

Public Employer Health Emergency Plan for City of Geneva

February 16, 2021

This plan has been developed in accordance with NYS legislation S8617B/A10832.

Promulgation

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable.

This plan has been developed with the input of Geneva Municipal Employees Unit-CSEA #7852-00, DPW Foremen's Unit-CSEA #7852-01, DPW Laborers Unit-CSEA 7852-02, Firefighters-IAFF Local 2859, Police Officers-Council 82 Local 3471, Command Officers-Teamsters Local 118 and Management/Non-Represented as required by the amended New York State Labor Law.

No content of this plan is intended to impede, infringe, diminish, or impair the rights of us or our valued employees under any law, rule, regulation, or collectively negotiated agreement, or the rights and benefits which accrue to employees through collective bargaining agreements, or otherwise diminish the integrity of the existing collective bargaining relationship.

This plan has been approved in accordance with requirements applicable to the agency, jurisdiction, authority, or district, as represented by the signature of the authorized individual below.

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As the authorized official of City of Geneva , I hereby attest that this plan has been developed, approved, and placed in full effect in accordance with S8617B/A10832 which amends New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable, to address public health emergency planning requirements.



Signature: _____

Signed on this day: 2/16/2021

By: Sage Gerling

Title: City Manager

Record of Changes

Date of Change	Description of Change	Implemented by
2/16/2021	New plan developed	Sage Gerling

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Purpose, Scope, Situation Overview, and Assumptions

Purpose

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable. These laws were amended by the passing of legislation S8617B/A10832 signed by the Governor of New York State on September 7, 2020, requires public employers to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease. The plan includes the identification of essential positions, facilitation of remote work for non-essential positions, provision of personal protective equipment, and protocols for supporting contact tracing.

Scope

This plan was developed exclusively for and is applicable to City of Geneva. This plan is pertinent to a declared public health emergency in the State of New York which may impact our operations; and it is in the interest of the safety of our employees and contractors, and the continuity of our operations that we have promulgated this plan.

Situation Overview

On March 11, 2020 the World Health Organization declared a pandemic for the novel coronavirus which causes the COVID-19 severe acute respiratory syndrome. This plan has been developed in accordance with amended laws to support continued resilience for a continuation of the spread of this disease or for other infectious diseases which may emerge and cause a declaration of a public health emergency.

The health and safety of our employees and contractors is crucial to maintaining our mission essential operations. We encourage all employees and contractors to use [CDC Guidance for Keeping Workplaces, Schools, Homes, and Commercial Establishments Safe](#). The fundamentals of reducing the spread of infection include:

- Using hand sanitizer and washing hands with soap and water frequently, including:
 - After using the restroom
 - After returning from a public outing
 - After touching/disposing of garbage
 - After using public computers, touching public tables, and countertops, etc.
- Practice social distancing when possible
- If you are feeling ill or have a fever, notify your supervisor immediately and go home
- If you start to experience coughing or sneezing, step away from people and food, cough or sneeze into the crook of your arm or a tissue, the latter of which should be disposed of immediately
- Clean and disinfect workstations at the beginning, middle, and end of each shift
- Other guidance which may be published by the CDC, the State Department of Health, or County health officials.

Planning Assumptions

This plan was developed based on information, best practices, and guidance available as of the date of publication. The plan was developed to largely reflect the circumstances of the current Coronavirus pandemic but may also be applicable to other infectious disease outbreaks.

The following assumptions have been made in the development of this plan:

- The health and safety of our employees and contractors, and their families, is of utmost importance
- The circumstances of a public health emergency may directly impact our own operations.
- Impacts of a public health emergency will take time for us to respond to, with appropriate safety measures put into place and adjustments made to operations to maximize safety
- The public and our constituency expects us to maintain a level of mission essential operations
- Resource support from other jurisdictions may be limited based upon the level of impact the public health emergency has upon them
- Supply chains, particularly those for personal protective equipment (PPE) and cleaning supplies, may be heavily impacted, resulting in considerable delays in procurement
- The operations of other entities, including the private sector (vendors, contractors, etc.), non-profit organizations, and other governmental agencies and services may also be impacted due to the public health emergency, causing delays or other disruptions in their services
- Emergency measures and operational changes may need to be adjusted based upon the specific circumstances and impacts of the public health emergency, as well as guidance and direction from public health officials and the governor
- Per S8617B/A10832, 'essential employee' is defined as a public employee or contractor that is required to be physically present at a work site to perform their job
- Per S8617B/A10832, 'non-essential employee' is defined as a public employee or contractor that is not required to be physically present at a work site to perform their job

