



Updated 4.22.2021

MMSD COVID-19 Response Plan

Purpose:

The COVID-19 pandemic is a rapidly evolving situation and MMSD recognizes the potential for exposure at our Headquarters, Laboratory, Water Reclamation Facilities, and Conveyance System and the impact it can have on our employees, vendors, contractors, and the communities we serve.

MMSD's goals are to protect people, reduce the spread of the virus, sustain business operations, ensure compliance with regulatory guidelines, and provide resources for employees to continue their work remotely.

MMSD always strives to promote the health and safety of our employees. In order to continue serving our service area, we are monitoring information as it becomes available and making the necessary adjustments.

We continue to monitor the guidance of the [CDC](#), [DHS](#), [OSHA](#), and the [Wisconsin DHS](#).

What we have done:

- Regarding Potential Illness:
 - Encouraged employees that are sick to stay home and notify their supervisor.
 - Encouraged employees to self-monitor for signs and symptoms of COVID-19.
 - Held an on-site vaccination clinic for all MMSD and Veolia employees. Participation was voluntary.
 - Asked that if an employee has potentially been exposed to the virus, the employee should notify their supervisor and quarantine themselves for up to 14 days from the date of exposure. Quarantine requirements are dependent upon vaccination status.

- Regarding Social Distancing:
 - Allowed all staff capable of working from home to do so.
 - Will conduct Commission, T.A.T., and pre-bid/proposal meetings virtually via Teams.
 - Encouraged all other conference meetings to be done virtually.
 - MMSD's preferred communication method is Teams.
 - **Required the use of face coverings at all MMSD facilities.**
 - Implemented procedures to reduce the amount of contact between employees.
 - The MMSD Central Laboratory has implemented *Contactless Receiving Procedures*.
 - Required all employees to "badge in."
 - Ceased all non-essential business travel.
 - Encouraged social distancing between employees and visitors.
 - Required all visitors at Headquarters (260 W. Seeboth St.) to answer Screening Questionnaire and sign-in via <https://www.mmsd.com/government-business/rules-regulations/safety/visitor-check-in>
 - Requested that visitors limit their visits and contact their Point of Contact **prior to arrival**.
 - Advised employees on the [City of Milwaukee's Face Mask Policy](#)

- Regarding Sanitation:
 - Discouraged workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible.
 - Increased the frequency of sanitizing all contact surfaces by the Facilities Staff.
 - Required all staff to keep their work surfaces clean and sanitized.
 - Provided proper PPE, including additional sanitizing wipes, hand sanitizer, and other EPA approved cleaning products.
 - The HVAC at HQ was updated in June to a bipolar ionization system to help mitigate the risk of virus spread through the air.

MMSD's Contracted O&M Operator is Veolia. Veolia implemented the following procedures:

- Veolia will screen all Non-MMSD and non-Veolia visitors including contractors and vendors.
- Contractors will be asked the following questions and have their temperature taken at the gate:
 1. Name of person entering the facility.
 2. Name of company.
 3. Are you currently experiencing signs or symptoms of a respiratory infection, such as fever, cough, shortness of breath, or sore throat?
 4. In the last 14 days, have you had contact with someone confirmed to have COVID-19, someone under investigation for COVID-19, or someone ill with respiratory illness?
 5. Is your temperature below 100.4?
- If they respond, "yes," they will be turned away.
- Any contractor, visitor or vendor with a temperature of 100.4 or higher will be turned away.
- Veolia has implemented [COVID-19 Workplace Rules](#) and a [Contractor COVID-19 Safety Video](#) which must be followed by everyone.

The COVID-19 pandemic is a rapidly evolving situation. MMSD will continually update our response in accordance with recommendations from the CDC, DHS, OSHA, and Wisconsin DHS.

Points of Contact:

If you have any questions regarding MMSD's response to the COVID-19 pandemic, please contact:

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