

CBJ Internal Operation Guidance

Employee Health Measures

Masking:

The public and staff, regardless of vaccination status, are recommended – but not required - to mask when in CBJ facilities.

All staff are expected to be sensitive to requests from the public, coworkers, and others to mask in situations where a mask is not required by this guidance.

Department Directors, in consultation with the Manager's Office, may implement temporary employee masking requirements specific to divisions or work units when there is evidence of spread that does not rise to the level of CDC-advised quarantine/isolation guidance.

Exceptions:

All employees and public, regardless of vaccination status, must be masked in CBJ facilities where required by federal or other rules. At this time, masks are optional at the airport and in buses and paratransit. Masks will also be required in certain CCFR and JPD situations such as responding to medical calls. Juneau School District facility policies are established by their Board and CBJ employees are expected to follow their rules when in JSD facilities.

Other Health Measures:

Employees are encouraged to wash their hands frequently and maintain social distancing while at work. When there is evidence of spread in the workplace, employees are particularly encouraged to social distance and mask or reduce in person gatherings, if possible.

Quarantine/Isolation/Travel Guidance

Day 0 is the earlier of either the first day of symptoms or the first day that you test COVID positive.

In general, the CBJ follows the [CDC Quarantine and Isolation](#)¹ guidance. If you believe there is a conflict between the policy in this document and CDC guidance for your specific situation, please reach out to HR.

COVID Positive Asymptomatic Employees

Employees who are COVID positive must follow the same requirements as symptomatic employees who are COVID positive.

Symptomatic Employees:

Employees, regardless of vaccination status, must stay home upon first signs of sickness. Test for COVID.

- COVID Negative: Do not return to work until symptoms have improved.
- COVID Positive: Isolate for 5 days. On Day 6:
 - if you have had a fever within the last 24 hours or your symptoms have not improved, isolate until Day 10.

¹ <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

- If you have not had a fever for the previous 24 hours without the use of medication and your symptoms are improving, you may return to work. Mask in public areas until Day 10.

Exposure to COVID:

Employees who believe they have been exposed to someone who is COVID positive should call their supervisor and HR prior to coming to work.

Employees who are asymptomatic and

- Unvaccinated; or
- Have not yet received all recommended vaccine doses, including boosters within CDC specified time range

may return to the workplace after 5 days if COVID negative. Test on Day 5. Masking is required in public areas until Day 10.

Employees may immediately return to the workplace provided they are asymptomatic and

- Received all recommended vaccine doses, including boosters within CDC specified time range; or
- Confirmed COVID positive within the last 90 days.

Test on Day 5. If you have been COVID positive within the past 90 days, you should only test using a rapid antigen test (and not a molecular test). Masking is required in public areas until Day 10.

NOTE: Quarantine periods may be longer if an individual has an ongoing exposure (e.g. in the home) versus a one-time exposure. HR will counsel employees in their unique situation.

If a department director believes that a COVID positive employee or COVID exposed employee must return to work earlier than the required isolation and quarantine periods in this policy to respond to an emergency or for public safety, then the department director must make a request to the Deputy City Manager. This request must detail how the early return to work can be performed in a manner that mitigates COVID spread.

Travel:

All employees, regardless of vaccination status, are required to obtain a COVID test within 48 hours upon return from in-state or out of state travel.

Testing can be a molecular test or by a rapid antigen test. If your first rapid antigen test is negative you must take a second test in the time frame recommended in the instructions of your kit. If you've had COVID within the previous 90 days, you must use a rapid antigen test and not molecular testing.

- Employees, who are asymptomatic, may return to work while awaiting test results.
- Employees who are symptomatic or test COVID positive may not return to work.
- Employees who had a known exposure to COVID during travel, must instead follow the rules for return to the workplace after exposure to COVID.