Concept of Operations

The City Manager of City of Geneva, his/her designee, or his/her successor holds the authority to execute and direct the implementation of this plan. Implementation, monitoring of operations, and adjustments to plan implementation may be supported by additional personnel, at the discretion of the City Manager .

Upon the determination of implementing this plan, all employees, City Council and contractors of City of Geneva shall be notified by City Manager and/or Department Heads and/or his/her designee via email, telephone and/or "zoom" meeting, with details provided as possible and necessary, with additional information and updates provided on a regular basis. City of Geneva residents and other public entities, including Geneva City School District and Ontario County Department of Health and Administrator's Office will be notified of pertinent operational changes by way of City website, E-Blast communications to residents, local newspaper and/or radio. Other interested parties, such as vendors, will be notified by phone and/or email as necessary. The City Manager will maintain communications with the public and constituents as needed throughout the implementation of this plan.

The City Manager of City of Geneva, their designee, or their successor will maintain awareness of information, direction, and guidance from public health officials and the Governor's office, directing the implementation of changes as necessary.

Upon resolution of the public health emergency, the City Manager of City of Geneva, their designee, or their successor will direct the resumption of normal operations or operations with modifications as necessary.

Mission Essential Functions

When confronting events that disrupt normal operations, City of Geneva is committed to ensuring that essential functions will be continued even under the most challenging circumstances.

Essential functions are those functions that enable an organization to:

1. Maintain the safety of employees, contractors, and our constituency;
2. Provide vital services;
3. Provide services required by law;
4. Sustain quality operations; and
5. Uphold the core values of City of Geneva.

The City of Geneva has identified as critical only those priority functions that are required or are necessary to provide vital services. During activation of this plan, all other activities may be suspended to enable the organization to concentrate on providing the critical functions and building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications with employees, contractors, our constituents, and other stakeholders will be an ongoing priority.

Essential functions are prioritized according to:

- The time criticality of each essential function;
- Interdependency of one function to others; and
- The recovery sequence of essential functions and their vital processes.

Priority 1 identifies the most essential of functions, with priority 4 identifying functions that are essential, but least among them. Attached is a full list of each department titles, essential function, description and priority.

The mission essential functions for City of Geneva have been identified as:

Essential Positions

Each essential function identified in attached document requires certain positions on-site to effectively operate. The table below identifies the positions or titles that are essential to be staffed on-site for the continued operation of each essential function. Note that while some functions and associated personnel may be essential, some of these can be conducted remotely and do not need to be identified in this section.

Reducing Risk Through Remote Work and Staggered Shifts

Through assigning certain staff to work remotely and by staggering work shifts, we can decrease crowding and density at work sites. Each department head will work closely with the Human Resource Office and City Manager to implement Memorandum of Agreements (MOA's) with bargaining units to ensure changes in work schedules are documented and approved by all parties. Specific details of working arrangements, equipment, and any other specifics will be in the MOA's. The City of Geneva issued a COVID-19 Health and Safety Work Protocols(attached) and will continue to use for other emergency needs.

