



EMPLOYMENT & HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

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To: All Staff, Code 2A

Date: August 26, 2020

From: Executive Team

Subject: EHSD's COVID-19 Intake Log

EHSD follows guidance from Contra Costa Health Services and Risk Management for every COVID-19 Incident Intake Form a manager submits to Personnel. In addition to the normal cleaning that our custodial staff provides, each EHSD office receives a weekly specialty cleaning. Any building where there is a report of a new known or suspected COVID case also receives a specialty cleaning.

Below is a current snapshot from EHSD's COVID-19 Intake Log as of August 21, 2020. The total number of reports and the percentage of each category are listed on the left. On the right, the categories are shown as a percentage of all EHSD employees including temps. It is encouraging to note that less than one percent of our staff members have tested positive for COVID-19, a testament to the entire department's diligence in following the health and safety guidance.

			Total EHSD	2000
<b>TOTAL</b>	<b>60</b>	<b>Percentage</b>		3.0%
NEG	27	45%		1.4%
PEND	11	18%		0.6%
NO TEST	5	8%		0.3%
POS	15	25%		0.8%
Unsure	2	3%		0.1%

You will find the most current snapshot on the [Staff Page on ehds.org](#), and we plan to update it weekly.

Thank you for doing your best to prevent the spread of COVID-19 in our workplace by cooperating with our social distancing, face covering and other protocols that are now in place.