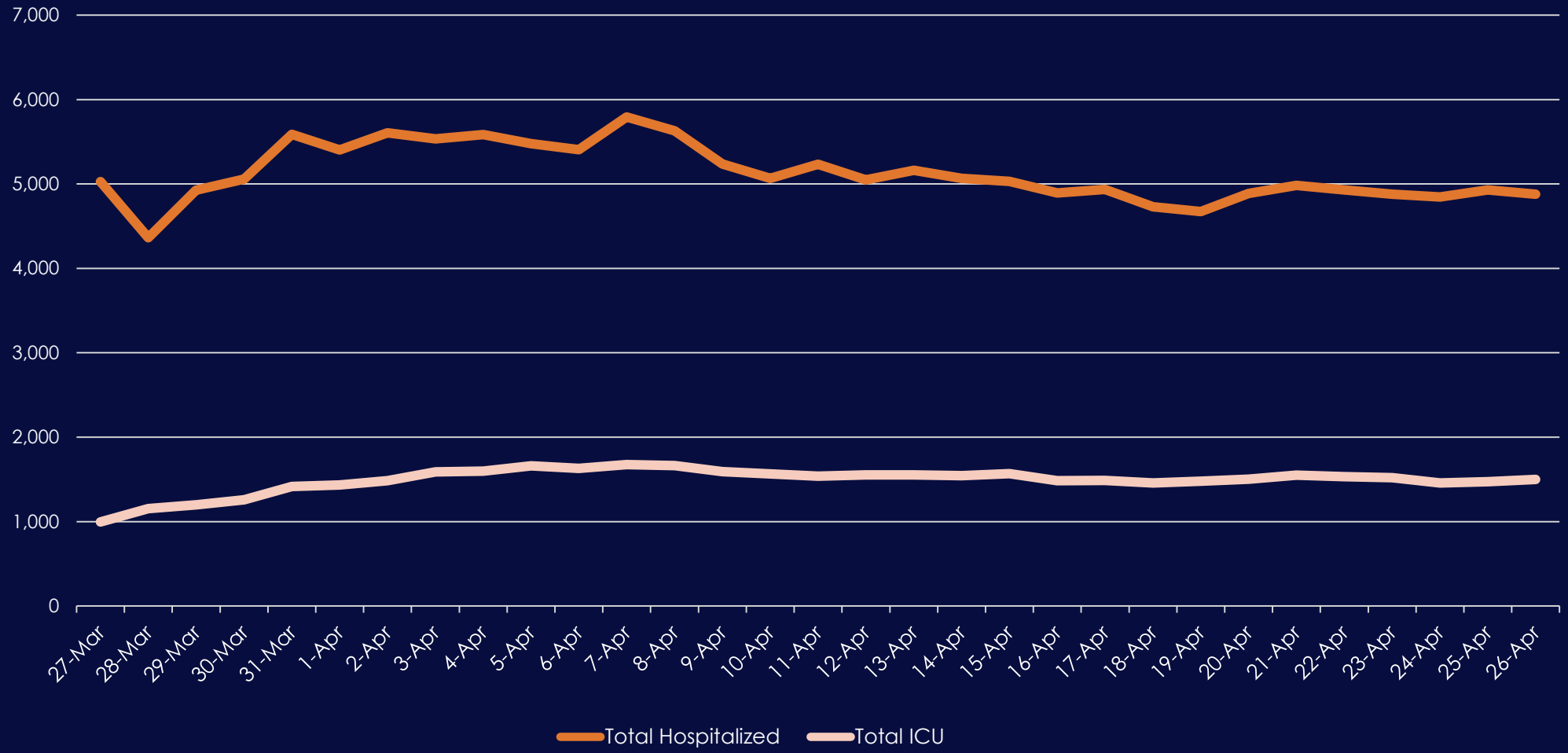
Social Distance | **Cover Your Face** | **Enhance Hand Hygiene** | **Stay Home if Sick**

Update on California's Pandemic Roadmap

6 Indicators for Modifying Stay-at-Home Order

- Ability to test, contact trace, isolate, and support the exposed
- Ability to protect those at high risk for COVID-19
- Surge capacity for hospital and health systems
- Therapeutic development to meet the demand
- Ability of businesses, schools, and childcare facilities to support physical distancing
- Determination of when to reinstitute measures like Stay-At-Home

California Hospitalization Trend Lines



Total includes both COVID-19 confirmed positive hospitalizations as well as COVID-19 suspect hospitalizations.

The Basics



COVID-19 is not going away soon.



Modifications to Stay-At-Home Order must be guided by health risk and a commitment to equity.



Taking responsibility is key at all levels – individual, business, and government.

Resilience Roadmap Stages

STAGE 1: Safety and Preparedness

Making essential workforce environment as safe as possible.

STAGE 2: Lower Risk Workplaces

Creating opportunities for lower risk sectors to adapt and re-open.

Modified school programs and childcare re-open.

STAGE 3: Higher Risk Workplaces

Creating opportunities for higher risk sectors to adapt and re-open.

STAGE 4: End of Stay-At-Home Order

Return to expanded workforce in highest risk workplaces.

Requires Therapeutics.

Stage 1: Safety and Preparedness

This is where we are now.

- **Continue to build out testing, contact tracing, PPE, and hospital surge capacity.**
- **Continue to make essential workplaces as safe as possible.**
    - Physical and work flow adaption
    - Essential workforce safety net
    - Make PPE more widely available
    - Individual behavior changes

- **Prepare sector-by-sector safety guidelines for expanded workforce.**

Stage 2: Lower Risk Workplaces

Gradually opening some lower risk workplaces with ADAPTATIONS:

- Retail (e.g. curbside pickup)
- Manufacturing
- Offices (when telework not possible)
- Opening more public spaces

Expanded Workforce Safety Net:

- Wage replacement so workers can stay home when sick

Stage 2: Lower Risk Workplaces

Schools and Childcare Facilities with Adaptations:

- Summer programs and next school year potentially starting sooner (July/August)
- Childcare facilities to provide more care
- Address learning gaps
- Ensure students and staff are protected
- Allow broader workforce to return to work

Actions needed to get from Stage 1 to Stage 2



Government Actions

- Policies that allow people to stay home when they're sick
- Guidance provided on how to reduce risk



Business Actions

- Wage replacement so workers can stay home when sick
- Implement adaptations to lower-risk workplaces NOW
- Employees continue to work from home when possible



Individual Actions

- Safety precautions – physical distancing, face coverings, etc.
- Avoid all non-essential travel
- Support and care for people who are at high risk

When are we ready for Stage 2?

Key indicator considerations to move to Stage 2:

- Hospitalization and ICU trends stable.
- Hospital surge capacity to meet demand.
- Sufficient PPE supply to meet demand.
- Sufficient testing capacity to meet demand.
- Contact tracing capacity statewide.

Transition to Stage 2 will occur through a statewide modification to the Stay-At-Home Order.

Opportunity for Regional Variations

During Stage 2, counties may choose to relax stricter local orders at their own pace.

Following Stage 2, once a statewide COVID-19 surveillance system is made possible through testing, further regional variations could be supported.

State will consult and collaborate closely with local governments.

Stage 3: Higher Risk Workplaces

Open higher risk environments with adaptations and limits on size of gatherings:

- Personal care (hair and nail salons, gyms)
- Entertainment venues (movie theaters, sports without live audiences)
- In-person religious services (churches, weddings)

Stage 4: End of Stay-At-Home Order

Re-open highest risk workplaces with all indicators satisfied once therapeutics have been developed:

- Concerts
- Convention Centers
- Live audience sports

Be Part of the Solution

Stay Home. Practice Physical Distancing.

We are enlisting all Californians to help inform the development of guidance for sectors across our economy.

