

**ORANGEVALE RECREATION & PARK DISTRICT  
COVID-19 VACCINATION AS CONDITION OF NEW EMPLOYMENT POLICY  
DURING TIMES OF HIGH RISK**

**PURPOSE:**

Orangevale Recreation & Park District (District) has a duty to provide a safe and healthy workplace, consistent with COVID-19 public health guidance and legal requirements, to protect its employees and the public. According to the Centers for Disease Control (CDC), the California Department of Public Health (CDPH), and Sacramento County's Health Officer, COVID-19 continues to pose a risk, especially to individuals who are not fully vaccinated. Therefore, certain safety measures are necessary to protect against COVID-19 illness, hospitalization, and death.

Vaccination is the most effective way to prevent transmission and limit COVID-19 hospitalizations and deaths. Unvaccinated employees, interns, and volunteers are at greater risk of contracting and spreading COVID-19 within the workplace and District facilities, as well as to the public that utilizes District services and facilities, especially the most vulnerable populations.

**POLICY:**

To better protect its employees, as well as guests and participants in District facilities and programs, the following COVID-19 policy is enforced:

When the Orangevale population is deemed to be at an **elevated risk** for contracting COVID-19, then all employees or volunteers hired will be limited to individuals who are fully vaccinated, or in the process of being fully vaccinated as detailed below. **The District determines the elevated risk conditions to be when the public is mandated to wear face coverings indoors and/or in public places** as determined by County, State, and/or Federal public health officials. When under such conditions all new employees and volunteers must, as a condition of employment:

- (1) Receive their first FDA approved COVID-19 vaccine before they begin employment; and
- (2) Provide visual proof of their vaccination status to the District before they begin employment; and
- (3) Receive follow-up doses within the recommended timeframe per public health officials and provide visual proof of their updated vaccination status to the District.

**DEFINITIONS:**

Definition of "Employees"

For the purposes of this vaccine requirement only, the term "employees" includes all full-time, part-time, and as-needed employees of the District as well as volunteers, and interns that work on-site at District facilities or parks.

### Definition of “New Employment”

For the purposes of this vaccine requirement only, the term “new employment” applies to all full-time, part-time, and as-needed employees of the District as well as volunteers, and interns who have either never been employed by the District, or have had a lengthy break in service (three months or more) since last working for the District.

### **VACCINE REQUIREMENT:**

The number of vaccination and booster shots required, as well as the timing of these shots are changing as new variants of the virus become a threat. The specific vaccination and timing requirements are TO BE DETERMINED at the time this policy is to be enforced.

### **EXEMPTIONS:**

A medical or religious exemption from the vaccination requirements may only be granted if:

#### For Medical Reasons:

The employee must provide a written statement signed by their licensed physician, licensed nurse practitioner, or other licensed medical professional acting under the license of a physician stating that the individual qualifies for the exemption (but the statement should not describe the underlying medical condition or disability) and indicating the probable duration of the worker’s inability to receive the vaccine (or if the duration is unknown or permanent, so indicate).

#### For Religious Reasons:

The employee holds a sincere religious belief, practice, or observance that is contrary to the practice of vaccination, and the employee provides written documentation and information to support an exemption.

We recommend that you contact the District for additional details regarding these exemptions. Requests for medical and religious exemptions will be processed by the District’s Finance & Human Resources Superintendent and maintained as confidential medical information. Requests for an exemption as a reasonable accommodation for a medical or religious reason will be determined on an individualized case-by-case basis.

The District will engage in an interactive process to determine if it can provide a reasonable accommodation that does not create an undue hardship for the District and does not pose a direct threat to the health and safety of others or the employee.

### **REPORTING REQUIREMENT:**

Employees must provide proof of vaccination to the Finance & Human Resources Superintendent prior to beginning employment. Such proof will be maintained in a confidential medical file. Access to employee’s vaccination status is strictly limited only on a need-to-know basis, for the purposes of enforcing testing, masking, quarantining in the event of a close contact, and other safety requirements.

### **POLICY UPDATES:**

This policy is subject to revision as needed to respond to changes and developments in the COVID-19 pandemic and federal, state, and local guidance.