



EMPLOYMENT &
HUMAN SERVICES

M E M O R A N D U M

Kathy Gallagher, Director

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To: Code 2A, All Staff

Date: June 21, 2021

CC: Debora Boutte, Personnel Director

From: Kathy Gallagher, Agency Director

Subject: Guidance on Use of Face Coverings / Mask Mandate

Effective June 21, 2021, the County Administrator's Office has issued guidance on the use of face coverings. On June 17, 2021, Cal OSHA's Standard Board approved a revised Emergency Temporary Standards (ETS) for COVID-19 to be effective immediately.

Employers may allow fully vaccinated employees not to wear a face covering indoors, but must document their vaccination status.

If a vaccinated EHS employee chooses not to continue wearing a face covering on-site at a County office or while on County time working off-site, he/she must complete the attached Employee Self-Attestation of COVID-19 Vaccination Status form. CSB employees working and visiting the Site Centers are required to wear masks at all times regardless of vaccination and subject to special OSHA guidelines for child care and Pre-K. Vaccinated employees may voluntarily choose to continue wearing a face covering at their discretion.

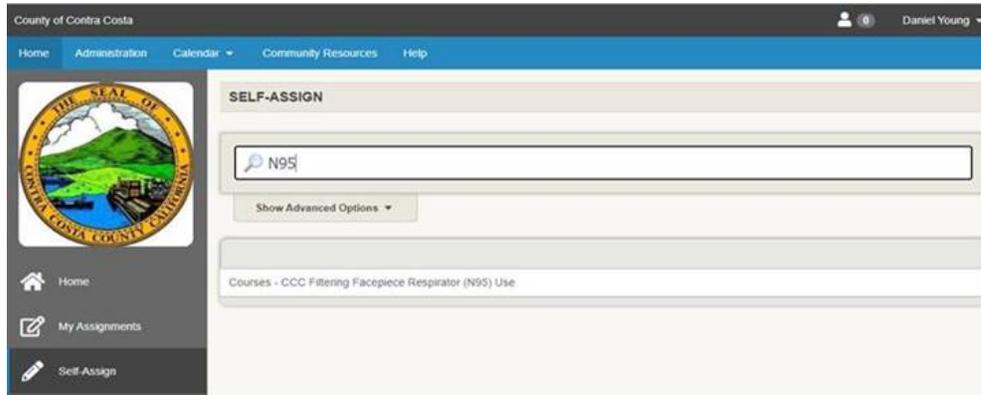
If you are vaccinated and do not want to wear a mask in the workplace, you must submit a signed copy of the Employee Self-Attestation Form via email to your direct supervisor and copy Personnel by emailing Julie Bloxham at julie.bloxham@ehsd.cccounty.us.

Employees who are unvaccinated must continue to wear a face covering. They may request an N95 mask or use a cloth face covering of their choice. If using an N95 mask, you must take an online class on the proper use and fit.

For instructions on how to access the N-95 Mask Training:

1. Click this link to access Vector Solutions:
<https://app.targetsolutions.com/auth/index.cfm?action=login.showlogin&customerpath=ccc>
2. Login to Vector Solutions. If you need help logging in, SMART has login instructions at:
<https://contra-costa.csod.com/samldefault.aspx?ReturnUrl=%252fDeepLink%252fProcessRedirect.aspx%253fmodule%253d39>

3. Click the 'Self Assign' Tab at the left side of screen; enter N95 into the search box.



4. Select 'CCC FILTERING FACEPIECE RESPIRATOR (N95) USE'
5. Launch Course and complete all quizzes during the course and any Exam that may be at the end.



6. Verify your course is complete by click the 'My History' tab on the left of the screen. If it does not show, you need to return to the course and complete it.

Questions? Regarding this policy, contact your supervisor or Personnel. For the N95 instructions, contact Staff Development at 925-608-4578 or SMARTHelp@ehsd.cccounty.us