

**State of California**

Division of Occupational Safety and Health  
Cal/OSHA District Office (0950614; 4014)  
1515 Clay Street, Room 1301  
Oakland, CA 94612

**Inspection Number:** 312358617  
**Inspection Dates:** 01/06/2010-04/15/2010  
**Issuance Date:** 04/19/2010  
**CSHO ID:** J4167  
**Optional Inspection Nbr:** 008-10



Phone (510) 622-2916 Fax (510) 622-2908

**Citation and Notification of Penalty**

**Company Name:** City of Oakland - Oakland Police Department  
**Inspection Site:** 455 Seventh Street, Oakland, CA 94607

**Citation 1 Item 1 Type of Violation: **General****

T8 CCR 5199 (d) - Aerosol Transmissible Diseases Exposure Control Plan.

(1) The employer shall establish, implement, and maintain an effective, written ATD Exposure Control Plan (Plan) which is specific to the work place or operation(s), and which contains all of the elements in subsection (d)(2).

(2) The Plan shall contain all of the following elements:

(A) The name(s) or title(s) of the person(s) responsible for administering the Plan. This person shall be knowledgeable in infection control principles and practices as they apply to the facility, service or operation.

(B) A list of all job classifications in which employees have occupational exposure.

(C) A list of all high hazard procedures performed in the facility, service or operation, and the job classifications and operations in which employees are exposed to those procedures.

(D) A list of all assignments or tasks requiring personal or respiratory protection.

(E) The methods of implementation of subsections (e), (g), (h), (i) and (j) as they apply to that facility, service or work operation. Specific control measures shall be listed for each operation or work area in which occupational exposure occurs. These measures shall include applicable engineering and work practice controls, cleaning and decontamination procedures, and personal protective equipment and respiratory protection. In establishments where the Plan pertains to laboratory operations, it also shall contain the methods of implementation for subsection (f), unless those operations are included in a Biosafety Plan.

(F) A description of the source control measures to be implemented in the facility, service or operation, and the method of informing people entering the work setting of the source control measures.

(G) The procedures the employer will use to identify, temporarily isolate, and refer or transfer AirID cases or suspected cases to AII rooms, areas or facilities. These procedures shall include the methods the employer will use to limit employee exposure to these persons during periods when they are not in airborne infection isolation

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rooms or areas. These procedures shall also include the methods the employer will use to document medical decisions not to transfer patients in need of AII in accordance with subsection (e)(5)(B).

(H) The procedures the employer will use to provide medical services, including recommended vaccinations and follow-up, as required in subsection (h). This shall include the procedures the employer will use to document the lack of availability of a recommended vaccine.

(I) The procedures for employees and supervisors to follow in the event of an exposure incident, including how the employer will determine which employees had a significant exposure, in accordance with subsections (h)(6) through (h)(9).

(J) The procedures the employer will use to evaluate each exposure incident, to determine the cause, and to revise existing procedures to prevent future incidents.

(K) The procedures the employer will use to communicate with its employees and other employers regarding the suspected or confirmed infectious disease status of persons to whom employees are exposed in the course of their duties, in accordance with subsection (h).

(L) The procedures the employer will use to communicate with other employers regarding exposure incidents, including procedures for providing or receiving notification to and from health care providers about the disease status of referred or transferred patients, in accordance with subsection (h).

(M) The procedures the employer will use to ensure that there is an adequate supply of personal protective equipment and other equipment necessary to minimize employee exposure to ATPs, in normal operations and in foreseeable emergencies.

(N) The procedures the employer will use to provide initial and annual training in accordance with subsection (i) to employees in job categories identified in subsection (d)(2)(B).

(O) The procedures the employer will use for recordkeeping, in accordance with subsection (j).

(P) An effective procedure for obtaining the active involvement of employees in reviewing and updating the exposure control plan with respect to the procedures performed in their respective work areas or departments in accordance with subsection (d)(3).

