

Message for County Employees Serving at Operation Independence PODs

Hello. I'm Tom Hatch, I'm the Chief Human Resources Officer for the County of Orange. First, I'd like to say thank you for stepping up to serve in Operation Independence, the County's coordinated effort to vaccinate all residents who desire to be vaccinated by July 4, 2021. As County employees, we are all Disaster Service Workers, and now our service is greatly needed. This is an historic time, both for our County as well as our nation. I thank you, your fellow County employees thank you, and the residents of Orange County thank you as we prepare to reopen our community.

You most likely have questions about your service. I don't have all of the answers, but I do want to share what we know as of now. You will also receive a copy of my comments in a transcript so you do not need to take detailed notes.

You are being asked to serve at one of several Points of Dispensing called PODs that will be set up across Orange County to distribute the vaccine. Within each POD, there will be one or more clinics serving as vaccination stations. Each of those stations has several critical job positions.

You will be tasked with filling one or more of these roles during your service. These assignments may include but are not limited to temperature checking, registration check-in, directing the flow of people going through the stages of the process with some personnel serving as supervisors with these tasks. Other medical staff will be administering vaccines. Your specific position may or may not be known to you before arrival. There will be just in time training available once you report to your location.

Your location will be provided to you via email. Don't report until you are notified to do so.

Each POD will operate on its own schedule. The goal is to expand hours of operation from 4AM to midnight, 7 days a week. Initial and subsequent hours of operation are dependent on location and availability of the vaccine. Please check in with your location supervisor for your location's specific operating hours and your schedule. The duration of your assignment will vary. It is important that current County employees will staff the PODs for the first month until additional workers are identified to cover the demand.

Shifts could be up to 10hrs and employees may be asked if they would like to work overtime. Your shift time may include hours outside of your normal work schedule. Work is to be charged to job number EOC30121. Employees will receive their regular pay while working at a POD site. Overtime, Night Shift Differential and other Premium Pays will be available to employees in accordance with their Memorandum of Understanding or MOUs.

All POD workers will be provided with the appropriate protective equipment at their location and all Covid-19 preventative measures shall be adhered to. Please follow all instructions to ensure your safety, the safety of other workers at the site, and the public. Staff should wear comfortable clothing based on

anticipated weather and take protective measures for working outdoors as some work will occur outside.

Vaccinations for employees working at the PODs are under strong consideration. The County is working to ensure that everyone is vaccinated in their appropriate tier.

HRS is working hard to provide timely communication. We will provide a transcript of this message along with other relevant information including job descriptions, maps, parking information, and more as it becomes available on the County's COVID-19 Related Employee Info site located <http://ocgov.com/gov/ceo/covid19employeeinfo>

If you have other questions, please check in with the POD Command Post at your assigned site and reach out to your department's HR if you have any additional questions.

As you embark on this temporary assignment, please remember that you are still a County employee. I trust that you will represent the County in a professional manner that makes all proud. Again, thank you for your service during this unprecedented time. You are part of a vital operation that will undoubtedly save countless lives!

Thank you.