



## ASSISTANT CEO/HR DIRECTOR

Human Resources wishes for every member of the County family to stay healthy and safe. We will be providing regular updates to our County employees to keep everyone up to date on the latest guidance and recommendations regarding COVID-19 in the workplace.

The County Public Health Officer has modified their guidance to the public as to methods for protecting yourself and others from COVID-19.

<u>It is recommended, though not required,</u> that employees follow the latest recommendations from the County Public Health Officer as described below.

While in the past months it has not been recommended that the healthy population wear masks or other face coverings during this COVID-19 event, the County Public Health Officer has modified their position as to the best manner to protect yourself. As you know, we are learning new things about COVID-19 every day. It is now recommended that we wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings to reduce the spread of COVID-19.

Employees are responsible for obtaining and maintaining their own face coverings. Additionally, you may wish to make a face covering from a pattern you may find on the internet. Your fabric face covering, regardless of whether it's a scarf, neck gaiter, homemade,

or bandana should be changed and/or washed daily. The fabric face coverings should cover your nose and mouth to prevent the spray from a cough or sneeze and to reduce the transmission of COVID-19.

You must be able to safely perform the regular duties of your assigned position while wearing the face covering.

The fabric face covering should be in a work appropriate print. We ask that each employee use his/her best judgment. Examples of inappropriate fabric includes, but is not limited to, fabric with inappropriate messages and/or artwork.

We are discouraging the use of certified Personal Protective Equipment (PPE), such as N95 masks, for non-medical use. Currently, there is a shortage of necessary PPE medical supplies, especially masks for our medical providers and first responders who are treating COVID-19 patients. The shortage is so concerning that our County Public Health Officer has asked for donations of N95 masks, PPE, and other medical equipment.

If you have N95 masks or other equipment as listed on the public health website, this is the perfect opportunity to donate and help protect the medical community and the patients they are treating.

AGAIN, it is recommended, though not required, that employees wear a face covering to work. Please use your best judgment and if you have any questions, direct them to your supervisor.

Brenda Diederichs



1 STAY IN PLACE



2 MAINTAIN YOUR SPACE



**3** COVER YOUR FACE









MEDICAL MASKS SUCH AS SURGICAL AND N95 MASKS ARE IN SHORT SUPPLY AND NEEDED BY HEALTH CARE PROFESSIONALS.

TO PREVENT SHORTAGES, THE PUBLIC SHOULD AVOID PURCHASING THESE MASKS.