This guidance will provide a framework for how to safely re-open.

CALIFORNIA

ALL

Your Actions
Save Lives

covid19.ca.gov

Julie Enea

Subject: FW: LunchboxWax - Support to Reopen 7 Bay Area Salons

From: Nicole Lecher
Sent: Friday, June 12, 2020 11:42 AM
Cc: Scott Schubiger
Subject: LunchboxWax - Support to Reopen 7 Bay Area Salons

Good afternoon,

In anticipation of Governor Newsom's announcement later today announcing the reopening of ALL beauty establishments (hair/skin/nails/waxing) next Friday, I hope this email will support all Bay Area counties to follow the states' allowance to reopen all beauty industry businesses next week.

Mr. Jeff Hanscom, Vice President, State Government Relations – International Franchise Association (IFA) has referred me directly to you. I am compelled to reach out to you as a proud California business owner of seven Waxing Salons in the Bay area. With safety of our team and of our guests, as the first priority, I am proud of the pre- and post-CoVid initiatives that LunchboxWax has initiated. Our brand's commitment to cleanliness and have yielded powerful, data-based results (herein attached) that demonstrate how a careful re-opening plan can be safely implemented.

Since May 3rd, 28 LunchboxWax salons have successfully opening around the country and have provided over 26,057 waxing services without any health incident.

As a result, I am asking you to please allow waxing salons to be included in the beauty industry category allowed to reopen on June 17th in Contra Costa County, and be include in Alameda County and Santa Clara County to reopen.

In a far too common story, I as a small business owner have been forced to lay off our entire staff of 52 employees and have remained closed since March 16th. I applaud the efforts and time and resources the state and each country have committed to protect the health and wellness of our communities, and commend the progress the state has achieved. Every life lost to CoVid is one too many, but it is promising to know that only hospital beds are less occupied as had been predicted. This progress has allowed CA to move to the next phase, and I strongly feel our salons should be included in the identification of business to open next week.

In an effort to provide facts, please accept this email along with the attached *Pandemic Preparedness Outline* and *Lunchbox Wax Reopening Info* and LunchboxWax Sanitation as evidence that we not only meet, but far exceed the "California Department of Health, CDPH, CoVid-19 Industry Guidance: Hair Salons and Barbershops" - published on May 24, 2020 (attached). As a result, I respectfully submit this letter on behalf of my 52 waxologists who are begging to return to work to have some sense of purpose and normalcy in their lives again. They see people amongst them out and about, working, shopping, and now dining out, but are forced to not work. I find it almost impossible to explain to our team why a chiropractic, Cryotherapy and tanning businesses can open in our communities, but we cannot. We have private 400 square foot suites for each guest, a hospital-like cleanliness environment with 1:1 service (both masked and pre-checked for symptoms), but we still are not allowed to reopen! Can you imagine if in the restaurant industry the state approved establishments who serve hamburgers to open, but forced pizza restaurants to remain closed, just because the product was different? We are 100% as clean and regulated as Chiropractors and far cleaner and more regulated than Cryotherapy, and tanning and far less risky than dentists.

We as a small business owner, along with our team of employees and our guests, are ready to reopen before there is irreparable and permanent economic damage. Indeed, reopening after Covid should be predicated on consistent evaluation of business risks and procedures to protect guests and team. Beyond refute, the data I provide here (in the attached) fully supports this. Unfortunately, I truly believe all salons are being lumped as a group and being assumed to be less sanitary and posing a higher risk than medical offices, retail stores and restaurants, and now hair salon and barber shops. This is simply not true. Waxing salons in particular present far less interaction in number of people than restaurants and retail, full disinfection after every guest (to the same standards as medical offices as we use hospital grade cleaning and sanitation products) and have always followed the every high standards of the Board of Barbering and Cosmetology. Waxing salons are low client volume, extraordinarily clean, operate under state regulations for cleanliness, exceed all state requirements and have installed equipment and procedures to exceed most currently operating businesses. Most importantly, LunchboxWax is a waxing only salon. Please note that every employee working in our salon is licensed by the CA Board of Barbering & Cosmetology, has passed tests on health and hygiene, and undergo an additional 3 weeks of Waxing Only training focusing on sanitation and health.

In conclusion, we plead with you that we be allowed to open based on the scientific and professional standards we adhere to that exceed many, if not most other businesses and industries, that are currently operating, and meet social distancing requirements in the workplace.

If you are not the correct person, please could you forward my communication or let me know who I should reach directly. Our team appreciates the consideration to help us (and our uber-safe waxing industry) return to some sense of normalcy in the state. It will allow me the opportunity to stay in business to be able to provide for my team and their families, and not have to face the inevitable bankruptcy.

Thank you

Nicky

Nicky Lecher | SpringBOX, LLC

LunchboxWax
Franchise Owner
www.lunchboxwax.com

Reopening after Covid should be predicated on consistent evaluation of business risks and procedures to protect guests and workers. Unfortunately, peoples' personal biases and personal beliefs about business practices, have created a discriminatory and disparate impact on businesses and workers (primarily female and minority) who sanitation and guest protection standards far exceed those business that have are being allowed to open.

Salons are being lumped as a group and being assumed to be less sanitary and posing a higher risk than medical offices, retail stores and restaurants. This is not just untrue. Waxing salons in particular present far less interaction in number of people then restaurants and retail, full disinfection after every guest (to the same standards as medical offices) and have always followed the every high standards of the Board of Barbering and Cosmetology.

Waxing salons are low client volume, extraordinarily clean, operate under state regulations for cleanliness, exceed all state requirements and have installed equipment and procedures to exceed most currently operating business.

LunchboxWax is a waxing only salon. We have 7 locations in the Bay Area in Dublin, Alameda, Walnut Creek, Concord, Brentwood, Camden Park. We have been forced to closed since March 17th and have 50+ employees who are all unable to work and are struggling to pay their bills. We can and do meet the all of the disinfecting, cleanliness, and social distancing requirements and go above and beyond all of the cleaning and sanitation requirements, recommendations and guidelines that have been announced all businesses that have already opened.

Each salon is staffed between 2 and 5 Waxologsits at any given time The average 1500 square foot salon is set up with a lobby/reception area and 4 or 5 or 6 suites in which all of the services are performed. Our ration of staff to guest is 1:1 ratio. Our salons have all been inspected by the CA Barber Cosmetology Board and always passed with 100% compliance. We have over 5500 5 star reviews, most of which mention reference our high standards of cleanliness, hygiene and level of care of LunchboxWax.

Guest make appointments by phone or online. Our guest appointment confirmation includes reminder calls, texts and emails to all guests the day prior and include any reminder on hygiene requirements and health.

Every employee working in our salon is licensed by the CA Board of Barbering & Cosmetology, has passed tests on health and hygiene and undergo a future 3 weeks of training by LunchboxWax and are being certified in additional health and hygiene certificate programs with regard to use of germicides and viricides including Barricade and . both of which kill the majority of common pathogens including Flu viruses, bacteria, TB, HIV, etc.

SANTIITION STANDARDS PRIOR TO COVID-19:

Product Inventory and Product Storage:

- Each suite and salon are set up comply with state regulations
- All products to be used are stored in sealed and labeled containers.
- For each service only the specific items used for that service are exposed and any leftover items not used for the service are disposed of.

Guest Sanitation & Health

- Every guest is required to complete an Intake Form disclosing pertinent health information and history
- As guests arrive, we have touchless hand sanitizer dispensers available. We also encourage every guest to use the restroom so they have an opportunity to wash their hands prior to their service.
- Guests are able to maintain a safe social distancing distance from other guests and waxologist before their service.
- Every room has a sink, hand soap and sanitizers and guest may & employees must wash their hands prior and after their service – just like in a doctor's office.
- In each suite individually packed cleaning wipes and hand sanitizer are readily available for guests to use.

