Staff have been working with departments, agencies and offices to develop overall guidance for reopening programs and services once the Stay at Home (SAH) order is lifted. While we do not have a firm date, we know that we are nearing the point at which we will begin to reopen or reestablish services to the public.

In preparation, we provided return to the workplace considerations to departments/agencies/offices intended as guidance for planning purposes. A summary of that communication is below. We have also attached a table indicating our phasing plan for the reopening/reestablishment of our services.

**General Principles**

Those services that have been provided throughout the SAH will continue to do so going forward as we reopen.

Consistent with the recovery phases established by the BOCC, county operations that have halted or significantly curtailed programs or services, and operations that have continued with the majority of employees working remotely, may begin to reestablish physical operations.

Discretionary services, primarily Park and Recreation and Library, will ramp up based upon their ability to reestablish operations and schedules in their wide variety of programs and services in a safe manner.

Service will be reestablished at the level that is needed and expected by the public as we reopen buildings, programs and services, while utilizing safe practices for the health of the public and our employees in delivering our services.

Traditional methods of delivering services have changed during the pandemic and there is both an opportunity and an expectation that our services, and how they are delivered, will evolve in this unique time.

**Safety**

Social distancing will be a key component in creating a safe environment for both the public and staff. Prior to the SAH order, several county facilities removed chairs from public areas and took other steps
to allow for employees and the public to maintain a six-foot distance and/or maintain the ten-person limit on group size. These will be maintained, added to other areas and modified appropriately during each recovery phase. Since the pandemic began, cleaning efforts have focused on high touch areas and those will continue. In addition, departments will explore options to maintain distance between employees and customers, and options such as plexiglass partitions and signage/floor markings to ensure social distancing will be implemented. We will continue to promote the use of electronic and mail services and where personal interaction is required, appropriate mechanisms to control the number of citizens in areas will be considered.

The county will continue to provide appropriate personal protective equipment (PPE) for those staff who required such equipment prior to COVID-19. Dr. LeMaster and Dr. Jacobsen will continue to advise where other PPE is necessary and where it is not and will assist in educating staff on these guidelines. In addition, messaging will be provided to employees encouraging them to practice the best methods for slowing the spread of the virus - social distancing, staying in when possible, staying home when ill, and practicing good hygiene.

**Staffing**

Our response to COVID-19 demonstrated new and different ways of providing services that may alter staffing models. Moving forward, we will determine appropriate staffing levels given current and forecasted service demands. Where possible, essential vacancies will be filled with furloughed employees or held vacant until we have a better sense of long-term needs and the budgetary impact of the pandemic.

Social distancing will be maintained in the workplace where possible and practical, both the six feet of separation for contacts over ten minutes and limits on the size of group gatherings.

Some strategies to accomplish this:

- Employees working from home
- Staggering employee work shifts to reduce staff density/proximity to limit potential virus spread
- Flexing schedules for employees
- Providing services via email, internet, zoom, telephone or mail where possible
- Limiting face to face meetings.

All of these strategies may be utilized both in the short and long term. Finally, reorientation training will be available to address employee safety, the impact of COVID-19 on our organization and community, our expectations moving forward and to express appreciation for all employees for their commitment to public service and Johnson County Government.