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## MEMORANDUM

**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:** Michael Valerio, Manager Court Operations

**DATE:** **September 28, 2021**

**RE:** 09272021-001 - Health Information Update – Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse

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Further to the September 27<sup>th</sup> provisional notification regarding this case, I am writing to provide you with further health information regarding the Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse.

Yesterday, I was informed that a Non-OPS person who works in the building tested positive for COVID-19.

This person was:

- Last physically present in the courthouse on Monday, September 27
- Experienced a symptom compatible with COVID-19 outside the courthouse on September 14 however that symptom dissipated the next day.
- The person underwent a COVID-19 test on September 25 due to concern about their initial symptom.
- Received a confirmed positive result on September 25 and was cleared by Public Health to return to work on September 27 as symptoms had been gone for more than 10 days.
- Was present on the 6<sup>th</sup> floor after business hours on September 13.

This person was 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.

At this time, the Ministry has worked with the positive persons' employer to complete 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 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.
- having direct contact with infectious body fluids of a probable/confirmed positive case (e.g., coughed on or sneezed on)
- having 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 (less than 6ft or 2m), prolonged and/or unprotected interaction\* with a probable/confirmed positive case while both the Person/Individual were not consistently/properly wearing masks.

\*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 10 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.

Durham Region Public Health Department notified the ministry that as a result of contact tracing, one outside vendor was identified as a potential high-risk exposure 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 case. Management sought advice from 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. The Durham Region Health Department 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.

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. Given the rise in concern surrounding the Delta Variant of Concern (VOC), it is imperative to remember that when followed, the suite of overlapping preventative measures within our workplaces continues to be robust and effective at mitigating the risk of COVID-19 transmission and associated VOCs.

Vaccinations play a vital role in mitigating the transmission of COVID-19. Vaccines are safe, effective, and the best way to protect you and those around you from COVID-19 and its variants. A mandatory vaccination policy is currently under development requiring all Ontario Public Servants to be fully vaccinated against COVID-19 or to undergo regular testing. This will serve as an additional measure to ensure that your health, safety and wellbeing continues to be protected in our workplaces.

[Learn about our COVID-19 vaccination program](#)

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<sup>1</sup>, 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.

Michael Valerio  
Manager, Court Operations

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<sup>1</sup> 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