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**Subject:** ACMAD & COVID-19  
**Date:** Thursday, March 12, 2020 10:24:00 AM  
**Attachments:** [COVID-19.Gathering\\_Guidance\\_03.11.20.pdf](#)  
[Alameda County Press Release - New Case and Guidance COVID-19 Case 031020.pdf](#)  
[Alameda County COVID-19 FAQs 3.10.20 .pdf](#)  
**Importance:** High

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Hello-

If you are like me, the worst part of this pandemic is the uncertainty. None of us have ever experienced anything like this before so we cannot rely on wisdom alone. Thankfully, the State and County has provided some guidance documents for us consider.

Moving to how this impacts ACMAD. The Board and I really focused on two subjects related to this last night: our finances and labor.

Financially, the District is funded by property taxes. Half of these funds come from the raw number of units occupied, half come from the value of these units. I do not see the overall revenue changing THAT dramatically at this point. We will be impacted by costs, specifically those that rely on the financial market (pensions, & retirement health). The Finance Committee met last night and we decided to mitigate any major changes by 1) decrease discretionary spending this fiscal year and next, 2) move reserve funds from capital asset planning to pension reserves, 3) decrease revenue expectation for the next fiscal year as it relates to interest speculation and redevelopment funds. I will be calling a quick meeting with staff that are assigned accounts to see how we can further reduce discretionary spending in next year's budget.

The Board also discussed how this pandemic affects our ability to come to work and be paid to do so. First, please consider your coworkers when you are NOT at work by avoiding large social gatherings, dining out, and personal hygiene practices. If (and when) one of us becomes infected, we will have to make some major changes.). The public cannot pay for people to not work (unless they take earned time off). Rather, the options I see as possibilities that will continue our work for the public while not infecting others are:

1. If you are sick, stay home, and call in sick (and you should get tested if you symptoms match COVID-19).
2. If this infection is COVID-19, the District will immediately close, field staff can finish their day, office staff will work remotely
3. The office will immediately get disinfected (sanitized) either by a vendor or by staff.
  - a. All staff should get tested for infection.
  - b. If not ill, you can either take time off (vacation or sick), or
    - i. Office staff can work remotely
    - ii. Field staff will continue to work in the field (but limit contact with people —no human to human service requests)
      1. Ops staff can either come into the District to pick up supplies, or, take

their District truck home.

- a. If you are unable to park in a protected off-street parking, you will have to come in.
  - b. Working together will only be accepted with prior authorization from your supervisor, or me.
- iii. Lab staff may return to the office to pick up supplies, but avoid contact with other District staff if they are here.

Again, this is a developing issue and many of the above suggestions are a direct result from conversations with ACMAD staff. Please come by if you have any questions or concerns about this, I am open to ideas. Our safety is paramount and mosquitoes will continue to breed, completing both mandates is our goal.

Thank you-



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