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TO: Justice Participants of the Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse

(Note: Please share this memo with relevant staff, justice participants and stakeholders)

FROM: Rebekah McNeill, Manager of Court Operations

DATE: **April 27, 2021**

RE: **04262021-002 - Health Information Update – Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse**

I am writing to provide health information regarding the Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse, 150 Bond St. East. Today I was informed that a person who works in the building has tested positive for COVID-19.

The person was:

- Last physically present in courthouse on Friday, April 23, 2021;
- Was not symptomatic while in the building;
- Underwent a COVID-19 test on Monday, April 26th, 2021; and
- Received a confirmed positive test result on Tuesday, April 27th, 2021.

The person was tested because they were a High-Risk Exposure (HRE) resulting from an exposure to a probable/confirmed positive case outside of the workplace.

The person was not physically present in the courthouse during the period of communicability, regarded by the Ministry of Health as the 48 hours preceding either the day of:

a. The onset of symptoms compatible with COVID-19
b. In the case of a non-symptomatic person, the day the COVID-19 test sample was collected.

The person has confirmed that they adhered to infection control protocols while in the building, including physical distancing and wearing a source control face covering. They are currently self-isolating as per standard public health procedure and following the direction of medical professionals.

At this time, the Ministry has completed a Preliminary Workplace Exposure Risk Assessment (PWERA) to identify any other persons/individuals in the courthouse that potentially experienced a high-risk exposure to the probable/confirmed positive case. A High-Risk Exposure occurs when a Person/Individual:

- was living in the same household with a probable/confirmed positive case while the case was infectious and not self-isolating
- had direct contact with infectious body fluids of a probable/confirmed positive case (e.g., coughed on or sneezed on)
- had direct physical contact with the probable/confirmed positive case (e.g. hugging, kissing, hand-shaking) that is more than a transient interaction (i.e. brushing by someone, handing paper etc.)
- had close interaction* (less than 6ft or 2m) with a probable/confirmed positive case while not consistently wearing PPE (both a surgical/procedural mask and eye protection)

Unless

- ✓ the *Person* was consistently wearing a surgical procedural mask without eye protection

  AND

- ✓ was continuously separated from the probable/confirmed positive case by an impermeable barrier (i.e. plexiglass, wall) which would then reduce this interaction to a low-risk event

*N.B. Interaction means more than a brief, transient encounter (i.e. does not include passing someone in a hallway)

The Ministry of Health Guidance informs us that Persons/Individuals experiencing a High-Risk Exposure to a probable/confirmed positive case are to self-isolate for 14 days and be tested for COVID-19.

All others not meeting the above criteria are considered Low-Risk Exposures that only require continued self-monitoring for symptoms compatible with COVID-19. If you begin to experience symptoms compatible with COVID-19, you should self-isolate, consult with your health care provider and/or take the Ministry of Health on-line self-assessment for further information.

At this time, the Ministry has not identified any potential high-risk exposures in the workplace related to this case.

For clarity, if you are deemed a potential or confirmed High-Risk Exposure either by way of the preliminary workplace exposure risk assessment process or through a contact tracing process undertaken by Public Health, you will be notified by the ministry or Public Health and provided

with instructions. If you are not contacted, then you are at low-risk of having been exposed to COVID-19 in this case.

In responding to this case, as in all cases of COVID-19, the ministry is relying upon the expertise and guidance of public health officials.

Management has been in contact with the Durham Region Health Department about the specific circumstances of this case and have conveyed the results of the PWERA. Management sought advice from the Durham Region Health Department about any additional precautions that are required by the ministry. They have advised that no further actions need to be taken.

The Durham Region Health Department will take necessary steps to reduce transmission of COVID-19 and will proceed based on the specific circumstances of each individual case. They will conduct any further contact tracing they deem appropriate. The Ministry will provide all necessary assistance to Public Health in this regard if required.

Enhanced cleaning of the building has been in effect since March 2020. Out of an abundance of caution, a one-time targeted cleaning has been completed for areas in which the person was present which are not part of the areas currently subject to daily enhanced cleaning protocols.

Management will continue to monitor this situation and will provide updates should further information that may impact the health and safety of building occupants become available.

As you know, MAG's policies, including physical distancing, hand hygiene, PPE and source control face coverings, are in place to reduce the possibility of virus transmission in the workplace. I urge you to continue to be proactive at all times in following the precautions in place in the building. When followed, the suite of overlapping preventative measures within our courthouse are robust and effective at mitigating the risk of COVID-19 transmission.

I understand that this situation may cause you concern. Your health and safety is of the highest priority for us. We are in ongoing discussions with Public Health and will continue to follow their guidance around best practices to ensure your safety.

I would also like to remind you that the Employee Family Assistance Program is always available to support an employee's well-being. You can learn more here.

As a reminder, coronaviruses are spread mainly from person to person through close contact. There are everyday actions that can help prevent the spread of germs that cause respiratory illnesses. These include:

- stay at least 2 metres (6 feet) from others,
- wear face coverings or PPE, as indicated,
- wash your hands often with soap and water,
- use hand sanitizer as needed,
- sneeze and cough into your sleeve,

- avoid touching your eyes, nose or mouth,
- avoid contact with people who are sick, and
- stay home if you are sick.

If you are in an at-risk group as identified by the Ministry of Health[1], it is recommended that you talk with a doctor about your situation, reduce your time outside your home, wear a source control face covering or surgical/procedure mask, and keep a distance from others as much as possible and to discuss any concerns with your manager.

If you have other questions or concerns, please speak with your manager. You can also find more general information on Ontario's COVID-19 website: https://www.ontario.ca/page/2019-novel-coronavirus-2019-ncov#section-6

Thank you for your understanding.

Rebekah

Rebekah McNeill,
Manager of Court Operations

[1] Ministry of Health considers people in the following groups as "at risk" because there is a risk of severe illness if they get COVID-19:

- people older than 70
- people with an existing health condition
- people with a compromised immune system