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(Q) Surge procedures. Employers of employees who are designated to provide services in surge conditions, and employers of employees who are designated to provide services to persons who have been contaminated as the result of a release of a biological agent as described in subsection (a)(1)(B), shall include procedures for these activities in the plan. The plan shall include work practices, decontamination facilities, and appropriate personal protective equipment and respiratory protection for such events. The procedures shall include how respiratory and personal protective equipment will be stockpiled, accessed or procured, and how the facility or operation will interact with the local and regional emergency plan.

At 66 Fairmount Avenue, Oakland, CA: The employer operates a public police department where officers interact with members of the public carrying aerosol transmissible diseases, including those listed in Appendix A of Section 5199. On December 3, 2009, four officers of the Oakland Police Department (OPD) interacted with a person with bacterial meningitis.

The employer did not have a written Aerosol Transmissible Diseases Exposure Control Plan (ATD-ECP) meeting the requirements of the subsection either on the day of the exposure (12/3/2009) or on the day this inspection was opened (1/6/2010). The employer has various written programs, including bloodborne pathogens, respiratory protection and employee health, that contain some of the required elements of the ATD-ECP, but the employer did not have an integrated, comprehensive written ATD program.

**Date By Which Violation Must be Abated:** 05/22/2010  
**Proposed Penalty:** \$ 560.00

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**Company Name:** City of Oakland - Oakland Police Department  
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**Citation 1 Item 2 Type of Violation: General**

T8 CCR 5199 (i) - Training.

- (1) Employers shall ensure that all employees with occupational exposure participate in a training program.
- (2) Employers shall provide training as follows:
  - (A) At the time of initial assignment to tasks where occupational exposure may take place;
  - (B) At least annually thereafter, not to exceed 12 months from the previous training;
  - (C) For employees who have received training on aerosol transmissible diseases in the year preceding the effective date of the standard, only training with respect to the provisions of the standard that were not included previously need to be provided.
  - (D) When changes, such as introduction of new engineering or work practice controls, modification of tasks or procedures or institution of new tasks or procedures, affect the employee's occupational exposure or control measures. The additional training may be limited to addressing the new exposures or control measures.
- (4) The training program shall contain at a minimum the following elements:
  - (A) An accessible copy of the regulatory text of this standard and an explanation of its contents.
  - (B) A general explanation of ATDs including the signs and symptoms of ATDs that require further medical evaluation.
  - (C) An explanation of the modes of transmission of ATPs or ATPs-L and applicable source control procedures.
  - (D) An explanation of the employer's ATD Exposure Control Plan and/or Biosafety Plan, and the means by which the employee can obtain a copy of the written plan and how they can provide input as to its effectiveness.

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(E) An explanation of the appropriate methods for recognizing tasks and other activities that may expose the employee to ATPs or ATPs-L.

(F) An explanation of the use and limitations of methods that will prevent or reduce exposure to ATPs or ATPs-L including appropriate engineering and work practice controls, decontamination and disinfection procedures, and personal and respiratory protective equipment.

(G) An explanation of the basis for selection of personal protective equipment, its uses and limitations, and the types, proper use, location, removal, handling, cleaning, decontamination and disposal of the items of personal protective equipment employees will use.

(H) A description of the employer's TB surveillance procedures, including the information that persons who are immune-compromised may have a false negative test for LTBI.

Exception: Research and production laboratories do not need to include training on surveillance for LTBI if M. tuberculosis containing materials are not reasonably anticipated to be present in the laboratory.

(I) Training meeting the requirements of Section 5144(k) of these orders for employees whose assignment includes the use of a respirator.

(J) Information on the vaccines made available by the employer, including information on their efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine and vaccination will be offered free of charge.

(K) An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident, the medical follow-up that will be made available, and post-exposure evaluation.

