

Fresno Regional Workforce Development Board

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Blake Konczal, Executive Director

OPERATIONAL DIRECTIVE

FRWDB OD # 09-21, Revision B

Date Released: March 16, 2022

To: All Fresno Regional Workforce Development Board Providers of Services

From: Blake Konczal, Executive Director

Effective Date: March 16, 2022

Subject: Reopening - COVID

Applicable Program: ALL

Revision History: Rev A – 6/21/21

This Revision B revises the masking mandate, updates mask signage and removes California Dept. of Public Health Orders attachment.

As of June 15, 2021, the Governor terminated the executive orders that put into place the Stay Home Order and the Blueprint for a Safer Economy and phased out the vast majority of executive actions put in place since March 2020. With the release of the new public health order (attached) the Fresno Regional Workforce Development Board is officially reopening all Workforce Connection AJCC offices and Young Adult service locations to the public, effective June 22, 2021 for all in-person services.

In keeping with all orders and public health directives issued by the state of [California Department of Public Health](#), all providers must ensure that the following guidelines are implemented for all locations for all WIOA customers and staff.

General Requirements for all Workforce Connection Customers:

- All customers allowed access to the facilities must sanitize their hands prior to entering the public areas.
- Physical distancing and capacity limitations will be generally eliminated.
- Individuals/Participants that are fully-vaccinated will not be required to wear a mask. However, any individual/Participant that chooses to wear a mask may do so.
- It is strongly recommended that all Individuals/Participants, wear a mask regardless of vaccination status.
- Persons with medical conditions, or the hearing impaired are exempted from the mask requirement.
- The attached sign providing instructions regarding vaccination and masking requirements, must be posted at all entrances and the reception area.

General Requirements for all Provider of Services Staff:

In addition to staff providing in-person services to individuals in the resource rooms, Providers are to resume in-person services for all enrolled participants. The following guidelines are to be followed for all in-person services:

- The physical distancing requirement will be eliminated for most purposes. Distancing is required when workers have been exposed to a COVID-19 case.
- Employees are strongly recommended to wear face coverings regardless of vaccination status.

Each Provider of Services may allow their staff to continue to work remotely at their discretion. However, each provider must ensure that there is sufficient staff to provide full services at each location.

Staff who exhibit cold-like symptoms or any sign(s) of an illness (cough, fever, runny nose, etc.) are required to stay home or should be sent home immediately. If they have pending test results due to a potential COVID-19 exposure outside of work, they **must not** report to work and **must** immediately communicate with their supervisor. Providers of Services must contact the FRWDB Information and General Services Department regarding any potential exposure.

Cleaning schedules should continue to be implemented and enforced, as necessary, by all Provider of Services, which will include routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, common areas within the work environment, including, break rooms, lunch rooms, and meeting rooms. Additionally, frequent cleaning and disinfecting should be conducted in high-touch areas, such as phones, keyboards, touch screens, door handles, elevator panels, copy machines and railings (if applicable). Surfaces may be cleaned with soap and water, and wiped down with disinfecting wipes, if available. We recommend staff to wear masks and disposable gloves to clean and disinfect.

Attachment:

- FRWDB Workforce Connection Mask Requirement signage