COVID-19 Reopening

June 11, 2020

Panel

• James Boretti, CSP
• President / CEO
• 30 +
• ASSP
  – RVP Region 1
  – Code of Conduct Committee
  – Professional Member
  – CVC Chapter
Who We Are

- **Boretti Inc.**
  - Designs, develops and implements integrated safety systems and risk control

**Goal:**
Meet client needs while aligning with the client’s mission

Committed to delivering services that are responsive and client-oriented

- Compliance
- Improvement
- Engagement

What We Do

- **Safety:**
  - Safety Inspections / Mock OSHA Inspections
  - Risk & Safety Assessments
  - Safety Programs
  - Training & Education
  - Observations
  - Evaluations / Hazard Analysis
  - Safety Managers

- **Environmental**
  - HMBP / CERS
  - SPCC
  - SWPPP
  - Prop 65
  - Hazardous Materials / Waste 40-hour
  - Responsible Ag Certification

- **Health:**
  - Industrial Hygiene
    - Noise SLM, Dosimeter
    - Air Monitoring
    - Ventilation
    - Respirator Fit-Testing
  - Chemical Risk Evaluation, etc.

- **Additional**
  - Ergonomics (office / non-office)
  - Business Continuity
  - ISO 14001, OHSAS 18001 / ISO 45001
  - OSHA / Expert Witnessing & Defense
  - CPSC Filing / Restricted Substances / BOM / Recall, etc.
  - Social Compliance / Sustainability, CDP, etc.

We Design a Service Plan for You
Visit
OSHA / Cal/OSHA
What’s New:
• Enforcement Guidance: OSHA continues to issue “release” enforcement policy around coronavirus back to normal. Read it here: Enforcement Guidance for COVID-19
• The California Legislature is moving forward a bill that would require Cal/OSHA to develop and implement a COVID-19 standard. Read it here: California COVID-19 Standard

OSHA / Cal/OSHA Requirements:
Employers are required to record cases of COVID-19 if all of the following are met:
1. The case is a confirmed case of COVID-19
2. The case is work-related, and
3. The case involves one or more of the general recording criteria (i.e., medical treatment beyond first aid, days away from work, restricted activity, or restriction of assignment). If a worker has an injury related to COVID-19, report it to Cal/OSHA if the worker is hospitalized for more than 48 hours.

https://borettiinc.com/covid-19-summary/

– Summary
– Reopening Checklist
– Free COVID Response Plan Guide
– Links to other resources
– CDC update feed

What to include in your response plan

Things to consider

What are they looking for

CDC update feed

Boretti, Inc.
www.borettiinc.com

COVID Webpage

https://borettiinc.com/covid-19-summary/

What We Know

A wealth of resources regularly updated:

- OSHA Guidance on Preparing Workplaces for COVID
- CDC Return to Work of COVID
- World Health Organization (WHO)
- Centers for Disease Control (CDC)
- OSHA COVID-19
- Cal/OSHA COVID-19
- OSHA Guidance on Preparing Workplaces for COVID
- CDC Return to Work of COVID-19 Positive Employees: for Healthcare

Precautions

- Wash your hands
- Wear protective equipment (PPE)
- Avoid touching your face
- Stay home if you are sick

Details of COVID-19

Frequent Cleaning / Disinfecting of Frequently Touched Surfaces

- Windows
- Light switches
- Elevator buttons
- Door handles
- Handrails
- Telephone receivers
- Computers
- Office phones
- Desks
- Pens
- Social distancing

Additional information:

- World Health Organization (WHO)
- Centers for Disease Control (CDC)
- OSHA COVID-19
- Cal/OSHA COVID-19
- OSHA Guidance on Preparing Workplaces for COVID
- CDC Return to Work of COVID-19 Positive Employees: for Healthcare

Agenda

• Cal/OSHA
  – What are they looking for
  – Recording COVID cases
  – Reporting to COVID cases to Cal/OSHA
• WC
  – Alignment with Cal/OSHA
  – Importance of accident investigation
• Reopening for Business
  – Things to consider
  – What to include in your response plan
• Examples and Resources
What We Know ...

• About the risk (COVID-19)
  – Severe acute respiratory syndrome
  – Spread mainly from person to person
    • Mainly through respiratory droplets
      – Coughs or sneezes, talking
    • Contact
      – Landing in mouths of people, surfaces then wiping into nose and eyes
    • Very easily and sustainably between people
      – More efficient than influenza, but not as efficient as measles

Confidence Challenge!