(L) Information on the employer's surge plan as it pertains to the duties that employees will perform. As applicable, this training shall cover the plan for surge receiving and treatment of patients, patient isolation procedures, surge procedures for handling of specimens, including specimens from persons who may have been contaminated as the result of a release of a biological agent, how to access supplies needed for the response including personal protective equipment and respirators, decontamination facilities and procedures, and how to coordinate with emergency response personnel from other agencies.

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At 66 Fairmount Avenue, Oakland, CA: The employer operates a public police department where officers interact with members of the public carrying aerosol transmissible diseases, including those listed in Appendix A of Section 5199. On December 3, 2009, four officers of the Oakland Police Department (OPD) interacted with a person with bacterial meningitis.

The employer had not conducted and documented employee training meeting the requirements of the subsection prior to the day of the exposure (12/3/2009) or the day this inspection was opened (1/6/2010). The employer has conducted employee training on some of the 12 required topics, but had not conducted training on all required components, including, at least, subsections (A), (B), (C), (D), (E), (F), (J), (K) and (L) above.

**Date By Which Violation Must be Abated:** 05/22/2010  
**Proposed Penalty:** \$ 560.00

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**Company Name:** City of Oakland - Oakland Police Department  
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#### Citation 1 Item 3 Type of Violation: **General**

T8 CCR 5199 (h) - Medical Services.

(6) Exposure Incidents.

(C) Each employer who becomes aware that his or her employees may have been exposed to an RATD case or suspected case, or to an exposure incident involving an ATP-L shall do all of the following:

1. Within a timeframe that is reasonable for the specific disease, as described in subsection (h)(6)(B), but in no case later than 72 hours following, as applicable, the employer's report to the local health officer or the receipt of notification from another employer or the local health officer, conduct an analysis of the exposure scenario to determine which employees had significant exposures. This analysis shall be conducted by an individual knowledgeable in the mechanisms of exposure to ATPs or ATPs-L, and shall record the names and any other employee identifier used in the workplace of persons who were included in the analysis. The analysis shall also record the basis for any determination that an employee need not be included in post-exposure follow-up because the employee did not have a significant exposure or because a PLHCP determined that the employee is immune to the infection in accordance with applicable public health guidelines. The exposure analysis shall be made available to the local health officer upon request. The name of the person making the determination, and the identity of any PLHCP or local health officer consulted in making the determination shall be recorded.

At 66 Fairmount Avenue, Oakland, CA: On December 3, 2009, four officers conducting a "welfare check" at the request of the family were exposed to a person with bacterial meningitis. The employer was notified by the Alameda County Public Health Department at 14:00 hours on Tuesday, December 8, 2009, that the officers were exposed to a confirmed bacterial meningitis case.

The employer did not initiate an exposure analysis for these employees until 11:00 hours on Wednesday, December 9th, and did not complete the exposure analysis until the morning of Thursday, December 10th. One of the four officers, who developed a secondary case of bacterial meningitis, was not captured in the employer's exposure analysis until after he was hospitalized in the emergency department and Intensive Care Unit of Kaiser Permanente - Walnut Creek.

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Date By Which Violation Must be Abated: 04/25/2010  
Proposed Penalty: \$ 750.00

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### Citation and Notification of Penalty

**Company Name:** City of Oakland - Oakland Police Department  
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#### Citation 1 Item 4 Type of Violation: **General**

T8 CCR 5199 (h) - Medical Services.

##### (6) Exposure Incidents.

(B) In addition to the report required in subsection (h)(6)(A), the employer in the facility, service or operation that originates the report shall determine, to the extent that the information is available in the employer's records, whether the employee(s) of any other employer(s) may have had contact with the case or suspected case while performing activities within the scope of this section. The employer shall notify the other employer(s) within a timeframe that will both provide reasonable assurance that there will be adequate time for the employee to receive effective medical intervention to prevent disease or mitigate the disease course, and will also permit the prompt initiation of an investigation to identify exposed employees. In no case, shall the notification be longer than 72 hours after the report to the local health officer. The notification shall include the date, time, and nature of the potential exposure, and provide any other information that is necessary for the other employer(s) to evaluate the potential exposure of his or her employees. The notifying employer shall not provide the identity of the source patient to the other employers.