Waxologist Sanitation

- As per CA state law all services are performed wearing gloves. Gloves are not reusable. Gloves are removed per CDC/medial guidance on proper technique.
- Waxologists wash their hands with soap before and after each service.
- Masks are available to staff

The Waxing Service

- All waxing procedures are compliant with state regulations.
- Guest skin is cleansed multiple times during service
- Reusable tools are cleaned in Barbicide following the state law requirements.
- Gloves and Aprons are worn

Routine Cleaning Practices

- Barricade or equivalent disinfectant for all non-disposable tools and utensils as required by the Ca barber and Cosmetology Board is use.
- All surfaces in suites as wells as the lobby that may have come into contact with guests or employees are disinfected, after each guest, with products that kill viruses in between 30 seconds and 2 minutes.

- After each guest leaves the suite the suite is cleaned using professional grade cleaning products for wiping down all areas which the guest and the waxolosits has been in contact with.
- After each guest check out the desk are is cleaned using professional grade products.

End of Shift extra cleaning

- Room checks – at the end of each shift the suite is signed off by a team member to enforce the cleaning standards.

ADDITIONAL SANTIITION WE HAVE IMPLIMENTED TO ADDRESS COVID-19:

Additional Sanitation and Health Procedures that we are implementing so we can re-open safely:

- Each salon has installed ACTIVE PURE - Air Scrubber by Aerus. ActivePure has been tested in a variety of settings and has been proven effective in killing 99.9% to 99.9999% bacteria, viruses and other pathogens on surfaces and in the air, in university and laboratory tests. These tests have shown that ActivePure is effective against DNA and RNA viruses like these, Common Flu, Swine Flu (H1N1), Avian Bird Flu (H5N8), Hepatitis A (HAV), and MS2 bacteriophage.
- Masks are available to every Waxologsits for every service to be worn during work shift.
- All Waxologist will complete the **BARBICIDE® COVID-19 Certification Course.** This program is designed to present the most current information that is pertinent to the Professional Beauty Professional. The guidelines for the Professional Beauty industry are covered.
- Reminder calls day prior to the appointment – make sure to reiterate if they are sick for any reason, we do not want them coming on and reschedule guest
- Front door handles are covered with copper covering. Copper kills viruses and germs naturally. Continue to wipe down door handles during shift
- Transition to paperless intake forms and check out and frequent cleaning of pens, clipboard and any items that might still be required during check-in and checkout.
- Pens, when necessary will be used with disposable pen protectors.
- Increased cleaning during shift of reception area and all surfaces areas including chairs, door handles.
- Remove magazines and other items that might be likely to be touched by more than one person.

We are a 5-star salon with over 5500 positive reviews, many of which speak to the high standards of cleanliness of the salon and high professional quality of our services. Based on the education, certification and training of our team about our sanitation requirements, the size of the salon, the 1:1 ration of staff to guests, the high standards of sanitation and cleaning, and

use of professional products, we are provide a low volume, high safety environment for the public for personal services.

We request that we be allowed to open based on the scientific and professional standards we adhere to that exceed many, if not most other business and industries that are currently operating.

Thank you,

Nicky

Nicky Lecher | SpringBOX, LLC

LunchboxWax

Franchise Owner

www.lunchboxwax.com

LunchboxWax Pandemic Preparedness Outline

Here is an outline of LunchboxWax resources, education, and documentation to ensure the preparedness of your salon, during both closure and reopening. While this list does not contain every resource, as it will continue to evolve, this document gives you the general outline of available resources.

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General Best Practices

- Upon request of the salon owner, corporate will notify guests of any protocols/steps we are taking to ensure the health of the guest and employees. We will notify guests via email, social media platform, etc. that we deem most appropriate.
    - Be prepared to enforce protocols set forth by corporate. (Ex: If a guest is sick, reschedule their appt.)
- Watch for any internal notification for information, training material, or updated notices.
    - Notifications could include:
        - Additional/ alternative products if there is a shortage of something.
        - Extra information and training material for dealing with guests/employees.
- Make sure you have a plan of action:
    - Check the CDC/ready.gov websites for updates/information. Stay in the know.
    - Know your insurance policy.
    - Check-in with your SD/Manager about the cleaning schedule. Ensure cleaning is being done thoroughly and with proper products.
    - Check-in with your waxologists.
    - How are they feeling/handling situations in the suite when this topic come up?
    - Are they informed of the issue and are taking proper precautions with guests, and following protocol?
    - Take out any potential problematic scenarios.
        - Ex: Communal offerings (unwrapped mints).

Sanitation Best Practices

A sanitary environment is one of the highest priorities at LunchboxWax. When guests know we care about their health and safety, they can feel at ease in our salons. In-depth information and training on sanitation practices include:

1. Waxologist Training Program
2. Reopening Learning Plan
3. Salon Flow Resource Guides
    a. For Salon Directors
    b. For Managers and Waxologists

The following is a high-level checklist:

Hand Washing/Sanitizing: When in Doubt, Wash

- Upon arriving at work
- Before gloving
- After removing gloves
- After contact with any potentially contaminated surface or item
- After working in common areas or performing housekeeping duties
- Between direct contact with different guests
- Before and after eating, drinking or handling food
- After personal use of toilet facilities
- When hands are visibly soiled
- After sneezing, coughing or blowing your nose
- Before leaving work
- Whenever necessary (use sensible judgment)

Body Hygiene

- Bathe or shower daily
- Keep your hair clean
- Pull back long hair at work
- Keep nails trimmed and clean
- Keep perfume at a minimum
- Do not wear jewelry on your hands or wrists
- Wear clean clothes every day

Equipment Disinfection and Cross Contamination

Contamination means a surface or substance has been exposed to microorganisms. Cross-contamination occurs when you touch a contaminated surface or substance and then touch a non-contaminated item. For example, if you touch a guest's skin with your hand and then touch the pump, cross-contamination has occurred. The following items are key in disinfection control and cross-contamination prevention:

- Disposable gloves and sticks
- Pumpable products
- Disinfection jar
- Hand sanitizer
- Disinfectant wipes
- Disinfectant spray

The above items alone will not prevent contamination; however, using the following practices will:

- Never dip a previously used stick in wax, whether it was dipped in wax once already or if it has touched skin.
- For each service, place disinfected, dry tools (tweezers and/or scissors) on a tissue before you begin waxing.
- After each service and after you have removed gloves, immediately sanitize hands with hand sanitizer before you leave the suite.
- When returning to the suite after service, with washed hands, disinfect table with Clorox wipes (or comparable product) and remove any wax residue from the table cover, cart, and floor with wax remover.
- Spray an esthetic wipe with Barbicide, and wipe pumps and any surface area of the cart that hands came in contact with.

Additional COVID-Specific Requirements

- Remove any shareable items in the salon including:
    - Magazines
    - Mints
    - Product Testers
- Waxologists will wear at all times:
    - Masks / Face Shields
    - Aprons
    - Gloves – during service and at the front desk.

- Remove Gel Tint / Clear Gel Test products.
    - Optional: Eyebrow Pencils + Concealer Duos may still be applied by a waxologist to test on guests during the service, as they can be sharpened in between each use.

Common Area Best Practices

Overview

- Cleaning + Disinfecting Best Practices for the following areasReception Area
    - Restroom
    - Suite: In-Service
    - Check-Out
    - Suite Turnover
    - Product Displays
    - Breakroom
    - Before + After Shift Processes
    - Additional Considerations

Cleaning + Disinfecting

Here is a brief recap of cleaning (sanitizing) and disinfecting.

