



STATE CAPITOL  
P.O. BOX 942849  
SACRAMENTO, CA 94249-0124  
(916) 319-2800  
FAX (916) 319-2810

CHIEF ADMINISTRATIVE OFFICER  
DEBRA GRAVERT

Assembly  
California Legislature  
Committee on Rules  
KEN COOLEY  
CHAIR

VICE CHAIR  
JORDAN CUNNINGHAM  
MEMBERS  
WENDY CARRILLO  
HEATH FLORA  
TIMOTHY S. GRAYSON  
SYDNEY KAMLAGER  
BRIAN MAIENSCHIN  
DEVON J. MATHIS  
SHARON QUIRK-SILVA  
JAMES C. RAMOS  
ROBERT RIVAS  
BUFFY WICKS  
MARC LEVINE (D-ALT.)  
TYLER DIEP (R-ALT.)

TO: All Assemblymembers and Employees  
FROM: Debra Gravert, Chief Administrative Officer  
DATE: July 3, 2020  
RE: Potential Workplace Exposure to COVID-19

---

Today the Assembly Rules Committee learned that two individuals who work in the Assembly have tested positive for the COVID-19 virus. Both individuals were last in the Capitol on June 26, 2020, and both wore face coverings at all times while in the workplace. Individuals who had direct and extended contact with these individuals have been notified. The impacted individuals are complying with quarantine recommendations in place by the Centers for Disease Control and Prevention (CDC).

While we understand Members and employees may have questions about the health of our colleagues, California's Confidentiality of Medical Information Act (CMIA) requires employers to protect the privacy and security of any medical information they receive (Cal. Civil Code Section 56.20-56.245). In addition, all people have a right to privacy (CA Constitution, Article I, Section 1, Right to Privacy). Please contact your physician or your local public health department for guidance and any possible actions to take based on your individual circumstances.

As a precaution to protect health and safety, **effective immediately, all Assembly offices in the Capitol and Legislative Office Building (LOB) are closed until July 13, 2020, to allow for disinfecting and sanitizing of all Assembly offices, committee hearing rooms, conference rooms, the Assembly Chamber, as well as all shared common areas, such as restrooms and elevators.** No staff or Members are permitted in the Capitol or Legislative Office Building (LOB) during this time and staff should work remotely.

While this information is concerning, please be reminded that several safety measures have been implemented over the last several months to reduce your risk of exposure to the virus. These measures include, but are not limited to:

- Strict cleaning protocols in all Assembly offices, committee hearing rooms, and the Assembly Chamber.

- Social distancing protocols throughout the Capitol and LOB.
- Requiring face coverings.
- Limiting the number of staff allowed in the Capitol and LOB, committee hearing rooms, and the Assembly Chamber.
- Requiring staff and Members to self-screen before coming into the workplace.
- Only using the Chamber and two of the Assembly's largest Committee hearing rooms for Committee hearings.
- Limiting the number of visitors in the Capitol, committee hearing rooms, and the Assembly Chamber.
- Requiring all visitors to be temperature checked before entering the Capitol.
- Utilizing plexiglass shields for public testimony.
- Using disposable microphone covers on all microphones used and replacing after each use.
- Distributing hand sanitizer and face coverings to all Assemblymembers and staff.
- Consistently reminding Members and staff to adhere to safety practices.

Please know that the health and safety of our Members and employees is our top priority. We are actively monitoring the situation, and we will continue to update you as more information becomes available.