Note 1 to subsection (h)(6)(B): These employees may include, but are not limited to, paramedics, emergency medical technicians, emergency responders, home health care personnel, homeless shelter personnel, personnel at referring health care facilities or agencies, and corrections personnel.

Note 2 to subsection (h)(6)(B): Some diseases, such as meningococcal disease, require prompt prophylaxis of exposed individuals to prevent disease. Some diseases, such as varicella, have a limited window in which to administer vaccine to non-immune contacts. Exposure to some diseases may create a need to temporarily remove an employee from certain duties during a potential period of communicability. For other diseases such as tuberculosis there may not be a need for immediate medical intervention, however prompt follow up is important to the success of identifying exposed employees.

At 66 Fairmount Avenue, Oakland, CA: On December 3, 2009, four officers conducting a "welfare check" at the request of the family were exposed to a person with bacterial meningitis. The OPD employees were accompanied on site by employees of the Oakland Fire Department (OFD) and AMR ambulance service.

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On Tuesday, December 8, 2009, at 14:00 hours, the employer was notified by the Alameda County Public Health Department that the police officers had been exposed to confirmed bacterial meningitis. The employer did not notify either the OFD or AMR ambulance service of potential exposure to their employees to bacterial meningitis after the OPD received notification from the county Public Health Department.

**Date By Which Violation Must be Abated:** 04/23/2010  
**Proposed Penalty:** \$ 750.00

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### Citation and Notification of Penalty

**Company Name:** City of Oakland - Oakland Police Department  
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#### Citation 1 Item 5 Type of Violation: **General**

T8 CCR 5199 (7) - Information provided to the Physician or Other Licensed Health Care Professional.

(A) Each employer shall ensure that all PLHCPs responsible for making determinations and performing procedures as part of the medical services program are provided a copy of this standard and applicable public health guidelines. For respirator medical evaluations, the employer shall provide information regarding the type of respiratory protection used, a description of the work effort required, any special environmental conditions that exist (e.g., heat, confined space entry), additional requirements for protective clothing and equipment, and the duration and frequency of respirator use.

(B) Each employer shall ensure that the PLHCP who evaluates an employee after an exposure incident is provided the following information:

1. A description of the exposed employee's duties as they relate to the exposure incident;
2. The circumstances under which the exposure incident occurred;
3. Any available diagnostic test results, including drug susceptibility pattern or other information relating to the source of exposure that could assist in the medical management of the employee; and
4. All of the employer's medical records for the employee that are relevant to the management of the employee, including tuberculin skin test results and other relevant tests for ATP infections, vaccination status, and determinations of immunity.

At 66 Fairmount Avenue, Oakland, CA: On December 3, 2009, four officers conducting a "welfare check" at the request of the family were exposed to a person with bacterial meningitis. The employer was notified by the Alameda County Public Health Department on Tuesday, December 8th, that the officers had been exposed to a confirmed case of bacterial meningitis.

The employer identified three employees for evaluation and medical treatment and sent them to the City Physician (Concentra) on Thursday, December 10th. The employer did not provide the physician performing the evaluation and treatment with the information and documents required by the subsection.

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**Citation and Notification of Penalty**

**Company Name:** City of Oakland - Oakland Police Department  
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Date By Which Violation Must be Abated:	04/23/2010
Proposed Penalty:	\$ 420.00

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**Citation and Notification of Penalty**

**Company Name:** City of Oakland - Oakland Police Department  
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**Citation 1 Item 6 Type of Violation: General**

T8 CCR 5199 (9) - Written opinion from the physician or other licensed health care professional.

(A) Each employer shall obtain, and provide the employee with a copy of, the written opinion of the PLHCP within 15 working days of the completion of all medical evaluations required by this section.

(B) For respirator use, the physician's opinion shall have the content required by Section 5144(e)(6) of these orders.

