



Yakima County COVID -19 Response Plan

Version 1
May 1, 2020



To All Yakima County Personnel -

Since the arrival of COVID-19, we have been faced with a new challenge. At Yakima County, our safety plans and protocols have been updated to reflect our evolving response to this health threat. This COVID-19 Response Plan encompasses what we have learned to combat the virus and keeping our employees, partners, customers, and families as safe as possible.

This document is to provide guidance to Public Services, County Roads, and Facilities Employees on Best Practices to be followed while conducting field work with other staff, agencies, consultants and contractors and will change as often as the education surrounding the medical response to the virus. We anticipate the need to vary our approach, depending on the effectiveness we see over time.

We value the health and well-being of every employee and their families and we want to make sure our workplace is safe. Please review the contents of this plan carefully and provide guidance to your team on implementing these Best Practices.

We want to hear your comments and ideas on improving our response to the challenge and to this document. Please reach out to your supervisor or to our Safety Team.

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Overview

The Coronavirus is a novel epidemic. This protection plan is meant to mirror the guidance that has been provided by the Center of Disease Control (CDC). For the most up to date information on the virus and guidance to prevention, please [visit the CDC website](#).

Overview of COVID-19

The Coronavirus, or COVID-19, is an upper respiratory illness thought to spread primarily from person to person:

- Within roughly 6-foot radius
- Through respiratory droplets of an infected person (sneezing, coughing, etc.)
- On exposed surfaces through hand-to-face contact

Symptoms may appear 2-14 days after exposure, and can include:

- Fever
- Cough
- Shortness of breath

Please note – this is not a definitive list of symptoms. Symptoms can range in severity, and some carries may experience little to no symptoms. For a more comprehensive list [please visit the CDC website](#).

High-Risk Population

The CDC has identified the following members of the population who *may* be at a higher risk for severe illness:

- People aged 65 years and older
- People who live in a nursing home or long-term care facility
- Other high-risk conditions could include:
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised including cancer treatment
 - People of any age with severe obesity or certain underlying medical conditions, particularly if not well controlled, such as those with diabetes, renal failure, or liver disease might also be at risk

People who are pregnant should be monitored since they are known to be at risk with severe viral illness, however, to date data on COVID-19 has not shown increased risk

Prevention Protocol

Keeping Yourself Healthy

Employees need to take steps to protect themselves. Refer to CDC guideline: [How to Protect Yourself](#).

If employees have symptoms of acute respiratory illness (i.e., fever, cough, shortness of breath), they must stay home and not come to work until free of symptoms for at least 72 hours, without the use of medicine, or as recommended by the CDC. Refer to CDC guideline: [What To Do if You Are Sick](#).

Employees should check the CDC recommendation frequently and update personal safety protocol accordingly.

Wash your hands for at least 20 seconds frequently, especially:

- After being in public
- After using a high-touch tool, piece of equipment, or utilizing a high-touch surface such as a door handle or tabletop
- After coughing/sneezing/blowing your nose

If soap and water are not available, utilize hand sanitizer containing at least 60% alcohol. Avoiding touching your eyes, mouth, and nose with unwashed hands.

Avoid public places with large gatherings, this includes:

- Breakrooms
- Lunch areas
- Meeting rooms

Keep surfaces clean and disinfected.

If caring for or in proximity with someone experiencing symptoms, work to limit contact by maintaining a 6-foot distance as possible, and wearing a mask if the ill person cannot wear a mask.

Worksite and Jobsite Prevention

Worksite

- Employees are encouraged to avoid face-to-face meetings where possible.
- Maintain a minimum of six feet of distance between one another while at the office or worksite.
- Do not congregate in meeting rooms, break rooms, etc.
- Employees may be encouraged to work from home, where possible.

Disinfecting and Cleaning

Regular disinfection and cleaning should be maintained at the office and jobsite. These might include cleaning of:

- Handrails in stairways and walkways
- Entry gates
- Doors
- Handles
- Interior and exterior doorknobs
- Locks

- Tables/chairs (including backs and arms)
- Plan tables
- Shared hand/power tools, battering charging stations, etc.
- Restrooms – including handles, seats, locks, hand-wash stations, and soap dispensers
- Any shared/common areas

Cleaning and Disinfection of Tools and Equipment

The following information is subject to the recommendations of the CDC, OSHA, and State and Local health departments:

- Wash hands or properly sanitize before and after use of tools and equipment
- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. *If reusable gloves must be used, they should be dedicated to cleaning/disinfecting.* Clean hands immediately after removing gloves.
- If surfaces are dirty, they should be cleaned using detergent or soap and water prior to disinfection.
- For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-register household disinfectants should be effective.

