

Memorandum

Date: March 13, 2020

To: CDCR Employees Statewide
CCHCS Employees

Subject: **MESSAGE TO EMPLOYEES REGARDING COVID-19 (NEW CORONAVIRUS)**

This message is being written to all California Department of Corrections and Rehabilitation (CDCR) and California Correctional Health Care Services (CCHCS) staff regarding COVID-19 (new coronavirus). We know this is a challenging time for all of you, both professionally and personally, as we work through this ongoing pandemic. Over the upcoming weeks and months, CDCR and CCHCS may operate differently than what you are used to in order to protect and support both staff and the individuals in our custody. We are committed to keeping you informed with the most accurate and current information as we receive it or when decisions are made that impact the Department. We want to assure you that CDCR and CCHCS are working closely with infectious disease control experts to prepare for scenarios wherein COVID-19 could significantly affect department operations. In order to better coordinate the Department's strategies across all disciplines, CDCR has designated Douglas Eckenrod, Assistant Deputy Director, as the COVID-19 coordinator for the Department. Mr. Eckenrod will serve as a liaison between CDCR and CCHCS to coordinate efforts and track ongoing activities relating to COVID-19.

To help keep you informed, the Department has sent out communications and created two internal pages with health-related information from the Centers for Disease Control and Prevention (CDC) and the California Department of Public Health (CDPH) on how staff can protect themselves against the COVID-19, as well as personnel information provided from the California Department of Human Resources. The links have been provided below:

CDC Link

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

CDPH Link

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx>

We will continue to follow CDC and CDPH guidelines for responding to the coronavirus and will maintain cooperation and communication with local and state health departments. We

encourage you to continue to communicate through your chain of command so any questions or concerns can be addressed directly. Specific questions related to the Department's strategies regarding COVID-19 can be sent via email to M_CDCRCOVID19prevention@cdcr.ca.gov.



RALPH M. DIAZ
Secretary



J. CLARK KELSO
Receiver