- Sanitizing must happen *before* disinfecting, as it greatly reduces the number of germs on the surface.
- Disinfecting is not effective without first sanitizing. It will clean what sanitizing has left behind, but cannot do the initial sweep on its own.
- It is important to incorporate both of these steps when “cleaning” an area, to ensure the area or surface is properly sanitized and disinfected.

Steps for cleaning and disinfecting:

- <u>One-Step: Use Rejuvenate in your salon, a product that both cleans and disinfects.</u>
- <u>Two-Step:</u>
    - Clean the surface.
        - Can be as simple as a spray bottle with a couple of drops of dish soap in water; spray and wipe with a paper towel. This must happen before using a Barbicide, Lysol or Clorox wipe for proper disinfection.
        - *NOTE: If you use Rejuvenate in your salon – you can skip this step – as Rejuvenate is a one-step disinfectant.
    - Next, if not using Rejuvenate, disinfect with a Barbicide, Lysol, or Clorox wipe, and allow the surface to dry for two minutes.

    - For more information on cleaning and disinfecting – refer to the LBU: Re-Opening Learning Plan, Safety + Sanitation class.

Reception Area Best Practices

- Warm greeting to guests:
    - No handshake (CDC approves Elbow Bump)
    - Smile with eye contact.
    - Use an engaging tone of voice to compensate for a masked smile.
- No magazines and mints and other shareable items in the reception area.
- Waxologists can encourage guests to help themselves to water, but not get water for them.
    - Wiping down (cleaning + disinfecting) the water station regularly, including after each guest.
- If the salon has a vanity – regularly wipe down the entire area and between guests.
- Once a guest has been greeted and escorted to the suite – while they are ready, here are areas to check and wipe down:
    - Door handles.
    - Water station.
    - Vanity.
    - Guest side of front desk.
    - Seats.
    - Product display.

Restroom Best Practices

Regularly and between each guest – clean + sanitize:

- Door handles.
- Light switches.
- Pink box.
- Accessibility railing.
- Toilet and handle.
- Sink, faucet, and handles.
- Soap and towel dispensers.
- Shelving.
- Trash.

Suite: In-Service Best Practices

- Wash hands before putting on gloves.
    - If the sink is in the suite, put gloves on immediately after.
    - If you have a hand-washing station outside of the suite, use hand sanitizer after entering the room and before putting gloves on.
- As always, wearing gloves throughout the service.
    - Changing gloves in between services when necessary, i.e. moving from Brazilian/Manzilian to any other service.
    - Use hand sanitizer between changing gloves.
- Wear a mask/face shield and aprons.
- Utilize SMA (Sanitary Maintenance Area) for supplies during the service.
    - Setting up supplies before starting the service to prevent contamination of clean items on the cart.
- Once service concludes and gloves are removed, use hand sanitizer before exiting the suite and immediately going to wash hands.
    - For some services, such as Brazilian, there is naturally time built in to wash hands post-service.
    - For facial services or other services that don't require the guest to undress, it is still equally as important to wash hands.
        - Let the guest know, "I will meet you up front in just a moment – I'm going to wash my hands."

Check-Out Best Practices

- Before meeting the guest at the front desk, use hand sanitizer and put on a pair of gloves.
    - Will be worn throughout the check-out process with guest, including:
        - Showing/Handling products.
        - Handling debit/credit cards + cash.
        - Giving out business cards.
        - Giving receipts/pens to sign.

Suite Turnover Best Practices

- Remove wax residue from all surfaces, including table, lamp, cart, floors, etc.
- Clean and disinfect the table first.
    - This is the surface the guest has the most contact with.
    - Also because it is eventually covered by table paper, we want to ensure we adhere to the contact time required before covering the table.
- After cleaning and disinfecting the table and leaving it to dry, move on to cleaning and disinfecting the following:
    - The lamp.
    - The cart.
        - Wipe off tweezers / trimmers before putting them in the disinfectant.
    - Back bar products and containers / lids.
    - Guest seating, clothing hooks, and trash.
    - Door handles, music knob, light switches.
    - Counter and display.
    - Aprons.
- After suite turnover – throw away gloves and wash hands.
    - Again, if the hand-washing station is outside of the suite, use hand sanitizer before exiting the suite to wash hands.

Product Display Best Practices

- For instructions on how to fully clean Define Display, refer to the video.
    - Wipe down and disinfect the display and products after guest interaction with it.
        - If uncertain whether a guest used it or not, assume they have and disinfect.
    - For other products, such as the Nourish Line, wipe down products and shelving regularly, and after a guest has interacted with it.

Breakroom Best Practices

Processes for cleaning and disinfecting will vary from salon to salon – here are somethings to keep in mind when cleaning and disinfecting the break room:

- Light switches.
- Fridge.
- Table and seating.
- Sink, paper towels dispensers, soap dispensers,
- Appliances.
- Storage and shelving.
- Trash.

Before + After Shift Best Practices

The process for cleaning and disinfecting before and after shifts will vary from salon to salon. It will be very important waxologists have a clear understanding of all tasks to be completed during this time.
Throughout the day and between each guest, waxologists will be cleaning and disinfecting as necessary. Before and after each shift is another opportunity to do one sweep of each of the aforementioned areas:

- Reception Area.
- Restroom.
- Suite.
- Front Desk.
- Product Displays.
- Breakroom.

Additional Considerations

- Any downtime throughout the day can be utilized for the cleaning best practices below.
- Encourage social distancing by creating enough space between seating in the reception area, etc.
    - Alternatively, guests are able and encouraged to wait in their vehicles and can be called in for their appointment.
- Again, if wondering, “Should I clean / disinfect this?”, encourage all to do so.
- Focus on The Dance, encouraging waxologists to support each other with cleaning and disinfecting. Communicate when things have been, and need to be cleaned and disinfected.
- Encourage waxologists to practice social distancing guidelines as much as possible.
    - Maintain space between each other.
    - Limit physical interactions with coworkers’ property and persons.
    - This is a part of being collaborative and prioritizing the well-being of all.

Precautions for Coworkers from CDC.gov

In addition to getting clear on our standards of cleaning and disinfecting, we will also want to be aware of the best way to protect ourselves, our team, and our guests by sharing these best practices from the CDC on May 22, 2020. The intention is to ensure we don't have a double standard when it comes to everyone's health. Coworkers not only employ the best precautions for guests but also ensure precautions are taken on behalf of each other.

Person-to-person spread

The virus is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- COVID-19 may be spread by people who are not showing symptoms.

Everyone Should:

Wash your hands often.

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Avoid close contact.

- Avoid close contact with people who are sick, even inside your home. If possible, maintain 6 feet between the person who is sick and other household members.
- Put distance between yourself and other people outside of your home.
- Remember that some people without symptoms may be able to spread virus.
- Stay at least 6 feet (about 2 arms' length) from other people.
    - While we cannot avoid this with waxing, we can be cautious of this with our teams.

- Do not gather in groups.
- Stay out of crowded places and avoid mass gatherings.
- Keeping distance from others is especially important for people who are at higher risk of getting very sick.

Cover your mouth and nose with a cloth face cover when around others.

- You could spread COVID-19 to others even if you do not feel sick.
- Everyone should wear a cloth face cover when they have to go out in public, for example to the grocery store or to pick up other necessities.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- The cloth face cover is meant to protect other people in case you are infected.
- Do NOT use a facemask meant for a healthcare worker.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

Cover coughs and sneezes.

- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect.

- Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- Our guidelines for cleaning and disinfecting the salon can be found on LBU, Support Center, and LBU Interactive.

Monitor Your Health.

- Be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19.
- Especially important if you are running essential errands, going into the office or workplace, and in settings where it may be difficult to keep a physical distance of 6 feet.
- Take your temperature if symptoms develop.
- Don’t take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.
- Follow CDC guidance if symptoms develop.

