

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



COVID-19 COUNTY VARIANCE ATTESTATION FORM

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FOR

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## Background

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

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

## Local Variance

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

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

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

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

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

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

**County Name:** \_\_\_\_\_

**County Contact:** \_\_\_\_\_

**Public Phone Number:** \_\_\_\_\_

**Readiness for Variance**

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

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

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

**Readiness Criteria**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### COVID-19 Containment Plan

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

#### Testing

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

Contact Tracing

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

Protecting the Vulnerable

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

Acute Care Surge

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

Essential Workers

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

Special Considerations

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

### Community Engagement

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

### Relationship to Surrounding Counties

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

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

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

All documents should be emailed to Jake Hanson at [Jake.Hanson@cdph.ca.gov](mailto:Jake.Hanson@cdph.ca.gov)

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

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

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Position/Title \_\_\_\_\_

Date \_\_\_\_\_

### Amador County’s Plan for Moving through Stage 2

The following is Amador County’s framework for moving through opening sectors and spaces that are part of the State’s plan for Stage 2. This Amador County plan only covers those areas that are part of Stage 2, up to, but not including Stage 3. The document was developed by the Amador County Public Health in coordination with the Amador County Office of Emergency Services.

This plan is a phased plan that will allow for a gradual and monitored pace to return our community to normal operations. This is necessary to continue to limit the spread of COVID-19 disease.

Sectors to Open Early Stage 2  (May 8, 2020)	Sectors to Open During Mid- Stage 2  (Upon completion of attestation, and as sectors implement risk mitigation measures)	Sectors to Open Later Stage 2  (Anticipate July 2020)	Reopening Criteria Relevant to All Stage 2 Sectors
<p>Sectors will be permitted to open May 8, 2020 per the State of California. These include:</p> <ul style="list-style-type: none"> <li>● Retailers (curbside service only)</li> <li>● Manufacturing and logistics</li> <li>● Warehouses</li> </ul>	<ul style="list-style-type: none"> <li>● Destination retail, including shopping malls and swap meets.</li> <li>● In-person retail</li> <li>● Personal services, limited to: car washes, pet grooming, tanning facilities, and landscape gardening.</li> <li>● Office-based businesses (telework remains strongly encouraged)</li> <li>● Dine-in restaurants (other facility amenities, like bars or gaming areas, are not permitted)</li> <li>● Childcare facilities</li> <li>● Outdoor museums and open gallery spaces</li> </ul>	<ul style="list-style-type: none"> <li>● Resume in-classroom school instruction</li> </ul>	<p>Facilities will be educated to:</p> <ol style="list-style-type: none"> <li>1. Perform a detailed risk assessment and implement a site-specific protection plan</li> <li>2. Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them</li> <li>3. Implement individual control measures and screenings</li> <li>4. Implement disinfecting protocols</li> <li>5. Implement physical distancing guidelines</li> <li>6. Review the guidance that is relevant to particular sector found at: <a href="https://covid19.ca.gov/roadmap/#guidance">https://covid19.ca.gov/roadmap/#guidance</a></li> </ol>

This plan is subject to change based on state guidance and approval.

## INDIVIDUAL ACTIONS

During Stage 2, individuals should continue taking steps to reduce exposure and limit the spread of COVID-19 by taking the actions listed below:

- Anyone who is feeling ill should stay home.
- Vulnerable (high risk) individuals – These persons should continue to follow the State’s Stay-at-Home Order.
- Wear face coverings – Individuals are strongly encouraged to wear a face covering when in public.
- Continue physical distancing – When in public, maximize physical distance from others (at least six feet).
- Maintain good hygiene practices – Washing hands, using hand sanitizer, cleaning frequently touched surfaces, covering coughs and sneezes.
- Non-essential travel is discouraged.

# Amador County Public Health Department

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## Planning Principles for Reopening Amador

On Tuesday, April 28, 2020, the Amador County Board of Supervisors directed the Health Officer to proceed with her request to form a workgroup comprised of County leadership and staff, City elected officials and Tribal representatives with the purpose of planning for reopening Amador County. This document does not authorize the reopening of any type of business but is intended to inform how businesses may plan for reopening when authorized to do so consistent with the state order or state authorized local order.

