



**CALIFORNIA ASSOCIATION OF  
PROFESSIONAL SCIENTISTS**

May 29, 2020

Jacquelyn Sanders, Labor Relations Officer  
California Department of Human Resources  
1515 S Street, North Building  
Sacramento, CA 95814  
Via Email

Re: Health and Safety of Unit 10 Employees Upon Lifting of Stay-at-Home Orders

Dear Ms. Sanders,

First, CAPS would like to thank the State for their assistance in responding thoughtfully, quickly, and fluidly to the unprecedented situation in California's history caused by the novel coronavirus pandemic. Departmental compliance with Governor Newsom's Stay-at-Home orders, including conversions to telework and social distancing policies, have ensured that the State of California can continue to function as a government amidst the worldwide turmoil.

I write today to request that common-sense guidelines be continued as Governor Newsom begins to lift restrictions throughout the state following the guidance of public health officials. Namely, CAPS would like to ensure that our members do not return to work and business as usual only to find themselves in harm's way should the virus rebound. As the Governor has repeatedly said, "this virus doesn't take the weekends off." It hasn't gone anywhere.

As such, CAPS would like to encourage the state to continue to maintain policies that will enable social distancing by utilizing telework and alternate work week schedules, keeping workplaces from becoming overly crowded. In addition to the telework and alternate work week schedules, CAPS would like to encourage the following staff management plans to ensure the safety of State Scientists and other state employees by:

- Continuing previous and current telework agreements, alternate work week schedules and using these options to ensure reduced foot traffic on a daily basis;
- Promoting physical distancing for employees who need to be in the office (marking off at least six feet of distancing at all times between occupied cubicles, walkways, and other communal areas);

**HEADQUARTERS**

455 Capitol Mall, Suite 500  
Sacramento, CA 95814-2483  
(916) 441-2629  
FAX (916) 442-4182  
E-mail: [caps@capsscientists.org](mailto:caps@capsscientists.org)

**LOS ANGELES**

215 N. Marengo Avenue, Suite 185  
Pasadena, CA 91101-1528  
(818) 246-0629  
FAX (818) 247-2348

**SAN FRANCISCO**

100 Pine Street, Suite 750  
San Francisco, CA 94111-5102  
(415) 861-6343  
FAX (415) 861-5360

- Adding physical barriers between low walls when physical distancing cannot be guaranteed at all times (such as for cubicles with low walls near walkways when the employee's desk is directly next to the low wall);
- Ensuring Personal Protective Equipment including face masks, gloves, soap, and/or hand sanitizer is readily available for all on-site employees;
- Ensuring State Scientists sent into the field have safety protocols to follow, created with the assistance of public health officials; and,
- Emphasizing the need for staff to stay at home when sick, hand washing, engaging in self-screening procedures, and wearing face coverings.

While CAPS requests that these policies be implemented and/or continued statewide and across all departments, there are some buildings that CAPS sees as particularly high risk for the transfer of respiratory illnesses like the novel coronavirus that deserve particular attention. These include the buildings at:

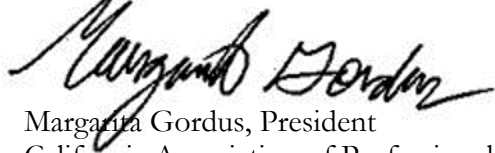
- California Department of Fish and Wildlife (CDFW) West Sacramento, 1010 Riverside Parkway, West Sacramento
- CalEPA Building and all Departments that employ Unit 10 Scientists contained therein, 1001 I Street, Sacramento
- California Department of Public Health (CDPH), Food and Drug Branch, 1500 Capitol Ave, Sacramento
- California Department of Public Health (CDPH), 1616 Capitol Ave, Sacramento
- California Department of Health Care Services (DHCS), 1501 Capitol Ave, Sacramento
- California Department of Water Resources (DWR), Bonderson Building, 901 P St, Sacramento
- California Department of Food and Agriculture (CDFA), Center for Analytical Chemistry (CAC), 3288 Meadowview Rd, Sacramento
- California Department of Parks & Recreation (CDPR), Office of Historic Preservation, 1725 23rd St, Sacramento
- California Department of Public Health (CDPH) 850 Marina Bay Pkwy., Richmond
- Office of Environmental Health Hazard Assessment (OEHHA), Elihu Harris Oakland State Bldg 1515 Clay Street, Oakland
- California Department of Toxic Substances Control (DTSC), 700 Heinz Ave. #200, Berkeley
- California Department of Toxic Substances Control (DTSC), 9211 Oakdale Avenue, Chastworth
- State Water Resources Control Board (SWCRB), 320 West Fourth Street, Los Angeles
- California Department of Toxic Substances Control (DTSC), 5796 Corporate Avenue, Cypress

CAPS looks forward to receiving individual Departmental plans and notices regarding the return to the workplace roll out as required per the Administration's COVID-19 guidance and as the exclusive representative of Unit 10 State Scientists.

Thank you for your consideration and assistance with ensuring the safety of Unit 10 State Scientists in the workplace. If you have any questions, please reach out to CAPS Staff Director, Bianca Petzold at (916) 441-2629 and/or via email at [bpetzold@capsscientists.org](mailto:bpetzold@capsscientists.org).

Stay Safe.

Sincerely,

A handwritten signature in black ink, appearing to read "Margarita Gordus". The signature is written in a cursive, flowing style.

Margarita Gordus, President  
California Association of Professional Scientists