

CITY OF SUISUN CITY, CALIFORNIA  
COVID-19 HEALTH AND SAFETY  
Exposure Reduction Protocols for Reopening



City of Suisun City  
May 2020 – Version 2



## Exposure Reduction Protocols for Reopening

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This document contains recommendations and are not necessarily regulatory by Suisun City, unless required by another local, state or federal agency. The City of Suisun City is closely monitoring government mandates, and public health directives. It is the desire of Suisun City to provide onsite support to business owners and tenants whenever possible.

**SOLANO COUNTY** – Solano County Public Health officials have drafted a roadmap to reopening, following the concepts in the State Resiliency Roadmap. The local roadmap outlines activities and criteria-based phases necessary to lift the shelter-at-home health order in accordance with the Governor's strategy for reopening the state. The roadmap is a living policy document that both abides by the existing Solano County and State of California Public Health Orders.

"Residents have done a great job staying at home and when out in the community practicing social distancing in Solano County," says Dr. Bela Matyas, Solano County Public Health Officer. "People's individual efforts have saved lives, enabled our hospitals to prepare to handle a surge of ill patients, and curbed the spread of coronavirus. As we move toward recovery and the opportunity to reopen businesses safely, in phases based on our county's risk management best practices, it is crucial for community members to adhere to the public health guidelines and social distancing and to shelter at home if you are an at-risk individual."

The Solano roadmap draws its concepts from the State and epidemiological analysis, and looks at risk of transmission and ability to reduce or minimize the risk as a key factor in business activities and the ability to reopen. The level of risk in an activity and the potential impact to the health and wellbeing of Solano County residents is essential in the success of the roadmap being able to help reopen businesses without increasing the public health risk of COVID19 exposures. The roadmap envisions phases much like the State plan. The County has outlined activities and grouped business into three categories of risk: low, medium and high.

### **Starting May 8, 2020, low-risk businesses in Solano County may reopen providing they implement and maintain social distancing best practices for reducing the spread of COVID19**

Certain businesses, organizations and activities, including retail establishments, manufacturing, pet grooming, florists, offices, and City/County local parks (except playgrounds, campgrounds and beaches), which pose a **low-risk** of COVID-19 transmission, can be modified to allow for social distancing and these may begin reopening on May 8, 2020. All businesses, including those that are currently operating as essential businesses, will be required to develop and post the Social Distancing Protocol describing how they will function to mitigate the risk of COVID-19 transmission.

"Changes to lifting this order place a lot of responsibility on business owners, their staff and residents to make good decisions," Matyas says. "We urge residents to respect the rules established by businesses and facilities so that they can provide services safely and be mindful of their community members' health by practicing social distancing as much as possible and wearing facial coverings where six-foot distance cannot be maintained. We have worked for the past few weeks with our business, healthcare and public safety partners as well as with elected officials to develop a plan to allow low-risk activities and businesses in the County to resume and reopen. In doing so, we were careful to adhere to the State's Phase 2 considerations.



However, the Governor's announcement today limiting reopening to only some of the State's Phase 2 businesses means that a somewhat wider scope of activities will resume in Solano."

Businesses and activities under the **medium-risk** category, including hair and nail salons, restaurants, and massage therapy, among others, will need to meet specific criteria before they can begin operations that are still being developed by the State and the County. The strategy for minimizing risk and the timeline for reopening of medium-risk businesses are still being reviewed and will be discussed further with the Solano County Board of Supervisors at their meeting on Tuesday, May 12, 2020, starting at 9 a.m. Details, including how to view and participate, are included on the County's website at [www.SolanoCounty.com/BOS](http://www.SolanoCounty.com/BOS).

Businesses and activities under the **high-risk** category, including amusement parks, festivals and playgrounds, will continue to remain closed for the time being. Solano County Public Health will continue to monitor COVID-19 data and announce when high-risk activities may take place, depending on the incidence of COVID-19 in the community, hospital capacity and other health related indicators.

### Guidance for high-risk individuals

As Solano County reopens, it is important to continue to protect those at high-risk of contracting severe COVID-19 illness, including individuals 65 years of age or older, those with compromised immune systems and people with certain underlying health conditions, particularly, heart disease, lung disease or diabetes, to continue to self-isolate at home and practice the following recommendations:

- Avoid crowds, mass gatherings, large events, public transit, and stay home as much as possible
- Clean and disinfect your home; practice routine cleaning of frequently touched surfaces
- Cover coughs and sneezes with a tissue or a sleeve
- Review and update your personal emergency plan

Solano County Public Health continues to monitor the situation to ensure the safety of community members and assess the transmission of the COVID-19 virus. Public Health staff continue to be in constant communication with the California Department of Public Health, local hospitals, city officials, and other agencies to make sure we are in alignment to move the state forward. Residents are still required to follow the shelter at home guidance and practice social distancing as much as possible.

For more information about the [Roadmap to Recovery](#), the [amended Stay-at-Home health order](#), social distancing protocol and frequently asked questions about the reopening, visit the Solano County website at [www.SolanoCounty.com/COVID19](http://www.SolanoCounty.com/COVID19).



**TABLE 1 - Level of Risk to Guide Re-Opening**

During the COVID-19 pandemic, people who are 65 years and older, those with compromised immune systems, and people with certain underlying health conditions, particularly, heart disease, lung disease or diabetes, for example, should continue to self-isolate at home and adhere to guidance as communicated by the California Department of Public Health (CDPH). If do go out, then should take precautions to practice social distancing, minimize person to person contacts, and implement good hand cleaning.