The workgroup met on Thursday, April 30 and reviewed both the “National Coronavirus Response, A Road Map to Reopening” and “Public Health Principles for a Phased Reopening During COVID-19: Guidance for Governors” documents. The workgroup agreed that while our priority is to begin reopening businesses that had been considered “non-essential” under the Governor’s Executive Order N-33-20, that must be done in a manner consistent with minimizing the risk of COVID-19 transmission while conducting business transactions. At this time, Amador County is not able to release restrictions more quickly than the State. However, once the State moves to Stage 2 of the “California’s Pandemic Resilience Roadmap” or allows for local or regional ability to do so, we want to be prepared to reopen safely.

<https://www.gov.ca.gov/wp-content/uploads/2020/04/Update-on-California-Pandemic-Roadmap.pdf>

The California Roadmap identifies four Stages of the Resilience Roadmap. Amador County, in line with the State mandate, is currently in Stage 1. Once Stage 2 commences, the concept of “essential” versus “non-essential” activities is no longer the guiding principle, but rather a risk-based strategy determines what is allowable. The risk of any given activity or business is related to the number of contacts that occur, the proximity of those contacts (e.g., ability to maintain at least six-foot physical distancing is lower risk than a service that requires hands-on contact) and the duration of contact, with longer being higher risk.

Regionally, Health Officials have been working on assigning relative risk to categories of business and activities based on the two reopening guidance documents referenced above. We have asked that the State develop a standard list for each Stage of reopening, to minimize the likelihood of variation in assignment of risk and category between jurisdictions.

While Amador County remains under the State-mandated restrictions, Public Health and County Staff have developed a toolkit of safe operating protocols for our businesses, recreation, hospitality, and community agencies to prepare to implement measures to minimize the risk of COVID-19 transmission as we anticipate further direction from the State. We have also invited Sutter Amador Hospital to join the workgroup to bring the healthcare

May 6, 2020

system perspective.

Amador County continues to coordinate closely with our regional partners and the State in assessment, planning and response to COVID-19. We rely on the State for management of grant funding, supplies, and healthcare surge capacity. For example, Amador County would be able to access the Sleep Train Arena Alternate Care Site (ACS) to care for COVID-19 patients should the capacity of our local hospital or skilled nursing facility be exceeded. The Sleep Train ACS has been established and funded by the State. We are also relying on the State to expand testing capacity for Amador County residents, as well as a State system to scale up capacity to do Contact Tracing and Investigation at the local level as more testing is anticipated to result in increasing numbers of confirmed positive COVID-19 cases.

Scientific principles must guide our decisions throughout the COVID-19 pandemic. Amador County has been fortunate to have a low number of cases and no deaths due to COVID-19 to date. Currently, our status remains in containment with no evidence of sustained community transmission, and we thank the public for their cooperation in achieving that. In the absence of a COVID-19 vaccine or specific therapeutics to treat infected individuals, preventive strategies, such as the restrictions on personal movement and interaction that have been implemented to varying degrees worldwide, are the most effective path to contain and mitigate the pandemic.

Two unique factors warrant concern for Amador County as the pandemic evolves:

1. The popularity of Amador County as a tourist destination. It is likely that tourism, especially from other regions of California, including some COVID-19 hot spots, will increase as people tire of stay-at-home orders and the weather warms.
2. A lack of immunity among the majority of Amador residents given a relatively low prevalence of COVID-19 during the first wave as compared to other areas of California.

An influx of visitors, increased public congregation, and lack of immunity could significantly increase risk for COVID-19 in the county. As such, a second epidemic wave of the COVID-19 outbreak could be larger, infecting more people than the first. Progressing from one stage of reopening to the next will require 3 to 4 weeks to assess effects of increased societal mixing and whether community transmission is increasing.

It is widely recognized that prolonged shutdown of businesses and activities due to the Stay-at-Home Orders can result in financial stress as well as feelings of insecurity and isolation among County residents. It is necessary to balance mental and emotional health against potential for the spread of infectious disease.

Loosening of restrictions will need to be phased in gradually and monitored based on local/regional data. If a substantial spike in new infections were to occur, especially an increase that threatens to overwhelm local healthcare capacity, restrictions would need to be reinstated.

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## Business Checklist

This document does not authorize the reopening of any type of business but is intended to inform how businesses may plan for reopening when authorized to do so consistent with the state order or state authorized local order.

