

**CITY OF MENDOTA  
EMERGENCY SERVICES DIRECTOR ORDER No. 20-04 RELATING TO  
EMPLOYEE COVID-19 SCREENING**

**DECLARATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY  
OF MENDOTA RELATING TO EMPLOYEE COVID-19 SCREENING  
DETERMINED AS NECESSARY TO SAFEGUARD LIFE AND PROPERTY AND  
CONTINUE ESSENTIAL SERVICES OF THE CITY OF MENDOTA**

**WHEREAS**, there exists a local emergency in the City of Mendota ("City") pursuant to Resolution 20-18, approved by the City Council on March 16, 2020, where the City declared a local emergency in response to the continuing spread of COVID-19; and

**WHEREAS**, under the authority of Government Code sections 8610 and 8634, and Mendota Municipal Code section 2.44.060, I am empowered, upon declaration of a local emergency, to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the city council; and

**WHEREAS**, The Fresno County Department of Public Health (FCDPH) has issued an order that requires all employers to screen all employees for febrile respiratory illness on a daily basis, effective immediately. Febrile respiratory illness is defined as "a new, worsening episode of either cough or shortness of breath, presenting with fever (100.4 degrees) or chills in the previous 24 hours."; and

**WHEREAS**, the City's citizens', including City of Mendota employees, health and safety is deemed to be in peril and time is of the essence.

**THEREFORE**, I, Cristian Gonzalez, as Director of Emergency Services, declare effective 12:15 p.m. on April 15, 2020, the following as it relates to employee COVID-19 screening for all City of Mendota employees during this declared emergency:

1. All employees shall be screened using the screening checklist, Exhibit "A", to screen for COVID-19 symptoms prior to entering the work site daily. By completing the screening, employees are verifying that they are in compliance and not exhibiting symptoms.
2. Employees shall immediately notify their supervisor if they are exhibiting COVID-19 symptoms.
3. This Order shall be subject to amendment or repeal at any time and shall not be deemed to confer any contractual obligations, property rights, or assume any

City liability.

4. If any provision of this Order or its application to any person or circumstance is held to be invalid, then the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.
5. Employees who violate this Order may be subject to disciplinary action, up to and including termination.

***NOW, THEREFORE, BE IT RESOLVED***, that this regulation shall remain in effect until such time as it is otherwise amended, replaced or terminated by the Director of Emergency Services or the City Council of the City of Mendota.

DATE AND TIME: April 15, 2020 at 12:15 p.m.



\_\_\_\_\_  
Cristian Gonzalez, Director of Emergency Services

ATTEST:



\_\_\_\_\_  
Celeste Cabrera-Garcia, City Clerk



## Exhibit A

## CITY OF MENDOTA COVID-19 EMPLOYEE SCREENING

EMPLOYEE NAME: \_\_\_\_\_

PRE-WORK SCREENING DATE AND TIME: \_\_\_\_\_

1. Do you have fever (100.4 or higher), a sense of having a fever, or chills?  
 Yes  
 No
  
2. Do you have any of the following respiratory symptoms that are not from an existing underlying condition?  
 Cough (productive or dry)  
 Sore throat  
 Runny nose  
 Shortness of breath  
 Excessive fatigue
  
3. Have you had close, unprotected contact with a suspected or known COVID-19 patient (spent longer than 15 minutes within 6 feet of someone who was sick with a fever and cough)?  
 Yes- Go home immediately and self-isolate for 14 days if asymptomatic  
 No

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**SUPERVISOR** (or employee administering this screening):

- If the employee has subjective **OR** documented fever **OR** any of the respiratory symptoms **OR** close contact with COVID-19 patient noted above:
  - They should be asked to go home immediately and self-isolate until they are asymptomatic for 3 days without the use of any medications, and it has been 7 days since the first day of their symptoms (whichever duration is longer).
- If they say no to #1, #2 and #3, they can work but remind them to the following:
  - Wash their hands with soap and water or alcohol-based sanitizer before they start work and frequently throughout the day
  - Practice social distancing, sit and/or stand at least 6 ft from other people, do not shake hands or hug people, and do not share food or drinks
  - Sanitize their work area before they leave
  - Contact their employer and leave work immediately if they start to feel feverish or have respiratory symptoms

COMPLETED BY: \_\_\_\_\_