

TO: Franklin County Colleagues  
FROM: Kenneth N. Wilson, County Administrator  
Cc: Franklin County Health Commissioner  
City of Columbus Health Commissioner  
DATE: July 6, 2020  
RE: COVID-19 NOTIFICATION

---

### **Background**

Guidance was issued by County Administration on March 25, 2020.

Pursuant to this guidance, if an employee of a county appointing authority (for example, a particular county agency) is notified that one of its employees tested positive for COVID-19 or has been isolated or quarantined based upon an exposure to COVID-19 by either a relevant public health agency or the infected/exposed employee, the county appointing authority shall notify its employees of this information, without disclosing the name of the employee. In the instance of an employee of an agency of the Board of Commissioners, it is the individual agency that shall notify all applicable employees of that particular agency.

In addition, each county appointing authority is requested to notify the County Administrator if any employee has tested positive for COVID-19 or has been isolated or quarantined based upon an exposure to COVID-19 by either a relevant public health agency or the infected/exposed employee. County Administration will send out email notifications to all county appointing authorities that may be affected by the potential exposure and will also advise the Health Commissioner for Franklin County Public Health. *County agencies may disseminate this information to their employees, as appropriate.*

At any point, if an employee is determined to be positive for COVID-19, the county will follow the process as outlined in the March 25, 2020 Guidance. Also note that the employee will not return to work until such time they are asymptomatic for 72 hours.

### **COVID-19 Updates**

#### **Franklin County Department of Job and Family Services:**

An employee of the Franklin County Department of Job and Family Services tested positive for COVID-19. The employee is based at the West Opportunity Center, 314 N. Wilson Road, and the last date on site was July 1, 2020. JFS will continue to work closely with the Franklin County and City Health Departments.

**Franklin County Children Services:**

Three employees of Franklin County Children Services have tested positive for COVID-19. Employee A works at 4071 E. Main Street and was last on site on June 25, 2020. Employee B works at 855 W. Mound Street, and was last in the building on July 2, 2020. Employee C also works at 855 W. Mound Street, and was last on site on June 26, 2020. The Agency will continue to work closely with the Franklin County and City Health Departments.

**Franklin County Sheriff's Office:**

A civilian Facility Security Officer tested positive for COVID-19. The employee last worked on site at 80 E. Fulton on June 29, 2020. The Franklin County Sheriff's Office will continue to work closely with the Franklin County and City Health Departments.

**Court of Appeals:**

An employee of the Tenth District Court of Appeals, employed at 373 S. High Street, has been placed in 14-day quarantine based upon a person living in the employee's household testing positive for COVID-19. The employee has not been on the premises since March 16, 2020. The Court will continue to work closely with the Franklin County and City Health Departments.

**Franklin County Court of Common Pleas / Domestic Relations Division and Juvenile Branch:**

Two employees who work at the Juvenile Intervention Center have tested positive for COVID-19. The employees were last on site at the Juvenile Intervention Center, 399 S. Front Street, on June 28 and June 29, 2020, respectively. The Court will continue to work closely with the Franklin County and City Health Departments.