ReOpening Learning Plan - Outline

Below is an outline of the Courses and Classes in this learning plan. Topics that lend themselves to more team coaching are noted beneath each class.

Waxology Course

1. **Introduction**
2. **Sanitation Basics**
    a. Barbicide & Rejuvenate courses
        i. Class links in LBU Interactive (Waxology - Sanitation)
    b. Cleaning vs. Disinfecting
    c. All the sanitation topics outlined earlier are included in the course.
3. **Salon Flow & Sanitation**
    a. How to Remove Contaminated Gloves link in LBU Interactive (Waxology - Sanitation)
    b. How to Safely Remove Face Mask (WHO video link)
    c. What You Need to Know About Handwashing (CDC video link)
4. **Setting Expectations in the Wax Suite**
    a. Setting Expectations over the phone (Role Play): Ensuring waxologists ask guests if they are currently sick if they have been around anyone who is sick, and reschedule as needed.

Development course

1. **Welcome**
2. **Basics + Intention**
3. **Salon Experience**
    a. Role Play Front end loading conversations re: sanitation flow around guests.
4. **Art of Education**
5. **Approach to Offering**
6. **Being of Service**
7. **Mindfulness**
8. **The Arts**
9. **Goals**

Support Center Resources

Below is a list of documents created and provided by LunchboxWax Corporate and uploaded to our internal Support Center for Franchisees, Salon Directors, and Managers in our COVID-19 Central folder. This is not the complete list, but these are the main resources for a variety of topics. What has not been included mainly reference marketing or call notes.

COVID-19 Central Repository

- Define Product sealing Options
- Salon Flow + Sanitation Best Practices (Salon Owners/Salon Directors)
- Salon Re-Opening Procedures - checklist
- COVID-19 Best Practices
- COVID-19 Important Resources
- Memberships - 3 Strategy Options for Suspension During Closure

COVID-19 Marketing Materials

- COVID-19 Temporary Closing Procedures
- Salon Closure Marketing Toolkit
- Voicemail Script for temporary closure
- COVID-19 Notices
- Temporary COVID-19 Google My Business Update

COVID - Support for Salon & Employees

- Employee COVID Rights
- Employee Support - Overview
- ReOpening Learning Plan - Outline
- Salon Flow + Sanitation (Managers + Waxos)
- Incident Strategies
- Precautions for Coworkers from the CDC

COVID Info - Franchise Owners Only

- The Greenberg Group Contact details
- Loan forgiveness & PPP Updates
- Alternate SBA Lender Options
- FranFund Webinar link and Cares Act Application Forms & Details

- Yelp GoFund me Donation page for Small Businesses
- CARES Act - Loan Information & Updates
- Fiscal Response to COVID-19 - CARES Act
- SBA Loan Information
- IFA Rent Relief Webinar
- Real Estate Restructuring Info
- Raise Your Voice in Support of Business Interruption Coverage
- Tell Congress to Support Coronavirus Franchise Business Relief
- Labor update for Employers

LB Salons Reopen Info

			Guest Count	Service Count
	Salon Name	**Date Reopen**	**Open date - June 11**	**Open date - June 11**
Utah	Park City	5/2/2020	964	1524
	South Jordan	5/2/2020	1107	1475
	American Fork	5/2/2020	711	998
	Cottonwood Heights	5/2/2020	566	822
	SugarHouse	5/2/2020	1381	2267
	Riverdale	5/1/2020	464	667
Colorado	Denver	5/8/2020	590	751
Arizona	South Chandler	5/9/2020	937	1410
	SanTan Village	5/8/2020	129	214
	Scottsdale	5/8/2020	537	787
	North Scottsdale	5/8/2020	604	906
Texas	Lubbock	5/8/2020	813	1280
	Las colinas	5/8/2020	422	572
	Turtle Creek	5/8/2020	739	1048
	Round Rock	5/11/2020	192	230
Florida	Tampa	5/11/2020	637	822
	Sarasota	5/11/2020	899	1319
Idaho	Nampa	5/16/2020	798	1004
	West Boise-Meridian	5/16/2020	1039	1307
	Boise	5/16/2020	1344	1925
	Sun Valley	5/16/2020	249	319
	Idaho Falls	5/16/2020	641	904
	Twin Falls	5/16/2020	668	995
North Carolina	Winston Salem	5/23/2020	639	703
	Raleigh	5/23/2020	557	577
Nevada	Henderson	5/29/2020	560	715
Washington	Capitol Hill	15-Jun		
	Costa Mesa	15-Jun		
Oregon	Lake Oswego	5/28/2020	492	516
	Pearl District	June 12, 2020		
Massachusettes	Shrewsbury	15-Jun		
	Burlington			
	Framingham			
	Hingham			
Connecticut	Milford	17-Jun		
California	Bay Area (7)			
	Costa Mesa	15-Jun		
	W Hollywood			

Key:

Opened Salons
Close to Opening
No determined open date

	San Diego/Hillcrest
New Jersey	Morristown
	Westfield

COVID-19 INDUSTRY GUIDANCE:

Hair Salons and Barbershops

May 24, 2020

covid19.ca.gov

OVERVIEW

On March 19, 2020, the State Public Health Officer and Director of the California Department of Public Health issued an order requiring most Californians to stay at home to disrupt the spread of COVID-19 among the population.

The impact of COVID-19 on the health of Californians is not yet fully known. Reported illness ranges from very mild (some people have no symptoms) to severe illness that may result in death. Certain groups, including people aged 65 or older and those with serious underlying medical conditions, such as heart or lung disease or diabetes, are at higher risk of hospitalization and serious complications. Transmission is most likely when people are in close contact with an infected person, even if that person does not have any symptoms or has not yet developed symptoms.

Precise information about the number and rates of COVID-19 by industry or occupational groups, including among critical infrastructure workers, is not available at this time. There have been multiple outbreaks in a range of workplaces, indicating that workers are at risk of acquiring or transmitting COVID-19 infection. Examples of these workplaces include long-term care facilities, prisons, food production, warehouses, meat processing plants, and grocery stores.

As stay-at-home orders are modified, it is essential that all possible steps be taken to ensure the safety of workers and the public.

Key prevention practices include:

- ✓ physical distancing to the maximum extent possible,
- ✓ use of face coverings by workers (where respiratory protection is not required) and customers/clients,
- ✓ frequent handwashing and regular cleaning and disinfection,
- ✓ training workers on these and other elements of the COVID-19 prevention plan.

In addition, it will be critical to have in place appropriate processes to identify new cases of illness in workplaces and, when they are identified, to intervene quickly and work with public health authorities to halt the spread of the virus.

PURPOSE

This document provides guidance for hair salons and barbershops to support a safe, clean environment for workers and customers. Services for these operations must be limited to services that can be provided with both the worker and customer wearing face coverings for the entirety of the service. For example, haircuts, weaves and extensions, braiding, lock maintenance, wig maintenance, hair relaxing treatments, and color services can be provided. Services that cannot be performed with face coverings on both the worker and customer or that require touching the customer's face, e.g., eyelash services, eyebrow waxing and threading, facials, etc., should be suspended until those types of services are allowed to resume. Hair salon or barbershop owners or operators must acknowledge that lessees should only resume operations

when they are ready and able to implement the necessary safety measures to provide for their safety and that of their customers. The guidance is not intended to revoke or repeal any employee rights, either statutory, regulatory or collectively bargained and is not exhaustive, as it does not include county health orders, nor is it a substitute for any existing safety and health-related regulatory requirements such as those of Cal/OSHA or the California Board of Barbering and Cosmetology.[1] Stay current on changes to public health guidance and state/local orders, as the COVID-19 situation continues. Cal/OSHA has more comprehensive guidance on their Cal/OSHA General Guidelines on Protecting Workers from COVID-19 webpage. CDC has additional requirements in their guidance for businesses and employers.