Remote Work Protocols

Non-essential employees and contractors able to accomplish their functions remotely will be enabled to do so at the greatest extent possible. Working remotely requires:

1. Identification of staff who will work remotely

2. Approval and assignment of remote work
3. Equipping staff for remote work, which may include:
 - a. Internet capable laptop
 - b. Necessary peripherals
 - c. Access to VPN and/or secure network drives
 - d. Access to software and databases necessary to perform their duties
 - e. A solution for telephone communications
 - i. Note that phone lines may need to be forwarded to off-site staff

Staggered Shifts

Implementing staggered shifts may be possible for personnel performing duties which are necessary to be performed on-site but perhaps less sensitive to being accomplished only within core business hours. As possible, management will identify opportunities for staff to work outside core business hours as a strategy of limiting exposure. Regardless of changes in start and end times of shifts, City of Geneva will ensure that employees are provided with their typical or contracted minimum work hours per week. Staggering shifts requires:

1. Identification of positions for which work hours will be staggered
2. Approval and assignment of changed work hours

Personal Protective Equipment

The use of personal protective equipment (PPE) to reduce the spread of infectious disease is important to supporting the health and safety of our employees and contractors. PPE which may be needed can include:

- Masks
- Face shields
- Gloves

Note that while cleaning supplies are not PPE, there is a related need for cleaning supplies used to sanitize surfaces, as well as hand soap and hand sanitizer. The Coronavirus pandemic demonstrated that supply chains were not able to keep up with increased demand for these products early in the pandemic. As such, we are including these supplies in this section as they are pertinent to protecting the health and safety of our employees and contractors.

Protocols for providing PPE include the following:

1. Identification of need for PPE based upon job duties and work location
2. Procurement of PPE
 - a. As specified in the amended law, public employers must be able to provide at least two pieces of each required type of PPE to each essential employee and contractor during any given work shift for at least six months
 - b. Public employers must be able to mitigate supply chain disruptions to meet this requirement
3. Storage of, access to, and monitoring of PPE stock
 - a. PPE must be stored in a manner which will prevent degradation
 - b. Employees and contractors must have immediate access to PPE in the event of an emergency
 - c. The supply of PPE must be monitored to ensure integrity and to track usage rates

The City of Geneva City Manager will coordinate with the department heads to ensure that each department is prepared with emergency supplies and/or work with other departments to ensure all safety protocols are followed now and with any future need. It is recommended that each department have a thirty (30) day supply of PPE and cleaning products in the office and/or facility

Staff Exposures, Cleaning, and Disinfection

Staff Exposures

Staff exposures are organized under several categories based upon the type of exposure and presence of symptoms. Following CDC guidelines, we have established the following protocols:

- A. If employees or contractors are exposed to a known case of communicable disease that is the subject of the public health emergency (defined as a 'close contact' with someone who is confirmed infected, which is a prolonged presence within six feet with that person):
 1. Potentially exposed employees or contractors who do not have symptoms should remain at home or in a comparable setting and practice social distancing for the lesser of 14 days or other current CDC/public health guidance for the communicable disease in question.
 - a. As possible, these employees will be permitted to work remotely during this period of time if they are not ill.
 - b. Each Department Head, in conjunction, with City Manager and Human Resource Office must be notified and are responsible for ensuring these protocols are followed.
 - c. See the section titled Documentation of Work Hours and Locations for additional information on contact tracing
 2. CDC guidelines for COVID-19 provide that critical essential employees may be permitted to continue work following potential exposure, provided they remain symptom-free and additional precautions are taken to protect them, other employees and contractors, and our constituency/public.
 - a. Additional precautions will include the requirement of the subject employee or contractor, as well as others working in their proximity, to wear appropriate PPE at all times to limit the potential of transmission.
 - b. In-person interactions with the subject employee or contractor will be limited as much as possible.
 - c. Work areas in which the subject employee or contractor are present will be disinfected according to current CDC/public health protocol at least every hour, as practical. See the section on Cleaning and Disinfection for additional information on that subject.
 - d. If at any time they exhibit symptoms, refer to item B below.
 - e. Each Department Head, in conjunction, with City Manager and Human Resource Office must be notified and are responsible for ensuring these protocols are followed.

If an employee or contractor exhibits symptoms of the communicable disease that is the subject of the public health emergency:

1. Employees and contractors who exhibit symptoms in the workplace should be immediately separated from other employees, customers, and visitors. They should immediately be sent home with a recommendation to contact their physician.
2. Employees and contractors who exhibit symptoms outside of work should notify their supervisor/department head and stay home, with a recommendation to contact their physician.
3. Employees should not return to work until they have met the criteria to discontinue home isolation per CDC/public health guidance and have consulted with a healthcare provider.
4. Each Department Head, in conjunction, with City Manager and Human Resource Office must be notified and are responsible for ensuring these protocols are followed.

