



## Memorandum

DATE: May 17, 2021  
TO: All Employees  
FROM: Jeffrey M. Stumbo, Chief Human Resources Officer (EEO Officer)  
SUBJECT: COVID-19 Workplace Procedures and Restrictions

---

Since the state of California entered lockdown in March of last year, the MTS family has persevered through continuous changes that affected each of our lives at home and at work. Thankfully, the San Diego region has made meaningful progress in the fight against COVID-19. New cases have fallen off significantly since their peak in mid-January and the County is well on its way to reaching the 75% vaccination target. This progress has caused State and County regulators to ease some of the COVID-related restrictions; and accordingly, MTS is modifying some of its COVID-19 programs and protocols.

### Facial Coverings

**MTS's facial covering requirements remain unchanged.** As you may know, the Centers for Disease Control and Prevention (CDC) relaxed facial covering requirements for persons who are fully vaccinated. However, the State of California reaffirmed on May 17, 2021 that it will not modify its mask requirement before June 15, 2021. Therefore, facial coverings will still be required to be worn by employees at work at least until June 15, 2021. We do not know what modified state and local regulations will look like in the future, but modified facial covering regulations may only apply to fully vaccinated employees. Yet another reason to get vaccinated as soon as possible if you have not already.

### Vaccination Incentive Raffle

Three employees will be picked to have a \$500 bonus added to their paychecks! In order to enter the raffle, employees will need to show proof of being fully vaccinated by sending a photo of their vaccination card to [jobs@sdmts.com](mailto:jobs@sdmts.com) by June 21, 2021 so that they can be entered to win a \$500 bonus. Employees who received both vaccination doses at one of MTS's on-site clinics do not need to submit proof of vaccination, and will automatically be entered in the raffle.

### Temperature / Symptom Checks

In the next week, all departments will be modifying their temperature checking procedures. MTS is installing automated touch-free temperature checking stations, which we will use instead of manual thermometers. Supervisors will train their teams on the new procedure, but in short, employees will stand in front of a freestanding device that will alert them if their temperature is outside the acceptable range at the beginning of their shift. All MTS buildings and major departments will have their own temperature stations.

The requirement that employees stay home if they have a temperature of 100.3 degrees or greater or are experiencing flu-like symptoms remains in place. Employees are required to notify their supervisor/dispatcher immediately if their temperature reading is above 100.3 degrees.

## **COVID-19 Testing**

Testing for COVID-19 remains a useful tool in preventing a COVID-19 resurgence. Therefore, MTS will continue its COVID-19 testing partnership with the State of California for the foreseeable future; however, times and locations are changing.

Effective May 24, 2021, the MTS Rail testing site is moving to the Assignments office and testing will be available from 5:00 a.m. to 4:00 p.m. Employees can also be tested Monday through Friday, 8:30 a.m. to 4:00 p.m. in the Human Resources lobby located on the 9<sup>th</sup> floor of the Mills building. Testing locations and times are not changing for the Bus divisions.

cc: All Bulletin Boards  
COVID-19 Web pages