

COUNTY OF SANTA CLARA

Office of the Sheriff

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Laurie Smith
Sheriff

MEMORANDUM

TO: All Staff

FROM: COVID-19 Incident Command Center

SUBJECT: ICC Directive 20-14 (Face Coverings)

DATE: 04/17/2020

The Sheriff's Office continues to make every effort to mitigate the effects of this pandemic, recognizing the critical nature of our service. As part of this process, the Incident Command Center continually confers with Sheriff's Administration and County Public Health, who closely monitor updates from the CDC, FDA and other national entities. Together, we create new directives designed to further protect our staff.

After much thought and deliberation, the Incident Command Center, in cooperation with Sheriff's Administration, has decided to follow CDC and County Public Health recommendations and mandate face coverings be worn to the greatest extent possible in all work settings, primarily where social distancing measures are difficult to maintain. Like most jails, concentrated numbers of staff and inmates cause a level of human congestion that is unparalleled in the community. Therefore, the wearing of a face-covering will be a requirement for all staff working in proximity to inmates/arrestees.

This directive does not change existing PPE procedures. N-95 respirators are critical supplies and should be used for first responders who are working closely with infected or potentially infected individuals and/or in other situations deemed appropriate by staff. The surgical facemasks and cloth face covers are intended to prevent community spread only.

The ICC will be issuing surgical facemasks and a cotton blend face covering to all employees to help promote this directive. The issuance of these facemasks does not preclude employees from using personal face coverings. Personal face coverings must be work appropriate and professional in appearance.

Individuals should be careful not to touch their eyes, nose, and mouth when removing their face coverings/masks and wash their hands immediately after removal. Please continue to follow all recommendations. This additional directive will help us all as Sheriff's Office employees further mitigate potential exposure to COVID-19 and maintain a healthy workforce.