(C) For TB conversions and all RATD and ATP-L exposure incidents, the written opinion shall be limited to the following information:

1. The employee's TB test status or applicable RATD test status for the exposure of concern;
2. The employee's infectivity status;
3. A statement that the employee has been informed of the results of the medical evaluation and has been offered any applicable vaccinations, prophylaxis, or treatment;
4. A statement that the employee has been told about any medical conditions resulting from exposure to TB, other RATD, or ATP-L that require further evaluation or treatment and that the employee has been informed of treatment options; and
5. Any recommendations for precautionary removal from the employee's regular assignment.

At 66 Fairmount Avenue, Oakland, CA: On December 3, 2009, four officers conducting a "welfare check" at the request of the family were exposed to a person with bacterial meningitis. The employer sent three employees to the City Physician (Concentra) on Thursday, December 10th, and the fourth employee was hospitalized for five days at Kaiser Permanente - Walnut Creek, starting on Wednesday, December 9th.

The employer did not obtain and provide to exposed employees a copy of the treating physician's written opinion as required by the subsection.

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Date By Which Violation Must be Abated: 05/10/2010  
Proposed Penalty: \$ 420.00

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**Company Name:** City of Oakland - Oakland Police Department  
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**Citation 1 Item 7 Type of Violation: General**

T8 CCR 342 (a) - Every employer shall report immediately by telephone or telegraph to the nearest District Office of the Division of Occupational Safety and Health any serious injury or illness, or death, of an employee occurring in the place of employment or in connection with any employment.

Immediately means as soon as practically possible but no longer than 8 hours after the employer knows or with diligent inquiry would have known of the death or serious injury or illness. If the employer can demonstrate that exigent circumstances exist, the time frame for the report may be made no longer than 24 hours after the incident.

Serious injury or illness is defined in section 330 (h), Title 8, California Administrative Code [now titled the California Code of Regulations].

At the establishment: An employee contracted bacterial meningitis from an occupational exposure on the job on December 3, 2009, and was hospitalized for five days, from December 9 to December 14, 2009, at Kaiser Permanente - Walnut Creek. The employer never reported this hospitalization to the Division between the time of hospitalization (12/9/2009) and the day this inspection was opened (1/6/2010).

**Date By Which Violation Must be Abated:** 04/23/2010  
**Proposed Penalty:** \$ 5000.00

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**Company Name:** City of Oakland - Oakland Police Department  
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**Citation 2 Item 1** Type of Violation: **Serious**

T8 CCR 5199 (g) - Respiratory Protection.

(4) The employer shall provide, and ensure that employees use, a respirator selected in accordance with subsection (g)(3) and Section 5144 when the employee:

- (A) Enters an AII room or area in use for AII;
- (B) Is present during the performance of procedures or services for an AirID case or suspected case;
- (C) Repairs, replaces, or maintains air systems or equipment that may contain or generate aerosolized pathogens;
- (D) Is working in an area occupied by an AirID case or suspected case, during decontamination procedures after the person has left the area and as required by subsection (e)(5)(D)9;
- (E) Is working in a residence where an AirID case or suspected case is known to be present;
- (F) Is present during the performance of aerosol generating procedures on cadavers that are suspected of, or confirmed as, being infected with aerosol transmissible pathogens;
- (G) Is performing a task for which the Biosafety Plan or Exposure Control Plan requires the use of respirators;  
or
- (H) Transports an AirID case or suspected case within the facility or in an enclosed vehicle (e.g., van, car, ambulance or helicopter) when the patient is not masked.

At 66 Fairmount Avenue, Oakland, CA: On December 3, 2009, four officers conducting a "welfare check" at the request of the family were exposed to a person with bacterial meningitis.