What OSHA / Cal/OSHA Says

• California workplace safety and health regulations require
  – Employers take steps to protect workers COVID-19
    • Widespread in the community.
  – Posted guidance to help employers comply
    • Use guidance (check often)
    • Education
    • Programs and plans provided
• Aerosolized Transmissible Disease (ATD)
  – Infection controls
  – Etc.
Recordkeeping

- Required to record cases of COVID-19 if all the following are met:
  - The case is a confirmed case of COVID-19
  - The case is work-related, and
  - The case involves one or more of the general recording criteria (i.e., medical treatment beyond first-aid, days away from work)

Work-related

Compliance: work-relatedness

- CSHOs should apply considerations:
  - Reasonableness of the employer's investigation into work-relatedness
    - (1) Ask the employee how contracted the COVID-19 illness
    - (2) While respecting privacy, discuss employee’s work and out-of-work activities that may have led to the COVID-19 illness;
    - (3) Review employee’s work environment for potential SARS-CoV-2 exposure.
  - Evidence available to the employer
  - Evidence that a COVID-19 illness was contracted at work

Contact County Health Department
OSHA / Cal/OSHA

• COVID-19 likely work-related if:
  – Several cases develop among workers who work closely together
  – Contracted shortly after lengthy, close exposure to customer or coworker who has a confirmed case of COVID-19
  – Job duties include frequent, close exposure to the general public in a locality with ongoing community transmission

• COVID-19 likely NOT work-related if:
  – Is the only worker to contract COVID-19 in vicinity and job duties do not include having frequent contact with the general public, regardless of the rate of community spread.
  – Outside the workplace, closely and frequently associates with someone who (1) has COVID-19; (2) is not a coworker, and (3) exposes the employee during period in which the individual is likely infectious

No alternative explanation

OSHA / Cal/OSHA

• Reporting
  – Serious injury or illness defined as one involving:
    • Inpatient hospitalization, regardless of length of time, for other than medical observation or diagnostic testing (no longer 24-hour exemption)
    • Amputation;
    • Loss of an eye; or
    • Serious degree of permanent disfigurement
  – Death
  – COVID-19
    • “Became sick at work”
      – Does not matter if illness is work-related
    • Symptoms outside of work
      – “In connection with any employment”
    • “Suspected COVID-19 case”
      – not yet diagnosed
COVID-19 & Cal/OSHA

• AB 2043
  Amended in Assembly 6/10/2020
  – Occupational safety and health: agricultural employers and employees: COVID-19 response
    • By February 1, 2021
      – Standards Board shall adopt for COVID-19 infection prevention for agricultural employers and employees
    • Division shall disseminate information on best practices to agricultural employers commencing on January 1, 2021
      – Conduct a targeted outreach campaign
    • Agricultural Employers
      – Shall implement provisions of the guidance document
    • This Section
      – Shall remain in effect until state of emergency has been terminated by Governor or concurrent resolution of Legislature declaring it at an end
      – Or until January 1, 2022, whichever is later, and as of that date is repealed

WC & COVID-19

• Presumption
  – Those eligible will have the rebuttable presumption
    • If tested positive or were diagnosed AND confirmed by a positive test
    • Within 14 days of performing a labor or service at a place of work
    • After stay at home order was issued on March 19, 2020
  – Stays in place for 60 days after issuance of executive order

Benefit will be available for diagnosed workers working outside their homes

Presumption will be workers contracted the virus at work; employers will have chance to rebut
6/11/20

Strategy

Prepare
Spaces & People

Communicate
Who, When

Access Control

Reduce Congestion

Touch Points & Distancing

Reduce, Six Feet Together

Keys

Perform
Perform a detailed risk assessment and implement a site-specific protection plan

Train
Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them

Implement
Individual control measures and screenings, disinfecting / cleaning protocols, distancing

Investigate
Incidents that are suspected / confirmed

Communicate
For confidence with employees and customers (safety actions to take; if positive case, what doing and what to expect)

RISK ASSESSING DETERMINES PREVENTION
Risk Assessing

What Do We Focus On?

- People:
  - Exposure
  - Risk
  - Proximity – i.e., lobbies, breakrooms, workstations, etc.
  - Surfaces – i.e., counters, computers, timecards, etc.
  - External – i.e., contractors, visitors, multiple entry, etc.

- Place:
  - Congregation
  - Choke Points
  - Layouts – i.e., hallways, timecard areas, etc.
  - Air Flow – i.e., side fans, exchanges, makeup, etc.
  - Travel – i.e., ride sharing, overseas, hot spots, etc.

- Process:
  - Program
  - Training
  - Process – i.e., capacity, who does what by when, etc.
  - Work – i.e., physically present vs. WFH, etc.
  - Procedure – i.e., training, communication, etc.

Community spread, distancing ability, PPE requirements, exposure (home, care), quarantining

Elements for Plan

<table>
<thead>
<tr>
<th>2. Site-Specific Protection Plan</th>
<th>This program should establish the base minimum requirements, expectations and best practices and where it applies</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Elements of a plan could be as follows:</strong></td>
<td></td>
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<tr>
<td>• Responsibilities / Roles</td>
<td>Lists who is responsible for what by when</td>
</tr>
<tr>
<td>• Access</td>
<td>Who can access the facility when (i.e., employees, contractors, visitors), working from home, screenings, PPE and distancing expectations, etc.</td>
</tr>
<tr>
<td>• Cleaning</td>
<td>How is this done, frequency, what surfaces (hard vs. porous), post-COVID suspected or confirmed, etc.</td>
</tr>
<tr>
<td>• Precautions</td>
<td>Social distancing, PPE, washing / sanitizing, staggered shifts and breaks, etc.</td>
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<tr>
<td>• Travel</td>
<td>If necessary / approved, precautions to take, etc.</td>
</tr>
<tr>
<td>• Carpooling / Vanpooling / Ridesharing</td>
<td>If necessary, cleaning and disinfecting after each ride, self-screening, barriers / PPE, ventilation</td>
</tr>
<tr>
<td>• Resources</td>
<td>Items the company will provide to employees, customers (within its ability)</td>
</tr>
<tr>
<td>• Communication</td>
<td>For confidence on cleaning, following suspected / confirmed COVID cases, etc.</td>
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</tbody>
</table>
Training

