



Secretary of the Senate

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August 26, 2020

TO: All Senators and Senate Staff
FROM: Erika Contreras
Secretary of the Senate
RE: UPDATE: Covid-19

Today we learned that an individual who works in the Senate has tested positive for COVID-19. The individual was last in the Capitol on August 25, 2020. Individuals who had direct and extended contact with the impacted person have been notified. We have also been notified by the CHP that one of their officers has tested positive for COVID-19. The officer was last in the Capitol on August 25, 2020, and had no contact with Senators or Senate staff.

While this information is concerning, please be reminded that the Senate has made significant structural changes, and instituted strict cleaning protocols, to reduce your risk of exposure to the virus.

The Senate has taken steps to minimize the impact on our workplace and to keep all Senators and staff healthy and safe. We want you to be aware of the following actions:

- The individual directly impacted is complying with quarantine recommendations in place by the CDC.
- Those who had direct contact with the individual are also quarantining.
- We are following the latest CDC recommendations for cleaning and disinfecting our facilities.

Public health experts stress the continued importance of practicing common sense preventative measures that have been shown to slow the spread of the virus. All Senators and employees, especially those essential staff who continue to report to work, must adhere to the following guidance:

- **WEAR A FACE COVERING.** This is a statewide mandate and a Senate policy.
- **Self-Assess for illness:** This includes taking your temperature and monitoring for symptoms prior to coming to work.
- **Maintain at least 6 feet of social distance** between yourself and others.
- **Wash your hands often.**

- Use hand sanitizer when soap and water are not available.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid contact with people who are sick. If you feel sick, stay home.
- **Should you or anyone in your household test positive for COVID-19, contact Senate Human Resources: (916) 651-1557 and Capitol Health Services: (916) 319-2514 immediately.**

Please know that the safety of our Senators and employees is our top priority. We are actively monitoring the situation as it relates to the Capitol community and our district offices, and will assess and adjust protocols as conditions warrant. We will continue to update you as more information becomes available.