



**MEMORANDUM**  
**CITY MANAGER'S OFFICE**  
**1000 Gateway Avenue**  
**San Pablo, CA 94806**

**DATE:** October 12, 2022

**TO:** **ALL CITY EMPLOYEES, CITY OFFICIALS, CITY VOLUNTEERS AND CITY CONTRACTORS, AND MEMBERS OF THE PUBLIC USING CITY FACILITIES, PARTICIPATING IN CITY PROGRAMS OR ATTENDING CITY EVENTS**

**FROM:** Matt Rodriguez, City Manager / Director of Emergency Services

**RE:** **CORONAVIRUS COVID-19 UPDATE AND VERSION 23 OF THE MODIFIED OPERATIONS PLAN – EFFECTIVE OCTOBER 18, 2022 IF APPROVED BY CITY COUNCIL ON OCTOBER 17, 2022**

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The City of San Pablo (City) remains committed to the health and safety of its employees and the San Pablo community throughout this COVID-19 pandemic.

On August 23, 2022, Contra Costa County Health Department issued Health Order No. HO-COVID19-67 rescinding its earlier orders requiring unvaccinated first responders and non-emergency medical transporters to undergo weekly testing for COVID-19. The County Health Officer concluded that “while the COVID-19 vaccines and boosters remain excellent tools for substantially reducing the risk of severe disease and death, as a result of recent mutations, the protection against infection and transmission initially offered by the current COVID-19 vaccines has diminished,” and “[a]s a result, both vaccinated and unvaccinated people are becoming infected with current circulating strains of the virus.” Additionally, the Health Officer pointed to the decline in hospitalizations countywide since the end of July 2022 and the availability of medical treatments for those in need.

Likewise, on September 17, 2022, the California Department of Public Health (CSPH) ended policies that required weekly testing for unvaccinated individuals in high-risk workplaces and schools. CDPH concluded that “while unvaccinated individuals remain at greatest risk of serious health consequences from COVID-19 infection,

weekly testing of unvaccinated groups is no longer slowing the spread as it did earlier in the pandemic due to the more infectious Omicron variants.”

Additionally, although San Pablo has had the highest per capita infection rate in the County since the pandemic began, infection rates in San Pablo in recent weeks have dropped compared to a number of other locations in the County. As of October 10, 2022, San Pablo’s two-week per capita infection rate was just above the midpoint in the County. A table of cases by location from the Contra Costa County Health Services website is attached.

The County Health Officer continues to recommend masking and social distancing to reduce the transmission of COVID-19, re-affirming on October 4, 2022 her ongoing recommendations for masking and social distancing at any in-person public meetings.

In light of these recent developments, the City Manager/Director of Emergency Services recommends modifications to the City’s operations at this time. If approved by the City Council on October 17, 2022, the following updates will be implemented by the City under the Modified Operations Plan Version 23, effective October 18, 2022:

**1. Elimination of Weekly Testing of Unvaccinated City Employees.**

Unvaccinated City employees (sworn and non-sworn) are no longer required to undergo weekly COVID-19 testing. All City employees who are symptomatic or have been exposed to COVID-19 must continue to test as required in the City’s attached quarantine policy (Quarantine Policy), which was originally set forth in section 5 of Modified Operations Plan Version 20, effective April 12, 2022.

**2. Masking Requirements in City Facilities and Programs.**

**a) Masking by City Employees:**

1) All City employees are required to wear a mask properly covering their nose and mouth at City facilities or while on duty, except under any of the following circumstances in which masking is encouraged but not required:

- i) The individual is alone at a workstation or alone in a room. There is no requirement for the room door to be closed for this exception to apply.
- ii) The individual is indoors actively eating or drinking, and is at least 6 feet from other persons.
- iii) The individual is outdoors.

iv) The individual is alone inside a vehicle.

2) Notwithstanding section 1 above, when indoors or outdoors at City facilities or on-duty, all City employees must comply with the masking requirements set forth in the City's Quarantine Policy following exposure to COVID-19, a positive COVID-19 test, or experiencing COVID-19 symptoms, except when the individual is actively eating or drinking and is at least 6 feet from other persons.

**b) Masking by City Officials, City Volunteers and City Contractors:**

1) All elected or appointed City officials, City volunteers and City contractors (including instructors) are required to wear a mask properly covering their nose and mouth at City facilities, in a City vehicle, or while in a personal vehicle with an on-duty City employee or person participating in a City program, except under any of the following circumstances in which masking is encouraged but not required:

i) The individual is alone at a workstation or alone in a room. There is no requirement for the room door to be closed for this exception to apply.

ii) The individual is indoors actively eating or drinking, and is at least 6 feet from other persons.

iii) The individual is outdoors.

iv) The individual is alone inside a City vehicle.