Low Risk Activities	Medium Risk Activities	High Risk Activities
<p>Allowed as of May 8, 2020 provided operation can adhere to physical distancing requirements</p>	<p>Not allowed at present; clear protocols will need to be developed and posted for review</p>	<p>Currently not allowed.</p>
<ul style="list-style-type: none"> <li>• <i>Businesses that by nature and operation can readily implement Physical Distancing (6-feet or barriers) with minimal modifications</i></li> <li>• Mitigation measures include:               <ul style="list-style-type: none"> <li>○ Limiting the number of customers in store/waiting areas, establishing paths of travel, spatial markings on floor, or other methods required to meet physical distancing.</li> <li>○ Cleaning and sanitization of high contact surfaces and common areas</li> <li>○ Signs posted to remind employees and customers on COVID-19 precautions, such as hand cleaning, staying away if sick, spatial distancing, and sanitizing equipment</li> <li>○ Employees are provided necessary PPE, such as face masks and gloves, as needed for task, such as incidental, brief contact with customers</li> <li>○ Alternate work methods continue to be used to limit number of on-site employees to extent practical</li> <li>○ Social Distancing Protocol posted at entrance and given to employees.</li> <li>○ COVID-19 supervisor (an employee) is assigned to ensure compliance</li> </ul> </li> <li>• Desirable Measures:               <ul style="list-style-type: none"> <li>○ Availability of face coverings for employees and guests</li> <li>○ Availability of sanitary wipes and/or hand sanitizer</li> <li>○ Gloves for employees conducting transactions is recommended</li> <li>○ Solid transparent screening provided at transaction counters where 6 feet distancing cannot be maintained.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <i>Businesses where physical distancing cannot be maintained and require additional Social Distancing methods to protect public health due to close contact with customers, such as restaurant dining rooms, barbers and dentists.</i></li> <li>• Mitigation Measures are under development by Public Health and Resource Management, but may include:               <ul style="list-style-type: none"> <li>○ Those required for Low Risk mitigation measures</li> <li>○ Routine use of Personal Protective Equipment, such as face coverings, physical barriers and gloves as applicable required due to close contact</li> <li>○ Increased cleaning and sanitization of customer contact items/areas and between customers</li> <li>○ Must develop a Business Protocol that will explain how Social Distancing is met</li> <li>○ COVID-19 supervisor (an employee) is assigned to ensure compliance, with a focus mitigations related to close contacts within in this category</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <i>Due to their nature, (mass gatherings, playgrounds, etc.) participation in this activity does not allow compliance with social distancing measure and would result in large numbers of exposed people</i></li> <li>• Incidence of COVID-19 in the community is significantly decreased prior to re-opening.</li> <li>• Guidelines not yet developed.</li> </ul>



## **SOCIAL DISTANCING REQUIREMENTS**

"Social Distancing" is maintaining at least a six-foot separation from all persons, except for family members or those in the same household or living unit or providing a comparable level of protection against exposure to respiratory droplets or secretions through the use of personal protective equipment or other physical or administrative controls. It is strongly recommended that community members use cloth face coverings when outside the home to prevent asymptomatic transmission of COVID-19 from the wearer to others. At workplaces, cloth face coverings are recommended when interacting with the public or working in areas visited by the public or shared with co-workers where social distancing is difficult to maintain. Face coverings are not recommended for children 6 years of age or under and may not be appropriate for individuals who have difficulty removing the covering without assistance



## BUSINESS CHECKLIST

Business Name:

Facility Address:

Approximate gross square footage of space open to the public:

**Business 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 in to 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.
- Signage at areas visible to all workers, required hygienic practices including not touching face with unwashed hands or with gloves; washing hands with soap and water for at least 20 seconds; use of hand sanitizer with at least 60% alcohol, cleaning and disinfecting frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, and doorknobs; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the CDC
- Gym/Fitness center only: signs posted at entrance and on each wall of the room with the equipment: Ensure touched surfaces are sanitized before and after individual use.

### ***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 not to come to work if sick.
- Symptom checks are being conducted before employees may enter the workspace.
- Personal Protective Equipment (PPE) to protect from COVID-19 provided to Employees as appropriate for task. Employees are required to wear face coverings, as appropriate.
- All desk or individual workstations 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:
- Disinfect 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 and employees have been trained on protocol.
- 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 time to \_\_\_\_\_, which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.
- Employee monitors 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 utilizing appropriate PPE.
- Gyms/Fitness centers only: Fixed or semi-fixed equipment is spaced, blocked or removed to always ensure six feet separations. Only lap swimming/structured exercise/yoga allowed in pools and bathers are monitored to ensure six feet separation.
- Optional – Describe other measures:

***Measures to Prevent Necessary 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 customers 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 people have direct interactions.
- Disinfecting all payment portals, pens, and styluses after each use.
- Disinfecting all high-contact surfaces frequently.
- No sharing of equipment between employees to the extent practical. Touch surfaces on equipment is sanitized between different employee use if must be shared.
- Optional – Describe other measures:

***Measures to Ensure Compliance to Protocol:***

- A COVID-19 Supervisor, who can be an on-site employee, is designated for all periods the business is operating to ensure compliance with this protocol. A schedule of assigned staff is attached.

\*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:**