

MEMORANDUM

Office of the City Manager



DATE: January 13, 2020
TO: Mayor and Council
THROUGH: Steve McHarris, City Manager *Steve McHarris*
FROM: Ashwini Kantak, Assistant City Manager *Ashwini Kantak*
SUBJECT: Novel Coronavirus/COVID-19 Update #34

The health of our employees, residents, and businesses remains the highest priority for the City of Milpitas.

Overview:

The City of Milpitas continues to implement its response to the outbreak of the novel coronavirus and the COVID-19 disease in Santa Clara County, in collaboration with the Santa Clara County Department of Public Health. The previous Council update on December 30 provided information on the state's stay-at-home order extension in Southern California and San Joaquin Valley. Additionally, State officials have shared info on the process of refining the list of vaccine recipients over the coming weeks. Plus, at no cost to the state or local government, CVS and Walgreens will administer the Pfizer vaccine to residents and staff in long-term care facilities.

As the lead agency on public health, the County is regularly updating its guidance, which is available in five different languages and can be viewed [here](#). The County also has a [data dashboard](#) that is updated with all the latest information. The City continues to work closely with the County to ensure the safety and security of our community.

Key Updates:

State

Acceleration of Safe Vaccine Distribution

On January 7, the State issued [vaccine recommendations](#) to local public health departments and providers focused on accelerating the pace of COVID-19 vaccine administration.

To maximize vaccine administration and reduce the potential for waste, local health departments and providers are recommended to immediately administer COVID-19 vaccines to individuals in [all tiers of Phase 1a](#).

Golden State Stimulus and Extension of Eviction Moratorium

On January 6, Governor Gavin Newsom announced two immediate action items in his 2021-22 State Budget proposal to help low-income Californians.

First, the [Golden State Stimulus](#) would provide a \$600 rapid cash support directly to roughly four million low-income Californians who, coupled with federal stimulus, could receive at least \$1,200 of direct relief. The state's stimulus will also reach low-income Californians who are excluded from the federal stimulus, like undocumented households that file taxes with an Individual Taxpayer Identification Number (ITIN), including parents with U.S. citizen children.

Second, the Governor is calling for immediate action to protect more Californians from eviction by [extending critical eviction](#) protections enacted by AB 3088 and ensuring that California's \$2.6 billion share of federal rental assistance is distributed according to greatest need and with accountability.

Small Business COVID-19 Grant Application Deadline Extended

Gov. Gavin Newsom's Office of Business and Economic Development announced that the deadline for the first round of applications for the Small Business COVID-19 Relief Grant Program has been extended. The first round has been extended to January 13 at 11:59 p.m. from January 8. Details for the second round will be announced shortly. Additional information can be found [here](#).

On Nov. 30, Gov. Newsom and the state Legislature announced that \$500 million is going to be made available to small businesses and nonprofits that have been impacted by the COVID-19 pandemic. The program is administered by California's Office of the Small Business Advocate, part of the Governor's Office of Business and Economic Development.

County

Vaccination Data Health Order

On January 7, the County of Santa Clara issued a [health order](#) related to the COVID-19 vaccination program.

Comprehensive Vaccination Plans

By February 1, 2021, all Large Healthcare Systems are required to provide a comprehensive vaccination plan to the Health Officer describing how the Large Healthcare System intends to timely and effectively vaccinate all of its primary care patients in Santa Clara County as they become eligible for vaccination under federal and state requirements. Information on the comprehensive vaccination plan can be found [here](#).

COVID-19 Vaccine Supply

Healthcare providers in Santa Clara County have received an estimated 122,950 COVID-19 vaccines, and the County continues its efforts to quickly vaccinate people in the highest risk categories, as set by the state and federal government. Medical first responders began receiving vaccinations last week, and these vaccinations continue through the coordinated efforts of Santa Clara County Public Health Department, the Santa Clara County Fire Department (SCCFD), and the Santa Clara County Emergency Medical Services (EMS) Agency.

City of Milpitas

Health Order Enforcement

The City has been working closely with Santa Clara County Officials on enforcement of the State and Local Health Officer's Orders, in an attempt to lower COVID-19 infection rates. County Counsel's newest enforcement effort created a three-tier enforcement partnership with local agencies. Milpitas is currently the only Tier 1 jurisdiction, which requires the City to investigate all citizen complaints, to conduct enforcement when violations are identified and issue Santa Clara County Administrative Citations. The City has committed to reporting back the results of all forwarded citizen complaints and investigations within 4 hours of notification. The lessons learned in this trial period will be used to improve the County program with other local jurisdictions.

Mobile Testing

Demand for COVID-19 testing is expected to be high through January. The City of Milpitas' mobile testing unit strongly encourages customers to schedule an appointment online or over the phone before visiting any of the testing locations. Appointments through January 29 can be made by calling (408) 586-3434 or signing up [online](#). Walk-ins will be accommodated, if space is available.

