



ALL DISTRICT MEMO

TO: All District Employees
FROM: Fred James, Acting Executive Director
DATE: June 30, 2020
SUBJECT: COVID-19 Update

The District has been informed by Allied Security that one of its Officers has tested positive with the COVID-19 virus. The last two branches this individual worked were the Clark County Library on June 21, and Enterprise Library on June 23 & 24. Since this person is not a District employee, it will be Allied Security's responsibility to call the Health District. The Health District may call the Library District to obtain a listing of the staff working on those days.

The District has already instituted protocols with our Janitorial Services to perform a thorough cleaning of all branches during and after hours. We believe these protocols, as well as the face coverings and social distancing requirements we have in place should minimize the chance of contracting the virus while at work.

If any employee who has spent time conversing with any branch security officer at these two branches (for more than ten minutes and within 6 feet) becomes ill, the District advises the employee not to report to work, and to seek medical attention.