2) Notwithstanding section 1 above, when indoors or outdoors at City facilities, in a City vehicle, or in a personal vehicle with an on-duty City employee or person participating in a City program, all elected or appointed officials, City volunteers and City contractors (including instructors) must comply with the masking requirements set forth in the City's Quarantine Policy following exposure to COVID-19, a positive COVID-19 test, or experiencing COVID-19 symptoms, except when the individual is actively eating or drinking and is at least 6 feet from other persons.

**c) Masking in City Programs:**

Members of the public participating in any voluntary City programs (i.e., Senior Center Programs, Paratransit, Community Center Programs, Police Programs) must wear a mask properly covering their nose and mouth when **indoors** unless (i) alone at a workstation, (ii) alone in a room whether or not the door is closed, or (iii) actively eating or drinking, and at least six feet from another person. Participants are encouraged but not required to mask at other times, provided, however, that whether **indoors or outdoors**, participants must comply with the masking requirements of the City's Quarantine Policy following exposure to COVID-19, a positive COVID-19 test or experiencing

COVID-19 symptoms, except when the participant is actively eating or drinking **and** is at least 6 feet from other persons.

**d) Masking by Members of the Public Attending Public Meetings or Conducting Business in City Facilities:**

Members of the public entering City facilities or worksites to attend public meetings and/or conduct businesses must, at all times, wear a mask properly covering their nose and mouth, and may not eat or drink while inside the City facility or worksite. The City will provide masks to any member of the public who does not have one.

**e) Masking at City Events:**

Those attending an event held by the City are required to wear a mask properly covering their nose and mouth while **indoors**, unless actively eating or drinking **and** at least 6 feet from other persons, and are encouraged to mask while **outdoors**.

**f) Masking at Non-City Events at Rented City Facilities**

Those attending an event held by an entity other than the City at a rented City facility are encouraged to mask while indoors in the leased premises, and are required to wear a mask properly covering their nose and mouth in all indoor common areas (e.g. lobbies, hallways and restrooms) and indoor areas designated for City workforce.

**g) Masking by Long-Term Lessees/Recurrent Users of City Facilities (e.g., Holy Ghost Association and San Pablo Economic Development Corporation, collectively “Lessees”):**

Lessees and their visitors are encouraged to mask while indoors in the leased premises, and are required to wear a mask properly covering their nose and mouth in all indoor common areas (e.g. lobbies, hallways and restrooms) and indoor areas designated for City workforce.

**h) Outdoor Recreation (Adult/Youth):**

All participants, coaches, referees and spectators at a recreation event that is not part of a City program located at an outdoor City facility are encouraged to mask.

**3. Employee and Visitor Sign-In.**

The City no longer requires City employees or others to sign-in when entering or leaving City facilities for purposes of COVID-19 contact tracing. City employees using the City Hall employee gym must continue to sign-in for purposes unrelated to COVID-19.

**4. Supplemental Paid Sick Leave (SPSL) Must Be Used by City Employees by December 31, 2022.**

On September 30, 2022, Governor Newsom signed Assembly Bill 152 extending the deadline for employees to use their SPSL allotments to December 31, 2022. SPSL provides covered City employees up to 80 hours of COVID-19 related paid leave. The Bill **does not** provide employees with any additional SPSL and merely extends the period of time during which employees who have not exhausted their SPSL allotments may use such leave.

Should you have any concerns or questions regarding this information, please contact Assistant City Manager Charles Ching at (510) 215-3031, or via email at: [CharlesC@sanpabloca.gov](mailto:CharlesC@sanpabloca.gov).

This Revised Modified Operations Plan will become effective on October 18, 2022 if approved by City Council on October 17, 2022. The City's prior Revised Modified Operations Plans remain in effect unless superseded by a later Revised Modified Operations Plan. Further Revised Modified Operations Plan(s) may be issued as circumstances regarding the COVID-19 pandemic change.