Barbara Lee Senior Center "Drive Thru" Pancake Breakfast

The City will host a Drive Thru Pancake Breakfast for Milpitas Community seniors ages 50+ on Saturday, January 30. Participants will register in advance and safely receive their breakfast while staying in their cars. Breakfast cost participants \$5 and consists of two pancakes, eggs, hash browns, sausage, fruit cup, and juice box. Vegetarian options are also available. The City estimates participation from about 200 hundred community members.

Virtual COVID-19 Training for City Employees

As COVID-19 infection continues to climb at an alarming pace, the City organization is faced with new regulatory changes regarding safety protocols and reporting requirements. The Human Resources Department hosted "All Employee" virtual training sessions to keep staff informed of recent regulatory changes and workplace safety guidelines and employee responsibilities. All training is consistent with guidelines from the U.S. Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA).

Milpitas Response and Preparations

The City of Milpitas continues to operate at Stage 5 (Extremely High Response) of our Pandemic Management Plan. Operating at Stage 5 translates into the suspension of all non-essential City programs and services, the closure of City facilities, and full activation of the City's Emergency Operations Center (EOC).

Our City's response will enable us to fulfill the four priorities of our Pandemic Response Plan:

1. **Protecting Our People:** Ensuring the safety and well-being of our employees.
2. **Continuity of Essential City Operations:** Sustaining delivery of critical City services.
3. **Effective Communication:** Ensuring timely and consistent communication internally with our employees and externally with our community.
4. **Support the Santa Clara County Public Health Department:** Provide resource and communication support to assist the County Public Health Officer, the County, and all our partners in mutual commitment to protect the people of our communities.

Current Status on City Services and Operations:

All City facilities are closed to the public until further notice. The Office of Emergency Services continues to operate the Emergency Operations Center (EOC) at a full activation level.

- **Police Department Public Lobby:** The Milpitas Police Department lobby is open during business hours, 8 AM to 5 PM. Supplemental safety measures are in place to ensure the safety of our staff and visitors. Community members can contact the non-emergency number (408-586-2400) for any further questions.
- **Public Meetings:** Starting with the October 6 City Council meeting, live, audio-only comments at public meetings was introduced. This was based on requests from the Council and community. The majority of Board, Commission, and Subcommittee meetings are transitioning to this new format to engage live public participation. The public may livestream the meeting on the City's [Website](#), [Facebook](#), and [YouTube channel](#) if not able to attend the live virtual meeting.
- **City Employees:** The City is continuing to have employees work in person or remotely on essential services and other City functions. With the evolving mandatory directives from the State and County, regular communications to employees are provided to ensure adherence to the latest order. City staff has also developed a self-check protocol that enables the safety of all employees. Protocols apply to all employees who are regularly coming to work to perform an essential service and may interact with the community or with other employees. With the new guideline from the County, additional questions about travel beyond 150 miles for non-essential work and inquiring about self-quarantine have been added. Each City Department is responsible to coordinate the process for their respective employees. The self-check protocols are based on guidance from the Center for Disease Control and Prevention, State and County and will be updated accordingly.
- **Permit Center and Inspection Services:** Although the Permit Center located at City Hall is closed for in-person services, staff continues to provide permit and plan review services via email, website

information, telephone, and tele or web conferencing. All construction is currently allowed in Santa Clara County. However, construction activities must implement mandatory risk reduction measures, and comply with the [Mandatory Directive for Construction Projects](#). For detailed City service descriptions, refer to the latest [Permit Center and Inspection Services Information Flyer](#).

- **Recreation and Community Services:** All community programs and gatherings remain cancelled until further notice, including private rentals in City facilities and park picnic areas. The Senior Center remains closed for programming. The center offers “to-go” lunches, as a continuation of its Senior Nutrition Lunch Program.
- **Other City Services:** Water, sewer, stormwater, and traffic signal operation services continue to operate at normal levels. Staff also continues to provide maintenance services for facilities, fleet, parks, enhanced cleaning for some City facilities, emergency services for trees and streets, and Underground Service Alert services for construction projects that are allowed under the County order. Staff continues to work with Milpitas Sanitation to ensure adequate staffing is available for solid waste collection in the City. Public Works staff are also working to ensure compliance with local, state, and federal regulations for all public works services. The City has established a virtual Utility Call Center from employees’ homes to ensure continuity of services. Meter reading staff will continue to respond to water service calls and maintain the City’s meter reading schedule.
- **Volunteers:** The City's Milpitas Volunteer Program (MVP) continues to recruit volunteers for various community support efforts during the COVID-19 pandemic. Community members looking to register as a volunteer and receive regular monthly updates on local volunteer needs can [visit our volunteer page](#).

Public Information:

The City will continue to update its [COVID-19 webpage](#) that has been established specifically for information about coronavirus. We will also be providing regular public updates through our social media accounts on Facebook, Nextdoor, and Twitter.