



EMPLOYMENT &
HUMAN SERVICES

M E M O R A N D U M

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 • (925)608-5000 • Fax (925) 313-9748 • www.ehsd.org

To: All Staff

Date: June 22, 2021

CC: Kathy Gallagher, EHS Director

From: Debora Boutte, Personnel Director

Subject: **UPDATE to Guidance on Use of Face Coverings / Mask Mandate**

This memo is being issued as an update to all staff concerning the [Guidance on Use of Face Coverings / Mask Mandate](#) issued earlier today.

The Employee Self-Attestation form is available on the EHS Intranet Personnel Page [here](#) and may be found via search in STARS.

Staff Fully vaccinated employees who would like to work without a face covering must completely fill out the form, sign and send it via email to your supervisor with a copy to Personnel (Julie.bloxham@ehsd.cccounty.us). Acceptable signatures include Adobe Sign or wet signature. Typed names and blanks in the signature field will not be accepted.

Supervisors Must monitor for adherence to this guidance and remind staff they are required to submit the Employee Self-Attestation form if they are fully vaccinated and would like to work without a face covering.

Please contact your supervisor or Personnel for any questions regarding this guidance.