

COVID-19 Policies and Protocols

California Genealogical Society (CGS)

2201 Broadway, Suite LL2, Oakland, CA 94612-3031

November 1, 2022

The person(s) responsible for implementation of these policies and protocols:

Name	Title/Role
James Sorenson	President, California Genealogical Society
Joanna Shear	Vice President, California Genealogical Society
Roger Prince	Chair, Facilities Committee

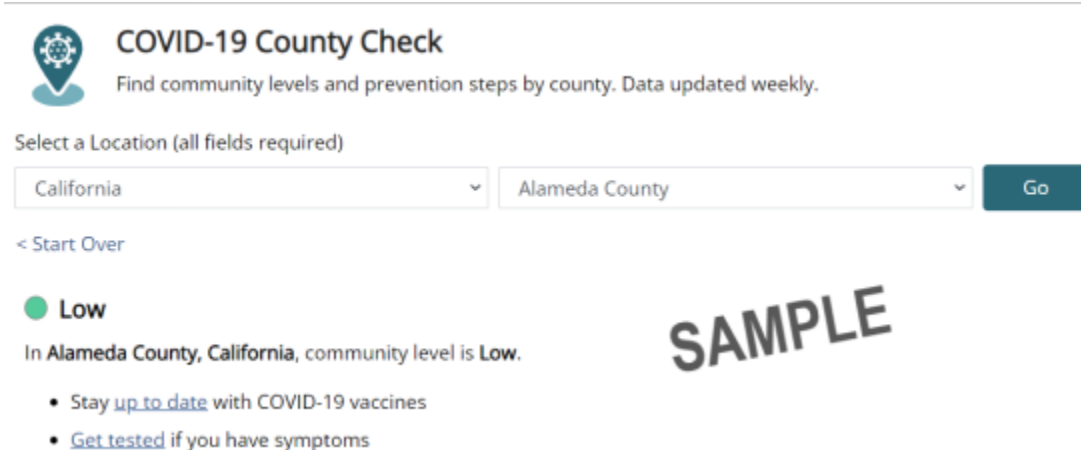
I, James Sorenson, certify that all volunteers will be provided a copy of these policies and protocols, and that the document will be posted for public access for library patrons on the CGS website – californiaancestors.org.

James Sorenson /s/ James Sorenson Nov 1, 2022
Name Signature Date

Note: The California Genealogical Society (CGS) has no employees. All work is performed by Volunteers. As such, the organization is not required to provide a detailed COVID-19 Prevention Program under Cal-OSHA's COVID-19 Prevention Emergency Temporary Standards or under Alameda County requirements. However, CGS has adopted the following policies and protocols to protect our library patrons and volunteers.

Masks

- Masks are not required to be worn in the CGS library or meeting rooms **HOWEVER**
- We ***strongly recommend that you do wear a mask***, especially if you answer yes to any of the following:
 - Are you over age 65 or have health issues that puts you at risk for a severe case of COVID-19?
 - Are you missing one or more of your COVID-19 vaccine doses?
 - Do you live/visit with people at risk of going to the hospital if they get COVID-19?
 - Do you go to work or interact with the public regularly?
 - Are cases High where you live, in your social group, or where you are going?
 - Do you feel safer with a mask?
- Masks are available upon request from the volunteer at the Front Desk,
- CGS intends to follow the masking requirements for Alameda County, the State of California, and the Centers for Disease Control (CDC). In September 2022, the State of California and Alameda County mask guidance for the general public is now linked to the CDC's COVID-19 Community Level of infection, which is updated weekly. [COVID-19 by County | CDC](#)



COVID-19 County Check
Find community levels and prevention steps by county. Data updated weekly.

Select a Location (all fields required)

California Alameda County Go

< Start Over

Low

In Alameda County, California, community level is Low.

- Stay [up to date](#) with COVID-19 vaccines
- [Get tested](#) if you have symptoms

- (See Appendix A for the CDC's Prevention Steps Based on Your Covid-19 Community Level.)

If COVID-19 Community Levels rise to a high level, or if the County or State requirements change, *we reserve the option to reinstate the requirement to wear masks in our facility.*

COVID Infections

- Patrons and volunteers are instructed to cancel visits to the library if they have tested positive for COVID-19, been exposed to an infected person or are experiencing symptoms. We request that they do not return to the library until they have tested negative for COVID-19.
- In order to keep our volunteers safe, we request that they notify the volunteer coordinator if they test positive for COVID-19 so that others who were in the library during their volunteer shift can be notified of this exposure.

Ventilation

- Ventilation is provided by the Breuner Building from Monday through Friday during normal business hours (from 8 a.m. to 6 p.m.). Building management has certified that the ventilation follows California requirements with regard to compliance with COVID safety. Since adequate ventilation has been identified as a significant factor in preventing the transmission of COVID-19, the CGS library will not be open for use after normal business hours or on weekends due to the lack of ventilation, except in specified cases.

Cleaning and Disinfecting

- Hand sanitizer is provided for all visitors and volunteers.
- Hand-washing facilities are available in the former kitchen area at the CGS library and in the restrooms in the Breuner Building common area, which is adjacent to the library on the same floor. At present the restroom in the CSG library will remain closed.
- Visitors and volunteers are no longer required to wipe down work areas after use as this step is no longer required by the State of California.
- Library materials are no longer quarantined after use as the transmission of COVID-19 via surface contact is considered a low risk.
- Breuner Building janitors clean the internal restroom daily and vacuum the library weekly; however, the restroom currently lacks adequate ventilation and is closed. Visitors can use the restrooms outside of the library in the building lobby. The Desk Duty volunteer has a key card to open the security door.

Physical Distancing and Visitor Registration

- Library patrons and volunteers are no longer required to observe the 6-foot physical distancing guidelines, as these have been removed by the State of California
- The number of patrons and volunteers in the library is no longer restricted, as the COVID guidelines have rescinded this requirement. However, the Breuner Building does require visitors to register in advance for security purposes. Members are allowed to visit on Fridays without registration.

Eating in the Library

- Eating and food-sharing are permitted in the kitchen section of the library. However, we recommend against this practice as it can contribute to the spread of COVID-19.



Individual-Level Prevention Steps You Can Take Based on Your COVID-19 Community Level

LOW, MEDIUM, AND HIGH

At all COVID-19 Community Levels:



- [Stay up to date](#) on vaccination, including recommended booster doses.
- Maintain [ventilation improvements](#).
- Avoid contact with people who have suspected or confirmed COVID-19.
- Follow recommendations for [isolation](#) if you have suspected or confirmed COVID-19.
- Follow the recommendations for [what to do if you are exposed](#) to someone with COVID-19.
- If you are at [high risk of getting very sick](#), talk with a healthcare provider about additional prevention actions.

MEDIUM AND HIGH

When the COVID-19 Community Level is Medium or High:



- If you are at [high risk of getting very sick](#), wear a high-quality [mask or respirator](#) (e.g., N95) when indoors in public
- If you have household or social contact with someone at high risk for getting very sick, consider self-testing to detect infection before contact, and consider wearing a high-quality mask when indoors with them

HIGH

When the COVID-19 Community Level is High:



- Wear a high-quality mask or respirator.
- If you are at high risk of getting very sick, consider avoiding non-essential indoor activities in public where you could be exposed.