

**RESOLUTION NO. 3670.1**  
**(Extension)**

**A RESOLUTION ADOPTING A TEMPORARY EMPLOYMENT POLICY REGARDING MASK USAGE**

WHEREAS, on January 30, 2020, the World Health Organization Director General declared the outbreak of COVID-19 as a Public Health Emergency of International Concern, advising countries to prepare for the containment, detection, isolation and case management, contact tracing, and prevention of onward spread of the disease;

WHEREAS, on March 13, 2020, President Donald Trump issued a declaration of a national emergency due to the growing COVID-19 crisis in the United States;

WHEREAS, on March 13, 2020, Governor Doug Burgum issued a declaration of a state emergency in response to the public health crisis resulting from COVID-19;

WHEREAS, on March 16, 2020, the Minot City Council approved an emergency declaration relating to the COVID-19 crisis;

WHEREAS, the State of North Dakota is now promoting a “MaskUpND” initiative, encouraging North Dakota residents and visitors to wear masks in an effort to assist in keeping North Dakota citizens safe;

WHEREAS, other major cities in North Dakota have implemented temporary policies requiring mask wearing by employees in an effort to reduce the spread of COVID-19;

WHEREAS, the City of Minot now wishes to implement such policy, to reduce the spread of COVID-19, to keep City of Minot employees safe, and to keep Minot citizens and visitors safe.

**NOW, THEREFORE, BE IT RESOLVED** the City of Minot adopts the following resolution regarding the temporary employment policy regarding mask usage:

1. Intent: This temporary policy is implemented with the intent of reducing the spread of COVID-19, keeping City of Minot employees, and keeping Minot citizens and visitors safe.
2. In accordance with CDC recommendations, face masks or coverings shall be worn over the nose and mouth by City of Minot employees, during the course of their employment, as follows:
  - a. Whenever in a public indoor space such as a lobby, elevator, hallway, or any type of public setting indoors where a six-foot distance cannot be maintained;
  - b. Whenever communicating or working in the same room as a citizen, guest, or outside vendor when a six-foot distance cannot be maintained;
  - c. Whenever working outdoors and interacting with the public where a six-foot distance cannot be maintained;
  - d. Whenever riding in a vehicle with others;
  - e. Whenever directed to do so by the employee’s own medical provider;
  - f. Whenever directed to do so by a supervisor or department level work procedure;


- g. In accordance with CDC recommendations, which are subject to change from time to time.
3. Departments shall ensure an adequate amount of supplies are available to all employees to comply with this temporary policy.
  4. Employees shall carry the appropriate face covering with them while on duty.
  5. Employees shall wear masks and ensure masks are cleaned properly in accordance with the CDC recommendations which can be located at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>.
  6. Employees who require a related reasonable accommodation to this temporary policy should notify their supervisor, who will refer them to Human Resources.
  7. Mask usage may be discontinued if there is a safety concern or situation that is immediately dangerous to life, safety, or health.
  8. Applicability of this requirement to first responders will be determined according to their internal department protocols which, to the extent possible, shall be consistent with this temporary policy.
  9. If a situation arises that is not addressed specifically by this temporary policy, an employee should work with his or her supervisor and Human Resources to determine a solution which complies with the spirit and intent of this temporary policy to the greatest extent possible.
  10. Employees shall work with their respective supervisor to address any concerns with this temporary policy and/or compliance with this temporary policy by others.
  11. Refusal to wear a mask or face covering when directed by a supervisor, under the direction of this temporary policy, or in accordance with departmental procedures, may subject an employee to disciplinary action under Chapter 6 of the City of Minot Employee Manual.
  12. This Resolution shall remain in effect until underlying state of emergency ends, unless modified or terminated sooner by the City Council.

This Resolution was approved by the Minot City Council on November 16, 2020.

ATTEST:

  
\_\_\_\_\_  
Kelly Matalka, City Clerk

APPROVED:

  
\_\_\_\_\_  
Shaun Sipma, Mayor