

## RESOLUTION NO. 61 OF 2021

BY THE CADDO PARISH COMMISSION:

A RESOLUTION RECOMMENDING AMENDING CADDO PARISH PERSONNEL POLICIES TO REQUIRE PARISH EMPLOYEES TO TAKE A COVID-19 VACCINATION, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19 under Section 391 of the Public Health Service Act;

WHEREAS, the Governor of the State of Louisiana, following consultation with public health authorities, declared a state of public health emergency on March 11, 2020 and said public health emergency has been in effect continuously since that date; and

WHEREAS, the COVID-19 disease is spread by microdroplets of saliva and mucus containing viral particles; and

WHEREAS, several vaccines are currently authorized for emergency use; and

WHEREAS, taking a vaccination is widely recommended by medical professionals as being instrumental in stopping the spread of COVID-19; and

WHEREAS, the rate of infection in Caddo Parish has increased from “moderate” to “high”; and

WHEREAS, Phase III, of a Resilient Louisiana has removed many restrictions and protective measures, but also specifically declares that local governments have the authority to enforce more restrictive measures; and

WHEREAS, the health and safety of Caddo Parish Employees is of the utmost importance; and

WHEREAS, Caddo Parish Employees constantly come into contact with the public and measures are needed to protect them from transmitting or receiving COVID-19 to or from the public.

WHEREAS, the Caddo Parish Charter, Section 5-08 (C) outlines the following process for amending personnel policies: “The administration of the classified service, including the classification and pay plans, of the parish government shall be governed by written rules and regulations to be known as personnel policies. The personnel officer shall prepare such policies and recommend their adoption to the administrator. Upon approval by the administrator, the personnel policies shall be presented to the commission for adoption. The commission shall act within thirty (30) days upon such proposed personnel policies. Such policies shall become effective upon approval by a favorable vote of a majority vote of the entire membership of the commission. Thereafter, the personnel officer shall recommend additions to, modifications of, or deletions from such policies to the administrator for presentation to the commission in the same manner used for adoption of the original policies. All personnel policies adopted by the commission shall have the force and effect of law.”

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Caddo Parish Commission does recommend that the parish administrator present the following personnel policy amendment to them for a vote:

### **206 COVID 19 VACCINATION**

**EFFECTIVE: 08/15/2021**

#### **Purpose**

**This policy shall set forth the circumstances under which employees shall be required to receive the COVID-19 vaccination.**

**Responsibility**

- A. By September 17, 2021, all classified employees shall be required to have obtained a Covid-19 vaccination and present proof of vaccination to the Caddo Parish Human Resources director.
- B. No person shall be hired by or start work at the Parish of Caddo unless they present proof of vaccination to the Caddo Parish Human Resources director.
- C. It will be the responsibility of the Director of Human Resources to see that all current employees and applicants are notified of this policy.
- D. It will be the responsibility of the Director of Human Resources to see that this policy is followed.

**General Procedures**

- A. The Director of Human Resources shall notify all current employees, in writing, of this policy.
- B. This requirement shall be included in all job descriptions for employment at Caddo Parish.
- C. Failure of an employee to meet this requirement within thirty days of being notified of the policy shall be grounds for discipline.
- D. Employees presenting documentation of a medical condition or a religious that prevents vaccination may be excepted from this requirement.
- E. Once an end to the national COVID-19 pandemic has been declared, this provision shall no longer be applicable.

BE IT FURTHER RESOLVED that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this resolution are hereby declared severable.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

BE IT FURTHER RESOLVED that all resolutions or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date