



# Newsletter

COVID-19 Edition

Dear City Employee,

The last few weeks have been incredibly emotional across the nation and within the Bay Area. The murder of George Floyd is one more in a long list of outrages dating back four hundred years. With the approaching Juneteenth Celebration that signifies emancipation from slavery 155 years ago, it saddens me that in 2020 we are in this place. Each time another name hits the news—Ahmaud Arbery, Breonna Taylor, Freddie Gray, Trayvon Martin, and victims whose names are less familiar, like Aiyana Stanley-Jones, Keith Childress, and Michael Noel—we hope it will be the last time. But it never is.

Many employees are angry, tired, and frustrated with a system that has made these killings possible. These feelings are exacerbated by the stress we are all under to keep ourselves and our families healthy during the continued COVID-19 emergency.

The Department of Human Resources (DHR) has a role, as we all do, in the fight for racial equity. As the city's largest employer, the City of San Francisco's employment policies and practices can have a significant impact. DHR has implemented programs to reduce unfair barriers to employment and provide an inclusive and welcoming environment for our employees, but we have much more work to do.

As we all work to navigate these very challenging times, please remember that the 24/7 Employee Assistance Program is available to you as a City employee. Your mental health is just as important as your physical health. In addition, DHR offers several trainings to City employees that aim to advance workforce diversity, inclusion, and equity goals and can be found [here](#).

Thank you to all who have stepped forward during this time and for joining the City as we recommit ourselves to the fight against injustice.

Be well,

**Micki Callahan**

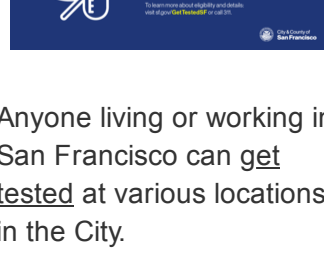
**Human Resources Director**

## Important Links

- [Sf.gov](#)
- [SF DHR COVID-19](#)
- [SFCEntrol](#)
- [SF Department of Health Coronavirus Facts](#)
- [SF72](#)
- [Centers for Disease Control and Prevention](#)
- [SF DPH Nurse Triage Hotline](#)
- [Disaster Service Workers](#)
- [SFMTA](#)

## Other Updates

### Telecommuting Requirements



Employees and managers who plan to telecommute must complete the [Telecommuting Training and Process](#).

### Your COVID-19 Testing Options



Anyone living or working in San Francisco can get [tested](#) at various locations in the City.

## Critical Updates

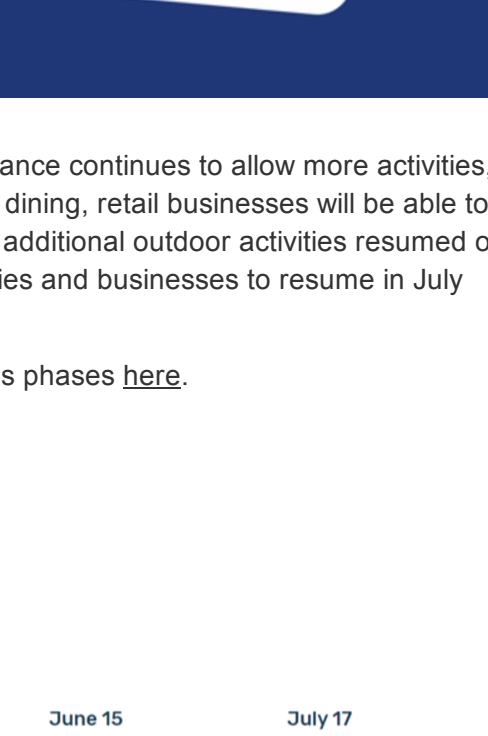
### Safety Requirements for Returning to Work

City workers reporting in person to their workplaces are required to follow all City [Health Orders](#) and guidance issued by the Department of Public Health (DPH) and the Department of Human Resources (DHR). Several key requirements for returning to work include:

- Stay home if you are sick
- Stay at least 6 feet away from others
- Wear a face covering over your nose and mouth at all times when near co-workers or with members of the public
- Complete a COVID-19 health screening before reporting to work day
- Get tested for COVID-19 regularly (if required by your worksite)

In addition, workers should wash their hands often, cover their cough or sneeze, and avoid touching their eyes, nose and mouth with unwashed hands.

