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Subject: City Response Plan to Covid-19

Good Evening Honorable Mayor and Councilmembers:

As part of my office's strategic response to the Coronavirus (Covid-19), I have evaluated the City's current operations activities and on Tuesday, March 17, 2020, I will be recommending several proposals as a direct response to combat this public health epidemic and to safeguard all of the City of Compton employees and the public.

Specifically, I will seek Council's approval to implement the following policies and procedures in regards to the Covid-19 (Coronavirus):

Proposed Changes to Comply with Governor Newsom Brown Act changes:

- Comply with the recent CDC guidelines to limit all Public gatherings to no more than 10 people

- City Councilmembers may attend City Council meetings via teleconference
 - o Staff has set-up a new phone line at the Council Chambers for Elected Officials to utilize a call-in "Conference Call" option

▪ **Conference Phone Number (310) 761-1499**

- Staff has created a method for members of the public to communicate Public Comments via electronic submission.
 - o Staff is recommending that residents utilize the following services below to access the City Council meeting, due to the CDC 10-person gathering limit.
 - contactcityclerk@comptoncity.org – Email “All Public comments by 4:00 p.m. the day of the Meeting”
 - (310) 605-6335 – Leave a Voicemail for “All Public Comments by 4:00 p.m. the day of the Meeting”
 - View the Council Meeting via Channel 36
 - View the Council Meeting City Website Streaming services

Proposed Changes to City Facility Maintenance procedures:

- General Services Department Activities:
 - o Staff will disinfect all high-traffic public counter surfaces several times a day
 - o Staff will clean door handles, light switches, handrails, elevator doors, lobby furniture, conference rooms, community & banquet rooms, gyms, etc.

Proposed Changes to City Facilities, Event Rentals & Public Transportation:

- Cancel all city events and facilities rentals for next 8 weeks or May 11, 2020
- Discourage face to face meetings in lieu of video meetings, conference calls or email communications

- Reduce City Hall capacity and limit public access to NO MORE than ten (10) people at a time at any public counter
 - o Building and Safety/Business License/Planning/
Public Works Counter
 - o Water Department/City Treasurer's Office
 - o The City will suspend Water service disconnections during the Coronavirus Epidemic
 - o The City will suspend all eviction activity by the Local Housing Authority
 - o The City will reduce the number of riders on the Dollar Ride service to a maximum three (3) people
 - o The City will identify a public space for examinations and possible quarantine area

Employee Related Concerns:

- All City Employees that meet any of the following criteria listed below are not allowed to come into the office and should shelter and stay at home (Self-quarantine) for fourteen (14) days.

Employees that have recently traveled either **Domestic or International**

Employees that are at higher risk of illness. Such as:

- Employee 65 years of age or older

- Employee with compromised immune systems

- Employee with serious chronic medical conditions:

- Heart disease

-Diabetes

-Lung disease

- Employees will be required to use their own personal time, such as Sick, Personal Leave, Floating Holiday, Vacation, or Comp Time if they are directed to stay home
- City Council may approve of a TEMPORARY waiver of the requirement for written notification from a medical professional regarding SICK LEAVE after more than a three (3) day absence.
- City will undertake best efforts to honor time off requests for child care concerns.

Proposed Ordinance Compliance:

Chapter 2-4.11(b)1 of the City Municipal Code – Emergency Standby Council members

- City Council must elect a “Citizen” representative from each Council District in case a City Council meeting is urgently required and a quorum is not obtainable.

Council may submit any additional proposals or recommendations during consideration of this item.

Thank you.

Craig

Craig J. Cornwell, City Manager

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