This checklist applies to businesses that are open today as well as those re-opening pursuant to Stage 2. Use this checklist to ensure that you are ready. It is suggested that this document be shared with employees. The CDC has additional information, available at:

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

1. Contact tracing - if there were an exposure at your workplace, Public Health needs information about individuals to interview
  - Attendance and seating charts for worksites/cafeterias, up-to-date contact information. Consider voluntary (or required) sign in/contact information sheets for customers. This is more important in those instances where contact with coworkers and clients is close (less than 6 feet) and lasts longer than ten minutes.
2. Determine the number of customers allowed in the business
  - The allowed number of customers equals **one-half** the Fire Marshal's posted maximum occupancy or for restaurants, indoor seating at **one-half** the normal restaurant seating capacity.
  - Outdoor dining or sales areas must be so arranged that a minimum of six feet can be maintained between individuals that are not from the same household.
3. Install signage at each public entrance of the facility to inform all employees and customers that they should:
  - Avoid entering the facility if they have a cough, shortness of breath or fever;
  - Maintain a minimum six-foot distance from one another;
  - Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
  - Not shake hands or engage in any unnecessary physical contact;
  - Wear a cloth mask to help minimize spread.

4. Implement measures to protect employee health:

- Everyone who can carry out their work duties from home has been directed to do so.
- All employees have been told not to come to work if sick.
- Symptom checks are being conducted before employees may enter the work space.
- All desks or individual work stations are separated by at least six feet.
- Break rooms, bathrooms, and other common areas are being disinfected frequently.
- Disinfectant and related supplies are available to all employees.
- Hand sanitizer effective against COVID-19 is available to all employees.
- Soap and water are available to all employees.
- Copies of this Protocol have been distributed to all employees.
- Wear a cloth mask to help minimize spread.
- Optional—Describe other measures: \_\_\_\_\_

5. Employ measures to prevent crowds from gathering:

- Limit the number of customers in the store at any one time to: \_\_\_\_\_
- Post an employee at the door or implement other effective means 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.
- Post out-of-stock items at the door
- Optional—Describe other measures: \_\_\_\_\_

6. Put in place measures to keep people at least six feet apart:

- 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.
- Flow pattern (such as one-way aisles) set up to increase social distancing.
- Optional—Describe other measures:  
\_\_\_\_\_

7. Institute measures to prevent unnecessary contact:

- 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.
- Optional—Describe other measures (e.g. providing senior-only hours):  
\_\_\_\_\_

8. Implement measures to increase sanitization:

- Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
  - Employee(s) assigned to disinfect carts and baskets regularly.
  - Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions.
  - Disinfecting all payment portals, pens, and styluses after each use.
  - Disinfecting all high-contact surfaces frequently.
  - Control access to restrooms, such as with a key. Clean & disinfect frequently.
  - Optional—Describe other measures:
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\* Any additional measures not included here should be listed on separate pages, which the business should attach to this document.

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## Guidance for Businesses Operating during the COVID-19 Pandemic

**This document does not authorize the reopening of any type of business but is intended to inform how businesses may plan for reopening when authorized to do so consistent with the state order or state authorized local order. Plan now to make your business as safe as possible.**

**As businesses reopen pursuant to Stage 2, California is posting sector-specific guidance at <https://covid19.ca.gov/roadmap>. This set of guidelines, which apply to businesses that are open today as well as those opening under Stage 2, can be used to make business operation as safe as possible for employees and customers. The more of these strategies a business can implement the lower the risk of transmission of COVID-19. The most important means to reduce transmission is to ensure ‘social distancing’, keeping people six feet apart from each other.**

Coronavirus Disease 2019, or COVID-19, is the disease caused by a virus (SARS-CoV2) that emerged in China at the end of last year. COVID-19 is spread by droplets that can be sneezed, coughed, or exhaled by infected persons. These droplets can travel up to about six feet from an infected person and inhaled by another person. Once that person has inhaled the virus, it takes about two to fourteen days for that person to have symptoms. It is also possible for a person to spread the virus without showing symptoms. To decrease the risk of spreading COVID-19, it is important to modify business practices to decrease transmission. These can include social distancing, cleaning, screening for illness, and other measures that decrease contact.

### ***Ensure sufficient space for people to socially distance:***

- A reasonable guide to determine the number of customers that can be in a retail business at any given time is one half of the Fire Marshal’s posted maximum occupancy. For restaurants, one half of the usual indoor seating capacity would be appropriate with every other table kept vacant to facilitate social distancing.
- Have a means to ensure that the number of customers in the building does not exceed that number. This may be done by assigning an employee to monitor the entry door, allowing an equal number of customers to enter and exit.
- Outdoor dining or sales areas must be so arranged that a minimum of six feet can be maintained between individuals that are not from the same household.
- At entrances and waiting areas, select an area outside where customers can wait to ensure social distancing. This area should allow for persons/families to remain six feet apart. These distances can be marked with tape or paint in that area.
- Alternatively, businesses may find other mechanisms to ensure social distancing, such as having customers wait in their cars or by having business by appointment only.