The employer did not provide respiratory protection to its employees on the day of this exposure, as required by subsections (B) and (E) above. Moreover, the employer had not established and implemented a respiratory

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

**State of California**

Division of Occupational Safety and Health  
Cal/OSHA District Office (0950614; 4014)  
1515 Clay Street, Room 1301  
Oakland, CA 94612

**Inspection Number:** 312358617  
**Inspection Dates:** 01/06/2010-04/15/2010  
**Issuance Date:** 04/19/2010  
**CSHO ID:** J4167  
**Optional Inspection Nbr:** 008-10



Phone (510) 622-2916 Fax (510) 622-2908

**Citation and Notification of Penalty**

**Company Name:** City of Oakland - Oakland Police Department  
**Inspection Site:** 455 Seventh Street, Oakland, CA 94607

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protection program for the class of employees exposed to persons with aerosol transmissible diseases (as defined in Appendix A of Section 5199), including fit tests and training for N95 respirators for employees whose job tasks include potential exposure to aerosol transmissible diseases.

Date By Which Violation Must be Abated: 05/02/2010  
Proposed Penalty: \$ 5060.00

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## State of California

Division of Occupational Safety and Health  
Cal/OSHA District Office (0950614; 4014)  
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### Citation and Notification of Penalty

**Company Name:** City of Oakland - Oakland Police Department  
**Inspection Site:** 455 Seventh Street, Oakland, CA 94607

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### Citation 3 Item 1 Type of Violation: **Serious**

T8 CCR 5199 (h) - Medical Services.

(6) Exposure Incidents.

(C) Each employer who becomes aware that his or her employees may have been exposed to an RATD case or suspected case, or to an exposure incident involving an ATP-L shall do all of the following:

1. Within a timeframe that is reasonable for the specific disease, as described in subsection (h)(6)(B), but in no case later than 72 hours following, as applicable, the employer's report to the local health officer or the receipt of notification from another employer or the local health officer, conduct an analysis of the exposure scenario to determine which employees had significant exposures. This analysis shall be conducted by an individual knowledgeable in the mechanisms of exposure to ATPs or ATPs-L, and shall record the names and any other employee identifier used in the workplace of persons who were included in the analysis. The analysis shall also record the basis for any determination that an employee need not be included in post-exposure follow-up because the employee did not have a significant exposure or because a PLHCP determined that the employee is immune to the infection in accordance with applicable public health guidelines. The exposure analysis shall be made available to the local health officer upon request. The name of the person making the determination, and the identity of any PLHCP or local health officer consulted in making the determination shall be recorded.
2. Within a timeframe that is reasonable for the specific disease, as described in subsection (h)(6)(B), but in no case later than 96 hours of becoming aware of the potential exposure, notify employees who had significant exposures of the date, time, and nature of the exposure.
3. As soon as feasible, provide post-exposure medical evaluation to all employees who had a significant exposure. The evaluation shall be conducted by a PLHCP knowledgeable about the specific disease, including appropriate vaccination, prophylaxis and treatment. For M. tuberculosis, and for other pathogens where recommended by applicable public health guidelines, this shall include testing of the isolate from the source individual or material for drug susceptibility, unless the PLHCP determines that it is not feasible.

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See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

**State of California**

Division of Occupational Safety and Health  
Cal/OSHA District Office (0950614; 4014)  
1515 Clay Street, Room 1301  
Oakland, CA 94612

**Inspection Number:** 312358617  
**Inspection Dates:** 01/06/2010 - 04/15/2010  
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**Optional Inspection Nbr:** 008-10



Phone (510) 622-2916 Fax (510) 622-2908

**Citation and Notification of Penalty**

**Company Name:** City of Oakland - Oakland Police Department  
**Inspection Site:** 455 Seventh Street, Oakland, CA 94607

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At 66 Fairmount Avenue, Oakland, CA: On December 3, 2009, four officers conducting a "welfare check" at the request of the family were exposed to a person with bacterial meningitis. At 14:00 hours on December 8, 2009, the employer was notified by the Alameda County Public Health Department that the employees had been exposed to a confirmed bacterial meningitis case.