If an employee is unable to comply with any of the health orders based on a qualifying disability or medical restrictions, they may request an accommodation by contacting their Human Resources representative.



### Step-by-Step: Reopening San Francisco

On May 28, 2020 Mayor Breed announced a plan for reopening San Francisco that will allow certain businesses and activities to resume with modifications in phases over the coming weeks and months.

As long as San Francisco continues to make progress slowing the spread of COVID-19, meets key health indicators, and state guidance continues to allow more activities, San Francisco restaurants will be able to offer outdoor dining, retail businesses will be able to allow customers to shop inside with modifications, and additional outdoor activities resumed on June 15, 2020. The City plans to allow additional activities and businesses to resume in July and August.

Find more information about the reopening plan and it's phases [here](#).

Several key dates for re-opening are shown below.

## Target dates



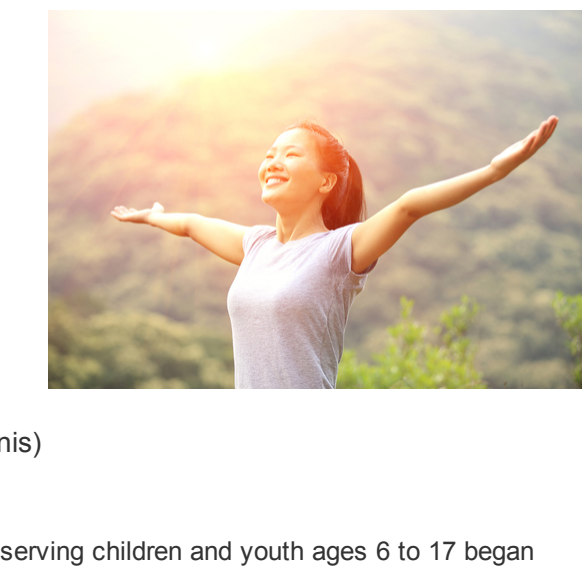
### New Face Covering Requirements

On May 28, 2020, the City's [Face Covering requirements](#) were revised. Generally, when outside of the home, people must wear a Face Covering when within 30 feet of an individual that they do not live with.

A Face Covering can be made of cloth, fabric, or other soft or permeable material, without holes, that covers only the nose, mouth, and surrounding areas of the lower face. Examples of Face Coverings include, but are not limited to:

- Scarves
- Bandanas
- Neck gaiter
- Homemade coverings

Check out this [video](#) to learn how to make a face covering at home. Due to the short supply of N95 and surgical masks for health care providers and first responders, the revised Health Order advises members of the public to not purchase these types of masks for personal use.



### MTA Transit Updates

On Saturday, June 13, 2020, the SFMTA increased Muni service and frequency, add select routes into service and extend some current routes to continue to support essential trips.

A key goal of these service increases is to support the community's economic recovery by providing more connections to neighborhood commercial districts as businesses begin to reopen. Adding more frequent service on targeted routes will help address crowding and improve onboard physical distancing.



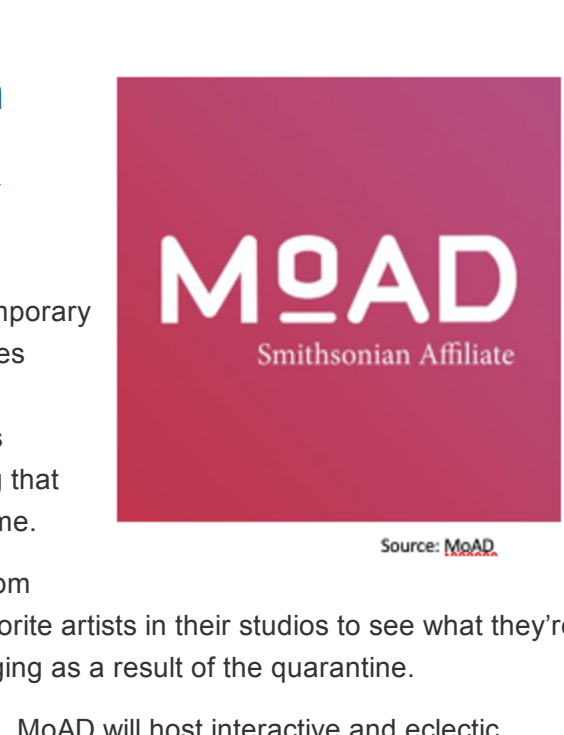
These service changes will improve transit access through Chinatown, SoMa and the Excelsior neighborhoods, identified by the Muni's Service Equity Strategy as neighborhoods that rely on transit service the most based on the percentage of households with low incomes, private vehicle ownership and race and ethnicity demographics.

