



ALASKA STATE EMPLOYEES ASSOCIATION

American Federation of State, County & Municipal Employees Local 52

VIA ELECTRONIC DELIVERY

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Summary of COVID-19 Workplace Mitigations to Protect State Employees

In an effort to protect the health and safety of public employees, their families, and the public at large, we urge the State of Alaska to implement the following best practices in all public facilities to slow and stop the spread of COVID-19 in Alaska:

- 1) Maintain Ventilation Systems. Conduct regularly scheduled inspections and maintenance procedures, maximizing the amount of outside air supplied, installing air filters with a [Minimum Efficiency Reporting Value \(MERV\) 13](#) or higher where feasible, especially in facilities with active COVID-19 cases.
- 2) To prevent employees from showing up to work sick, reinstate COVID administrative leave for all employees that become exposed or ill.
- 3) Allow employees that can to continue to telework.
- 4) Require masking, physical distancing, and physical barriers in facilities.
- 5) Isolate areas with active COVID-19 cases and post proper signage (e.g., ACTIVE AIRBORNE COVID-19 AREA – REQUIRED PERSONNEL ONLY - PROPER SAFETY EQUIPMENT REQUIRED)
- 6) Require proper, high-level PPE in work areas where there are suspected or confirmed cases of COVID-19 (as in N95 respirators, etc.).
- 7) The incubation period for the SARS-CoV-2 virus is generally 2 days and most show symptoms by day 5 of infection. Ensure all staff and residents are tested and quarantined. Test on days 3 and 5, twice a week, every week, as long as there is an active case or outbreak.
- 8) Conduct temperature checks and implement COVID-19 screening questions (see attached document as an example) to inquire about exposure and symptoms. These checks should be conducted by personnel that are qualified and/or have been properly trained to handle medical information and record thermometer data. Checks and screens should occur whenever someone leaves and returns to the facility (including leaving for a lunch break and at the start of each workday).
- 9) Cease all outside contacts in 24-hour facilities. This includes any outside visitors including deliveries. Necessary deliveries, including food services, should be controlled and minimized as much as possible. Mail should be picked up versus allowing mail persons from entering the facilities.
- 10) Alternative accommodations and per diem should be arranged for staff to reduce their outside exposure and/or spreading of COVID-19 outside the facility.
- 11) All staff working in facilities with active outbreaks should be offered time-and-a-half pay to accommodate them for the increased risk to health and safety. Offering additional pay may help reduce employee exposure and spread of COVID-19 if they are working in multiple facilities.
- 12) Immediately clean and disinfect facilities that have had an outbreak. Use EPA registered disinfectants, following specific instructions and ensuring employees are properly trained and equipped with the necessary PPE, or UV-C light sanitizing system.

Sincerely,

Jake Metcalfe
Executive Director, ASEA/AFSCME Local 52