



10th Street Place Prevention Plan

10th Street Place, 1010 10th Street, Modesto, CA 95354



10th Street Place is open with limited access to the public effective May 18, 2020

This Social Distancing Protocol provides the Worksite-specific COVID-19 Prevention Plan for 10th Street Place; it will be posted at all entrances, public and private

Measures to Protect Employee Health

- Everyone who can carry out their work duties from home is encouraged to do so.
- All employees have been told not to come to work if sick; employees exhibiting symptoms of illness will be directed to return home. Visual cue signage depicting symptoms will be posted outside the building to remind employees this self-check needs to be complete prior to reporting to work.
- Education and Training are available:
 - County employees may visit COVID-19 Employee Info on the County website at <http://www.stancounty.com/covid19employeeinfo/>
 - City employees may log onto Target Solutions for the training modules at <https://app.targetsolutions.com/auth/index.cfm?action=login.showlogin&customerid=13562&customerpath=modesto&msg=>
- Temperature and/or symptom screenings for all workers at the facility at the beginning of their shift and any personnel entering the facility will be conducted by designated supervisors. Supervisors and staff will wear face coverings for the screening.
- All individuals at work at 10th Street Place are separated by at least six feet, or a barrier is present.
- Visual cue signage depicting symptoms will be posted outside the building to advise the public of the expectation of self-check prior to entering 10th Street Place.
- Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:
 - Break rooms – three times daily
 - Bathrooms – checked hourly; disinfected three times daily
 - Other – services areas, counters, and other touch points; disinfected three times daily
- Disinfectant and related supplies are available to all employees at the following locations:
 - Department supplies are available from Facility Maintenance
- Hand sanitizer effective against COVID-19 is available to all employees at the following locations:
 - Outside restrooms
 - Public counters
 - Break rooms
- Soap and water are available to all employees at the following locations:
 - Restrooms
 - Break rooms
- Employees are required to clean and disinfect personal work areas often, work time is allowable for this function. Employees will avoid sharing phones or other work supplies and never share Personal Protective Equipment (PPE).
- Employees and customers are encouraged to wear a face covering over their nose and mouth at all times while in common areas such as lobbies, hallways, interview rooms, or restrooms, and when entering or exiting the facility. Face coverings and guidelines for the care and use of face coverings have been provided to employees.
- Employees in attendance at meetings in the Basement Chambers are instructed to sit a minimum of six feet apart; chairs will be marked off with visual cues to enforce this spacing.
- Copies of this COVID-19 Prevention Plan and Social Distancing Protocol have been distributed to all employees.

Measures to Prevent Crowds from Gathering/Measures to Protect Public Health

- The number of customers in the facility at any one time is limited to the combined total of reception area space on each floor, preserving 6 feet distance between all locations where the public may be served. Maximum capacity is 83 in total.
- Customers are encouraged to continue accessing services available online, by phone and/or when the business must be transacted in person, by appointment.



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- Security posted at the 10th Street Place door opening onto the Plaza will ensure that the facility access plan as set forth above is maintained. Use of one entrance/exit will allow for customer counts to be maintained by Security, who will route the public to the appropriate floor to conduct their business.
- The public is encouraged to wear face coverings for prevention of COVID-19 spread; one-time use/disposable face coverings will be provided by Security, when available.
- Security may also point to visual cue signage of social distancing requirements and opportunity to self-check for symptoms prior to entering 10th Street Place. Note this is not intended to be public screening, but inquiry and education assistance to improve health and safety conditions for the public and employees overall.
- Customers with appointments will be instructed to advise Security of this arrangement when they arrive; departments limiting access to appointment-only scheduling will provide a list of calendared customer visits one day in advance.
- Note the 11th Street doors will be reserved for emergency exit only.
- At this time, the Basement will be closed to the public. The public will be provided remote access for virtual attendance at meetings of the County, City, Planning Commission and LAFCO, until such time as the Governor allows group gatherings.

Measures to Keep People at Least Six Feet Apart/Measures to Protect Public Health

- Signage outside the facility will include;
 - Social Distancing Protocol consistent with CDC and State of California Public Health guidelines
 - Visual cue signage will provide reminders of social distancing/prevention of COVID-19:
 - Maintaining six feet of distance from others is required
 - Use of face coverings when entering/exiting the facility and at all times in common areas of the building, including elevators, is encouraged
 - Frequent hand washing with soap and water, and/or use of hand sanitizer is advisable
 - Cover cough/sneeze with tissue, or into elbows/sleeves and not hands to prevent COVID-19 transmission
 - Avoid touching eyes, nose, and mouth
 - Clean and disinfect frequently touched objects and surfaces
 - Stay home when you are sick and avoid close contact with people who are sick
- Floor markers demonstrating designated public spaces to be used when accessing the building/services, will be placed at least six feet apart in customer areas inside the facility including elevators, as a reminder to maintain distance.
- All employees have been instructed to maintain at least six feet distance from customers and from each other, except when necessary to accept payment, deliver goods or services, or as otherwise necessary in their discretion.
- Contactless payment systems or, if not feasible, sanitizing payment systems will be provided; the option to continue receipt of payments through drop box or online payment methods will be available to customers.
- Departments may stagger employee breaks, restrict or close common areas, reconfigure spaces and further limit facility access and/or movement to limit the number of people in the office at one time.

Measures to Increase Disinfection Procedures

- Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at department/office counters, and anywhere else inside the building or immediately outside where people have direct interactions.
- All high-contact surfaces are disinfected frequently.

For questions or comments about the 10th Street Prevention Plan, please contact:

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