- Create flow patterns in the business that increase social distancing.
  - Allow people to depart and enter such that they don't pass each other in the doorway.
  - Establish one-way aisles that allow for 6 feet of distance between customers in each aisle; establish markings on floors to remind people of how far apart they should be standing.

***Implement the following cleaning and sanitizing strategies:***

- Provide disinfectant wipes and/or hand sanitizer at the entrance and exit for customer use.
- Ensure that employees can perform frequent hand hygiene either through handwashing (preferred) or the use of hand sanitizer.
- Routinely clean and disinfect all frequently touched surfaces in the workplace, such as workstations, keyboards, telephones, handrails, counters, and doorknobs.
- Avoid the use of shared telephones, pens, keyboards and similar items.
- Assign employees to disinfect carts and baskets as they are used.

***Keeping your Employees and Customers Safe:***

- Screen your employees for COVID-19 illness symptoms. These include:
  - A new or worsening cough
  - New or worsening shortness of breath
  - A fever, either measured or feeling feverish
- If any of these are positive or the employee is otherwise ill, they should stay home for at least 10 days after onset of symptoms and for 72 hours after cessation of fever without the use of fever-reducing medication, or until released to return to work by a medical provider.
- Virus can be transmitted by an infected individual for 2 to 3 days ~~up to 72 hours~~ before they show any symptoms of illness. It is recommended that employees wear cloth masks, particularly those having close contact with customers or other employees. This practice helps to prevent them from making one another or vulnerable customers ill. IF masks are being worn, train your employees in techniques used to safely put them on and take them off.
- Train your employees in proper techniques for donning and doffing of gloves if they are wearing them; gloves should not be used in place of good hand washing.
- Screen your customers for COVID-19 illness symptoms, as above, before they enter your business. This can be accomplished by posting a sign at the entrance notifying customers that they should not enter if they have symptoms of COVID-19.
- Give your employees opportunities to wash and sanitize their hands frequently.
- Have employees place all purchased items in new bags. If customers want to use their own bags, customers should bag their own goods and bags should be left in the shopping cart.

***Other ideas to consider:***

- Consider providing delivery services, especially to at risk persons.
- Take mobile drive through orders, especially for at risk individuals.
- Utilize partitions to separate employees and the public.
- When possible, allow employees to work remotely.
- Discourage handshaking – encourage the use of other non-contact methods of greeting.
- Direct employees to visit the [coughing and sneezing etiquette](#) and [clean hands](#) webpage for more information.

- Maintain daily rosters of employees and when possible include hours that employees are at specific worksites. This will facilitate Public Health contacting employees if a fellow employee or customer becomes ill. Retain these records for at least 14 days in case they are needed to trace contacts.
- Where feasible, maintain records of clients and customers, to be retained for 14 days.
- Grocery: Have employees bag groceries and bring them out to cars. Post a list of “out of stock” items outside the store so individuals do not have to come in unnecessarily.

# Amador County Public Health Department

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10877 Conductor Blvd., Ste. 400  
Sutter Creek, CA 95685  
Phone (209) 223-6407  
Fax (209) 223-1562  
publichealth@amadorgov.org



## Guidance for Businesses Operating during the COVID-19 Pandemic

**This document does not authorize the reopening of any type of business but is intended to inform how businesses may plan for reopening when authorized to do so consistent with the state order or state authorized local order. Plan now to make your business as safe as possible.**

**As businesses reopen pursuant to Stage 2, California is posting sector-specific guidance at <https://covid19.ca.gov/roadmap>. This set of guidelines, which apply to businesses that are open today as well as those opening under Stage 2, can be used to make business operation as safe as possible for employees and customers. The more of these strategies a business can implement the lower the risk of transmission of COVID-19. The most important means to reduce transmission is to ensure 'social distancing', keeping people six feet apart from each other.**

Coronavirus Disease 2019, or COVID-19, is the disease caused by a virus (SARS-CoV2) that emerged in China at the end of last year. COVID-19 is spread by droplets that can be sneezed, coughed, or exhaled by infected persons. These droplets can travel up to about six feet from an infected person and inhaled by another person. Once that person has inhaled the virus, it takes about two to fourteen days for that person to have symptoms. It is also possible for a person to spread the virus without showing symptoms. To decrease the risk of spreading COVID-19, it is important to modify business practices to decrease transmission. These can include social distancing, cleaning, screening for illness, and other measures that decrease contact.