Worksite Specific Plan

- Establish a written, worksite-specific COVID-19 prevention plan at every location, perform a comprehensive risk assessment of all work areas, and designate a person at each facility to implement the plan.
- Identify contact information for the local health department where the facility is located for communicating information about COVID-19 outbreaks among workers.
- Train and communicate with workers and employee representatives on the plan.
- Regularly evaluate the facility for compliance with the plan and document and correct deficiencies identified.
- Investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. Update the plan as needed to prevent further cases.
- Identify close contacts (within six feet for 15 minutes or more) of an infected worker and take steps to isolate COVID-19 positive worker(s) and close contacts.
- Adhere to the guidelines below. Failure to do so could result in workplace illnesses that may cause operations to be temporarily closed or limited.
- Additional guidance for office workspaces and retail establishments is available on the COVID-19 Resilience Roadmap webpage.



Topics for Employee Training

- Information on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Self-screening at home, including temperature and/or symptom checks using CDC Guidelines.
- The importance of not coming to work if employees have symptoms of COVID-19 as described by the CDC, such as a frequent cough, fever, difficulty breathing, chills, muscle pain, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.

- To seek medical attention if their symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.
- The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol or 70% isopropanol when employees cannot get to a sink or handwashing station, per CDC guidelines).
- The importance of physical distancing, both at work and off work time (see Physical Distancing section below).
- Proper use of face coverings, including:
    - Face coverings do not protect the wearer and are not personal protective equipment (PPE).
    - Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
    - Face coverings must cover the nose and mouth.
    - Workers should wash or sanitize hands before and after using or adjusting face coverings.
    - Avoid touching the eyes, nose, and mouth.
    - Face coverings should be washed after each shift.
- Ensure independent contractors and temporary workers are also properly trained in COVID-19 prevention policies and have necessary PPE. Discuss these responsibilities ahead of time with organizations supplying independent contractors and/or temporary workers.
- Information on employer or government-sponsored leave benefits the employee may be entitled to receive that would make it financially easier to stay at home. See additional information on government programs supporting sick leave and worker's compensation for COVID-19, including employee's sick leave rights under the Families First Coronavirus Response Act and employee's rights to workers' compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the Governor's Executive Order N-62-20.



Individual Control Measures and Screening

- Provide temperature and/or symptom screenings for all workers at the beginning of their shift and any vendors, contractors, or other workers entering the establishment. Make sure the temperature/symptom screener avoids close contact with workers to the extent possible. Both screeners and workers should wear face coverings for the screening.
- If requiring self-screening at home, which is an appropriate alternative to providing it at the establishment, ensure that screening was performed prior to the worker leaving the home for their shift and follows CDC guidelines, as described in the Topics for Employee Training section above.
- Encourage workers and customers who are sick or exhibiting symptoms of COVID-19 to stay home.
- Customers should be screened upon arrival. Be prepared to cancel or reschedule customers who indicate they have any signs of illness.
- Hair salon or barbershop operators should provide and ensure workers use all required protective equipment, including eye protection and gloves when these items are required for their job duties.
- Hair salon or barbershop operators should consider where disposable glove use may be helpful to supplement frequent handwashing or use of hand sanitizer; examples are for workers who are screening others for symptoms or handling commonly touched items.
- Disposable gloves should be worn for services that require them (e.g. chemical hair services). Wearing gloves should be done in conjunction with regular hand washing and is not a substitute for regular hand washing.
- Workers and customers must use face coverings during haircutting and other close contact hair services. Customers are encouraged to wear face coverings with earloops, where possible, to ensure the face covering does not interfere with the hair service. Facilities should provide clean face coverings for staff and customers.
- Workers can consider using glasses, goggles, or face shields in addition to face coverings during the provision of services, particularly during face to face encounters.
- Display a set of guidelines for customers that are to be a condition of entry. The guidelines must include instructions to wear face coverings, use hand sanitizer, maintain physical distance from other customers, and they

should communicate changes to service offerings. The guidelines should be posted in clearly visible locations, including at entrances, include pictograms, and be made available digitally (e.g. through email).



Cleaning and Disinfecting Protocols

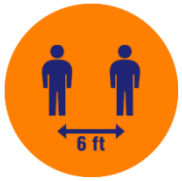
- Keeping the hair salon or barbershop clean is everyone's responsibility. Coordinate with coworkers, fellow tenants, booth renters and/or staff and put a plan in place for cleaning at the beginning and end of each shift and in between customers. Perform thorough cleaning in high traffic areas, such as reception areas, and areas of ingress and egress including stairways, stairwells, and handrails.
- Frequently disinfect commonly used surfaces including credit card terminals, counters, reception area seating, door handles, light switches, phones, toilets, and handwashing facilities.
- Encourage the use of credit cards and contactless payment systems. If electronic or card payment is not possible, customers should come with exact cash payment or check.
- Consider upgrading to touchless faucets, soap and paper towel dispensers, and adding touchless, automatic hand sanitizer dispensers. Remove any unnecessary products that do not belong in the restroom, e.g. candles or beauty supplies, and ensure soap dispensers and paper towel dispensers are regularly filled.
- Amenities, including magazines, books, coffee, water, self-serve stations (unless touchless), and other items for customers, must be removed from reception areas to help reduce touch points and customer interactions.
- Equip reception areas and workstations with proper sanitation products, including hand sanitizer and sanitizing wipes.
- Thoroughly clean any product display areas, including all shelving and display cases. Remove and discard any open "test" products and discontinue this practice to help reduce contamination. Add signage to this area to let customers know it is cleaned and disinfected daily.
- Workstations must be routinely and frequently cleaned, including between each customer appointment. Thoroughly clean and disinfect the station counters, rolling carts, drawers, hand mirrors, hair care and other products, and containers and provide a new smock or cape for each customer.
- Clean and disinfect shears by removing all visible debris, clean with soap and water, and wipe or spray with an EPA-registered disinfectant that

demonstrates bactericidal, fungicidal, and virucidal activity and is approved for COVID-19.

- Clean and disinfect all non-electrical tools by removing all visible debris, cleaning with soap and water, drying the tools, and then completely immersing them in an EPA registered disinfectant. Tools should be sprayed or submerged and left to set for the full amount of time required by the disinfectant's manufacturer. Immersed items, like combs or brushes, should be removed at the end of contact time, rinsed, and dried with a paper towel or clean, freshly laundered towel.
- Clean all electrical tools, such as clippers, by removing all visible debris and disinfecting with an EPA-registered disinfectant spray or wipe that demonstrates bactericidal, fungicidal, and virucidal activity and is approved for COVID-19.
- Clean and disinfect all handles, hoses, spray nozzles, and other equipment before and after use on a customer. Chairs, headrests, shampoo bowls, and other items should also be thoroughly cleaned and sanitized between each use.
- Where appropriate, consider adding a paper cover, sheet, or clean towel that can be easily disposed of or cleaned for use between customers.
- All single use items, such as disposable wax collars, cotton, neck strips, and applicators, must be used once and immediately thrown away. Product samples, including make-up, must not be used at any time.
- All dirty linens, including towels, smocks, and reusable capes, should be placed in a closed container and not used again until properly laundered either by a commercial laundering service or a laundering process which includes immersion in water of at least 160 degrees Fahrenheit for at least 25 minutes. Store all clean linens in a clean, covered place. Ensure workers who handle dirty linens or laundry wear gloves.
- Provide time for workers to implement cleaning practices during their shift. Cleaning assignments should be assigned during working hours as part of the employee's job duties.
- When choosing cleaning chemicals, hair salon or barbershop operators should use products approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list and follow product instructions. Use disinfectants labeled to be effective against emerging viral pathogens, diluted household bleach solutions (5 tablespoons per gallon of water), or alcohol solutions with at least 70% alcohol that are appropriate for the surface. Provide workers training on manufacturer's

directions and Cal/OSHA requirements for safe use. Workers using cleaners or disinfectants should wear gloves and other protective equipment as required by the product instructions.

