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# Board of Supervisors Memorandum

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November 2, 2021

## COVID-19 Vaccination of Employees Who Work with Vulnerable Populations

### Background

The Board of Supervisors, at the October 19, 2021 meeting, approved three recommendations developed to encourage COVID-19 vaccination of employees. The Board adopted options that will:

- Provide \$300.00 one-time payment plus 3 days Annual Leave for all fully vaccinated employees;
- Cost employees who are unvaccinated \$45.51 per pay period medical insurance premium; Require vaccination for promotion or transfer/change in position at a higher rate of pay;
- Require all new hires to be vaccinated;
- Disallow outside employment and off-duty employment for unvaccinated employees; and
- Mandate that employees who work with vulnerable populations be vaccinated.

Following that meeting, which extended the compliance deadline for full vaccination to January 1, 2022, the County Administrator modified and extended incentive pay and additional leave as outlined below for current employees:

- If an employee is fully vaccinated prior to November 1, 2021, the employee will receive \$300 in additional compensation and three days of additional leave if the employee has not already received such;
- If an employee is fully vaccinated between November 1, 2021 and November 30, 2021, the employee will receive \$200 in additional compensation and two days of additional leave;
- If an employee is fully vaccinated between December 1, 2021 and December 31, 2021, the employee will receive \$100 in additional compensation and one day of additional leave;
- If an employee becomes fully vaccinated after January 1, 2022, no additional compensation or additional leave will be provided.

To identify those employees who work with vulnerable populations, each appointing authority was asked to provide to the County Administrator a list of those job classification within each department or organization who work with "vulnerable" populations. "Vulnerable" populations are being defined as those confined either in a detention or correctional facility as well as those that may be in a nursing home and/or assisted living facility or who provide direct services to children or the elderly on a regular or recurring basis.

A review of the responses indicates that the identification of those who work vulnerable populations cannot be determined simply by job classification. Within each classification,

The Honorable Chair and Members, Pima County Board of Supervisors  
Re: **COVID-19 Vaccination of Employees Who Work with Vulnerable Populations**  
November 2, 2021  
Page 2

some employees regularly work directly with vulnerable populations and others do not. A more in depth analysis is required. It is worth noting that a very high percentage of employees working with vulnerable individuals are already fully vaccinated as a result of the vaccine incentive process.

The preliminary list of departments and positions within each that were identified by the department as working with vulnerable populations is included as Attachment A.

This list includes the number of employees within each Department who regularly work directly with vulnerable populations and are unable to adhere to standard COVID-19 safety protocols such as maintaining a distance of 6-feet from the public served, wearing masks, etc. The initial estimate is that of 6,248 County employees currently working for the County in departments other than those working for the Courts, 1,912 or approximately 30% may be considered to regularly work with vulnerable populations.

There are positions within the various Courts that do have regular although not sustained contact with the public. While these individuals work within buildings owned by Pima County and are paid by Pima County, they operate under the direction of the Presiding Judge and the Arizona Office of the Courts. As litigation regarding the ability of the Courts to mandate COVID-19 protocols is currently under review by the Arizona Supreme Court, I recommend that requirements related to this of group of employees be considered following the Supreme Court's ruling. This includes the Superior Court, Juvenile Court, and the Clerk of the Court.

#### Recommendation

1. All employees who work with vulnerable populations as identified in Attachment A must be fully vaccinated no later than January 1, 2022.
2. A recommendation regarding a requirement that employees of the Courts be fully vaccinated will come to the Board following a ruling by the Supreme Court on current mandates and requirements.

Sincerely,



Jan Leshner  
Chief Deputy County Administrator

JL/anc – October 29, 2021

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,  
Health and Community Services  
Cathy Bohland, Director, Human Resources

# ATTACHMENT A

Department	Total Number of Employees	Employees Who Work With Vulnerable Populations	Current Percentage Vaccinated Employees (as of 10/25/2021)
Analytics & Data Governance	29	0	89%
Animal Care	133	9	90%
Assessor	142	0	91%
Attractions & Tourism	18	0	86%
Behavioral Health	28	12	100%
Board of Supervisors	23	0	96%
Capital Program Office	7	0	86%
CED Administration	5	0	100%
Clerk of the Board	19	0	100%
Communications	32	0	97%
Community Workforce Development	176	16	88%
County Administrator	22	0	100%
County Attorney	399	207	88%
Development Services	54	0	96%
Elections	37	0	97%
Environmental Quality	42	0	94%
Facilities Management	201	119	85%
Finance & Risk Management	153	0	90%
Fleet Services	56	0	86%
Grants Management & Innovation	70	0	87%
Health	452	250	86%
Human Resources	65	0	100%
Information Technology	235	0	90%
Kino Stadium District	59	55	83%
Library	608	267	85%
Medical Examiner	40	0	95%
Natural Resources Parks & Rec	494	242	72%
Office of Emergency Management	8	0	100%
Office of Sustainability & Conservation	17	0	88%
PCWIN	12	0	83%
Procurement	31	0	79%
Public Defense Services	320	150	94%
Public Works Administration	2	0	100%
Real Property	11	0	90%
Recorder	47	0	88%
Regional Flood Control	59	0	88%
School Superintendent	20	0	95%
Sheriff	1482	585	60%
Transportation	200	0	76%
Treasurer	32	0	72%
Wastewater	408	0	88%
<b>TOTAL</b>	<b>6248</b>	<b>1912</b>	<b>81%</b>

## **Court Related Positions**

Superior Court	653	87%
Clerk of the Superior Court	196	81%
Constables	13	75%
Justice Court Ajo	10	100%
Justice Court Green Valley	8	83%
Justice Court Tucson	115	87%
Juvenile Court	339	80%