### ***Ensure sufficient space for people to socially distance:***

- A reasonable guide to determine the number of customers that can be in a retail business at any given time is one half of the Fire Marshal's posted maximum occupancy. For restaurants, one half of the usual indoor seating capacity would be appropriate with every other table kept vacant to facilitate social distancing.
- Have a means to ensure that the number of customers in the building does not exceed that number. This may be done by assigning an employee to monitor the entry door, allowing an equal number of customers to enter and exit.
- Outdoor dining or sales areas must be so arranged that a minimum of six feet can be maintained between individuals that are not from the same household.
- At entrances and waiting areas, select an area outside where customers can wait to ensure social distancing. This area should allow for persons/families to remain six feet apart. These distances can be marked with tape or paint in that area.
- Alternatively, businesses may find other mechanisms to ensure social distancing, such as having customers wait in their cars or by having business by appointment only.

- Create flow patterns in the business that increase social distancing.
  - Allow people to depart and enter such that they don't pass each other in the doorway.
  - Establish one-way aisles that allow for 6 feet of distance between customers in each aisle; establish markings on floors to remind people of how far apart they should be standing.

***Implement the following cleaning and sanitizing strategies:***

- Provide disinfectant wipes and/or hand sanitizer at the entrance and exit for customer use.
- Ensure that employees can perform frequent hand hygiene either through handwashing (preferred) or the use of hand sanitizer.
- Routinely clean and disinfect all frequently touched surfaces in the workplace, such as workstations, keyboards, telephones, handrails, counters, and doorknobs.
- Avoid the use of shared telephones, pens, keyboards and similar items.
- Assign employees to disinfect carts and baskets as they are used.

***Keeping your Employees and Customers Safe:***

- Screen your employees for COVID-19 illness symptoms. These include:
  - A new or worsening cough
  - New or worsening shortness of breath
  - A fever, either measured or feeling feverish
- If any of these are positive or the employee is otherwise ill, they should stay home for at least 10 days after onset of symptoms and for 72 hours after cessation of fever without the use of fever-reducing medication, or until released to return to work by a medical provider.
- Virus can be transmitted by an infected individual for 2 to 3 days before they show any symptoms of illness. It is recommended that employees wear cloth masks, particularly those having close contact with customers or other employees. This practice helps to prevent them from making one another or vulnerable customers ill. IF masks are being worn, train your employees in techniques used to safely put them on and take them off.
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***Other ideas to consider:***

- Consider providing delivery services, especially to at risk persons.
- Take mobile drive through orders, especially for at risk individuals.
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- When possible, allow employees to work remotely.
- Discourage handshaking – encourage the use of other non-contact methods of greeting.
- Direct employees to visit the [coughing and sneezing etiquette](#) and [clean hands](#) webpage for more information.

- Maintain daily rosters of employees and when possible include hours that employees are at specific worksites. This will facilitate Public Health contacting employees if a fellow employee or customer becomes ill. Retain these records for at least 14 days in case they are needed to trace contacts.
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# Amador County Public Health Department

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March 30, 2020

To: Amador County Cooperators  
From: Amador County Public Health  
Cc: Amador County Emergency Operations Center  
**Subject: REVISED PROCESS FOR SUBMITTING MEDICAL RESOURCE REQUESTS FOR THE COVID-19 RESPONSE**

Due to the COVID-19 epidemic, standard personal protective equipment (PPE) is in high demand. If your entity is in need of requesting any resources, Amador County Public Health is providing the following updated guidelines.

Our regional Medical Health Operational Area Coordinator (MHOAC) is requiring that any entity requesting PPE or any other resource, must show that it has tried to locate and purchase those items on its own. The process requires Amador County Cooperators to exhaust options for their own procurement BEFORE requesting mutual aid/assistance. In addition, any resource request can only be placed based on need for the next two weeks. If you are unable to procure the medical resources you need, you may then submit the following:

- An email explaining why your entity is unable to locate any available resources;
- Amador County Public Health *Facility Status Report* (attached);
- *COVID-19 Response Questionnaire for the Distribution of PPE Based on Priority of Needs* (attached)

Please DO NOT submit repeat requests for items that the State has been unable to fill. The unfilled portion of your request will remain open and will be evaluated for fulfillment or procurement as available. Submitted requests for duplicate items only slows the processing of your request down as analysts must sort through what is new and what is duplicate. If NEW needs are identified for the same resource, you may, of course, submit a new request.