Additional details of the service changes starting Saturday, June 13 can be found [here](#).

### Outdoor Activities Open for the Summer

The revised [Health Order](#) allows additional outdoor facilities to reopen and certain activities to resume, including:

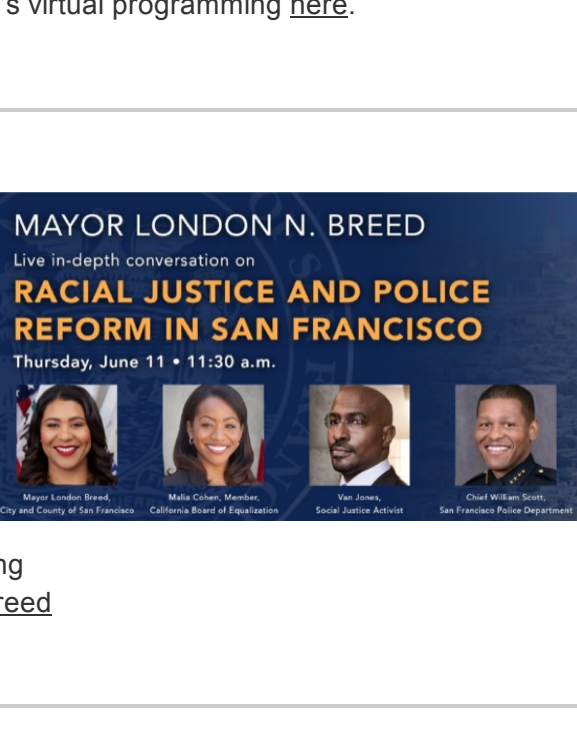
- Dog Parks
- Outdoor Gardens (e.g. Botanical Gardens, Japanese Tea Garden)
- Outdoor Recreation (e.g. Golf and Tennis)
- Outdoor Museums and Historical Sites



Public and private summer camps and programs serving children and youth ages 6 to 17 began operating on June 15, 2020 with capacity limitations and other modifications to prevent the spread of COVID-19. Families who are interested in enrolling their children in summer camps and programs, or who have questions about their eligibility, can find more information [on this page](#).

### San Francisco Census

Every 10 years, the US Census Bureau counts everyone in the US and its territories. Census results impact political representation as well as our fair share of federal funding. Those resources support schools, hospitals, roads, and social services for San Francisco's communities.



You can do the census online, by phone, or by mail. Most people received a letter from the Census Bureau with instructions on how to do the census online and over the phone. You can complete it at any point between mid-March and the end of October 2020.

For more information on the 2020 census, [click here](#).

## Well-Being Resources

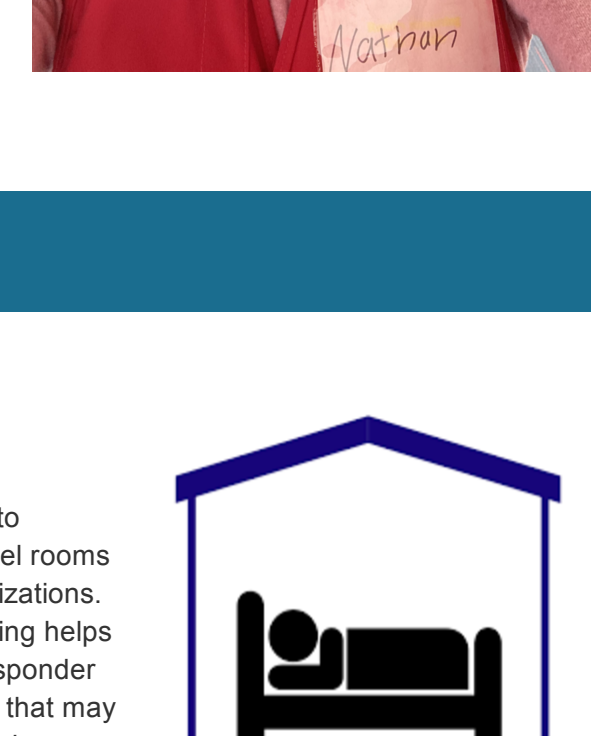
### 2020 San Francisco Juneteenth Virtual Celebration