B. If an employee or contractor has tested positive for the communicable disease that is the subject of the public health emergency:

1. Apply the steps identified in item B, above, as applicable.
2. Areas occupied for prolonged periods of time by the subject employee or contractor will be closed off.
 - a. CDC guidance for COVID-19 indicates that a period of 24 hours is ideally given before cleaning, disinfecting, and reoccupation of those spaces will take place. If this time period is not possible, a period of as long as possible will be given. CDC/public health guidance for the disease in question will be followed.
 - b. Any common areas entered, surfaces touched, or equipment used shall be cleaned and disinfected immediately.
 - c. See the section on Cleaning and Disinfection for additional information on that subject.
3. Identification of potential employee and contractor exposures will be conducted
 - a. If an employee or contractor is confirmed to have the disease in question, each Department Head, in conjunction with City Manager and Human Resource Office or their designee should inform all contacts of their possible exposure. Confidentiality shall be maintained as required by the Americans with Disabilities Act (ADA).
 - b. Apply the steps identified in item A, above, as applicable, for all potentially exposed personnel.
4. Each Department Head, in conjunction, with City Manager and Human Resource Office must be notified and are responsible for ensuring these protocols are followed.

We recognize there may be nuances or complexities associated with potential exposures, close contacts, symptomatic persons, and those testing positive. We will follow CDC/public health recommendations and requirements and coordinate with our local public health office for additional guidance and support as needed.

Cleaning and Disinfecting

CDC/public health guidelines will be followed for cleaning and disinfection of surfaces/areas. Present guidance for routine cleaning during a public health emergency includes:

1. As possible, employees and contractors will clean their own workspaces in the beginning, middle, and end of their shifts, at a minimum.
 - a. High traffic/high touch areas and areas which are accessible to the public/constituents will be disinfected at least hourly.

- b. Each Department Head, in conjunction, with City Manager and Human Resource Office must be notified and are responsible for ensuring these protocols are followed.
- 2. Staff tasked with cleaning and disinfecting areas will be issued and required to wear PPE appropriate to the task.
- 3. Soiled surfaces will be cleaned with soap and water before being disinfected.
- 4. Surfaces will be disinfected with products that meet EPA criteria for use against the virus in question and which are appropriate for that surface.
- 5. Staff will follow instructions of cleaning products to ensure safe and effective use of the products.

Employee and Contractor Leave

Public health emergencies are extenuating and unanticipated circumstances in which City of Geneva is committed to reducing the burden on our employees and contractors. The *Families First Coronavirus Response Act* provided requirements related to the COVID-19 pandemic, which form the policies outlined below. The City of Geneva will legally comply with CDC/public health policies; in conjunction with any federal, state or local laws and may be altered based upon changes in law or regulation, as applicable.

Additional provisions may be enacted based upon need and the guidance and requirements in place by federal and state employment laws, FMLA, executive orders, and other potential sources.

Contractors, either independent or affiliated with a contracted firm, are not classified as employees of City of Geneva, and as such are not provided with paid leave time by City of Geneva, unless required by law.

Documentation of Work Hours and Locations

In a public health emergency, it may be necessary to document work hours and locations of each employee and contractor to support contact tracing efforts. Identification of locations shall include on-site work, off-site visits. This information may be used by City of Geneva to support contact tracing within the organization and may be shared with local public health officials.

Each department head and supervisor are responsible for keeping track of employees working together on a specific detail; including hours and locations. Each supervisor should make sure to share with department heads and/or City Manager to ensure all are aware of supervisor/department head information, if needed.

Housing for Essential Employees

There are circumstances within a public health emergency when it may be prudent to have essential employees lodged in such a manner which will help prevent the spread of the subject communicable disease to protect these employees from potential exposures, thus helping to ensure their health and safety and the continuity of City of Geneva's essential operations.

