



Date: June 23, 2022  
To: All MTD Employees  
Re: Notice of Potential Exposure to COVID-19 June 20, 2022  
Fr: Mary Gregg, Chief Safety Officer

The health and safety of our employees and the public are our top priority. This memo is to inform you that a Santa Barbara MTD employee has tested positive for COVID-19. The last known date of exposure at the district's location of 1020 Chapala Street, Santa Barbara, CA 93101 was Monday, June 20, 2022. At this time and based on the information available to us, the district has determined that you have not had close contact with the qualifying individual. If you are identified as a close contact of the qualifying individual, you will be notified directly by Human Resources.

Please monitor yourself for symptoms and **stay home if you are experiencing influenza-like illness or cold-like symptoms**, inform your supervisor, and/or Human Resources immediately, and contact your health care provider. If you become ill or otherwise unable to work, you will be able to use any available leave entitlements.

COVID-19 symptoms <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html> include, but are not limited to the following: Fever or chills, cough, shortness of breath, fatigue, muscle or body aches, diarrhea, headache, new loss of taste or smell, sore throat, congestion or runny nose, and nausea or vomiting.

We understand this notice may be concerning. If you have questions or wish to discuss any of the information set forth in this correspondence, please contact:

Rafael Cortez, Risk Manager	Phone: 805-883-4242	Email: <a href="mailto:rcortez@sbmtd.gov">rcortez@sbmtd.gov</a>
Mary Gregg, Chief Safety Officer	Phone: 805-883-4230	Email: <a href="mailto:mgregg@sbmtd.gov">mgregg@sbmtd.gov</a>

*MTD will keep all medical information confidential, including the name of any affected employee, as required by the Americans with Disabilities Act (ADA) and the California Fair Employment & Housing Act (FEHA). MTD will not share personally identifiable information of employees or customers out of respect for individual privacy and in keeping with HIPAA (Health Insurance Portability and Accountability Act) protections.*

**Sick Leave & Pay:** Please note if you are unable to telework, or if you become ill or otherwise unable to work, you will be able to use available leave entitlements, such as:

- 2022 COVID-19 Supplemental Paid Sick Leave.
- Accrued sick time off.
- Leave pursuant to the Family and Medical leave Act (FMLA) and the California Family Rights Act (CFRA)
- If an employee believes they have contracted COVID-19 due to an exposure at work, they may also file a workers' compensation claim.
- Rights specified in the employees' collective bargaining agreement if applicable

MTD is committed to a successful COVID-19 prevention program and strives to comply with all safety & health standards. We want all employees to know that every reasonable step has been taken to reduce the potential exposure and spread of COVID-19 in our workplace. The program cannot succeed without the expected cooperation of all employees and everyone must be one hundred percent safety conscious in everything they do while on the job.