Our nation has been increasing production capabilities in response to this pandemic. More and more resources are becoming available on the commercial market, but many of these will be from vendors that cooperators have not previously worked with. Additionally, it is possible that resources may be obtained by purchasing rather than waiting for fulfillment from the State.

Thank you for your efforts and collaboration in taking care of our community.

**ADAPTED MITIGATION MEASURES NEEDED WHEN ONE OR MORE CRITERIA IN AT LEAST 2 OF 3 COLUMNS (CATEGORIES) ARE MET.**

(Modified from the San Luis Obispo County Steps to Adapt and Reopen Together: The SLO County START Guide).

These criteria will be assessed on a weekly basis by the Amador County Health Officer and Amador County Public Health team.

Epidemiology	Healthcare	Public Health
<ul style="list-style-type: none"> <li>✓ Increasing new case counts of at least 10% for 5 consecutive days above a stable baseline in the context of no substantial increase in testing</li> <li>✓ More than 3 unlinked chains (clusters) of transmission in a 14-day period</li> <li>✓ High likelihood of exposure at mass gathering or congregation of people or delayed detection of a case (&gt;5 days from a mass gathering)</li> <li>✓ Increasing number of new health care worker infections averaged over a 7-day period</li> </ul>	<ul style="list-style-type: none"> <li>✓ Inability to scale up to 30% the number of ICU patients from current census</li> <li>✓ Can no longer screen large numbers of symptomatic patients safely, including staffing</li> <li>✓ Do not have baseline capacity in general health services, including through expansion of telemedicine for COVID-19 and usual care</li> <li>✓ Less than 14-days supply of PPE for healthcare personnel</li> </ul>	<ul style="list-style-type: none"> <li>✓ Cannot elicit contacts for 20% or more of cases</li> <li>✓ 10% or more of non-household symptomatic contacts fail to get tested</li> <li>✓ No capacity in designated facilities for non-hospitalized COVID-19 infected people who can't be safely cared for at home (e.g., because of space constraints, medically vulnerable household members, or otherwise)</li> </ul>



May 8, 2020

Rita Kerr, M.D.  
Public Health Officer  
Amador County Public Health Department  
10877 Conductor Blvd., Suite 400  
Sutter Creek, 95685

Dr. Kerr,

In response to your request, Sutter Health's integrated health delivery system:

- Is prepared to accommodate a surge of 35% due to COVID-19 cases in addition to providing care to non COVID-19 patients as outlined in the surge plan submitted to the State of California, and
- Has adequate PPE to protect our employees and clinicians.

We understand that Amador County will use this letter to support their application for a variance to move through the stages to re-open.

Sincerely,

A handwritten signature in black ink that reads "Stephen H. Lockhart".

Stephen H. Lockhart, M.D., Ph.D.  
Chief Medical Officer, Sutter Health



May 8, 2020

Rita Kerr, M.D.  
Public Health Officer  
Amador County Public Health Department  
10877 Conductor Blvd., Suite 400  
Sutter Creek

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Stephen H. Lockhart, M.D., Ph.D.  
Chief Medical Officer, Sutter Health



California Department of Public Health

P.O. Box 997377

MS 0500

Sacramento, CA 95899-7377

**Re: Letter of Support for Attestation of Readiness**

**Variance to Stage 2 of California's Roadmap to Modify the Stay-At-Home Order**

Dear CDPH:

On behalf of the Amador County Board of Supervisors, I hereby submit this letter of support for the written attestation prepared by Amador County's Health Officer, Dr. Rita Kerr for submission to the California Department of Public Health. The Board supports the attestation that Amador County has met certain criteria designed to mitigate the spread of COVID-19 and that the County's COVID readiness and response protocols meet the guidelines for an accelerated move through Stage 2 of California's Roadmap to Modify the Stay-at-Home Order.

Sincerely,

A handwritten signature in blue ink, which appears to read "Patrick Crew", is written over a horizontal line.

Patrick Crew, Chairman of the Board

Amador County Board of Supervisors

Amador County

**SIGNATURE PAGE**

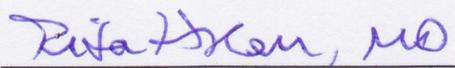
Variance to Stage 2 of California's Roadmap to Modify the Stay-At-Home Order

Covid-19 County Variance Attestation Form

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

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

Printed Name: Rita Kerr, M.D.

Signature: 

Position/Title: Amador County Health Officer

Date: May 9, 2020