



# Sierra County Health and Human Services

Environmental Health  
P.O. Box 7, Loyalton, CA 96118  
Phone: (530) 993-6716 Fax: (530) 993-6790  
Email: [envhealth@sierracounty.ca.gov](mailto:envhealth@sierracounty.ca.gov)

**Vickie Clark, Director**  
Sierra County Health and  
Human Services

**Celia Sutton-Pado, MD**  
Health Officer

May 11, 2020

Dear Sierra County Retail Food Facilities Owners/Managers/Operators,

Beginning May 20, Sierra County food facilities **with a reviewed and approved plan by the Sierra County Department of Public Health**, could open for on-site dining with modifications. However, it could take the department five (5) business days to review each food facility plan, and the plans will be reviewed in the order they are received. For example, if you expect to have your approval to operate for on-site dining with modifications by May 20, the department must receive your completed and signed Memorandum of Understanding/COVID-19 Restaurant Operating Procedures (attached) no later than May 13, 2020. After application review, the department will directly notify you whether your business was issued the approval to operate or whether your plan requires further revisions. Sierra County Environmental Health or COVID-19 staff will follow up with an onsite inspection to verify that all items addressed in the plan are in place during business operations.

While opening for on-site dining will be an allowed operation (with proper modifications after approval), food facilities may still opt to remain open only for take-out and/or delivery, if they feel that it would be the best approach to ensure employee and customers safety.

It is important to remember that food retailers play a critical role in protecting public health, especially during this COVID-19 pandemic. Several extra steps (modifications) will be required in food facility operations to allow safe food service and prevent the spread of COVID-19.

Each food facility modified operations should address the following areas:

## 1) **PROTECT EMPLOYEE HEALTH**

**IMPLEMENT MEASURES TO ENSURE FOOD HANDLERS DO NOT WORK IF ILL AND ARE PROTECTED FROM BECOMING ILL IN THE WORKPLACE.**

- Ensuring employees have been told not to come to work if sick.
- Conducting thermal or temperature scans of employees.
- Conducting a health survey with each employee prior to the beginning of each shift.
- Face coverings to be worn by all employees that interact with the public and when unable to social distance with other employees.
- Implement a cleaning and disinfection schedule for employee restrooms and breakrooms.
- Implement mandatory hand washing at timed intervals.
- Provide a copy of the COVID-19 Restaurant Operating Procedures to each employee to ensure they understand and will implement the procedures.



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## 2) SOCIAL DISTANCING

IMPLEMENT MEASURES TO ENSURE SOCIAL DISTANCING IS ADHERED TO. RESTAURANT TABLES SHALL BE SIX FEET APART OR IF UN-MOVABLE, A BARRIER OR PARTITION MUST SEPARATE TABLES TO PROTECT THE PUBLIC.

- Adhere to the mandatory requirement to space all tables six feet apart or if un-movable, a barrier or partition must separate tables to protect the public.
- Measures to ensure social distancing is adhered to while customers are waiting to be seated, during ordering and pick-up of food (example: placing tape or markings at least six feet apart in any area where members of public may form a line).
- Limit tables to not more than 10 people.
- Encourage reservations or advise people to call in advance to confirm seating/serving capacity. Consider a phone reservation system that allows people to queue or wait in cars and enter only when a phone call, text, or other method, indicates that a table is ready.
- Efforts to expand outdoor seating where possible along right of ways or other outdoor areas as approved by local jurisdictions.

## 3) EDUCATION FOR THE DINING PUBLIC

IMPLEMENT MEASURES TO ENSURE THE PUBLIC IS EDUCATED ON DINING OUT SAFELY, THROUGH PUBLIC NOTIFICATIONS.

- Post signs to remind the dining public to maintain social distancing of six feet, wash hands or use sanitizer upon entry into a restaurant, and to stay home if they are ill or have symptoms consistent with COVID-19 (Note: sample signs are attached to this email for use).
- The COVID-19 Restaurant Operating Procedures is posted at a location visible to the public.
- Encourage contactless payment systems with customers.
- Face coverings shall be worn by the public when not seated at their table.

## 4) MEASURES TO INCREASE SANITIZATION AND DISINFECTION

IMPLEMENT MEASURES TO PROTECT THE PUBLIC THROUGH THE LIMITATION AND FREQUENT DISINFECTION OF COMMON HAND TOUCH POINTS AND SANITIZATION OF FOOD CONTACT SURFACES.

- No food items can have multiple contacts or be shared between tables such as condiment bottles, salt and pepper shakers, or breadbasket.
- No self-service buffets or salad bars.
- Non-food items that may be used by multiple customers, such as menus, must be disinfected between each use or modified to be a single service item, such as a disposable paper menu.
- Ensure that all utensils and food-ware are properly washed, rinsed and sanitized. Verify the required contact time (the time the utensils must be submerged in the sanitizer) for the



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sanitizer to be effective. If this cannot be reasonably accommodated, only single-service utensils or food-ware should be used.

- Frequent disinfection of high contact touch points, such as phones, door handles, credit card terminals, etc. using a disinfectant that is effective against Coronavirus.
- When feasible, provide disinfection wipes or hand sanitizer (at least 60% alcohol) for customers at tables.
- When feasible, use equipment that has touch free motion detectors, such as hands-free soap and towel dispensers.
- Restrooms must be disinfected every hour.
- Designate a team member per shift to oversee the additional sanitization and disinfection procedures.
- Limit the number of employees who serve individual parties. Consider assigning the same employee to each party for entire experience (as long as that does not conflict with mandatory meal and rest break laws).

Attached to this letter is the Sierra County COVID-19 Memorandum of Understanding and Restaurant Operating Procedures to be returned to Environmental Health if you are planning to open for on-site dining. Also attached are different resources with guidelines and recommendation on how to run the business safely during this pandemic.

Again, your facility is not allowed to start on-site dining operations prior to obtaining approval from the Sierra County Public Health Department. Please contact us at (530) 993-6716 with any questions on this topic.

Thank you in advance for your cooperation, and we are looking forward to working together on progressively reopening our economy while keeping our community safe.

Sincerely,

Sierra County Environmental Health