

Draft Pandemic Resurgence Procedures

Kent County Levy Court employees & visitors

August 17, 2021

In an effort to mitigate adverse health and safety impacts to Kent County government employees resulting from a resurgence of COVID-19 and its variants, the following phased responses shall be implemented at the direction of Levy Court in consultation with the County Administrator and Director of Public Safety for such periods of time as necessary. Each higher phase incorporates the provisions of the phases preceding it.

PHASE 1: (when determined by Levy Court)

- Unvaccinated employees must wear an approved face mask at all times when in the workplace or a County vehicle under the honor system
- Vaccinated employees must wear an approved face mask when interacting with members of the public, or within public areas of a building such as hallways and restrooms, and comply with such requirements imposed by other entities/partnerships
- All employees must immediately report COVID-19 symptoms, exposure to persons testing positive for COVID-19, and personal positive COVID-19 test results to their immediate supervisor and the Personnel Office and follow the instructions of the Personnel (Human Resources) Director in response to the exposure/results

PHASE 2: (when determined by Levy Court)

- All employees must be screened daily for body temperature (fever) and respond appropriately to COVID-19 symptom related questions and wear a provided color-coded wristband
- Visitors to County buildings strongly encouraged to wear a face covering

PHASE 3: (when determined by Levy Court)

- Visitors to County buildings must wear a face covering at all times or submit proof of full vaccination against COVID-19 for indoor program participation/entry
- All employees must wear an approved face mask when interacting with members of the public, within public areas of a building such as hallways, restrooms, or conference rooms, and within three-feet of co-workers indoors

PHASE 4: (when determined by Levy Court)

- All employees must wear an approved face mask at all times when in the workplace or a County vehicle
- Employees must be vaccinated and confidentially submit proof of full vaccination against COVID-19 within a specific time period to the Personnel (Human Resources) Office or a signed statement from a licensed practicing physician advising why the vaccination cannot be administered or submit negative COVID-19 PCR test results on a weekly basis. Testing expenses, if any, shall be paid by the employee. Employees failing to comply with Phase 4 provisions shall be deemed unqualified to work and subject to lay off

Approved face mask includes tight fitting woven cloth or paper designed for such purpose with ear loops and covering the entire nose and mouth (Neck gaiters/face shields are not approved).