



Updated COVID Mask and Facility Policy – effective May 24, 2021

(per CDC guidance issued on May 13, 2021)

COVID VACCINATIONS:

- All City employees are strongly encouraged to get a COVID vaccination unless their physician recommends against it;
- Vaccinated employees are strongly encouraged to have a copy of their vaccination card on file with the City Human Resources Department. Without this card on file, **employees will be assumed to be unvaccinated** and must follow the City's quarantine guidelines;
- **Any City employee on the City's Health policy will receive a \$100 discount on their 2022 health insurance cost if they have their vaccination card on file by Friday, July 2, 2021. If your physician recommends against it, you will need a signed note to receive the discount.**

CITY FACILITIES:

Effective May 1, most City facilities were opened to the public (excludes City Fire Stations, Animal Care Building and the Commons. The Commons will be opening to the public in June).

- **Effective June 1 for indoor City Facilities, we will change signage to “Masks Recommended”** and ask the public to be on the “Honor system” as to whether or not they are vaccinated. City employees should wear their mask if they are unsure or uncomfortable with a public member's level of vaccination;
- **Outdoor Facilities or events can change signage immediately** to reflect change in CDC guidance from “required or strongly recommended to recommended”;
- City employees are encouraged to continue to use WebEx and other electronic meetings options with the public as much as possible;
- City Attorneys will draw up guidelines for individual departmental public meetings;

MASKS:

Some employees may who are fully vaccinated **may choose** to continue to wear a mask on the advice of their medical provider and the City supports their decision. Those employees may choose to put their vaccination cards on file with the City and still receive the discount on health insurance premiums.

Outdoors:

- Employees do not need to wear masks if working outdoors;
 - If not vaccinated, remain 6 feet apart;
- All outdoor signage should be changed to reflect “recommend” masks rather than “require or strongly recommend”
- Employees working with children outdoors do not need to wear a mask;
- Children outdoors do not need to wear a mask, unless a parent chooses;

In Vehicles:

- Vaccinated employees, with a card on file in the HR office, do not need to wear masks in vehicles;
- Unvaccinated employees do need to wear a mask, if in a vehicle with another employee or individual who is not a part of their family;

Indoors:

- Vaccinated employees, with a card on file in the HR office, can sit at their desks, move through hallways or meet with other employees in conference areas, without wearing a mask;
- Unvaccinated employees must continue to wear a mask unless by themselves at their desk and continue social distancing;
- Employees working with children indoors do not need to wear a mask if vaccinated and their card is on file;
- Request to parents that children aged 8 and above wear a mask unless vaccinated;

Note: City Administration reserves the right to increase restrictions if the number COVID-19 cases increases locally – for the safety of our employees and the public.