**Date: October 12, 2022**

**Matt Rodriguez, City Manager/Director  
Of Emergency Services**

cc: San Pablo City Council  
Executive Leadership Group

Attachment 1 – City Data  
Attachment 2 – Quarantine Policy

Location	Positive Case Count	Cases Last 14 Days	Population	Cases Per 100,000	Cases Last 14 Days	Total Deaths	LTCF Deaths	Non-LTCF Deaths
Alamo	2,328	13	15,314	15,201.8	84.9	8	1	7
Antioch	34,637	154	112,848	30,693.5	136.5	208	37	171
Bay Point	7,913	46	23,896	33,114.3	192.5	37	2	35
Bethel Island	366	2	2,131	17,175.0	93.9	3	1	2
Brentwood	17,878	74	66,097	27,048.1	112.0	83	15	68
Byron	338	0	1,140	29,649.1	0.0	1	0	1
Clayton	2,040	7	11,268	18,104.4	62.1	13	2	11
Concord*	28,522	176	130,002	21,939.7	135.4	204	103	101
Crockett*	611	5	3,432	17,803.0	145.7	1	1	0
Danville*	9,274	45	58,494	15,854.6	76.9	36	17	19
Diablo	149	0	1,255	11,872.5	0.0	0	0	0
Discovery Bay	3,271	12	15,358	21,298.3	78.1	14	1	13
El Cerrito	4,148	53	24,846	16,694.8	213.3	22	7	15
Hercules	6,206	39	25,864	23,994.7	150.8	22	1	21
Kensington	534	5	5,428	9,837.9	92.1	1	0	1
Knightsen	103	0	1,596	6,453.6	0.0	0	0	0
Lafayette	4,118	40	25,358	16,239.5	157.7	14	4	10
Martinez*	9,872	75	44,577	22,145.9	168.2	40	9	31
Moraga	2,190	25	16,820	13,020.2	148.6	9	3	6
Oakley	13,178	58	42,895	30,721.5	135.2	72	5	67
Orinda	2,650	14	19,078	13,890.3	73.4	19	9	10
Pacheco	961	9	4,183	22,973.9	215.2	3	0	3
Pinole	4,701	35	19,369	24,270.7	180.7	13	0	13
Pittsburg	21,583	91	74,498	28,971.2	122.2	117	20	97
Pleasant Hill*	6,616	54	37,487	17,648.8	144.0	51	33	18
Richmond*	37,742	202	133,289	28,315.9	151.6	190	14	176
Rodeo	2,444	12	9,653	25,318.6	124.3	7	0	7
San Pablo*	15,824	64	44,301	35,719.3	144.5	75	16	59
San Ramon*	14,216	95	85,176	16,690.1	111.5	38	12	26
Walnut Creek*	14,697	125	91,783	16,012.8	136.2	138	82	56
Other/Unspecified	4,115	51	N/A	N/A	0.0	8	1	7
Totals	273,225	1581	1,159,507	23,563.9	136.4	1,447	396	1,051

## Quarantine Policy

Quarantine. The City continues to follow the State of California's COVID-19 Prevention Emergency Temporary Standards recommended guidelines for returning to work after getting sick or exposed to COVID-19. As of the date of this Plan, the guidelines are as follows:

**If you were exposed to someone with COVID-19 and you have COVID-19 symptoms, you can return to work when all of these are true:**

- Your fever is gone, and you have no other symptoms
- You get a negative result from a COVID-19 test on Day 5 or later from when your symptoms began.
- Regardless of vaccination status or City masking rules, you wear a well-fitting mask for a total of 10 days.
- You continue to have no symptoms during the 10 days.

Otherwise, you cannot return to work until all of these are true:

- At least 10 days have passed since your symptoms began
- Your fever is gone for 24 hours and other symptoms continuously improving.

**If you were exposed to someone with COVID-19, but you do not have symptoms, you must get tested (PCR or antigen test) on Day 5. You can continue to go to work if all of these are true:**

- You're fully vaccinated.
- You continue not to have COVID-19 symptoms.
- You wear a well-fitting mask for a total of 10 days regardless of City masking policy.
- STOP coming to work if COVID-19 test on day 5 comes back positive.

**If you test positive for COVID-19 but do not have symptoms, you can return to work when all of these are true:**

- You have isolated at home for 5 days and never developed symptoms.
- You get a negative result from a COVID-19 test on Day 5 or later from your last exposure.
- You wear a well-fitting mask for a total of 10 days regardless of City masking policy.

Otherwise, you cannot return to work for at least 10 days after you first tested positive.

**If you have symptoms and test negative for COVID-19, you can return to work when all of these are true:**

- All symptoms are gone.
- You get a negative result from a COVID-19 test on Day 5 or later from when your symptoms began.

Otherwise, you cannot return to work until after 10 days if fever is resolved and other remaining symptoms are continuing to resolve.