

Purpose: To give guidance to Managers/Supervisors regarding At Risk Employees that cannot work from home.

Background: COVID-19 is a new disease and there is limited information regarding risk factors for severe disease. Based on currently available information and clinical expertise, **older adults and people of any age who have serious underlying medical conditions** might be at higher risk for severe illness from COVID-19.

Reference:

- <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/people-at-higher-risk.html>
- This information is in addition to the “Regional Guidelines for Addressing COVID-19” issued March 24th, 2020
- This information is in addition to the “Minimum Cleaning Standards” issued on March 24th, 2020

At Risk Employees are the following:

- [People aged 65 years and older](#)
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised including cancer treatment
- People of any age with severe obesity (body mass index [BMI] ≥ 40) or certain underlying medical conditions, particularly if not well controlled, such as those with diabetes, renal failure, or liver disease
- People who are pregnant should be monitored since they are known to be at risk with severe viral illness, however, to date data on COVID-19 has not shown increased risk

Guidance: Managers and Supervisors should review and understand what makes an employee At Risk and then develop strategies to limit their exposure to other staff, business partners, and the general public when possible. Balancing this separation with remote monitoring and scheduled communications to ensure safety and security of the At Risk employees. **No more than two persons in a vehicle, where practical.**

Clarification: This guidance is intended for at risk employees and does not apply for cases where the employee is not at risk but lives with someone who is. The Department has taken several steps to protect employees from COVID-19. Managers and Supervisors should make their Director know of situations where At Risk employees meet this guidance.

The following activities may be considered to reduce exposure for At Risk employees:

- Shift schedule adjustments
 - Staggered arrival and departure time
 - Extended hour days
- Attenuator truck operation
- Queue truck operation
- Flagging
- Patrol routes for dead animals and large litter
- Assign staff of two to inspect, straighten, and reset signs. Separate vehicles if possible.
- Spray operator
- Slope mowing, significant ROW more than 30 feet from roadway
- Equipment mobilization
- Cross drain and side drain inspection and minor cleaning
- Guardrail damage inspection
- Reviewing and planning for future floating projects in their respective area
- Other equipment operations
- Other activities as identified by District leadership