• What COVID is
• How it Transmits
• What to do:
  – Cover coughs and sneezes
  – Wash hands
  – Wear face coverings
  – Frequent cleaning
  – Stay home if sick / exposure
  – What’s changed in the workplace
  – Your program / what’s expected

Knowledge of why

Distancing

Phasing based on roles and priorities

• Alternating work weeks at facility / remote
• Staggered schedules
• Enable teams to determine ‘in-office’ schedules

Space usage

• Specify workstation assignments to ensure minimum work distances
• Redesign spaces, alternate workstation usage, etc.
• Add panels between workstations
• Enforce stringent cleaning protocols for shared spaces
• Reduce capacity
• Prohibit shared use of small rooms (single-occupant use only)
• Uni-directional flow
Example Workspaces

Entry / Exit

Distancing, In/Out Cross Over, Frequently Touched Surfaces, Screening
Entry / Exit

Distancing, In/Out Cross Over, Frequently Touched Surfaces, Screening

Public Interface

Distancing, Barriers, Frequently Touched Surfaces, Waiting Area, Scheduling
Public Interface
Distancing, Barriers, Frequently Touched Surfaces, Waiting Area, Scheduling

Breakrooms
Frequently Touched Surfaces, Staggered Scheduling, Butting Up Tables, Removal of Chairs, Signage
Breakrooms

Frequently Touched Surfaces, Staggered Scheduling, Butting Up Tables, Removal of Chairs, Signage

Shared Spaces

Staggered Use / Distancing, Frequently Touched Surfaces, Scheduling (drop off / pick up), PPE, Hygiene, Screening
Shared Spaces

Staggered Use / Distancing, Frequently Touched Surfaces, Scheduling (drop off / pick up), PPE, Hygiene, Screening

Meeting Spaces

Distancing, Frequently Touched Surfaces, Removing Seating Spaces, Ventilation, PPE (do/don’t)
Meeting Spaces

Distancing, Frequently Touched Surfaces, Removing Seating Spaces, Ventilation, PPE (do/don’t)
Meeting Spaces
Distancing, Frequently Touched Surfaces, Removing Seating Spaces, Ventilation, PPE (do/don't)

Offices
Distancing, Frequently Touched Surfaces, Ventilation, Visitors, PPE (do/don't)
Workstations

Barriers, Frequently Touched Surfaces, PPE (do / don't), Ventilation, Visitors

Workstations

Barriers, Frequently Touched Surfaces, PPE (do / don't), Ventilation, Visitors
Workstations

Distancing, Barriers, Frequently Touched Surfaces, PPE (do / don’t), Traffic Flow / Access, Ventilation, WFH Alternating Schedules

Workstations
Ventilation ASHRAE

Fans?

ASHRAE
- Strategic plan prior to opening
  - Make occupants feel safer
  - Ensure supply chain for critical items (i.e., filters, communication plans)

Before Reoccupation
- Open outside air intake dampers to maximum, 100% preferred, four hours minimum
- Upon completion, damper positions should be corrected to provide design levels

HVAC Programming
- Flush two hours before and post occupancies
  - Includes operating exhaust fans as well as opening outside air dampers
  - For buildings without capacity to treat large quantities of outside air
    - Open all windows for a minimum of two hours before reoccupation (outside air conditions are moderate)

Ensure Proper Cleaning Procedures Built from EPA and CDC Guidance
- High-touch areas of HVAC and other building service systems
- Disinfect interior of refrigerated devices, e.g. refrigerators

Run System on Minimum Outside Air
- when unoccupied
- Garage exhaust: run two hours before occupancy
### OSHA / Cal/OSHA / EPA Links

- **OSHA**
  - OSHA: [https://www.osha.gov/SLTC/covid-19/](https://www.osha.gov/SLTC/covid-19/)

- **Cal/OSHA**
  - Cal/OSHA: [https://www.dir.ca.gov/dosh/coronavirus/](https://www.dir.ca.gov/dosh/coronavirus/)

- **EPA**

### COVID-19 Additional Resources

- **California COVID Page**: [https://covid19.ca.gov/](https://covid19.ca.gov/)
- **California Health Department**: [https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx)
- **ASSP**: [https://www.assp.org/resources/covid-19/latest-resources](https://www.assp.org/resources/covid-19/latest-resources)
  - Resources
  - Return-to-Work Matrix (WISE)
  - Webinars, Podcasts, etc.
  - COVID-19: Return to Work Strategies
COVID & Safety Guidance

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Thank You!

COVID-19 Reopening

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