If such a need arises, hotel rooms are expected to be the most viable option. If hotel rooms are for some reason deemed not practical or ideal, or if there are no hotel rooms available, City of Geneva will coordinate with the Ontario County emergency management office to help identify and arrange for these housing needs. The City Manager and/or their designee would be responsible for coordinating this need due to circumstances.

Note: Attached is the COVID-19 Health & Safety Work Protocols 2021

CITY MANAGER/ONI, FINANCE, ASSESSMENT, CLERK, HR & IT

TITLES	Essential Function	Description	Priority
City Manager	Administration of city operations, public safety	Oversight of city operations, budget, Council legislation and public safety. Economic Development inc	1*
Secretary to the City Manager	Administrative support to City Manager; Fair Housing compliance, additional City board oversight	2*	
Community Development Specialist	Administrative support to City Manager; Fair Housing compliance, additional City board oversight	2*	
Planner	Project management and grant compliance	Community and econ. development project administration and grant oversight.	2*
City Comptroller/Assistant City Manager	Project management and grant compliance	Community and econ. development project administration and grant oversight.	2*
Deputy Comptroller	Administration/Management	Oversight of departments and financial condition of the City.	1*
Senior Account Clerk	Accounting	Technical accounting, audit, budget functions.	1*
Assessor	Customer Service	Takes payments, answer phones and assist customers with questions & issues.	1*
Assessor	Property Assessment	Assessing properties, updating exemptions, handling changes in properties.	2*
Finance Clerk II	Customer Service	Takes payments, answer phones and assist customers with questions & issues.	1*
City Clerk	Customer Service /Assist Council	Takes payments, answer phones and assist customers with questions & issues.	1*
Deputy City Clerk	Customer Service/maintain revenue stream	Foil requests/records searches/death certificates; CC meetings & minutes	1*
Asst. to the City Manager/HR Director	Oversee HR & payroll	Assist customers in person/phone; Birth, Marriage, Death Certificates; accepts payments	1*
Payroll Clerk	Processes payroll	All HR functions; including policy & procedures; bargaining agreements	1*
IT Director/Information Technology Network Analyst II	Information Technology	Responsible for all payroll and reporting; works closely with HR	1*
Computer Services Assistant	Information Technology	Responsible for all IT decisions and services; locally & remote; networks, databases, phone, etc	1*
*Remote work		Assists with all IT services; locally & remote; networks, databases, phone, etc.	
Note: Any department title priority can change based on departmental needs at that time			

RECREATION DEPARTMENT		Description	Priority
Title	Essential Function		
Director of Recreation	Recreation	Operates and supports all functions of Recreation Dept. as needed Farmers Markets, Facilities, Programs, Applications For Marches, Protests and Rallies. Provides staff and volunteer support for community food distributions. Some	2/1*
Recreation Supervisor	Recreation	Operates Farmers Markets, Runs recreation Programs, Events and help with community food distributions as needed. This Position can be remote if necessary	3/1*
Recreation Maintenance Mechanic	Recreation	Helps support all programs and takes care of all Complex mechanical operations and safety. This function can't be accomplished remotely, But can be socially distanced if Support Recreation programming as needed.	2/1
Recreation Attendant	Recreation		4
*Remote work			
Note: Any department title priority can change based on departmental needs at that time			
1 rating for positions are for facility safety & operations; essential function if assist with community food distribution/farmers market			

FIRE DEPARTMENT	TITLES	Essential Function	Description	Priority
Fire Chief	Head of Department	Oversee daily operations, staff, fire scenes & investigations		1
Firefighter	Respond to Emergency Calls	Firefighting, emergency response & code enforcement		1
Administrative Aide	Administrative Support	Administrative support to Chief & Department		2*
Building Inspector	Code Enforcement	Inspections, enforce building codes/laws, respond to complaints		1
*Remote work				
Note: Any department title priority can change based on departmental needs at that time				

