



**MEMORANDUM**  
**COUNTY EXECUTIVE OFFICE**  
County of Placer

TO: Board of Supervisors  
FROM: Todd Leopold, County Executive Officer  
SUBJECT: COVID-19 Update

DATE: April 21, 2020

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**ACTION REQUESTED**

1. Receive an organizational update from the County Executive Officer on County operations during the Stay-at-Home Order due to Novel Coronavirus event.
2. Receive an update from the Placer County Public Health Officer on the Novel Coronavirus.

**BACKGROUND**

On March 16, 2020, Placer County Offices went on a modified work schedule in coordination with the Governor's stay-at-home Order and commensurate Public Health Officer Directive issued the same day. Aside from essential employees who are required to report to work other key staff members have been requested to stay at home and work remotely, as appropriate. Subsequent to that initial direction to move to a modified work schedule, three additional two week extensions have been issued with the most recent one extending out to May 1, 2020.

Operationally, the County's technical infrastructure and bandwidth capacity has been optimal. We have not experienced any unknown system wide network outages. Daily network capacity has been in excess of 1,000 users with no known delays from our internal operating systems. These include online services, as well as internal administrative functions such as the Workday HR/Payroll and Financial system.

Most department operations and services remain open either via the county website, online portals, or telephonically. To date, less than 10% of our workforce has been identified as being unable to work remotely; however, we have asked those individuals to be prepared to assist other departments as opportunities arise. We have also implemented social distancing protocols with our field staff who may be interacting with existing staff members or the general public to ensure they are adhering social distancing guidelines in the various Orders currently in place.

**FISCAL IMPACT**

There is no fiscal impact related to this item. Potential fiscal impact related to COVID-19 is unknown at this time.

**ATTACHMENTS**

None

