

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

In the Matter of Adopting a Process to Notify
Employees of a COVID-19 (Coronavirus)
Exposure

ORDER NO. 88-2020

WHEREAS, on November 6, 2020, Oregon OSHA issued a temporary rule at OAR 437-001-0744 "Addressing COVID-19 Workplace Risks"; and

WHEREAS, OAR 437-001-0744(3)(j) provides that an employer must establish a process to notify exposed employees (those within 6 feet of a confirmed COVID-19 individual for a cumulative total of 15 minutes or more, regardless of whether one or both of them were wearing source control), that they had a work-related contact with an individual who has tested positive for COVID-19, as well as to notify affected employees that an individual who was present in the facility has confirmed COVID-19;

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS HEREBY ORDERS:

1. The Columbia County COVID-19 Exposure Notification Policy which is attached hereto as Attachment 1 is hereby adopted.
2. This Policy shall be effective retroactive to November 16, 2020.

DATED this 20 day of November, 2020.

BOARD OF COUNTY COMMISSIONERS FOR
COLUMBIA COUNTY, OREGON

By: Alex Tardif
Alex Tardif, Chair

By: Margaret Magruder
Margaret Magruder, Commissioner

By: Henry Heimuller
Henry Heimuller, Commissioner

Approved as to form

By: [Signature]
Office of County Counsel

Attachment 1

Columbia County COVID-19 Exposure Notification Policy

All employees and managers are expected to notify their immediate supervisor in the event that they test positive for COVID-19 or they become aware that another individual who has been present in the worksite (employee, member of the public, contractor, guest, etc.) has been confirmed as having COVID-19. Once an immediate supervisor is notified, the supervisor shall notify the Human Resources Director as soon as practicable. When such a notification occurs or Columbia County becomes aware that a person with confirmed COVID-19 has been in the workplace by any other means, the following measures will be taken:

- A. Based on a reasonable assessment of the activity of the individual with confirmed COVID-19, Columbia County will seek to identify each employee who was likely to have been within 6 feet of the infected individual for a cumulative total of 15 minutes or more. Those employees will be notified individually of the exposure (by telephone, text message, or e-mail) and will be advised that they should seek guidance from their individual physician or from local public health officials about testing options. The individual who was the source of the exposure will *not* be identified.
- B. In addition, the following notification will be sent to everyone working in the facility where the exposure occurred, even if they did not appear to have close contact with the individual in question:

We have been notified an individual who has been present at [location] has been diagnosed with COVID-19. We are notifying those individuals who appear to have had close contact with the individual, but we want to alert everyone to the possibility of exposure. If you do not receive an individual notification from the County, you have not been identified as likely to have been within 6 feet of the infected individual for a cumulative total of 15 minutes.

If you experience symptoms of COVID-19 illness, please inform your immediate supervisor and contact your health care provider. Columbia County, as always, will protect all employee medical information and will disclose it only to the degree such disclosure is strictly necessary or required by law.

For more information on COVID-19, including symptoms of which you may want to be aware, please visit <https://govstatus.egov.com/OR-OHA-COVID-19> or the [US Centers for Disease Control & Prevention COVID-19 website](#).

If you have any questions or concerns, please contact Jean Ripa, Human Resources Director.