

Date: April 9, 2021

To: Thomas B. Modica, City Manager 

From: Fred Verdugo, Acting Director of Human Resources 

For: Mayor and Members of the City Council

Subject: **Civic Chambers Re-Opening Update**

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At its March 2, 2021 meeting, the City Council directed staff to identify and implement health and safety protocols to allow the Mayor and City Council to resume in-person Council meetings.

The Department of Human Resources has commenced the planning process to resume in-person meetings in the Civic Chambers. Specifically, Human Resources met with impacted departments, including the City Clerk's office, the Departments of Technology and Innovation and Public Works (facilities), the City Safety Officer, and the Long Beach Health Officer (Dr. Davis), as well as other stakeholders. We are in the process of finalizing Re-Population Guidelines that must be completed prior to meeting and conferring with employee associations.

Some of the considerations for a safe reopening of the Civic Chambers, include, but are not limited to:

- Facility capacity and tracking;
- Management of facility space for social distancing (e.g., furniture rearrangement, barriers, etc.);
- Technology needs for relocation of necessary gathering spaces (e.g., green room and Civic Chambers overflow spaces);
- Staff priority order for in-person reporting (instead of telecommuting);
- Signage needs for crowd management;
- Health check screening methods and enforcement;
- Ventilation assessment needs; and,
- Cleaning and sanitizing needs/protocols (e.g., staffing, supplies).

As of March 30, 2021, the pertinent employee associations have been noticed due to the impacts on working conditions for employees who will be expected to report to work under the new protocols. The Department will work diligently to complete the meet and confer process to implement the new protocols at the earliest practicable time. Further details will be communicated to the City Council upon completion of the meet and confer process.

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If you have any questions, please contact Acting Deputy Director of Human Resources Dana Anderson at (562) 570-6254.

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