POLICE DEPARTMENT	TITLES	Essential Function	Description	Priority
Police Chief	Oversee Police Department	Oversee Police Department, its functions and all staff within it		1*
Police Lieutenant	Supervisor of Supervisors	Supervises detectives, police officers, investigations, scheduling, payroll, fleet needs, all evidence		1*
Police Sergeant	Supervise Subordinates	Supervises all front line work being done by all subordinate police officers including patrol, paperwork and special assignments		1
Police Officer	Patrol and maintain safety	Patrols City of Geneva to ensure safety of all citizens and protection from any unlawful act against themselves as a citizen		1
Police Officer-Spanish Speaking	Patrol and maintain safety	Patrols City of Geneva to ensure safety of all citizens and protection from any unlawful act against themselves as a citizen		1
Administrative Aide	Clerical and records archiving	Responsible for all records including domestic, MVAs, parking permits, FOI requests, parking tickets, and more		1*
Parking Enforcement Officer	Enforce parking restrictions	Part time civilian who enforces the parking restrictions in the downtown business area within the City		4
School Crossing Guard	Child Safety	Part time civilian who is responsible for crossing school aged children to and from school		1
*Remote work				
Note: Any department title priority can change based on departmental needs at that time				

Engineering & DPW Department			
Titles	Essential Function	Description	Priority
Director of Public Works/Engineering	Oversight infrastructure systems and maintenance	Responsible for operations, communicates with management, public and staff	1*
Zoning and Building Coordinator	Oversight enforcement building codes	Enforces established municipal laws, principals and rules	1
Administrative Aide	Point of contact residents and DPW staff	Creates schedules, prepares documents, maintains records	2*
Administrative Aide	Oversight facilities and grounds management	Allocates resources relating to facilities, parks, and cemeteries	1
Buildings, Grounds and Parks Supervisor	Oversight municipal waste treatment	Ensure regulatory compliance and maintain operation efficiency	1
Chief Wastewater Treatment Plant Operator	Oversight domestic water production	Ensure regulatory compliance and maintain operation efficiency	1
Chief Water Treatment Plant Operator	Oversight municipal waste treatment	Construct, maintain and repair traveled surfaces and utility systems	1
Streets and Sewer Supervisor	Coordinate resources for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1
Water Maintenance Supervisor	Coordinate resources for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1
Asst. Bldg., Grounds and Parks Supervisor	Coordinate resources for facilities and grounds maintenance	Construct, maintain and repair traveled surfaces and utility systems	1
Asst. Streets and Sewer Supervisor	Coordinate resources for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1
Asst. Wastewater Treatment Plant Supervisor	Coordinate resources for municipal waste treatment	Monitor regulatory compliance and maintain operation efficiency	1
Asst. Water Maintenance Supervisor	Coordinate resources for distribution system	Monitor regulatory compliance and maintain operation efficiency	1
Asst. Water Treatment Plant Supervisor	Coordinate resources for domestic water production	Monitor regulatory compliance and maintain operation efficiency	1
Automotive Mechanic	Coordinate fleet maintenance and repair	Service and maintain municipal vehicles and equipment	1
Building Maintenance Worker	Support facilities and grounds maintenance	Maintain facilities, parks, and cemeteries	1/2
Electrician	Oversight utility systems	Maintain facilities, parks, street lighting, and traffic signals	1
Heavy Equipment Operators	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Labor Supervisors	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Laboratory Technician	Monitors and reports municipal waste treatment	Ensures regulatory compliance and maintain operational reporting	1
Laborer	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Motor Equipment Operator	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Public Works Maintenance Assistant	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Senior Water Maintenance Worker	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Street Maintainer	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Wastewater Treatment Plant Operator/Trainee	Support municipal waste treatment	Monitor regulatory compliance and maintain operation efficiency	1
Water Maintenance Worker	Support for infrastructure systems and maintenance	Construct, maintain and repair traveled surfaces and utility systems	1/2
Water Treatment Plant Operator/Trainee	Support domestic water production	Monitor regulatory compliance and maintain operation efficiency	1
*Remote work			
Note: Any department title priority can change based on departmental needs at that time			
1 rating during all emergency maintenance & repair			
2 rating if can stagger shifts			