



**CITY MANAGER
EXECUTIVE ORDER 2021-15
COVID-19: MONITORING & REPORTING**



Health



Safety

HEALTH

SAFETY

June 30, 2021

A handwritten signature in black ink, appearing to read "Tim Gleason".

Tim Gleason, City Manager

§ 15.1 AUTHORITY

This City Manager Executive Order is issued in accordance with the Bloomington City Code, Chapter 2, Section 41, that provides the City Manager may execute executive orders in relation to the health and safety of City employees.

§ 15.2 BACKGROUND

On January 30, 2020, the World Health Organization declared the outbreak of COVID-19 to be a public health emergency of international concern and on March 11, 2020, declared it a worldwide pandemic. Since that time, the City has follow the guidance of the Center for Disease Control & Prevention (“CDC”) in relation to best practices and operations. Although the City Council recently repealed its emergency ordinance and the State of Illinois entered Phase 5 of the Restore Illinois Plan, the spread of COVID-19 remains a pandemic and critical health and safety concern to the operations of the City. Accordingly, this Executive Order addresses COVID-19 reporting and quarantining requirements.

§ 15.3 HEALTH MONITORING & REPORTING REQUIREMENTS

- A. Every employee is responsible for monitoring themselves for symptoms of COVID-19 (see §15.3(C) below) and should contact the Human Resources Department with any questions. The Human Resources Department will follow the latest CDC guidelines to determine whether an individual must quarantine and/or whether the individual may report on-site to work.
- B. If an employee tests positive for COVID-19 or resides with an individual that has tested positive for COVID-19, the employee must report the situation to the Human Resources Department before coming to or staying at work on-site. The Human Resources Department will follow the latest CDC guidelines to determine whether an individual must quarantine and/or whether the individual may report on-site to work.
- C. According to the CDC, individuals with the following symptoms may have COVID-19: (1) fever or chills; (2) cough; (3) shortness of breath or difficulty breathing; (4) fatigue; (5) muscle or body aches; (6) headache; (7) new loss of taste or smell; (8) sore throat; (9) congestion or runny nose; (10) nausea or vomiting; or (11) diarrhea.

§ 15.4 DISCIPLINE

Employees that fail to comply with this Executive Order, including lying or providing false information regarding their vaccination records, are subject to discipline up to and including termination.

§ 15.5 EFFECTIVENESS

This City Manager Executive Order 2021-15 shall be effective beginning July 1, 2021 and shall continue in effect until it is either repealed or amended further by the City Manager.