A properly diluted bleach solution can be made by mixing

- 5 tablespoons (1/3rd cup) bleach per gallon of water; or
- 4 teaspoons bleach per quart of water

Personal Protective Equipment (PPE) List:

The following is a list of additional PPE that may be used to help prevent the spread of the virus. **This is not a mandate that you must wear these personal protective equipment. These are considered an additional layer of protection. These are not a substitute for following guidance to maintain 6-feet of physical distance from non-household members and performing frequent hand washing with soap and water or alcohol-based hand sanitizer.**

- Gloves - The type of glove worn should be appropriate to the task.
- Eye protection.
- Face Masks – The Washington State Department of Health and the Centers for Disease Control and Prevention now recommend that people wear cloth face coverings when they are in public settings where they cannot maintain 6 feet of distance from others. This might include trips to the grocery store, pharmacy, hardware store, health clinic or similar places.

Jobsite Visitors

- Restrict the number of visitors to the job site, including the trailer or office.
- All visitors should be screened in advance to confirm they are not high risk for carrying the virus or having been exposed. Potential screening questions include:
 - Have you been asked to self-quarantine since December 2019?
 - Have you been in close contact with any person(s) who has been asked to self-quarantine since December 2019?
 - Have you experienced a recent onset of any illness-related symptoms, such as fever, cough, or shortness of breath?

- Have you traveled outside of North America in the past 14 days?
- Have you been in close contact with any person(s) who have traveled outside of North America in the last 14 days?
- Have you been in close contact with any person(s) who has been diagnosed with COVID-19?

Social Distancing

- Social Distancing should be maintained in the office and each jobsite. It is everyone's personal responsibility to maintain proper social distancing as recommended by the CDC.
- Keep space between trades as much as possible.

Exposure Protocol

If an employee is well but has a family member at home with COVID-19, they should notify their supervisor. If an employee is confirmed to have COVID-19, inform fellow employees of possible exposure in the workplace, but maintain confidentiality as required by the ADA. Ask the affected employee to identify those other employees whom he/she came into contact with before the employee departs the jobsite. Employees who worked within close proximity (6 feet or less) at a prolonged period of time to the coworker with confirmed COVID-19 should also be sent home and referred to appropriate risk assessment.

If someone at the office or jobsite believe they or someone they know have been potentially infected, the manager or supervisor should:

1. Ask the potentially infected person(s) questions to determine who else may have been exposed.

Sample questions to ask potentially infected person(s) to determine who else may be potentially infected:

- Was this a singular visit or multiple visits to the site?
- What was the date of the last visit to the site?
- How long was this person on site?
- When did the person become symptomatic?
- Did the person self-report, or did others report that the potentially infected person was displaying or complaining
- of commonly associated COVID-19 symptoms?
- Do we know when the person may have been infected?
- Did this person work in a specific area/trade of the
- project?
- Did this person use PPE? Was the PPE project supplied or personal?
- If project supplied, where is the PPE now?
- Did this person touch specific tools and/or equipment?
- What high-touch areas was this person in contact with?

2. Identify close contact personnel to infected persons.

- Contact with any coworkers
- Contact with partner trades
- Contact with general contractors, owners, and clients
- Contact with third-party (suppliers, utility workers, consultants, etc.)
- Where are the locations on site where the individual(s) spent time?
- Did the infected person(s) arrive and/or leave to the jobsite alone?
- What are the tools, equipment, and PPE that the individual(s) utilized?

3. Send home those who are potentially infected

Potentially infected persons should be sent home.

Potentially infected persons should be contacted with steps he/she should take.

Close Contact *send home for quarantine*:

- Identify that likely exposure may have occurred without disclosing individual information
- Provide details on potentially infected zones and time frames to crews
- Suggest seeking guidance from a medical professional
- Provide links to Yakima County information and support
- Advise steps for returning to work – individuals will not be permitted to return until cleared by a medical professional through a negative COVID-19 test or after the 14-day quarantine period with no symptoms

Links to CDC, OSHA, and State and Local health departments:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.osha.gov/SLTC/covid-19/standards.html>

<https://www.doh.wa.gov/emergencies/coronavirus>

<https://www.yakimacounty.us/2264/Health-District>