



Memorandum
March 4, 2020

To: All Employees

From: Kenneth A. McDonald 
President and Chief Executive Officer

Subject: Long Beach Transit Coronavirus Response

The health and safety of Long Beach Transit's (LBT) employees and customers are our top priority. With the current situation surrounding the Coronavirus Disease 2019 (COVID-19) continuing to unfold, I want to update you on what measures LBT is taking to ensure your well-being.

LBT's Safety department has coordinated with the Los Angeles County Department of Public Health, as well as the Long Beach Health Department to prepare for and coordinate any potential response to COVID-19 or any other health-related issues.

LBT has provided hand sanitizers to employees, as well as placed hand sanitizer dispensers in conference rooms, as well as high-traffic areas at LBT facilities.

As of this date, neither the Centers for Disease Control (CDC), nor the California Department of Public Health has placed any restrictions on the use of public transit, including any LBT services. We understand that a vast majority of our workforce in Transit Service Delivery and Customer Relations and Communications have regular and direct contact with customers and the general public.

Today, the City of Long Beach declared a local health emergency because of the possible spread of the coronavirus in the city. Please note, there are currently no confirmed COVID-19 cases in Long Beach according to City health officials. The emergency was declared to strengthen the City's preparedness and ability to respond to COVID-19. Moreover, Los Angeles County declared a state of emergency today, as well for the same reasons.

While the risk of contracting COVID-19 is low, we ask that you follow the recommended preventive measures outlined by the CDC attached to this memo.

Additionally, a full list of reminders from the CDC that answers many questions you may have about this COVID-19 can be found on this link: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>.

If you have any concerns, please contact LBT's Safety Leads Duane Zertuche (x8573 or dzertuch@lbtransit.com) or Mario Ovalle (x8520 or movalle@lbtransit.com).

Updates will be provided as more information and guidance are received.

Attachment

CDC: Prevent the spread of respiratory viruses such as Coronavirus

The CDC does not recommend that surgical or dust masks be worn by unaffected people, but does recommend it for those who are experiencing symptoms. The best way to prevent the spread of Coronavirus is to take the same steps you would to reduce the spread of the flu and the common cold:

- Wash your hands with soap and hot water for at least 20 seconds several times per day
- Avoid shaking hands – try a fist bump or giving a thumbs up
- Use your knuckles to touch light switches or elevator buttons inside a building
- Open doors with your closed fist or hip and try to avoid grabbing the handle with your hand unless there is no other option (this is especially important for commonly used areas such as breakrooms and restrooms)
- Use hand sanitizer/soap throughout the day
- If possible, cough or sneeze into a tissue and throw it away – do not sneeze into your clothing
- Clean and disinfect regularly used surfaces several times per day