The employer did not notify one of the four officers exposed during the "welfare check," and did not provide any evaluation and medical treatment for the employee after the employer was notified of the exposure. The unnotified and untreated employee was admitted to the emergency department and then the Intensive Care Unit of Kaiser Permanente - Walnut Creek at 19:00 hours on December 9, 2009, in a life-threatening condition. The employee was hospitalized for five days.

Date By Which Violation Must be Abated: 04/23/2010  
Proposed Penalty: \$ 18000.00

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Enforcement Officer/Nicholas Gleiter, District Manager

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See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

State of California  
Division of Occupational Safety and Health  
1515 Clay Street, Room 1301, Box 41  
Oakland, CA 94612  
Telephone: (510) 622-2916

## NOTICE OF PROPOSED PENALTIES

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**Company Name:** City of Oakland - Oakland Police Department  
**Inspection Site:** 455 Seventh Street, Oakland, CA 94607  
**Mailing Address:** 150 Frank Ogawa Plaza, Second Floor, Oakland, CA 95612

**Issuance Date:** 04/19/2010

**Reporting ID:** 0950614  
**Index Code:** 4014

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### Summary of Penalties for Inspection Number 312358617

Citation 1, General	= \$	8460.00
Citation 2, Serious	= \$	5060.00
Citation 3, Serious	= \$	18000.00
<b>TOTAL PROPOSED PENALTIES</b>	<b>= \$</b>	<b>31520.00</b>

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Penalties are due within 15 working days of receipt of this notification unless contested. If you are appealing any item of this citation, remittance is still due on all items that are not appealed. Enclosed for your use is a Penalty Remittance Form.

**If you are paying by credit card (MasterCard and Visa):** Please have this form on-hand when you are ready to make your payment. The company name, index code, reporting ID and Citation number(s) will be required to ensure that the payment is accurately posted to your account. Please go to [www.dir.ca.gov/dosh](http://www.dir.ca.gov/dosh) to access the secure payment processing site.

**If you are paying by check:** Mail this Notice of Proposed Penalties, the Penalty Remittance Form, along with a copy of the Citation and Notification of Penalty to:

DEPARTMENT OF INDUSTRIAL RELATIONS  
CASHIER, ACCOUNTING OFFICE  
P. O. BOX 420603  
SAN FRANCISCO, CA 94142-0603

**INFORMATION MEMORANDUM**

**EMPLOYER:** City of Oakland - Oakland Police Department  
**ADDRESS:** 150 Frank Ogawa Plaza, Second Floor  
 Oakland CA 95612

An Inspection or investigation of a place of employment located at 455 Seventh Street in Oakland was conducted by Garrett Brown on 01/06/2010. This Information Memorandum is intended to direct your attention to the following conditions which can be potentially hazardous to the safety and health of employees in the future. If these conditions were not corrected before employees are exposed, violations of safety and health standards would occur and you would receive one or more citations covering these violations, which will entail a civil penalty. In addition, one or more of the citations may be classified as willful based on the information contained in the memorandum.

Item No.	No. of Instances	Description of potential hazard
01	1	<p>Title 8, Section 5199 -- The employer is developing its written Aerosol Transmissible Diseases Exposure Control Plan and establishing the required procedures. The employer must ensure that its ATD program and implementation include:</p> <ul style="list-style-type: none"> <li>(a) effective procedures to receive and act on disease notifications when the Oakland Police Department (OPD) Medical Unit office is not open or its personnel are otherwise unavailable;</li> <li>(b) effective procedures to identify all exposed employees in a timely fashion; and</li> <li>(c) effective procedures to provide all exposed employees with medical evaluation and treatment as soon as possible.</li> </ul>

Signature \_\_\_\_\_  
 Safety Engineer

Signature \_\_\_\_\_  
 District Manager

Signature \_\_\_\_\_  
 Industrial Hygienist

Date of Issuance \_\_\_\_\_

1	4	J4167	008-10	312358617
Region	District	SE/IH Identification No.	Optional Report No.	Cal/OSHA Form 1 Report No.