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# MEMORANDUM

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Date: March 7, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
Acting County Administrator

Re: **Face Masks in Pima County Facilities**

The Board at its March 1 meeting required by March 11 the County revise its requirement for staff and visitors in County facilities to wear face masks as long COVID-19 disease metrics warranted doing so. COVID-19 case counts and disease transmission have fallen precipitously since their record high levels at the end of January, though COVID-19 hospitalizations have remained high.

The Centers for Disease Control (CDC) at the end of February revised its disease monitoring metrics, raising the rate of transmission standard and combining it with hospitalization and testing positivity rates to create a new Community Level reporting status. The CDC on March 3 revised its COVID-19 Community Level for Pima County down to Medium from High, which it had been for the past six months (using the old metrics).

Accordingly, I have revised Administrative 3-35 (Attachment 1) to make masking in County facilities only recommended. Some County facilities, such as health clinics, will still require masking at the discretion of the County's Chief Medical Officer. Some County facilities have high frequency of vulnerable populations receiving care or services and require a higher level of protection.

The AP comports with the [Public Health Advisory](#) released by Health Director Dr. Theresa Cullen March 4. The Advisory states that hundreds of people continue to fall ill with COVID-19 in Pima County and the public should take appropriate precautions to protect themselves, including wearing face masks in indoor spaces as necessary, depending on a person's overall health condition and other factors.

For this reason, the revised AP states: "...it is *recommended* that employees, County vendors and members of the public who access County facilities wear a mask in all County facilities as follows:

1. In common areas, lobbies, and elevators.
2. In areas where proper physical distancing is not possible (less than 6 feet).
3. In areas where there is not a protective barrier.

The Honorable Chair and Members, Pima County Board of Supervisors

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In addition, in accordance with the latest Pima County Public Health Advisory Update, it is recommended that employees, County vendors and members of the public who are 65 years of age or older or have high-risk underlying medical conditions wear a mask in all County facilities.

The new Procedure is effective March 12. Administration and the Health Department will continue to monitor the status of COVID-19 in Pima County and revise the Administrative Procedure as warranted.

JKL

c: Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,  
Health and Community Services  
Terry Cullen, MD, MS, Public Health Director, Pima County Health Department  
Lisa Josker, Director, Communications Office

# ATTACHMENT 1



# ADMINISTRATIVE PROCEDURES

Procedure Number: 3-35

Effective Date: 06/11/2020

Revision Date: 03/12/2022

\_\_\_\_\_  
County Administrator

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SUBJECT: **FACE MASKS FOR EMPLOYEES AS WELL AS MEMBERS OF THE PUBLIC ACCESSING COUNTY FACILITIES**  
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DEPARTMENT RESPONSIBLE: **All County Departments**  
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## I. PURPOSE

This Administrative Procedure is in conjunction with the Board of Supervisors Policy C 2.9, Temporary Policy – Novel Coronavirus (COVID-19). ~~Due to an increase in the number of COVID-19 cases, and t~~Io prevent the spread of the ~~disease~~COVID-19 virus, the County must take specific precautions to ensure workplace safety for its employees.

## II. PROCEDURE

A. ~~In accordance with the latest Pima County Public Health Advisory Update, Due to the Community Spread of COVID-19 and changing guidance of how the virus is transmitted, employees are required to~~it is recommended that employees, County vendors and members of the public who access County facilities wear a mask in all County facilities as follows:

1. In common areas, lobbies, and elevators.
2. In areas where proper physical distancing is not possible (less than 6 feet).
3. In areas where there is not a protective barrier.

~~4. Masks are not required in parking garages if the employee is able to maintain physical distancing.~~

~~B. Certain County facilities such as public health clinics may, at the direction of the Pima County Chief Medical Officer, require employees and members of the public to wear masks in the facility. The public shall be notified of this requirement and the identification of these locations that may require masks shall be provided on the Pima County Health Department's Website. This procedure applies to:~~

- ~~1. All County Employees.~~

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~~2. All County vendors.~~

~~3.B. Members of the public who access County facilities.~~

C. Issuance of Masks

~~1. Employees, County vendors, or members of the public who access County facilities may wear simple cloths masks they have purchased or can create their own homemade masks.~~

~~2.1.~~ Any employee, County vendor or member of the public who access county facilities may request a mask and the County will provide one.

**III. RESPONSIBILITY**

A. All Appointing Authorities are responsible to ensure employees, members of the public and vendors that access County facilities comply with this Administrative Procedure.

~~B. Employees who fail to comply with this procedure may be subject to discipline up to and including dismissal.~~

~~C. County vendors or members of the public who do not comply with this procedure will not be permitted access to the County facility and will be asked to leave.~~

References: Board of Supervisor Policies, C 2.9  
Personnel Policy D 23.20