For over sixty years, San Francisco residents have commemorated the emancipation on June 19th with the San Francisco Juneteenth Festival & Parade. SF Juneteenth is a longstanding tradition that celebrates African American culture, promotes historical awareness, supports community building and youth self-esteem, connects organizations with the community, and provides an opportunity for African American vendors to market their business and showcase their craft. Due to COVID-19, the San Francisco's Juneteenth celebration is going online this year. You can find more about the [virtual celebration here](#).



### San Francisco Pride's Online Celebration and Rally

San Francisco Pride's Online Celebration and Rally is scheduled for Saturday, June 27, 1-9 p.m. and Sunday, June 28, 2-7 p.m. The mission of the San Francisco LGBT Pride Celebration is to educate the world, commemorate LGBT heritage, celebrate LGBTQ culture, and liberate individuals. During this time, when so many of us are unable to show our Pride in-person, we want to ensure that your voices are celebrated, virtually.



We are asking our City employees to join the City's effort to celebrate San Francisco's LGBT communities. If you would like to participate, please submit a photo or video of yourself celebrating the spirit of Pride. Your photo could be a part of a video that will be distributed to all employees, as well as the City's upcoming newsletter and social media.

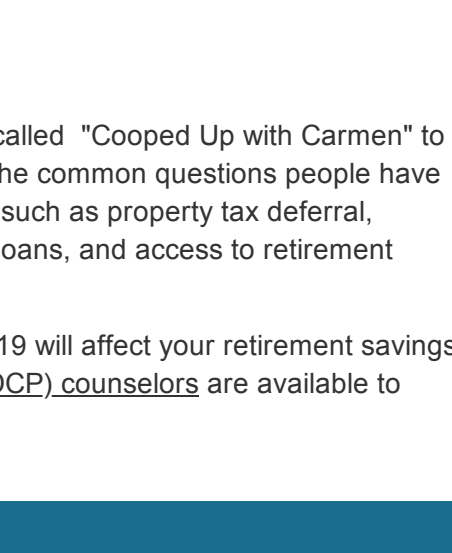
Helpful guidelines for this opportunity include:

- Photos should be in a horizontal format
- Creativity is encouraged
- Practice physical distancing in all photos

Please send in your photos no later than 12:00pm on Thursday, June 18 directly to: [melissa.andretta@sfso.com](mailto:melissa.andretta@sfso.com).

### The Museum of the African Diaspora (MoAD) Weekly & Monthly Virtual Events

The Museum of Africa Diaspora MoAD, a contemporary art museum, that celebrates Black cultures, ignites challenging conversations, and inspires learning through the global lens of the African Diaspora is offering weekly and monthly virtual programming that members of the public can access from their home.



[In The Artist's Studio](#). Each Wednesday at 1:00 pm

PST, MoAD staff members visit some of their favorite artists in their studios to see what they're currently working on and how their work is changing as a result of the quarantine.

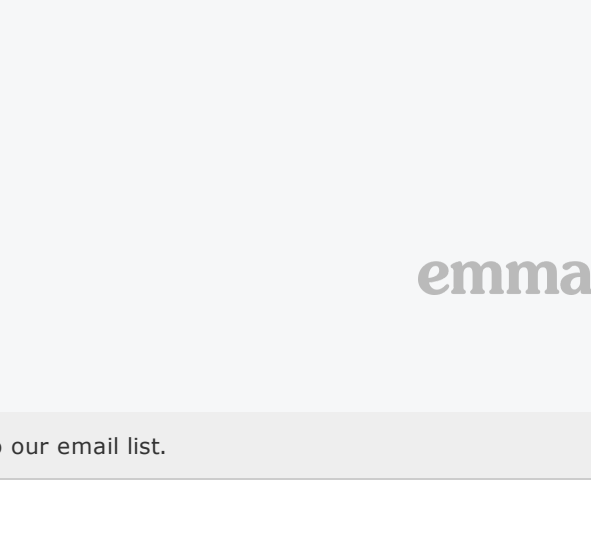
[Conversations Across the Diaspora](#). Each month, MoAD will host interactive and eclectic conversations from across the African diaspora. Join author and host Sarah Ladipo Manyika for talks with some of the most exciting voices from Berlin to Harare, from Tamale to London and New York and everywhere in between.

