



RESOLUTION 2023-01-25 (6)

Date: January 25, 2023

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Implement Recommended COVID-19 Vaccination Policy

This resolution would sunset the current mandatory COVID-19 vaccination policy and implement a recommended vaccination policy instead.

BACKGROUND

Effective January 31, 2023, the Tacoma Housing Authority (THA) is rescinding the COVID-19 Vaccination Policy issued on November 21, 2022, which required all THA employees to be vaccinated or receive an approved exemption. Since this policy was issued, the safety and health risks posed by COVID-19 have changed as reflected by the Governor's decision to end the State of Emergency effective October 31, 2023. COVID-19 still however remains present in our community. Recent guidance from the Centers for Disease Control and Prevention (CDC), states the initial vaccine loses protection over time and anyone infected with COVID-19 can spread it, regardless of vaccination status.

While the THA mandatory vaccination policy will be rescinded effective 01/31/2023, the THA is strongly encouraging employees to continue to receive COVID-19 vaccinations to promote a safe and healthy work environment. Staff are also encouraged to consult with their medical providers with questions or concerns regarding the COVID-19 vaccine and boosters. Useful information may also be found on the Tacoma-Pierce County Department of Health and CDC websites.

RECOMMENDATION

Authorize THA's Executive Director to sunset the Mandatory COVID-19 Vaccination Policy and implement the Recommended COVID-19 Vaccination Policy.



RESOLUTION 2023-01-25 (6)

(Recommended COVID-19 Vaccination Policy)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, the pandemic is no longer considered a state of emergency. The agency now wants to change its approach to strongly encourage the COVID-19 vaccine(s); and

WHEREAS, the policy and accompanying documents have been shared with both unions who support the Recommended Vaccination Policy; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Authorize THA's Executive Director to sunset the Mandatory COVID-19 Vaccination Policy and implement the Recommended COVID-19 Vaccination Policy.

Approved: January 25, 2023


Shennetta Smith, Chair



TACOMA HOUSING AUTHORITY

Policy No.	HR-10.45.
Policy	COVID -19 Recommended Vaccination Policy
Date	02/01/2023

1. Purpose

Effective January 31, 2023, the Tacoma Housing Authority (THA) is rescinding the COVID-19 Vaccination Policy issued on November 21, 2022, which required all THA employees to be vaccinated or receive an approved exemption. Since this policy was issued, the safety and health risks posed by COVID-19 have changed as reflected by the Governor's decision to end the State of Emergency effective October 31, 2023.

COVID-19 still however remains present in our community. Recent guidance from the Centers for Disease Control and Prevention (CDC), states the initial vaccine loses protection over time and anyone infected with COVID-19 can spread it, regardless of vaccination status.

While the THA mandatory vaccination policy has been rescinded effective 01/31/2023, the THA is strongly encouraging employees to continue to receive COVID-19 vaccinations in an effort to promote a safe and healthy work environment. Staff are also encouraged to consult with their medical providers with questions or concerns regarding the COVID-19 vaccine and boosters. Useful information may also be found on the Tacoma-Pierce County Department of Health and CDC websites.

2. Sources for Policy

- ▶ Centers for Disease Control and Prevention (CDC)
- ▶ WA State Department of Labor & Industries
- ▶ United States Department of Labor (OSHA)
- ▶ Health Emergency Labor Standards Act (HELSEA)

3. Scope of Policy

This policy applies to all Tacoma Housing Authority employees, Board members, temporary hires and temporary workers assigned to THA from employment agencies or labor partners. This policy does not apply to THA tenants or customers.

4. Who is Responsible for Implementing Policy

Who	Responsibilities
Executive Director	Recommend and promote COVID-19 vaccine(s).
Human Resources	Responsible for administering this policy.
Employees	Employees are responsible for reporting all suspected and confirmed COVID-19 illnesses to the Human Resources department

5. Definitions	
No entry.	

6. Forms Associated with this Policy	
HR FORM	COVID-19 Intake Form

7. Policy

In accordance with THA's duty to provide and maintain a workplace that is free of known hazards, we are implementing this policy recommending employee COVID-19 vaccination to safeguard the health of our employees and their families, our clients, residents, guests, and community at large from COVID-19. This policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention (CDC) and state and local health authorities, as applicable.

All employees are encouraged to receive COVID-19 vaccinations to reduce the spread of COVID-19. THA will provide resources to assist employees in finding a location to receive the vaccine(s).

Please note that COVID-19 illnesses and exposures still need to be [reported](#). If you have a confirmed case of COVID-19 or are experiencing symptoms, please complete the COVID-19 intake form and return it to HR@tacomahousing.org. For additional guidance on Isolation & Exposure please use the [CDC calculator](#).

Regardless of vaccination status, employees must continue to abide by THA's safety requirements. Depending on the future risk of contracting COVID-19, safety requirements may include face coverings, physical distancing, and other safety protocols. Employees will be advised of updated safety policies and practices when it is determined that additional safety precautions are needed.

7.1 Time off for Reactions to vaccine(s)

If an employee has an adverse reaction to a vaccination, the employee may continue to use their accrued leave or any local, state & federal leave they may be eligible for.

7.2 Documentation

If deemed necessary, THA may verify employee vaccination status by requesting one of the below items. For example, verifying vaccination status may be necessary to determine applicable quarantine and isolation periods based on a positive test or exposure to COVID-19 according to CDC and health department guidelines

- An employee's CDC vaccination card, or a copy of it
- Documentation from a healthcare provider
- Documentation from the state's online immunization database

Employees are not required to provide any medical or family history information. Any documented vaccine status is treated as confidential medical information and accessed only by the Human Resources Department.

7.3 Unvaccinated Employees

Unvaccinated employees may work onsite. However, unvaccinated employees and employees who choose not to disclose vaccination status must abide by THA's safety requirements, which may include enhanced safety precautions such as face coverings, physical distancing, and other safety protocols.

7.4 Exercise healthy personal hygiene habits for all employees

- Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
- Wash your hands often with soap and water, especially after you cough or sneeze. If soap and water are not readily available, use alcohol-based hand cleaners.
- Avoid touching your eyes, nose, or mouth. Germs spread this way.
- Keep your work surfaces, telephones, computer equipment and other frequently touched surfaces and office equipment clean using disposable towels and disinfectants.

7.5 Anti-Harassment and Discrimination

THA does not tolerate harassment or discrimination due to vaccine status or a request for an accommodation that protects employees from COVID-19 exposure. Employees must report concerns or complaints regarding this policy to the Human Resources department.

7.6 Enforcement

If we have reason to believe the information provided to verify vaccine status is untruthful, we reserve the right to request additional proof of vaccination status. Providing false information regarding vaccine status is grounds for discipline, up to and including termination.

THA reserves the right to modify this policy at any time in its sole discretion to adapt to changing local, state, and federal law and business needs, consistent with its commitment to maintaining a safe and healthy workplace.