

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Rich Bostwick
INITIATED BY



Josh Smith
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

August 5, 2021
DATE DRAFTED

**Re-instituting a Face Covering Requirement for County Staff
and Visitors in County Facilities**

1 **WHEREAS**, on July 13, 2020, the County Board Staff Committee received an update on research
2 indicating that wearing face coverings limits the spread of COVID-19, as well as Administrative Policy
3 5.52 (Workplace Attire) that allows the County to require staff to wear protective equipment; and
4

5 **WHEREAS**, following this meeting, the County Administrator issued directives that all staff and visitors
6 to County facilities were to wear face coverings, which remained in effect until May 18, 2021, when the
7 Rock County Public Health Department discontinued County-wide mask requirements due to guidance
8 from the federal Centers for Disease Control and Prevention (CDC); and
9

10 **WHEREAS**, on July 27, 2021, the CDC updated its guidance regarding when face coverings should be
11 worn indoors, including by those vaccinated against COVID-19; and
12

13 **WHEREAS**, consistent with that guidance, the Rock County Public Health Department on July 30, 2021,
14 updated its guidance recommending that everyone again wear masks when indoors to control the
15 increasing spread of the COVID-19 Delta variant as COVID-19 transmission in Rock County increased to
16 the "substantial" level per the CDC; and
17

18 **WHEREAS**, on August 3, 2021, the COVID-19 transmission level in Rock County increased to "high"
19 per the CDC; and
20

21 **WHEREAS**, as of August 4, 2021, 58.0% of eligible County residents and 48.7% of the total County
22 population had completed the COVID-19 vaccines series; and
23

24 **WHEREAS**, as an employer, Rock County has an obligation under s. 101.11, Wis. Stats., to provide a
25 "safe workplace," including that "no...employer shall fail or neglect to do every other thing reasonably
26 necessary to protect the life, health, safety or welfare of such employees and frequenters."
27

28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
29 assembled this 12th day of Aug, 2021, does hereby, effective August 16, 2021, re-institute a face covering
30 requirement for all County staff and visitors to County facilities, consistent with the directive that was in
31 place through May 2021.
32

33 **BE IT FURTHER RESOLVED**, this policy will remain in place until there have been two consecutive
34 weeks where Rock County has been categorized as having "moderate" or "low" community transmission
35 per CDC's data tracker, as determined by the Rock County Public Health Department, unless the Rock
36 County Public Health Department no longer recommends that all individuals wear masks indoors or the
37 County Board takes action either to end or extend this policy sooner.

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Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

/s/Richard Bostwick
Rich Bostwick, Chair

/s/Wes Davis
Wes Davis, Vice Chair

/s/Tom Brien
Tom Brien

/s/Kevin Leavy
Kevin Leavy

/s/Lou Peer
Lou Peer

/s/J. Russell Podzilni
J. Russell Podzilni

DISSENT
Alan Sweeney

ABSENT
Bob Yeomans

/s/Mary Beaver
Mary Beaver

ADMINISTRATIVE NOTE:

In determining whether to re-institute such a policy, the County Board should consider its effects on its staff and the public, COVID-19 case trends and health impacts of increased community transmission, potential liability, and the County’s leadership role in Public Health throughout Rock County. Weighing these factors, my recommendation is to approve the resolution.

/s/Josh Smith

Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01 and 59.51, Wis. Stats.

s/Richard Greenlee

Richard Greenlee
Corporation Counsel

FISCAL NOTE:

No fiscal impact.

/s/Sherry Oja

Sherry Oja
Finance Director

Executive Summary

Re-instituting a Face Covering Requirement for County Staff and Visitors in County Facilities

This resolution would put in place the same requirements for County staff and visitors to County facilities to wear face coverings that was in place from July 2020 through May 2021. Those provisions are listed below. As noted in the resolution, these requirements would remain in place until two consecutive weeks have passed after Rock County returns to the “moderate” or “low” community transmission category per CDC’s data tracker, as determined by the Rock County Public Health Department, unless the County Board takes action either to end or extend this policy sooner

Face Covering Requirement for County Employees

1. All employees are required to wear a face covering. Limited exemptions to this requirement are provided below in number 4.
2. Employees have been provided with face coverings from Rock County. If additional face coverings are required please contact the person in your department responsible for purchasing.
3. Employees are required to wear different types of face coverings depending on their job that can include face shields, N95 masks, KN95 masks, disposable surgical masks, or cloth masks. Each department will determine the type of mask that is to be worn by each employee. Employees may be required to wear different types of face coverings depending on the work that is being performed. This directive does not replace, supplant or amend any department or job specific policies, rules or requirements concerning the use of Personal Protective Equipment (PPE).
4. Employee are not required to wear a face covering:
 - a. When in a private office. A cubicle is not considered a private office, however when an employee is the only one present in a communal area they may remove their face covering.
 - b. When driving alone in a vehicle.
 - c. When teleworking for Rock County from the employee’s own home.
 - d. When eating or drinking, employee should use social distancing when the mask is not worn.
 - e. While working outdoors where the employee is at least 6 feet away from other persons. If social distancing cannot be maintained the employee is required to wear a face covering.
 - f. When communicating with someone who is deaf or hard of hearing. In this circumstance, employee should try to maintain 6 feet of social distance.
 - g. When an employee has a medical condition, or disability that prevents them from wearing a face covering and they have submitted an accommodation request under the American’s with Disabilities Act (ADA).
 - h. When a department head has determined that a specific work tasks or essential job function could not be performed while wearing a face covering. In this instance other precautions should be in place for social distancing and providing protections for the employee, for example through the use of Plexiglas barriers.
5. The face covering shall be worn over the nose and mouth.
6. Employees should wash or sanitize their hands before putting on a face covering and before and after taking off a face covering.
7. Employees shall properly dispose of or clean face coverings:
 - a. Cloth face coverings should be washed after each day of use.
 - b. Disposable face coverings shall be disposed of at the end of each shift.
8. Employees shall put on their face covering when entering any common space, including but not limited to, upon entry into their work location, in parking areas, in hallways, in restrooms, and in breakrooms.
9. Masks must conform to existing standards of professional attire.
10. Staff who do not comply with this requirement may be subject to discipline per Rock County Personnel Ordinance 18.608.

Face Covering Requirement for Visitors to County Buildings

1. All visitors to Rock County buildings are required to wear masks or cloth face coverings.
2. Rock County will have disposable masks for visitors to County buildings who do not have their own face covering.
3. Visitors to Rock County buildings are exempt from this requirement under the following conditions:
 - a. When the visitor has a medical condition, or disability that prevents them from wearing a face covering.
 - b. The visitor is hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
 - c. The visitor is younger than five (5) years of age.
 - d. When directed by a County employee to remove their face covering for a specific service, or confirm an individual's identity.
4. The face covering shall be worn over the nose and mouth.
5. Signage about this requirement will be posted at entrances to all Rock County buildings.
6. Visitors who do not comply with this requirement are asked to leave County facilities and will be provided with information on alternative methods of receiving services.