[Choppin' It Up with MoAD](#). In this weekly Instagram live series, MoAD's Chef-in-Residence Bryant Terry talks to noted creatives of African descent (farmers, chefs, authors, activists, entrepreneurs, and the like) about how they have been navigating work and life during the stay-at-home order.

You can find additional information about MoAD's virtual programming [here](#).

### Racial Justice and Police Reform in San Francisco

Tune in to an in-depth conversation on racial justice and police reform in San Francisco with Mayor London Breed, California Board of Equalization Member Malia Cohen, Van Jones and Chief Scott. You can find the recording here: <https://www.youtube.com/MayorLondonBreed>



### Celebrate 50 Years of Pride!

50 Years of Pride features 100 photographs - photography, portraiture, fine-art photography, posters, and magazine covers - to celebrate five decades of San Francisco Pride. The exhibition explores how Pride has reflected the LGBTQ community's priorities, responses, and activism in times of hope and despair, triumph, and setback. It is presented by the Gay, Lesbian, Bisexual, Transgender ("GLBT") Historical Society and the San Francisco Arts Commission (SFAC) Galleries, with the support of San Francisco Pride.



[View 50 Years of Pride online!](#)

## Employee Spotlight

### Nathan Cleveland

Senior HR Consultant, Department of Human Resources

As an Analyst for the DHR-DOC, I assisted in identifying and deploying DSWs to various assignments at the EOC and throughout the City. My primary task was assisting to identify DSWs for placement as Site Monitors.

In addition to being deployed as a DSW, I have been regularly volunteering at the Food Bank on the weekends to assist in giving out food to San Franciscans in need. I believe it is especially important to be of service and give back to the community as much as possible during these types of emergencies. This experience has taught me what it truly means to be a Disaster Service Worker and the importance of that work.



## Employee Resources

### Housing for Front Line Workers

To help support essential workers responding to COVID-19, the City has made a number of hotel rooms available to City employees and partner organizations. Providing safe and accessible temporary housing helps prevent the spread of COVID-19 within first responder communities and offers relief to those workers that may be working extended hours or commuting over long distances.



Access the [Application Portal](#) for more information.

### New IRS Rules: Health Coverage & Flexible Spending Accounts

On May 28, 2020, the Health Service Board approved an Addendum to the SFHSS Member Rules and Section 125 Cafeteria Plan based on recent IRS guidance to temporarily allow mid-year employer health coverage election changes.



What does this mean for you as a DSW, I have been regularly volunteering at the Food Bank on the weekends to assist in giving out food to San Franciscans in need. I believe it is especially important to be of service and give back to the community as much as possible during these types of emergencies. This experience has taught me what it truly means to be a Disaster Service Worker and the importance of that work.

Employees who are eligible for SFHSS benefits can now make mid-year elections, only once, between now and December 31st without a qualifying event.

Found out more [here](#).

### COVID-19 Financial Questions

Assessor Carmen Chu has launched a new video series called "Cooped Up with Carmen" to connect residents with information and answer some of the common questions people have shared. So far she has brought in experts to cover topics such as property tax deferral, stimulus checks, 90-day mortgage grace period, student loans, and access to retirement funds. The series is available on her [Facebook page](#).

Are you wondering how the economic impacts of COVID-19 will affect your retirement savings plan? San Francisco's [Deferred Compensation Plan \(SFDPCP\)](#) counselors are available to address your questions and concerns.

## Stay Connected to DHR

### Stay Connected through the Department of Human Resources

Whether you are on-site reporting for essential work, deployed as a Disaster Service Worker or sheltering in place, the Department of Human Resources is here to provide you with key information and helpful resources.

**Need individual confidential telephone counseling?**

Contact the [Employee Assistance Program](#).

Find out the [latest updates](#) through [DHR's COVID-19 page](#).

***Do your part: Stop the spread. Together we can save lives.***

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