- Hair salon or barbershop workers should avoid sharing phones, tablets, laptops, desks, pens, other work supplies, wherever possible. Never share PPE.
- Discontinue the use of shared food and beverage equipment in breakrooms (including shared coffee brewers).
- Consider installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in all working areas.
- In addition to the above cleaning and disinfecting protocols, hair salons, barbershops, and other cosmetology businesses must follow the existing California Board of Barbering and Cosmetology rules.



Physical Distancing Guidelines

- Implement measures to ensure physical distancing of at least six feet between and among workers and customers, except when providing haircutting and other close contact services. This can include use of physical partitions or visual cues (e.g., floor markings, colored tape, or signs to indicate to where workers and/or customers should stand).
- Take measures at reception desks or other areas where physical distancing cannot be maintained to minimize exposure between workers and customers, such as Plexiglas or other barriers.
- Consider offering workers who request modified duties options that minimize their contact with customers and other workers (e.g., managing inventory or managing administrative needs through telework).
- Contact customers before visits to confirm appointments and ask if they are exhibiting any symptoms, have been sick, or whether they have been exposed to someone who has been sick. If the customer answers in the affirmative for any of those questions, reschedule the appointment at least 10 to 14 days in the future.
- Request customers to bring and use face coverings during the visit. If appropriate for the service, consider asking customers to come to the salon with their hair freshly cleaned in order to minimize time for the appointment. Customers should be asked not to bring children or others with them to the appointment.

- Stagger appointments to reduce reception congestion and ensure adequate time for proper cleaning and sanitation between each customer visit. Consider servicing fewer customers each day or expanding operating hours to allow for more time between customers. Suspend walk-in appointment availability.
- Ensure that workers do not see multiple customers at once (e.g. while one customer's hair is drying, another receives a haircut). Services for one customer should be completely rendered before a new customer is seen by the same worker.
- If possible, implement virtual check-in technology to ensure that workers are notified when a customer arrives. Ask customers to wait outside or in their cars rather than congregating in the salon or barbershop. In larger locations, reception areas should only have one customer at a time or modify the area for adequate physical distancing, including removing chairs and sofas.
- Wherever possible, doors should be left open if they do not open and close automatically.
- Require workers to avoid handshakes, hugs, or similar greetings that break physical distance.
- Discourage workers from congregating in high traffic areas, such as bathrooms, hallways, or credit card terminals.
- Close breakrooms, use barriers, or increase distance between tables/chairs to separate workers and discourage congregating during breaks. Where possible, create outdoor break areas with shade covers and seating that ensures physical distancing.
- Adjust any staff meetings to ensure physical distancing and use smaller individual meetings at facilities to maintain physical distancing guidelines. Hold meetings over the phone or via webinar for workers wherever possible.

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[1] Additional requirements must be considered for vulnerable populations. Hair salons and barbershops must comply with all Cal/OSHA standards and be prepared to adhere to its guidance as well as guidance from the Centers for Disease Control and Prevention (CDC) and the California Department of Public Health (CDPH). Additionally, employers should be prepared to alter their operations as those guidelines change.

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON COVID-19 ECONOMIC IMPACT AND RECOVERY

Meeting Date: 06/18/2020

Subject: RECORD OF ACTION FOR JUNE 4, 2020 MEETING

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.:

Referral Name:

Presenter: Julie DiMaggio Enea **Contact:** Julie DiMaggio Enea (925) 335-1077

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

Referral Update:

Attached is the draft Record of Action for the June 4, 2020 meeting.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the Record of Action for the June 4, 2020 meeting.

Fiscal Impact (if any):

No fiscal impact.

Attachments

DRAFT Record of Action for the June 4, 2020 Meeting

AD HOC COMMITTEE ON COVID-19 ECONOMIC IMPACTS AND RECOVERY

THE RECORD OF ACTION FOR JUNE 4, 2020

Supervisor Candace Andersen, Chair
Supervisor Karen Mitchoff, Vice Chair

Present: Chair Candace Andersen
Vice Chair Karen Mitchoff

Staff Present: Dr. Chris Farnitano, County Health Officer
Julie DiMaggio Enea, Senior Deputy County Administrator

1. Introductions

Chair Andersen convened the meeting at 1:30 p.m. She explained that the purpose of this meeting was to discuss the June 2 Health Order and need for a recovery timeline so that businesses and community activities can prepare for resumption of activities with proper precautions. She explained that she would begin with public comment and then move to discussion and a question/answer period with County Health Officer Dr. Chris Farnitano.

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2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

In the interest of time, Chair Andersen combined the general public comment period with public comment on the specific agenda. See Item 4.

3. RECEIVE and APPROVE the Record of Action for the May 28, 2020 meeting.

The Committee took no action on the May 28, 2020 Record of Action.

4. DISCUSS the provisions of the new Health Order reducing Shelter in Place restrictions that is expected to be issued on Tuesday, June 2, and effective on Wednesday, June 3.

Chair Andersen opened the discussion with the announcement that all retail is now open, all offices are now open, gatherings of groups up to 12 are now allowed, and religious gatherings of up to 100 people outside are now allowed. She was surprised by Santa Clara County's decision to open outdoor dining and swimming pools. She expressed empathy for protesters of Black Lives Matter and announced that, given the peaceful protests in our county, the Sheriff's curfew had been rescinded. She appreciated the respectful way people chose to make a difference. She then invited public comment.

The following individuals commented:

- *Jeanne Schwas, regarding the negative impact on businesses, mental health, drug abuse, child abuse, and suicides. She wants to patronize her own county's businesses and feels the restrictions are too stringent, to which Vice Chair Mitchoff clarified that the doctor at John Muir Hospital later rescinded his erroneous statement about the suicide rate in CCC. The Sheriff said the County had experienced two more suicides than this time last year.*
- *Jared Thomsen, Lead Pastor at Calvary Chapel in Walnut Creek, requesting clarity regarding churches, stable groups, home church gatherings, and the perceived discrepancy in how churches are being treated compared to businesses and protests regarding capturing trace data.*
- *Shawna Garvin, appreciating that small group gatherings are being recognized, and asking if test counts unique to individuals or capture people who are tested multiple times, to which Vice Chair Mitchoff clarified that Overview Dashboard includes number of cases in recovery.*
- *Lisa Blackwell, regarding swimming as medical therapy, opining that it can be done safely per CDC guidelines and wondering why it is still prohibited, observing that children can currently swim but adults with special needs may not swim. She commented that other counties such as Santa Clara, San Mateo, Orange and Riverside with worse statistics permit swimming.*
- *Nicky Lecher, Lunchbox Waxing Salons, commented that salon guidelines are available, the industry is regulated at State level pre-COVID, and feels that the County is arbitrary and discriminatory in its restrictions on certain industries, which disproportionately impacts women and minorities working in the beauty industry.*
- *Open My Salon Now (Rebecca Malone), owner of a hair salon in Alamo, commented that her license is based on strict sanitation standards and the new COVID guidelines are close to what salons are already doing. She cited the financial hardship, is clinging to hope, and would welcome more guidance and consideration.*
- *Vince S. questioned how Contra Costa County, if part of a Bay Area ecosystem, can justify continuing to be more restrictive than other counties in the same ecosystem. He said the county is losing sales tax dollars to other counties and promoting travel across county lines.*
- *Eli Friedman spoke about the County suicide rate, to which Chair Andersen clarified that the suicide rate is only nominally higher now than it was one year ago. None of the County Supervisors believe that safety precautions thus far were a mistake. She said the question before us now is how can we move forward safely and be able to measure and test because the virus is still a threat.*
- *Jean Fulmer of Lafayette spoke about pools and asked why Santa Clara County is opening pools but Contra Costa is not. She also requested clarification on conflicting information she received pertaining to children's participation in more than one group at camps.*
- *Christine Kendall, owner of Tangles Studio, said that salons are being singled out even though they are already kept to very strict sanitation standards. She added that salons are caregivers and track who is served, when and by whom. She cited a financial hardship.*

