



EMPLOYMENT &  
HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 | (925) 608.4800 | Fax (925) 313.9748 | [www.ehsd.org](http://www.ehsd.org)

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To: All Staff – Code 2A Date: April 2, 2020  
From: Kathy Gallagher, EHSD Director   
Subject: Update on Alternate Care Site – Craneway, Richmond

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We emphasize to all staff that our department is the Care and Shelter Manager for the county. In a disaster, we manage and staff shelters and Alternate Care Sites (ACS) in conjunction with the American Red Cross or as a county operation. In the last few weeks, we have asked you to help in staffing an ACS at the Fairgrounds in Antioch and a number of you have stepped forward. Thank You!

The nature of the current health crisis has moved the county in an additional direction. The county will be maintaining the fairgrounds as a possible ACS, but the emphasis has shifted to preparing the Craneway building in Richmond as the primary location. The use of the Craneway has been the subject of a county press release and you may have seen coverage on the news. This facility has the capacity of about 250 beds and will receive substantial federal government support in equipping and setting up. EHSD will continue to have a Care and Shelter role and we will be asking staff that previously volunteered for the Fairgrounds, and for additional volunteers, to shift to this larger site.

The county has been planning to add capacity to existing health care facilities by use of ACS for a number years. As an ACS, the Craneway will have on site medical staff and security and will operate around the clock to see to the needs of those that are there. The operation at the Craneway will be similar to the use of the Fairgrounds facility.

We want to continue to share news about this current health crisis, how the county is responding and how EHSD's support is vital. We deliver critical services to our county and we appreciate the dedication all of you bring to that effort. Serving in the capacity of Care and Shelter staff is also a critical service. Please let your supervisor know if you have any questions.