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- *Kathy Hemmenway, Executive Director of Walnut Creek Downtown, representing 130 downtown restaurants, urged reopening restaurants for both inside and outdoor dining, and clear timeline and guidelines. She said that restaurants and the entire business community are suffering.*
- *Jon Owen felt that the county's virus statistics don't support such a stringent recovery plan. He observed that emergency rooms are empty. He cited mental health concerns and said that these restrictions were killing this county.*
- *"A" expressed frustration over the absence of practical guidance. He said that the social bubble unit as it relates to sports teams isn't practical. He wants kids to be able to participate in multiple groups and have coaches interact with multiple groups. Sports teams can modify their curriculum to comply with social distancing. He does not operate full day camps. He complained that a child cannot attend a one-hour baseball practice and a one-hour swim practice under current guidelines.*
- *Jessica Goodwin commented on a lack of equity in the health order, e.g., protests vs. religious gatherings. She said that religious beliefs are as important as political beliefs and that science/risk not political pressure should not be determining these priorities. She said that restrictions should be consistency applied for same types of activities with the same risks.*
- *Ellen Mossman, craniosacral massage therapist, said hers is a high-risk profession and cited difficulty for individual practitioners to meet hospital level sanitation requirements.*
- *Barbara Csider, public school teacher, commented that State numbers are looking positive and we can rely on other states' data to inform our recovery. She said we can expect a small surge and opined that churches are safer than protests because members of church congregations are typically known. She said we need the freedom hold funerals to properly mourn our dead loved ones.*
- *Lydia Booth asked about carpooling and complained that her spouse was suffering longer commutes. She also asked about small family gatherings.*
- *Patricia McBroom, occupant of a 32-house cooperative housing with a shared pool, commended that only seven counties including five Bay Area counties are still in early Stage 2 of recovery. She complained that in 100-degree heat, they want to use the pool. She asked for a special category for small shared housing.*
- *Michael Wiseman, owner of a 5,100 sq. ft. styling salon, said he has plenty of room to socially distance as compared to a high-risk Hygienist, whose services are currently allowed. He called the inequity in the rules ridiculous and requested compassion.*
- *Sean Quackenbush, regarding swimming pools and swim camps for children. He would like to apply the children swim protocols to permit adult swimming.*
- *Susan Morgan commented that the Health Officer is not a businessman and that business owners know what is required to make their patrons feel safe and should be trusted to follow the guidelines and run their businesses. This felt the current restrictions were excessive.*
- *Eidsont, owner of a dance studio in Pleasant Hill requested clear guidelines for opening businesses. He observed that one can drive 20 minutes over the bridge to Solano County and attend a dance class, and that we live in a mobile society.*
- *Sandra Storer commented that people can choose when and which businesses to patronize.*

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Dr. Farnitano responded to many of the concerns and questions raised. He said that the June 2 order is essentially equivalent to the full State Stage 2. Data analysts have been modeling data, and calculated that, absent Shelter in Place (SIP), this county would have had 100 times as many deaths or 3,700 deaths saved due to safety precautions. He estimated that the SIP also prevented about 7,000 hospitalizations. While keeping numbers low in Contra Costa, there have been steady increases elsewhere. Even Alameda County's numbers are now higher than in the initial surge, so their recovery pace will be even more gradual than Contra Costa County. If we open up too quickly, we risk filling our hospitals.

He discussed social bubbles/groups of 12, which can apply to home bible study, scout troop, day care, extended family group, etc. He clarified that children can be a part of more than one group.

He explained that the record of attendance at religious gatherings is based on statistics of infections from these gatherings. Such records are required for all types of gatherings for tracing purposes. Data need only be maintained for a few weeks. Places of worship do not have to be buildings. Outdoor gatherings are safer than indoor, to which Chair Andersen commented on the importance of both the right to freedom of expression and freedom to worship. She asked if we move church gatherings up on the timeline, citing the difficulty in defending a policy that treats church gatherings differently from protest gatherings.

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Dr. Farnitano considers church gatherings to carry a higher risk due to the length of services and singing. Also, church attendees often include elderly who are at higher risk and danger of infection.

Dr. Farnitano encouraged everyone on the call to get tested. He said if 1/10 residents got a test this month, we would meet our testing goal, but we are testing less than half of our goal. People who have higher exposure should get tested more often.

He added that the County is trying to stay aligned with the rest of the Bay Area but is also adjusting for our own county's data indicators. He is looking to see how much flexibility there is to exceed the State limitations and said there is frequent debate. He is actively looking at swimming and outdoor dining. He is also looking to develop a timetable similar to San Francisco. For example, if our numbers continue to be stable, here's our reopening plan. He is hoping to have this timeline available tomorrow (June 5).

He explained that the attestations that have been filed were generally by counties having few cases and sparse population. Some counties have filed attestations based on capacity for testing vs. actual testing. He felt this makes the attestation less meaningful. Most Bay Area counties have not filed the attestation and currently cannot meet the criteria. Discussion is occurring regarding how much flexibility Bay Area counties may have to move forward without the attestation.

He then clarified that household support units up to 12 people can meet together outdoors to reduce risk.

He acknowledged the effects of the SIP, recession, financial strain, and virtual schools on people's stress levels. He reported an average of 100 suicides per year in Contra Costa, with 3 in May, down from 12 in April. He said the year over year change in number of suicides is not statistically significant. He reported that the number of psych emergency visits are fewer than this time last year but remain a concern to be tracked.

He explained that carpools are high risk but are allowed if part of a household support unit. He advised to wear masks and do everything possible to reduce the risk: facial coverings, distance, hand hygiene, not going out when feeling ill.

Camps for kids can be 12 or less kids in a stable group and are now open to any child. Continuous camps are ideal over shifting groups. Kids can now participate in more than one stable group.

Vice Chair Mitchoff concluded by saying that the hears the concerns of the business and faith communities but must balance with the wellbeing of the community. Imperial County is experiencing a surge due to international travel violations. The virus is still here.

Chair Andersen reiterated that we want to open up as quickly as is safely possible. We don't want to see a surge and then have to roll the recovery back, which would be even more devastating. We want to get to the new normal and it seems that people are willing to self-govern and live with the new normal. We expect people to make responsible decisions. She said that the Health Officer is working with hospitals to encourage testing for anyone who wants to be tested regardless of whether they are symptomatic.

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Health Department Chief Executive Officer Anna Roth thanked the community for their questions and comments. She said that new information would coming out tomorrow regarding outdoor dining and swimming. She highlighted a new graphic online that will be the basis for the timeline and said that this is the daily priority of the health officer group. The timeline will be dynamic based on what is happening at the state level as well as any new local information. She and Dr. Farnitano listen carefully to input of this Committee and take it back to the policy group.

5. The next meeting is currently scheduled for June 11, 2020.

The Committee confirmed the next meeting date of June 11 but did not set the specific agenda.

6. Adjourn

Chair Andersen adjourned the meeting at 3:15 p.m.

For Additional Information Contact:

Julie DiMaggio Enea, Committee Staff
Phone (925) 335-1077, Fax (925) 646-1353
julie.enea@cao.cccounty.us

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